



REVISED 11/8/2022

**AGENDA**  
**CUYAHOGA COUNTY COUNCIL REGULAR MEETING**  
**WEDNESDAY, NOVEMBER 9, 2022**  
**CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS**  
**C. ELLEN CONNALLY COUNCIL CHAMBERS – 4<sup>TH</sup> FLOOR**  
**5:00 PM**

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PLEDGE OF ALLEGIANCE**
- 4. SILENT MEDITATION**
- 5. PUBLIC COMMENT**
- 6. APPROVAL OF MINUTES**
  - a) October 25, 2022 Committee of the Whole Meeting [See Page 26]
  - b) October 25, 2022 Regular Meeting [See Page 28]
- 7. ANNOUNCEMENTS FROM THE COUNCIL PRESIDENT**
- 8. MESSAGES FROM THE COUNTY EXECUTIVE**
- 9. LEGISLATION INTRODUCED BY COUNCIL**
  - a) **CONSIDERATION OF RESOLUTIONS OF COUNCIL FOR FIRST READING AND REFERRAL TO COMMITTEE**
    - 1) R2022-0391: A Resolution awarding a total sum, not to exceed \$89,642.27, to the Westshore Council of Governments for the purpose of purchasing new and replacement equipment for the Westshore Technical Response Team from

the District 1 and District 2 ARPA Community Grant Funds; and declaring the necessity that this Resolution become immediately effective.[See Page 54]

Sponsors: Councilmembers Baker and Miller

- 2) R2022-0392: A Resolution awarding a total sum, not to exceed \$1,500,000, to the City of Brook Park for the Brook Park Central Campus Green Storm Project from the District 2 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective. [See Page 79]

Sponsor: Councilmember Miller

- 3) R2022-0393: A Resolution awarding a total sum, not to exceed \$100,000, to the Rose Centers for Aging Well for the Rose Centers Meals Programs from the District 2 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective. [See Page 93]

Sponsor: Councilmember Miller

- 4) R2022-0394: A Resolution awarding a total sum, not to exceed \$97,170, to the City of Lakewood for the Alternative Fuel Circulator Feasibility Study from the District 2 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective. [See Page 105]

Sponsor: Councilmember Miller

- 5) R2022-0395: A Resolution awarding a total sum, not to exceed \$43,015, to the Journey Center for Safety and Healing for repairs and upgrades for the Emergency Domestic Violence Shelter from the District 2 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective. [See Page 164]

Sponsor: Councilmember Miller

- 6) R2022-0396: A Resolution awarding a total sum, not to exceed \$750,000, to the West Park Kamm's Neighborhood Development for the Old Lorain Connector Project from the District 2 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.[See Page 172]



Sponsor: Councilmember Miller

- 7) R2022-0397: A Resolution awarding a total sum, not to exceed \$100,000, to The Bail Project, Inc. for the purpose of hiring an additional bail disruptor from the District 11 ARPA Community Grant Fund and the General Fund made available by the American Rescue Plan Act revenue placement provision; and declaring the necessity that this Resolution become immediately effective. [See Page 181]

Sponsors: Councilmember Simon and County Executive Budish

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

- 1) R2022-0351: A Resolution awarding a total sum, not to exceed \$250,000, to the West Creek Conservancy for the reclamation and adaptive reuse of the former Haydite Mine from the District 6 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective. [See page 189]

Sponsors: Councilmembers Schron, Simon and Turner

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

- 2) R2022-0356: A Resolution awarding a total sum, not to exceed \$250,000, to the Village of Chagrin Falls for the Wastewater Treatment Plant Green Energy Efficiency Improvement Project from the District 6 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective. [See Page 200]

Sponsors: Councilmembers Schron, Simon and Turner

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

- 3) R2022-0361: A Resolution awarding a total sum, not to exceed \$50,000, to Environmental Health Watch for the Fresh Fest Cleveland: Urban Farm, Food, Arts & Music Festival from the District 11 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately [See Page 210]

effective.

Sponsors: Councilmembers Simon and Turner

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

- 4) R2022-0373: A Resolution awarding a total sum, not to exceed \$50,000, to the Cleveland Clergy Alliance for the Stop the Violence Project from the District 10 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective. [See Page 220]

Sponsors: Councilmembers Stephens, Sweeney and Turner

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

- 5) R2022-0374: A Resolution awarding a total sum, not to exceed \$100,000, to the Journey Center for Safety and Healing for general operations from the District 10 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective. [See Page 230]

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

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

- 6) R2022-0375: A Resolution awarding a total sum, not to exceed \$129,420, to the City of University Heights for the Cedar Road Resurfacing Project from the District 10 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective. [See Page 239]

Sponsor: Councilmember Stephens

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

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

- 1) R2022-0376: A Resolution adopting various changes to the Cuyahoga County Non-Bargaining Classification Plan; and declaring the necessity that this Resolution become immediately effective. [See Page 247]

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

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

- 2) R2022-0377: A Resolution adopting various changes to the Cuyahoga County Non-Bargaining Classification Plan for Sheriff's Department; and declaring the necessity that this Resolution become immediately effective. [See Page 317]

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

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

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

- 1) R2022-0330: A Resolution awarding a total sum, not to exceed \$225,000, to the Westshore Council of Governments for the Westshore Consolidated Dispatch Operational Plan from the District 1 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective. [See Page 351]

Sponsor: Councilmember Baker

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

- 2) R2022-0333: A Resolution awarding a total sum, not to exceed \$100,000, to the City of Parma Heights for the Greenbrier Commons Facility Renovations Project from the District 3 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective. [See Page 354]

Sponsor: Councilmember Sweeney

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

- 3) R2022-0334: A Resolution awarding a total sum, not to exceed \$173,930, to the City of Lyndhurst for the purpose of purchasing snow removal equipment from the District 11 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective. [See Page 357]

Sponsor: Councilmember Simon

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

- 4) R2022-0348: A Resolution awarding a total sum, not to exceed \$127,500, to the Village of Glenwillow for the Pettibone Road Sanitary Sewer Extension Phase 2 Project from the District 6 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective. [See Page 360]

Sponsor: Councilmember Schron

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

- 5) R2022-0349: A Resolution awarding a total sum, not to exceed \$117,750, to the Village of Glenwillow for the Tinker's Creek Trail North 2 Project from the District 6 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective. [See Page 363]

Sponsor: Councilmember Schron

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

- 6) R2022-0350: A Resolution awarding a total sum, not to exceed \$250,000, to the Cuyahoga County Public Library for the Solon Innovation Center Project from the District 6 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective. [See Page 366]

Sponsor: Councilmember Schron

Committee Assignment and Chair: Economic Development & Planning – Schron

- 7) R2022-0352: A Resolution awarding a total sum, not to exceed \$250,000, to the Village of Walton Hills for the Northfield Road Sidewalk Project from the District 6 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective. [See Page 369]

Sponsor: Councilmember Schron

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

- 8) R2022-0353: A Resolution awarding a total sum, not to exceed \$220,000, to the Village of Gates Mills for the Mayfield Road Culvert Replacement Project from the District 6 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective. [See Page 372]

Sponsor: Councilmember Schron

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

- 9) R2022-0354: A Resolution awarding a total sum, not to exceed \$250,000, to the City of Seven Hills for the North Park Pavilion Project from the District 6 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective. [See Page 375]

Sponsor: Councilmember Schron

Committee Assignment and Chair: Community Development – Stephens

- 10) R2022-0355: A Resolution awarding a total sum, not to exceed \$30,000, to the Village of Gates Mills for the Public Restroom Renovation Project from the District 6 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective. [See Page 378]

Sponsor: Councilmember Schron

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

- 11) R2022-0357: A Resolution awarding a total sum, not to exceed \$250,000, to the City of Brecksville for the Oakes Road-Valley Parkway Connector Trail Project from the District 6 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective. [See Page 381]

Sponsor: Councilmember Schron

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

- 12) R2022-0358: A Resolution awarding a total sum, not to exceed \$250,000, to the City of Mayfield Heights for the Aquatic and Community Center Project from the District 6 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective. [See Page 384]

Sponsor: Councilmember Schron

Committee Assignment and Chair: Community Development – Stephens

- 13) R2022-0359: A Resolution awarding a total sum, not to exceed \$250,000, to Oakwood Village for the Fair Oaks Road Rehabilitation Project from the District 6 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective. [See Page 387]

Sponsor: Councilmember Schron

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

- 14) R2022-0360: A Resolution awarding a total sum, not to exceed \$250,000, to the Village of Moreland Hills for the Jackson Road Rehabilitation Project from the District 6 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective. [See Page 390]

Sponsor: Councilmember Schron

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

- 15) R2022-0362: A Resolution awarding a total sum, not to exceed \$300,000.00, to the Chagrin Documentary Film Festival for the purpose of purchasing and renovating permanent office and event space; and declaring the necessity that this Resolution become immediately effective. [See Page 393]

Sponsors: Councilmembers Schron, Simon, Jones and Miller

Committee Assignment and Chair: Community Development – Stephens

## **10. LEGISLATION INTRODUCED BY EXECUTIVE**

### **e) CONSIDERATION OF RESOLUTIONS FOR FIRST READING ADOPTION UNDER SUSPENSION OF RULES**

- 1) R2022-0398: A Resolution approving a Collective Bargaining Agreement between Cuyahoga County and International Union of Operating Engineers, Local 18-S, (Technicians) representing approximately 6 employees in the Department of Public Works for the period 1/1/2023 – 12/31/2025; directing that funds necessary to implement the Collective Bargaining Agreement be budgeted and appropriated; authorizing the County Executive to execute the agreement and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective. [See Page 396]

Sponsor: County Executive Budish/Departments of Public Works, Human Resources and Law

- 2) R2022-0399: A Resolution approving a Memorandum of Agreement which amends a Collective Bargaining Agreement between Cuyahoga County and The American Federation of State, County, and Municipal Employees, Ohio Council 8, AFLCIO, Local 1746 for a collective bargaining agreement covering approximately 1,218 employees at the Cuyahoga Job and Family Services, Division of Children and Family Services, and Division of Senior and Adult Services for the period 7/1/2020 - 6/30/2023 to establish a Clerical Specialist 2 position, assign a pay range and provide for retroactive compensation; and declaring the necessity that this Resolution become immediately effective. [See Page 399]

Sponsor: County Executive Budish/Departments of Law, Health and Human Services/Cuyahoga Job and Family Services, Division of Children and Family Services, and Division of Senior and Adult Services

- 3) R2022-0400: A Resolution amending the 2022/2023 Biennial Operating Budget for 2022 by providing for additional fiscal appropriations from the General Fund and other funding sources, for appropriation transfers between budget accounts and for cash transfers between budgetary funds, to meet the budgetary needs of various County departments, offices and agencies, amending Resolution No. R2022-0140 dated 6/7/2022 and Resolution No. R2022-0364 dated 10/11/2022; and declaring the necessity that this Resolution become immediately effective. [See Page 402]

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

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

- 1) R2022-0401: A Resolution adopting the 2022/2023 Biennial Operating Budget and Capital Improvements Program Annual Update for 2023; and declaring the necessity that this Resolution become immediately effective. [See Page 412]

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

- 2) R2022-0402: A Resolution declaring that public convenience and welfare requires the rehabilitation of Smith Road from Sheldon Road to Pearl Road in the City of Middleburg Heights; total estimated project cost \$2,000,000.00; finding that special assessments will neither be levied nor collected to pay for any part of the County's costs of said improvement; authorizing the County Executive to enter into an agreement of cooperation with said municipality in connection with said project; and declaring the necessity that this Resolution become immediately effective. [See Page 504]

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



- 3) R2022-0403: A Resolution making an award on RQ10548 to Perk Company, Incorporated in the amount not-to-exceed \$3,554,102.65 for the resurfacing of South Green Road from Cedar Road to Mayfield Road in the City of South Euclid in connection with the FY2021-2024 Transportation Improvement Program; authorizing the County Executive to execute Contract No. 2779 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective. [See Page 509]

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

- 4) R2022-0404: A Resolution making an award on RQ10101 to Cold Harbor Building Company in the amount not-to-exceed \$2,248,500.00 for the purchase of replacement generators located at the Cuyahoga County Medical Examiner's Building; authorizing the County Executive to execute Contract No. 2801 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective. [See Page 523]

Sponsor: County Executive Budish/Department of Public Works

- 5) R2022-0405: A Resolution authorizing Cuyahoga County Match Funding Forgivable loans to various organizations in the total amount not-to-exceed \$5,000,000.00 for various projects in connection with the State of Ohio, Brownfield Remediation Funding Match Program for the period 12/1/2022 – 11/30/2025; authorizing the County Executive and/or Director of Development to execute all documents consistent with said loans and this Resolution; and declaring the necessity that this Resolution become immediately effective: [See Page 541]

- a) 2168 West 25th St. LLC in the amount not-to-exceed \$137,718.75.
- b) BC Empire School LLC in the amount not-to-exceed \$187,569.43.
- c) Beacon Communities (BC Central School LLC) in the amount not-to exceed \$257,070.22.

- d) Bridgeworks, LLC in the amount not-to-exceed \$42,465.00.
- e) Cleveland Metroparks in the amount not-to-exceed 110,632.80.
- f) Crooked River Equity Partners in the amount not-to-exceed \$546,138.75.
- g) Foundry Project Arts Incubator, Inc. in the amount not-to-exceed \$215,000.00.
- h) Hawthorne Elementary Partners in the amount not-to-exceed \$283,000.00.
- i) Kurtz Bros. Inc. in the amount not-to-exceed \$276,217.80.
- j) Spartan Alumni Rowing Association in the amount not-to-exceed \$131,537.22.
- k) Sustainable Community Associates (Friends of Mendelsohn) in the amount not-to-exceed \$340,000.00.
- l) Symba & Snap LLC in the amount not-to-exceed \$165,000.00.
- m) TCD OCP Co LLC in the amount not-to-exceed \$332,737.50.
- n) The Great Lakes Brewing Co and 2516 Corp. in the amount not-to-exceed \$273,477.75.
- o) Tungston Industrial LLC in the amount not-to-exceed \$600,000.00.
- p) Vesta Lynette LLC in the amount not-to-exceed \$136,291.58.
- q) Warner & Swasey in the amount not-to-exceed \$293,143.20.
- r) Westinghouse-Breakwater Properties, LLC in the amount not-to-exceed \$672,000.00.

Sponsor: County Executive Budish/Department of Development

- 6) R2022-0406: A Resolution authorizing an award on Purchase Order No. 22004493 to Nexum, Inc. in an amount not-to-exceed \$709,482.35 for the purchase of Palo Alto Networks hardware, licenses and subscription services for (4) firewalls for a period of (3) years; and declaring the necessity that this Resolution become immediately effective. [See Page 547]

Sponsor: County Executive Budish/Department of Information Technology

- 7) R2022-0407: A Resolution authorizing an amendment to Contract No. 868 with Microsoft Corporation for Microsoft Premier training and support services for the period 11/1/2017 – 12/5/2022 to extend the time period to 12/5/2023 and for additional funds in the amount not-to-exceed \$685,267.00; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective. [See Page 554]

Sponsor: County Executive Budish/Department of Information Technology

- 8) R2022-0408: A Resolution authorizing an amendment to Contract No. 2248 with MedMutual Life Insurance Company for group life, voluntary life and accidental death insurance for County employees for the period 1/1/2022 – 12/31/2022 to extend the time period to 12/31/2023 and for additional funds in the amount not-to-exceed \$1,871,168.00; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective. [See Page 574]

Sponsor: County Executive Budish/Department of Human Resources

- 9) R2022-0409: A Resolution making an award on RQ9686 to Vision Service Plan in the amount not-to-exceed \$1,500,000.00 for vision insurance for County employees and their eligible dependents for the period 1/1/2023 – 12/31/2025; authorizing the County Executive to execute Contract No. 2835 and all other documents consistent with

said award and this Resolution; and declaring the necessity that this Resolution become immediately effective. [See Page 581]

Sponsor: County Executive Budish/ Department of Human Resources

- 10) R2022-0410: A Resolution making an award on RQ9659 to Delta Dental Plan of Ohio, Inc. in the amount not-to-exceed \$9,000,000.00 for dental insurance for County employees and their eligible dependents for the period 1/1/2023 – 12/31/2025; authorizing the County Executive to execute Contract No. 2836 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective. [See Page 588]

Sponsor: County Executive Budish/ Department of Human Resources

- 11) R2022-0411: A Resolution making an award on RQ9575 to Alliant Insurance Services Inc. in the amount not-to-exceed \$4,648,940.00 for insurance brokerage and risk management services for the period 1/1/2023 – 12/31/2025; authorizing the County Executive to execute the Contract No. 2698 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective. [See Page 590]

Sponsor: County Executive Budish/Department of Law/Division of Risk Management

- 12) R2022-0412: A Resolution adopting the Cuyahoga County 2022-2027 All Hazards Mitigation Plan; and declaring the necessity that this Resolution become immediately effective. [See Page 596]

Sponsor: County Executive Budish/Department of Public Safety and Justice Services/Office of Emergency Management

- 13) R2022-0413: A Resolution making an award on RQ10389 to Mental Health Services for Homeless Persons Inc., d/b/a Frontline Service in the amount not-to-exceed \$868,300.00 for the Children Who Witness Violence Program for the period 12/1/2022 – 11/30/2024; authorizing the County Executive to execute Contract No. 2796 and all other documents consistent [See Page 600]

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

Sponsor: County Executive Budish/Department of Public Safety and Justice Services/Division of Witness/Victim

- 14) R2022-0414: A Resolution authorizing an amendment to Contract No. 2259 with Educational Service Center of Northeast Ohio for fiscal agent services for the Families and Schools Together Program, FASTWORK activities and parent services for the period 1/1/2019 – 12/31/2023, to change the scope of services, effective 10/1/2022, and for additional funds in the amount not-to-exceed \$654,000.00; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective. [See Page 603]

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

- 15) R2022-0415: A Resolution making an award on RQ7099 to Emerald Development and Economic Network, Inc. in the amount not-to-exceed \$1,935,300.00 for Rapid Re-housing services for the period 1/1/2022 – 12/31/2023; authorizing the County Executive to execute Contract No. 2730 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective. [See Page 612]

Sponsor: County Executive Budish/Department of Health and Human Services/Division of Community Initiatives/Office of Homeless Services

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

- 1) R2022-0344: A Resolution making an award on RQ7934 to Patrick Engineering Inc. in the amount not-to-exceed \$759,926.00 for engineering services for the replacement of Schaaf Road Bridge No. 02.89 over the West Creek in the City of Independence, effective upon contract signature of all parties through 10/31/2025; authorizing the County Executive to execute Contract No. 2733 and all other documents consistent with said award and this Resolution; and declaring [See Page 620]

the necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish/Department of Public Works

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

- 2) R2022-0384: A Resolution making an award on Purchase Order No. 22004388 to The Safety Company dba MTech Company in the amount not-to-exceed \$606,647.00 for a state contract purchase of (1) 2023 GapVax Combination Jet/Vacuum Truck for the Sanitary Engineering Division; and declaring the necessity that this Resolution become immediately effective. [See Page 632]

Sponsor: County Executive Budish/Department of Public Works

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

- 3) R2022-0388: A Resolution authorizing an amendment to Contract No. 1703 (fka Contract No. 472) with Alcohol, Drug Addiction and Mental Health Services Board for the Mental Health and Substance Abuse/Addiction Diversion Center for the period 12/8/2020 – 12/31/2022, to extend the time period to 12/31/2023, to expand the scope of services, effective upon contract signature of all parties, and for additional funds in the amount not to-to-exceed \$4,363,012.00; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective. [See Page 638]

Sponsors: County Executive Budish/Department of Public Safety and Justice Services and Councilmember Turner

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

- 4) R2022-0389: A Resolution authorizing an amendment to a Master Contract with various municipalities and providers for various services for the Community Social Services Program

for the period 1/1/2022 - 12/31/2023; (a) to change the terms and scope of services for the original 27 providers, (b) to add (7) providers, effective 7/1/2022 and for additional funds in the total amount not-to-exceed \$939,854.76, and (c) to remove Eliza Bryant Village, effective 8/31/2022; authorizing the County Executive to execute the amendments and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective: [See Page 647]

- a) Contract No. 1926 with Catholic Charities Corporation on behalf of Fatima Family Center for Adult Development and Congregate Meals services.
- b) Contract No. 1925 with Catholic Charities Corporation on behalf of Hispanic Senior Center for Adult Development, Congregate Meals, Transportation and Outreach services.
- c) Contract No. 1927 with Catholic Charities Corporation on behalf of St. Martin de Porres Family Center for Adult Development and Transportation services.
- d) Contract No. 1936 with City of Bedford for Adult Development, Congregate Meals and Transportation services.
- e) Contract No. 1938 with City of Bedford Heights for Adult Development, Congregate Meals and Transportation services.
- f) Contract No. 1939 with City of Berea for Adult Development, Delivered Meals and Transportation services.
- g) Contract No. 1940 with City of Euclid for Adult Development, Congregate Meals, Holiday Meals and Transportation services.
- h) Contract No. 1946 with City of Lakewood for Adult Development and Transportation services.

- i) Contract No. 1941 with City of Maple Heights for Congregate Meals, Delivered Meals, Holiday Meals and Transportation services.
- j) Contract No. 1942 with City of Olmsted Falls for Adult Development services.
- k) Contract No. 1943 with City of Solon for Adult Development services.
- l) Contract No. 1944 with City of Strongsville for Adult Development and Transportation services.
- m) Contract No. 1945 with Cleveland Clergy Alliance for Outreach services.
- n) Contract No. 1947 with Community Partnership on Aging for Adult Development and Transportation services.
- o) Contract No. 1948 with The East End Neighborhood House Association for Adult Development, Congregate Meals, Delivered Meals, Holiday Meals and Transportation services.
- p) Contract No. 1953 with The Harvard Community Services Center for Adult Development, Congregate Meals, Delivered Meals and Transportation services.
- q) Contract No. 1954 with Linking Employment, Abilities and Potential (LEAP) for Adult Development services.
- r) Contract No. 1955 with The Mandel Jewish Community Center of Cleveland for Adult Development, Congregate Meals and Transportation services.
- s) Contract No. 1956 with Murtis Taylor Human Services System for Adult Development, Congregate Meals, Delivered Meals, Holiday Meals and Transportation services.
- t) Contract No. 1957 with Near West Side Multi-Service Corporation dba May Dugan Center for Adult Development services.



- u) Contract No. 1958 with Rose Centers for Aging Well, LLC for Adult Development, Congregate Meals, Delivered Meals and Transportation services.
  - v) Contract No. 1959 with The Salvation Army for Adult Development, Congregate Meals, Delivered Meals and Transportation services.
  - w) Contract No. 1960 with Senior Citizen Resources, Inc. for Adult Development, Congregate Meals, Delivered Meals, Holiday Meals and Transportation.
  - x) Contract No. 1961 with Senior Transportation Connection for Transportation services and to modify the hourly rate, effective 1/1/2022.
  - y) Contract No. 1962 with University Settlement, Inc. for Adult Development, Congregate Meals, Delivered Meals, Holiday Meals and Transportation services.
  - z) Contract No. 1964 with West Side Community House for Adult Development, Congregate Meals, Holiday Meals and Transportation services.
- 1) to add (7) providers, effective 7/1/2022, for additional funds in the total amount not-to-exceed \$939,854.76:
- aa) Contract No. 2757 with Ashbury Senior Computer Center in the amount not-to-exceed \$75,000.00 for Innovative Programming services
  - bb) Contract No. 2755 with Fairhill Partners in the amount not-to-exceed \$50,000.00 for Innovative Programming services
  - cc) Contract No. 2756 with Simply Virtual, Inc. dba Barton Senior Center in the amount not-to-exceed \$25,000.00 for Innovation Programming services
  - dd) Contract No. 2775 with The Phillis Wheatley Association in the amount not-to-exceed \$109,696.00 for Congregate Meals services
  - ee) Contract No. 2769 with Jennings Center for Older Adults in the amount not-to-exceed \$205,658.76 for Adult Day, Adult Development, Congregate Meals,

Delivered Meals, Holiday Meals, Delivery/Pickup Meals and Transportation services

ff) Contract No. 2758 with City of Parma Heights in the amount not-to-exceed \$374,500.00 for Adult Development, Congregate Meals, Delivery/Pickup Meals and Transportation services

gg) Contract No. 2754 with Greater Cleveland Neighborhood Center in the amount not-to-exceed \$100,000.00 for Innovative Programming services

2) and to remove (1) provider, effective 8/31/2022

hh) Contract No. 1952 with Eliza Bryant Village for Adult Day and Transportation services.

Sponsors: County Executive Budish/Department of Health and Human Services/Division of Senior and Adult Services and Councilmembers Turner and Conwell

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

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

- 1) R2022-0342: A Resolution amending the 2022/2023 Biennial Operating Budget for 2022 by providing for additional fiscal appropriations from the General Fund and other funding sources, for appropriation transfers between budget accounts and for cash transfers between budgetary funds, to meet the budgetary needs of various County departments, offices and agencies; and declaring the necessity that this Resolution become immediately effective. [See page 769]

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

Committee Assignment and Chair: Finance & Budgetng – Miller

- 2) R2022-0381: A Resolution amending the 2022/2023 Biennial Operating Budget for 2022 by providing for additional fiscal appropriations from the General Fund and other funding

sources, for appropriation transfers between budget accounts and for cash transfers between budgetary funds, to meet the budgetary needs of the Department of Health and Human Services; and declaring the necessity that this Resolution become immediately effective. [See Page 772]

Sponsors: County Executive Budish/ Fiscal Officer/Office of Budget and Management and Councilmember Turner

Committee Assignment and Chair: Finance & Budgeting – Miller

- 3) R2022-0382: A Resolution amending the 2022/2023 Biennial Operating Budget for 2022 by providing for additional fiscal appropriations from the General Fund and other funding sources, for appropriation transfers between budget accounts and for cash transfers between budgetary funds, to meet the budgetary needs of the Department of Health and Human Services/Division of Children and Family Services; and declaring the necessity that this Resolution become immediately effective. [See Page 775]

Sponsors: County Executive Budish/ Fiscal Officer/Office of Budget and Management and Councilmember Miller

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

- 4) R2022-0383: A Resolution requesting authority to apply for grant funds from Northeast Ohio Areawide Coordinating agency in the amount of \$1,000,000.00 for the Lake Road-Clifton Boulevard Project in the Cities of Lakewood and Rocky River in connection with the Cuyahoga County Lakefront Access Plan in connection with the 2023 Transportation for Livable Communities Initiative Implementation Program; confirming the County Executive/Department of Public Works has authority to apply for funding in connection with said grant application and all documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective. [See Page 778]

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

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

- 5) R2022-0385: A Resolution approving and accepting a plat covering the vacation of a certain portion of Station Road located in the City of Brecksville in connection with Cleveland Metropolitan Park improvements; ordering the vacation of a certain portion of Station Road located in the City of Brecksville, Cuyahoga County, Ohio, in connection with Cleveland Metropolitan Park improvements; ordering all proceedings copied into the proper Road Record of the County by the County Engineer; and declaring the necessity that this Resolution become immediately effective. [See Page 781]

Sponsor: County Executive Budish/ Department of Public Works

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

- 6) R2022-0386: A Resolution authorizing an amendment to Agreement No. 1622 with Chagrin Valley Dispatch Council for dispatch operation services for law enforcement activities for the period 4/28/2021 – 12/31/2022 to extend the time period to 12/31/2024 and for additional funds in the amount not-to-exceed \$1,944,501.71; authorizing the County Executive to execute the Agreement and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective. [See Page 784]

Sponsors: County Executive Budish/County Sheriff and Councilmember Turner

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

- 7) R2022-0387: A Resolution making an award on RQ9001 for a Membership Participation Agreement with Chagrin Valley Dispatch Council in the amount not-to-exceed \$4,419,735.32 for the purchase of handheld portable radios and accessories for various officers of the Sheriff's Department and Juvenile Justice Center for the period 1/1/2023 – 12/31/2027; authorizing the County Executive to execute the Agreement No. 2794 and all other documents consistent with said award

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

Sponsor: County Executive Budish/County Sheriff and Councilmember Turner [See Page 786]

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

- 8) R2022-0390: A Resolution authorizing an amendment to Contract No. 769 with Young Women’s Christian Association of Greater Cleveland (YWCA) for emergency shelter services for single adult women at the Norma Herr Women’s Shelter, located at 2227 Payne Avenue, Cleveland, for the period 1/1/2021 – 8/31/2022 to extend the time period to 12/31/2022 and for additional funds in the amount not-to-exceed \$917,264.00; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.[See Page 788]

Sponsors: County Executive Budish/Department of Health and Human Services/Division of Community Initiatives/Office of Homeless Services and Councilmember Turner

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

**i) CONSIDERATION OF A RESOLUTION FOR THIRD READING ADOPTION**

- 1) R2022-0372: A Resolution authorizing an amendment to Contract No. 2737 with Integrated Precision Systems, Inc. for maintenance and support on the Enterprise Network Security System for the period 1/1/2018 – 12/31/2022 to extend the time period to 6/30/2024 and for additional funds in the amount not-to-exceed \$869,156.66; 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 791]

Sponsor: County Executive Budish/County Sheriff

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

**j) CONSIDERATION OF AN ORDINANCE FOR FIRST READING AND REFERRAL TO COMMITTEE**

- 1) O2022-0010: An Ordinance providing for adoption of modifications of Cuyahoga County Non-Bargaining Salary Schedule A and authorizing various salary changes for unclassified employees; and declaring the necessity that this Ordinance become immediately effective. [See Page 793]

Sponsors: Council President Jones and County Executive Budish on behalf of the Cuyahoga County Personnel Review Commission and the Department of Human Resources

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

- 1) O2022-0009: An Ordinance providing for modifications to and adoption of, certain sections of the Cuyahoga County Employee Handbook; and declaring the necessity that this Ordinance become immediately effective. [See Page 803]

Sponsors: County Executive Budish/Department of Human Resources

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

**11. MISCELLANEOUS COMMITTEE REPORTS**

**12. MISCELLANEOUS BUSINESS**

**13. REPORT BY CLERK ON LEGISLATION WITHDRAWN AT REQUEST OF SPONSOR**

- a) R2022-0341: A Resolution confirming the County Executive's appointment of Chris Glassburn to serve on the Greater Cleveland Regional Transit Authority Board of Trustees for the unexpired term ending April 30, 2024; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish

**14. ADJOURNMENT**

## NEXT MEETING

### REGULAR MEETING:

TUESDAY, NOVEMBER 22, 2022  
5:00 PM / COUNCIL CHAMBERS

*\*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 Council Chambers from the 5<sup>th</sup> floor parking level of the garage. Please see the Clerk to obtain a complimentary parking pass.*

*\*\*Council Chambers is equipped with a hearing assistance system. If needed, please see the Clerk to obtain a receiver.*



## **MINUTES**

**CUYAHOGA COUNTY COUNCIL COMMITTEE OF THE WHOLE MEETING  
TUESDAY, OCTOBER 25, 2022  
CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS  
C. ELLEN CONNALLY COUNCIL CHAMBERS – 4<sup>TH</sup> FLOOR  
4:00 PM**

### **1. CALL TO ORDER**

**Council President Jones called the meeting to order at 4:02 p.m.**

### **2. ROLL CALL**

**Council President Jones asked Clerk Richardson to call the roll. Councilmembers, Gallagher, Schron, Conwell, Turner, Stephens, Simon, Baker, Miller, Sweeney, Tuma and Jones were in attendance and a quorum was determined.**

### **3. PUBLIC COMMENT**

**Maurice Rhoades addressed Council regarding various non-agenda items**

### **4. EXECUTIVE SESSION:**

#### **a) Collective bargaining matters, including:**

- 1) Approving a Collective Bargaining Agreement between Cuyahoga County and Teamsters Local 436, affiliated with the International Brotherhood of Teamsters, representing approximately 6 employees in the classifications of Airport Technician II and III at the Department of Public Works, Cuyahoga County Regional Airport for the period 12/1/2022 - 11/30/2025;**
- 2) Approving a Collective Bargaining Agreement between the Cuyahoga County Court of Common Pleas, General Division ("County"), and the Fraternal Order of Police, Ohio Labor Council,**



representing approximately 170 employees working in the Probation Department for the period 1/1/2022 - 12/31/2025.

**A motion was made by Mr. Sweeney, seconded by Ms. Conwell, and approved by unanimous roll-call vote to move to Executive Session for the purposes of discussing collective bargaining matters and for no other purpose whatsoever. Executive Session was then called to order by Council President Jones at 4:07 p.m. The following Councilmembers were present: Gallagher, Schron, Conwell, Turner, Stephens, Simon, Baker, Miller, Sweeney, Tuma and Jones.**

**The following additional attendees were present: Law Director Gregory Huth; Deputy Law Director Nora Hurley; Employee and Labor Relations Specialist Brian Adams; Interim Human Resources Director Sheba Marshall; Cuyahoga County Common Pleas Court Administrator Gregory Popovich; Director of Fiscal Operations, Colleen Brown; Assistant Law Director Stephan Reid; Council Chief of Staff Joseph Nanni; Legislative Budget Advisor Trevor McAleer; Special Counsel Brendan Doyle; Special Counsel Michael King; and Policy Analyst James Boyle.**

**5. MISCELLANEOUS BUSINESS**

**There was no miscellaneous business.**

**6. ADJOURNMENT**

**With no further business to discuss, Council President Jones adjourned the meeting at 4:58 p.m., without objection.**



## **MINUTES**

CUYAHOGA COUNTY COUNCIL REGULAR MEETING  
TUESDAY, OCTOBER 25, 2022  
CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS  
C. ELLEN CONNALLY COUNCIL CHAMBERS – 4<sup>TH</sup> FLOOR  
5:00 PM

### **1. CALL TO ORDER**

**Council President Jones called the meeting to order at 5:06 p.m.**

### **2. ROLL CALL**

**Council President Jones asked Clerk Richardson to call the roll. Councilmembers Sweeney, Tuma, Gallagher, Schron, Conwell, Turner, Stephens, Simon, Baker, Miller and Jones were in attendance and a quorum was determined.**

### **3. PLEDGE OF ALLEGIANCE**

**The Pledge of Allegiance was recited.**

### **4. SILENT MEDITATION**

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

### **5. PUBLIC COMMENT**

**Maurice Rhoades addressed Council regarding various non-agenda items**

**Loh addressed Council regarding various agenda and non-agenda items**

### **6. APPROVAL OF MINUTES**

- a) October 11, 2022 Committee of the Whole Meeting
- b) October 11, 2022 Regular Meeting

**A motion was made by Mr. Schron, seconded by Ms. Simon and approved by unanimous vote to approve the minutes from the October 11, 2022 Committee of the Whole and Regular meetings.**

**7. ANNOUNCEMENTS FROM THE COUNCIL PRESIDENT**

**There were no announcements from Council President Jones.**

**8. MESSAGES FROM THE COUNTY EXECUTIVE**

**County Executive Budish announced that a recent in-person hiring event resulted in 50 conditional job offers for social service workers for the Division of Children and Family Services. Mr. Budish attributed the success of this event to the increased salary being offered to new hires and thanked the Personnel Review Commission, Department of Human Resources, Division of Children and Family Services staff and County Council for their collective efforts to make the hiring event a success.**

**9. LEGISLATION INTRODUCED BY COUNCIL**

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

- 1) R2022-0373: A Resolution awarding a total sum, not to exceed \$50,000, to the Cleveland Clergy Alliance for the Stop the Violence Project from the District 10 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.**

**Sponsors: Councilmember Stephens and Turner**

**Council President Jones referred Resolution No. R2022-0373 to the Health, Human Services & Aging Committee.**

- 2) R2022-0374: A Resolution awarding a total sum, not to exceed \$100,000, to the Journey Center for Safety and Healing for general operations from the District 10 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.**

**Sponsors: Councilmember Stephens and Turner**

**Council President Jones referred Resolution No. R2022-0374 to the Health, Human Services & Aging Committee.**

- 3) R2022-0375: A Resolution awarding a total sum, not to exceed \$129,420, to the City of University Heights for the Cedar Road Resurfacing Project from the District 10 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.

Sponsor: Councilmember Stephens

**Council President Jones referred Resolution No. R2022-0375 to the Public Works, Procurement & Contracting Committee.**

- 4) R2022-0376: A Resolution adopting various changes to the Cuyahoga County Non-Bargaining Classification Plan; and declaring the necessity that this Resolution become immediately effective.

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

**Council President Jones referred Resolution No. R2022-0376 Human Resources, Appointments & Equity Committee**

- 5) R2022-0377: A Resolution adopting various changes to the Cuyahoga County Non-Bargaining Classification Plan for Sheriff's Department; and declaring the necessity that this Resolution become immediately effective.

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

**Council President Jones referred Resolution No. R2022-0377 Human Resources, Appointments & Equity Committee**

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

- 1) R2022-0330: A Resolution awarding a total sum, not to exceed \$225,000, to the Westshore Council of Governments for the Westshore Consolidated Dispatch Operational Plan from the District 1 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.

Sponsor: Councilmember Baker

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

**Clerk Richardson read Resolution No. R2022-0330 into the record.**

**This item will move to the November 9, 2022 Council meeting agenda for consideration for third reading adoption.**

- 2) R2022-0333: A Resolution awarding a total sum, not to exceed \$100,000, to the City of Parma Heights for the Greenbrier Commons Facility Renovations Project from the District 3 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.

Sponsor: Councilmember Sweeney

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

**Clerk Richardson read Resolution No. R2022-0333 into the record.**

**This item will move to the November 9, 2022 Council meeting agenda for consideration for third reading adoption.**

- 3) R2022-0334: A Resolution awarding a total sum, not to exceed \$173,930, to the City of Lyndhurst for the purpose of purchasing snow removal equipment from the District 11 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.

Sponsor: Councilmember Simon

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

**Clerk Richardson read Resolution No. R2022-0334 into the record.**

**This item will move to the November 9, 2022 Council meeting agenda for consideration for third reading adoption.**

- 4) R2022-0348: A Resolution awarding a total sum, not to exceed \$127,500, to the Village of Glenwillow for the Pettibone Road Sanitary Sewer Extension Phase 2 Project from the District 6 ARPA Community Grant Fund; and declaring the

necessity that this Resolution become immediately effective.

Sponsor: Councilmember Schron

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

**Clerk Richardson read Resolution No. R2022-0348 into the record.**

**This item will move to the November 9, 2022 Council meeting agenda for consideration for third reading adoption.**

- 5) R2022-0349: A Resolution awarding a total sum, not to exceed \$117,750, to the Village of Glenwillow for the Tinker's Creek Trail North 2 Project from the District 6 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.

Sponsor: Councilmember Schron

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

**Clerk Richardson read Resolution No. R2022-0349 into the record.**

**This item will move to the November 9, 2022 Council meeting agenda for consideration for third reading adoption.**

- 6) R2022-0350: A Resolution awarding a total sum, not to exceed \$250,000, to the Cuyahoga County Public Library for the Solon Innovation Center Project from the District 6 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.

Sponsor: Councilmember Schron

Committee Assignment and Chair: Economic Development & Planning – Schron

**Clerk Richardson read Resolution No. R2022-0350 into the record.**

**This item will move to the November 9, 2022 Council meeting agenda for consideration for third reading adoption.**

- 7) R2022-0352: A Resolution awarding a total sum, not to exceed \$250,000, to the Village of Walton Hills for the Northfield Road Sidewalk Project from the District 6 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.

Sponsor: Councilmember Schron

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

**Clerk Richardson read Resolution No. R2022-0352 into the record.**

**This item will move to the November 9, 2022 Council meeting agenda for consideration for third reading adoption.**

- 8) R2022-0353: A Resolution awarding a total sum, not to exceed \$220,000, to the Village of Gates Mills for the Mayfield Road Culvert Replacement Project from the District 6 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.

Sponsor: Councilmember Schron

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

**Clerk Richardson read Resolution No. R2022-0353 into the record.**

**This item will move to the November 9, 2022 Council meeting agenda for consideration for third reading adoption.**

- 9) R2022-0354: A Resolution awarding a total sum, not to exceed \$250,000, to the City of Seven Hills for the North Park Pavilion Project from the District 6 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.

Sponsor: Councilmember Schron

Committee Assignment and Chair: Community Development – Stephens

**Clerk Richardson read Resolution No. R2022-0354 into the record.**

**This item will move to the November 9, 2022 Council meeting agenda for consideration for third reading adoption.**

- 10) R2022-0355: A Resolution awarding a total sum, not to exceed \$30,000, to the Village of Gates Mills for the Public Restroom Renovation Project from the District 6 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.

Sponsor: Councilmember Schron

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

**Clerk Richardson read Resolution No. R2022-0355 into the record.**

**This item will move to the November 9, 2022 Council meeting agenda for consideration for third reading adoption.**

- 11) R2022-0357: A Resolution awarding a total sum, not to exceed \$250,000, to the City of Brecksville for the Oakes Road-Valley Parkway Connector Trail Project from the District 6 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.

Sponsor: Councilmember Schron

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

**Clerk Richardson read Resolution No. R2022-0357 into the record.**

**This item will move to the November 9, 2022 Council meeting agenda for consideration for third reading adoption.**

- 12) R2022-0358: A Resolution awarding a total sum, not to exceed \$250,000, to the City of Mayfield Heights for the Aquatic and Community Center Project from the District 6 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.

Sponsor: Councilmember Schron

Committee Assignment and Chair: Community Development – Stephens



**Clerk Richardson read Resolution No. R2022-0358 into the record.**

**This item will move to the November 9, 2022 Council meeting agenda for consideration for third reading adoption.**

- 13) R2022-0359: A Resolution awarding a total sum, not to exceed \$250,000, to Oakwood Village for the Fair Oaks Road Rehabilitation Project from the District 6 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.

Sponsor: Councilmember Schron

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

**Clerk Richardson read Resolution No. R2022-0359 into the record.**

**This item will move to the November 9, 2022 Council meeting agenda for consideration for third reading adoption.**

- 14) R2022-0360: A Resolution awarding a total sum, not to exceed \$250,000, to the Village of Moreland Hills for the Jackson Road Rehabilitation Project from the District 6 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.

Sponsor: Councilmember Schron

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

**Clerk Richardson read Resolution No. R2022-0360 into the record.**

**This item will move to the November 9, 2022 Council meeting agenda for consideration for third reading adoption.**

- 15) R2022-0362: A Resolution awarding a total sum, not to exceed \$300,000.00, to the Chagrin Documentary Film Festival for the purpose of purchasing and renovating permanent office and event space; and declaring the necessity that this Resolution become immediately effective.

Sponsors: Councilmembers Schron, Simon, Jones and Miller

Committee Assignment and Chair: Community Development – Stephens

**Clerk Richardson read Resolution No. R2022-0362 into the record.**

**This item will move to the November 9, 2022 Council meeting agenda for consideration for third reading adoption.**

- c) COMMITTEE REPORT AND CONSIDERATION OF A RESOLUTION OF COUNCIL FOR SECOND READING ADOPTION UNDER SUSPENSION OF RULES

**A motion was made by Mr. Gallagher, seconded by Ms. Simon and approved by unanimous vote to suspend Rules 9D and to place on final passage Resolution No. R2022-0363.**

- 1) R2022-0363: A Resolution allocating capital funds in the total amount of \$3,087,283.00 in support of the Veterans Service Commission of Cuyahoga County's headquarters project; determining the services and programs that shall be provided and funded from the Veterans Services Fund in 2022; authorizing payments to various providers, in the total amount of \$1,009,960.00, for said services and programs for the period ending 12/31/2023; authorizing the County Executive to negotiate and execute any necessary agreements, contracts or other documents for same; and declaring the necessity that this Resolution become immediately effective.

Sponsors: Council President Jones, **Sweeney, Tuma, Gallagher, Schron, Conwell, Turner, Stephens, Simon, Baker and Miller**

Committee Assignment and Chair: Economic Development & Planning – Schron

**On a motion by Mr. Schron with a second by Mr. Miller, Resolution No. R2022-0363 was considered and adopted by unanimous vote.**

- d) CONSIDERATION OF RESOLUTIONS OF COUNCIL FOR THIRD READING ADOPTION

- 1) R2022-0331: A Resolution awarding a total sum, not to exceed \$250,000, to the Global Ambassadors Language Academy for the purpose of renovating a permanent school building located at 3349 West 125<sup>th</sup> Street from the District 3

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

Sponsors: Councilmembers Sweeney, Turner and Stephens

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

**On a motion by Ms. Simon with a second by Mr. Sweeney, Resolution No. R2022-0331 was considered and adopted by unanimous vote.**

- 2) R2022-0332: A Resolution awarding a total sum, not to exceed \$100,000, to University Hospitals Cleveland Medical Center for the pediatric Sexual Assault Nurse Examiners (SANE) program from the District 3 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.

Sponsors: Councilmembers Sweeney, Turner **and Conwell**

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

**On a motion by Ms. Conwell with a second by Ms. Turner, Resolution No. R2022-0332 was considered and adopted by unanimous vote.**

- 3) R2022-0335: A Resolution authorizing the Department of Public Works to utilize a total sum, not to exceed, \$50,000 for the purpose of capital improvements at the Cuyahoga County Animal Shelter from the District 11 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.

Sponsors: Councilmembers Simon and Turner

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

**On a motion by Ms. Simon with a second by Ms. Turner, Resolution No. R2022-0335 was considered and adopted by unanimous vote.**

## 10. LEGISLATION INTRODUCED BY EXECUTIVE

- e) CONSIDERATION OF RESOLUTIONS FOR FIRST READING ADOPTION UNDER SUSPENSION OF RULES

**A motion was made by Mr. Gallagher, seconded by Ms. Simon and approved by unanimous vote to suspend Rules 9D and 12A and to place on final passage Resolution Nos. R2022-0378; R2022-0379 and R2022-0380.**

- 1) R2022-0378: A Resolution approving a Collective Bargaining Agreement between Cuyahoga County and Teamsters Local 436, affiliated with the International Brotherhood of Teamsters, representing approximately 6 employees in the classifications of Airport Technician II and III at the Department of Public Works, Cuyahoga County Regional Airport for the period 12/1/2022 - 11/30/2025; directing that funds necessary to implement the amendment be budgeted and appropriated; 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.

Sponsor: County Executive Budish/Departments of Public Works, Human Resources and Law

**On a motion by Mr. Miller with a second by Ms. Conwell, Resolution No. R2022-0378 was considered and adopted by unanimous vote.**

- 2) R2022-0379: A Resolution approving a Collective Bargaining Agreement between the Cuyahoga County Court of Common Pleas, General Division ("County"), and the Fraternal Order of Police, Ohio Labor Council, representing approximately 170 employees working in the Probation Department for the period 1/1/2022 - 12/31/2025; directing that funds necessary to implement the amendment be budgeted and appropriated; authorizing the County Executive to execute the agreement and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish/Departments of Law and the Court of Common Pleas

**Clerk Richardson read Resolution No. R2022-0379 into the record. No further legislative action was taken by Council.**

- 3) R2022-0380: A Resolution amending the 2022/2023 Biennial Operating Budget for 2022 by providing for additional fiscal appropriations from the General Fund and other funding sources, for appropriation transfers between budget accounts

and for cash transfers between budgetary funds, to meet the budgetary needs of various County departments, offices and agencies; and declaring the necessity that this Resolution become immediately effective.

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

**On a motion by Mr. Miller with a second by Ms. Turner, Resolution No. R2022-0380 was considered and adopted by unanimous vote.**

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

- 1) R2022-0381: A Resolution amending the 2022/2023 Biennial Operating Budget for 2022 by providing for additional fiscal appropriations from the General Fund and other funding sources, for appropriation transfers between budget accounts and for cash transfers between budgetary funds, to meet the budgetary needs of the Department of Health and Human Services; and declaring the necessity that this Resolution become immediately effective.

Sponsors: County Executive Budish/ Fiscal Officer/Office of Budget and Management **and Councilmembers Miller and Turner**

**Council President Jones referred Resolution No. R2022-0381 to the Finance & Budgeting Committee.**

- 2) R2022-0382: A Resolution amending the 2022/2023 Biennial Operating Budget for 2022 by providing for additional fiscal appropriations from the General Fund and other funding sources, for appropriation transfers between budget accounts and for cash transfers between budgetary funds, to meet the budgetary needs of the Department of Health and Human Services/Division of Children and Family Services; and declaring the necessity that this Resolution become immediately effective.

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

**Council President Jones referred Resolution No. R2022-0382 to the Health, Human Services & Aging Committee.**

- 3) R2022-0383: A Resolution requesting authority to apply for grant funds from Northeast Ohio Areawide Coordinating agency in the amount of \$1,000,000.00 for the Lake Road-Clifton Boulevard Project in the Cities of Lakewood and Rocky River in connection with the Cuyahoga County Lakefront Access Plan in connection with the 2023 Transportation for Livable Communities Initiative Implementation Program; confirming the County Executive/Department of Public Works has authority to apply for funding in connection with said grant application and all documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsors: County Executive Budish/Department of Public Works **and Councilmembers Miller and Turner**

**Council President Jones referred Resolution No. R2022-0383 to the Public Works, Procurement & Contracting Committee.**

- 4) R2022-0384: A Resolution making an award on Purchase Order No. 22004388 to The Safety Company dba MTech Company in the amount not-to-exceed \$606,647.00 for a state contract purchase of (1) 2023 GapVax Combination Jet/Vacuum Truck for the Sanitary Engineering Division; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish/Department of Public Works

**Council President Jones referred Resolution No. R2022-0384 to the Public Works, Procurement & Contracting Committee.**

- 5) R2022-0385: A Resolution approving and accepting a plat covering the vacation of a certain portion of Station Road located in the City of Brecksville in connection with Cleveland Metropolitan Park improvements; ordering the vacation of a certain portion of Station Road located in the City of Brecksville, Cuyahoga County, Ohio, in connection with Cleveland Metropolitan Park improvements; ordering all proceedings copied into the proper Road Record of the County by the County Engineer; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish/ Department of Public

## Works

**Council President Jones referred Resolution No. R2022-0385 to the Public Works, Procurement & Contracting Committee.**

- 6) R2022-0386: A Resolution authorizing an amendment to Agreement No. 1622 with Chagrin Valley Dispatch Council for dispatch operation services for law enforcement activities for the period 4/28/2021 – 12/31/2022 to extend the time period to 12/31/2024 and for additional funds in the amount not-to-exceed \$1,944,501.71; authorizing the County Executive to execute the Agreement and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

**Sponsors: County Executive Budish/County Sheriff and Councilmember Turner**

**Council President Jones referred Resolution No. R2022-0386 to the Public Safety and Justice Affairs Committee.**

- 7) R2022-0387: A Resolution making an award on RQ9001 for a Membership Participation Agreement with Chagrin Valley Dispatch Council in the amount not-to-exceed \$4,419,735.32 for the purchase of handheld portable radios and accessories for various officers of the Sheriff's Department and Juvenile Justice Center for the period 1/1/2023 – 12/31/2027; authorizing the County Executive to execute the Agreement No. 2794 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.

**Sponsors: County Executive Budish/County Sheriff and Councilmember Turner**

**Council President Jones referred Resolution No. R2022-0387 to the Public Safety and Justice Affairs Committee.**

- 8) R2022-0388: A Resolution authorizing an amendment to Contract No. 1703 (fka Contract No. 472) with Alcohol, Drug Addiction and Mental Health Services Board for the Mental Health and Substance Abuse/Addiction Diversion Center for the period 12/8/2020 – 12/31/2022, to extend the time period to 12/31/2023, to expand the scope of services, effective upon contract signature of all parties, and for

additional funds in the amount not to-to-exceed \$4,363,012.00; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsors: County Executive Budish/Department of Public Safety and Justice Services **and Councilmember Turner**

**Council President Jones referred Resolution No. R2022-0388 to the Public Safety and Justice Affairs Committee.**

- 9) R2022-0389: A Resolution authorizing an amendment to a Master Contract with various municipalities and providers for various services for the Community Social Services Program for the period 1/1/2022 - 12/31/2023; (a) to change the terms and scope of services for the original 27 providers, (b) to add (7) providers, effective 7/1/2022 and add additional funds in the total amount not-to-exceed \$939,854.76, and (c) to remove Eliza Bryant Village, effective 8/31/2022; authorizing the County Executive to execute the amendments and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective:
- a) Contract No. 1926 with Catholic Charities Corporation on behalf of Fatima Family Center for Adult Development and Congregate Meals services.
  - b) Contract No. 1925 with Catholic Charities Corporation on behalf of Hispanic Senior Center for Adult Development, Congregate Meals, Transportation and Outreach services.
  - c) Contract No. 1927 with Catholic Charities Corporation on behalf of St. Martin de Porres Family Center for Adult Development and Transportation services.
  - d) Contract No. 1936 with City of Bedford for Adult Development, Congregate Meals and Transportation services.



- e) Contract No. 1938 with City of Bedford Heights for Adult Development, Congregate Meals and Transportation services.
- f) Contract No. 1939 with City of Berea for Adult Development, Delivered Meals and Transportation services.
- g) Contract No. 1940 with City of Euclid for Adult Development, Congregate Meals, Holiday Meals and Transportation services.
- h) Contract No. 1946 with City of Lakewood for Adult Development and Transportation services.
- i) Contract No. 1941 with City of Maple Heights for Congregate Meals, Delivered Meals, Holiday Meals and Transportation services.
- j) Contract No. 1942 with City of Olmsted Falls for Adult Development services.
- k) Contract No. 1943 with City of Solon for Adult Development services.
- l) Contract No. 1944 with City of Strongsville for Adult Development and Transportation services.
- m) Contract No. 1945 with Cleveland Clergy Alliance for Outreach services.
- n) Contract No. 1947 with Community Partnership on Aging for Adult Development and Transportation services.
- o) Contract No. 1948 with The East End Neighborhood House Association for Adult Development, Congregate Meals, Delivered Meals, Holiday Meals and Transportation services.
- p) Contract No. 1953 with The Harvard Community Services Center for Adult Development, Congregate Meals, Delivered Meals and Transportation services.

- q) Contract No. 1954 with Linking Employment, Abilities and Potential (LEAP) for Adult Development services.
  - r) Contract No. 1955 with The Mandel Jewish Community Center of Cleveland for Adult Development, Congregate Meals and Transportation services.
  - s) Contract No. 1956 with Murtis Taylor Human Services System for Adult Development, Congregate Meals, Delivered Meals, Holiday Meals and Transportation services.
  - t) Contract No. 1957 with Near West Side Multi-Service Corporation dba May Dugan Center for Adult Development services.
  - u) Contract No. 1958 with Rose Centers for Aging Well, LLC for Adult Development, Congregate Meals, Delivered Meals and Transportation services.
  - v) Contract No. 1959 with The Salvation Army for Adult Development, Congregate Meals, Delivered Meals and Transportation services.
  - w) Contract No. 1960 with Senior Citizen Resources, Inc. for Adult Development, Congregate Meals, Delivered Meals, Holiday Meals and Transportation.
  - x) Contract No. 1961 with Senior Transportation Connection for Transportation services and to modify the hourly rate, effective 1/1/2022.
  - y) Contract No. 1962 with University Settlement, Inc. for Adult Development, Congregate Meals, Delivered Meals, Holiday Meals and Transportation services.
  - z) Contract No. 1964 with West Side Community House for Adult Development, Congregate Meals, Holiday Meals and Transportation services.
- 1) to add (7) providers, effective 7/1/2022, for additional funds in the total amount not-to-exceed \$939,854.76:

- aa) Contract No. 2757 with Ashbury Senior Computer Center in the amount not-to-exceed \$75,000.00 for Innovative Programming services
- bb) Contract No. 2754 with Fairhill Partners in the amount not-to-exceed \$25,000.00 for Innovative Programming services
- cc) Contract No. 2756 with Simply Virtual, Inc. dba Barton Senior Center in the amount not-to-exceed \$25,000.00 for Innovation Programming services
- dd) Contract No. 2775 with The Phillis Wheatley Association in the amount not-to-exceed \$109,696.00 for Congregate Meals services
- ee) Contract No. 2769 with Jennings Center for Older Adults in the amount not-to-exceed \$205,658.76 for Adult Day, Adult Development, Congregate Meals, Delivered Meals, Holiday Meals, Delivery/Pickup Meals and Transportation services
- ff) Contract No. 2758 with City of Parma Heights in the amount not-to-exceed \$374,500.00 for Adult Development, Congregate Meals, Delivery/Pickup Meals and Transportation services
- gg) Contract No. 2754 with Greater Cleveland Neighborhood Center in the amount not-to-exceed \$100,000.00 for Innovative Programming services

2) and to remove (1) provider, effective 8/31/2022

- hh) Contract No. 1952 with Eliza Bryant Village for Adult Day and Transportation services.

**Sponsors:** County Executive Budish/Department of Health and Human Services/Division of Senior and Adult Services **and Councilmember Turner**

**Council President Jones referred Resolution No. R2022-0389 to the Health, Human Services & Aging Committee.**

- 10) R2022-0390: A Resolution authorizing an amendment to Contract No. 769 with Young Women's Christian Association

of Greater Cleveland (YWCA) for emergency shelter services for single adult women at the Norma Herr Women's Shelter, located at 2227 Payne Avenue, Cleveland, for the period 1/1/2021 – 8/31/2022 to extend the time period to 12/31/2022 and for additional funds in the amount not-to-exceed \$917,264.00; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsors: County Executive Budish/Department of Health and Human Services/Division of Community Initiatives/Office of Homeless Services **and Councilmember Turner**

**Council President Jones referred Resolution No. R2022-0390 to the Health, Human Services & Aging Committee.**

g) COMMITTEE REPORT AND CONSIDERATION OF A RESOLUTION FOR SECOND READING

- 1) R2022-0372: A Resolution authorizing an amendment to Contract No. 2737 with Integrated Precision Systems, Inc. for maintenance and support on the Enterprise Network Security System for the period 1/1/2018 – 12/31/2022 to extend the time period to 6/30/2024 and for additional funds in the amount not-to-exceed \$869,156.66; 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.

Sponsor: County Executive Budish/County Sheriff

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

**Clerk Richardson read Resolution No. R2022-0372 into the record.**

**This item will move to the November 9, 2022 Council meeting agenda for consideration for third reading adoption.**

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

**A motion was made by Mr. Gallagher, seconded by Ms. Turner and approved by unanimous vote to suspend Rules 9D and to place on final passage Resolution Nos. R2022-0239; R2022-0368; R2022-0369; and R2022-0371.**

- 1) R2022-0239: A Resolution confirming the County Executive's appointment of Nailah K. Byrd to serve on the Cuyahoga County Community Improvement Corporation Board of Trustees for an unexpired term ending 1/31/2024; and declaring the necessity that this Resolution become immediately effective.

Sponsors: County Executive Budish and Councilmember Turner

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

**On a motion by Ms. Baker with a second by Ms. Turner, Resolution No. R2022-0239 was considered and adopted by unanimous vote.**

- 2) R2022-0368: A Resolution authorizing an amendment to revenue generating Agreement No. 50 with the City of Cleveland to lease space in the City of Cleveland Police Department Headquarters, located at 1300 Ontario Street, Cleveland, for the period 10/2/2018 – 10/1/2021 to extend the time period to 10/1/2023 and reduce the number of leased parking spaces; 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.

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

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

**On a motion by Mr. Tuma with a second by Ms. Conwell, Resolution No. R2022-0368 was considered and adopted by unanimous vote.**

- 3) R2022-0369: A Resolution making an award on RQ8970 with Schirmer Construction, LLC in the amount not-to-exceed \$1,598,700.00 for replacement of Crestwood Lane Culvert No. C-00.24 over a creek to the West Branch of Rocky River and Eastwood Lane Culvert No. C-00.08 over a creek to the West

Branch of Rocky River in Olmsted Township; authorizing the County Executive to execute Contract No. 2762 and all other documents consistent with said award and this Resolution; authorizing the County Engineer, on behalf of the County Executive, to make an allocation from County Motor Vehicle \$7.50 License Tax Funds in the amount of \$1,598,700.00 to fund said contract; and declaring the necessity that this Resolution become immediately effective.

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

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

**On a motion by Mr. Tuma with a second by Ms. Conwell, Resolution No. R2022-0369 was considered and adopted by unanimous vote.**

- 4) R2022-0370: A Resolution authorizing a contract with Johnson Controls in the amount not-to-exceed \$2,363,227.00 for maintenance services for building systems for the period 11/1/2022 – 10/31/2025; authorizing the County Executive to execute Contract No. 2712 and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish/Department of Public Works

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

**On a motion by Mr. Tuma with a second by Ms. Conwell, Resolution No. R2022-0370 was considered and adopted by unanimous vote.**

- 5) R2022-0371: A Resolution authorizing an agreement with Cuyahoga Metropolitan Housing Authority in the amount not-to-exceed \$2,000,000.00 to provide various emergency rental assistance services to income-eligible tenants for the eligibility period of 4/1/2020 – 12/31/2022, in connection with the Emergency Rental Assistance 1 and 2 Program for the period 9/1/2022 – 12/31/2022; authorizing the County Executive to execute Agreement No. 2731 and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsors: County Executive Budish/Department of Development and Councilmembers Jones and Stephens

Committee Assignment and Chair: Community Development – Stephens

**On a motion by Mr. Schron with a second by Ms. Turner, Resolution No. R2022-0371 was considered and adopted by unanimous vote.**

i) CONSIDERATION OF RESOLUTIONS FOR THIRD READING ADOPTION

- 1) R2022-0150: A Resolution authorizing a grant award to Cleveland Water Alliance in the amount not-to-exceed \$1,450,000.00 to establish the Water Economy Growth Initiative Program, commencing upon contract signature of all parties for a period of two (2) years; authorizing the County Executive to execute Contract No. 2417 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsors: County Executive Budish/Department of Development on behalf of Department of Sustainability and Councilmembers Turner, **Simon and Miller**

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

**On a motion by Ms. Simon with a second by Ms. Turner, Resolution No. R2022-0150 was considered and adopted by unanimous vote.**

- 2) R2022-0347: A Resolution authorizing an amendment to a Master Contract with various providers for short-term emergency childcare for children in the County's custody for the period 9/1/2022 – 8/31/2023 to extend the time period to 7/31/2024 and for additional funds in the total amount not-to-exceed \$12,750,000.00; authorizing the County Executive to execute the amendments and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective:
  - a) Contract No. 2714 with Specialized Alternatives for Families and Youth Services of Ohio, Inc. in the amount not-to-exceed \$638,888.90.

- b) Contract No. 2716 with The Centers for Families and Children in the amount not-to-exceed \$10,833,333.33.
- c) Contract No. 2717 with Providence House, Inc. in the amount not-to-exceed \$638,888.88.
- d) Contract No. 2718 with Ohio Mentor in the amount not-to-exceed \$638,888.89.

Sponsors: County Executive Budish/Department of Public Works/Department of Health and Human Services/Division of Children and Family Services and Councilmember Turner

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

**On a motion by Ms. Conwell with a second by Ms. Turner, Resolution No. R2022-0347 was considered and adopted by unanimous vote.**

j) COMMITTEE REPORT AND CONSIDERATION OF AN ORDINANCE FOR SECOND READING

- 1) O2022-0009: An Ordinance providing for modifications to and adoption of, certain sections of the Cuyahoga County Employee Handbook; and declaring the necessity that this Ordinance become immediately effective.

Sponsors: County Executive Budish/Department of Human Resources

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

**Clerk Richardson read Ordinance No. O2022-0009 into the record.**

**This item will move to the November 9, 2022 Council meeting agenda for consideration for third reading adoption.**

k) CONSIDERATION OF AN ORDINANCE FOR THIRD READING ADOPTION

- 1) O2022-0008: An Ordinance amending Chapter 1501 of the Cuyahoga County Code to prohibit discrimination on the basis of reproductive health decisions.



Sponsors: County Executive Budish/Fiscal Office/Office of Budget and Management and Councilmember Simon

Committee Assignment and Chair: Committee of the Whole – Jones

**Clerk Richardson read Ordinance No. O2022-0008 into the record. Discussion ensued.**

**On a motion by Mr. Jones with a second by Ms. Simon, Ordinance No. O2022-0008 was considered and adopted by a majority vote of 8 yeas and 3 nays with Councilmembers Sweeney, Tuma, Conwell, Turner, Stephens, Simon, Miller, and Jones voting in the affirmative and Councilmembers Baker, Gallagher and Schron, casting dissenting votes.**

#### **11. MISCELLANEOUS COMMITTEE REPORTS**

**Mr. Miller reported the Finance & Budgeting Committee meeting will meet on Monday, October 31 at 1:00 p.m. and overview hearings for the 2023 Budget update process are tentatively scheduled for Monday, November 7; Monday, November 14 and Monday, November 21st at 1:00 p.m.**

**Mr. Schron reaffirmed Mr. Miller's comments regarding the importance of the upcoming discussions at the next Finance & Budgeting Committee meeting and encouraged his colleagues to attend.**

**Mr. Tuma reported the Public Works, Procurement & Contracting Committee meeting will meet on Wednesday, November 2 at 10:00 a.m.**

**Mr. Gallagher reported the Public Safety & Justice Affairs Committee will meet on Tuesday, November 1 at 1:00 p.m.**

**Ms. Baker reported the Human Resources, Appointments & Equity Committee will meet on Tuesday, November 1 at 10:00 a.m.**

**Ms. Conwell reported the Health, Human Services & Aging Committee will meet on Wednesday, November 2 at 1:00 p.m.**

**Ms. Simon reported the Education, Environment & Sustainability committee will meet on Wednesday, November 2 at 3:00 p.m.**

#### **12. MISCELLANEOUS BUSINESS**

13. REPORT BY CLERK ON LEGISLATION WITHDRAWN AT REQUEST OF SPONSOR

**Clerk Richardson reported that Resolution Nos. R2022-0008; R2022-0296; R2022-0297; and Ordinance Nos. O2022-0005 and O2022-0006 were withdrawn at the request of the sponsor.**

- a) R2022-0008: A Resolution declaring official intent under U.S. Treasury Regulations with respect to reimbursements from bond proceeds of temporary advances, made for payments in connection with the development of a new County jail; prior to issuance of bonds, and related matters; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish/Department of Finance/Department of Public Works

- b) R2022-0296: A Resolution authorizing the County Executive to accept assignment of a Real Estate Purchase Agreement, as amended, between the Greater Cleveland Community Improvement Corporation and Ohio Properties 2021, LLC in the amount not-to-exceed \$6,407,000.00 for the purchase of certain parcels of land containing approximately 40.67 acres bounded by Interstate 77 to the East and Heidtman Road to the South and West, Permanent Parcel Nos. 131-14-013, 131-14-014, 131-14-015, 131-14-016 and 131-14-021; authorizing the assignment of said Real Estate Purchase Agreement; authorizing the County Executive to take all necessary actions and to execute the agreement and all other documents consistent with said transaction and this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish/Department of Public Works

- c) R2022-0297: A Resolution authorizing a Real Estate Purchase Agreement with UTS Realty, LLC in the amount not-to-exceed \$20,000,000.00 for the purchase of real property located at 2700 Transport Road, Cleveland, Ohio, Permanent Parcel Nos. 122-27-001, 122-27-013 and 122-27-007; authorizing a lease of said property to UTS Realty, LLC or its designee; authorizing the County Executive to take all necessary actions and to execute the agreements and all other documents consistent with this Resolution; and declaring the necessity that this

Resolution become immediately effective.

Sponsor: County Executive Budish/Department of Public Works

- d) O2022-0005: An Ordinance amending and codifying Board of County Commissioners Resolution No. 2007-073101 dated July 26, 2007, and enacting new Chapter 727, Section 727.01 of the Cuyahoga County Code to change the period of time during which the County sales tax shall be levied at the aggregate rate of one and one-fourth percent; and declaring the necessity that this Ordinance become immediately effective.

Sponsor: County Executive Budish/Fiscal Office/Office of Budget & Management

- e) O2022-0006: An Ordinance amending and codifying Board of County Commissioners Resolution No. 2007-073102 dated July 26, 2007 and enacting new Chapter 727. Section 727.02 of the Cuyahoga County Code to change the period of time during which the County use tax shall be levied at the aggregate rate of one and one-fourth percent; and declaring the necessity that this Ordinance become immediately effective.

Sponsor: County Executive Budish/Fiscal Office/Office of Budget & Management

**Clerk Richardson stated that due to Election day taking place on Tuesday, November 8, the next scheduled Council meeting will take place on Wednesday, November 9 at 5:00pm.**

#### 14. ADJOURNMENT

**With no further business to discuss, Council President Jones adjourned the meeting at 6:04 p.m., without objection.**

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0391

Sponsored by: <b>Councilmembers Baker and Miller</b>	<b>A Resolution</b> awarding a total sum, not to exceed \$89,624.27, to the Westshore Council of Governments for the purpose of purchasing new and replacement equipment for the Westshore Technical Response Team from the District 1 and District 2 ARPA Community Grant Funds; and declaring the necessity that this Resolution become immediately effective.
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**WHEREAS**, Cuyahoga County received \$239,898,257 from the Federal Government through the American Rescue Plan Act (“ARPA”); and

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

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

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

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

**WHEREAS**, the Cuyahoga County Council desires to provide funding from the District 1 and 2 ARPA Community Grant Funds in the amount of \$89,642.27 to the Westshore Council of Governments for the purpose of purchasing new and replacement equipment for the Westshore Technical Response Team; and

**WHEREAS**, the Westshore Council of Governments estimates approximately 165,310 people will be served annually through this award; and

**WHEREAS**, the Westshore Council of Governments estimates the total cost of the project is \$123,384.18; and

**WHEREAS**, the Westshore Council of Governments indicates the other funding source(s) for this project includes \$49,000 from the Westshore Technical Response Team Budget; and

**WHEREAS**, the Westshore Council of Governments requested \$89,642.27 from the District 1 and 2 ARPA Community Grant Fund to complete this project; and

**WHEREAS**, the Cuyahoga County Council desires to provide funding in the amount of \$89,642.27 to the Westshore Council of Governments to ensure this project is completed; and

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

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

**SECTION 1.** That the Cuyahoga County Council hereby awards a not-to-exceed amount of \$89,642.27 to the Westshore Council of Governments from the General Fund made available by the American Rescue Plan Act revenue replacement provision for the purpose of purchasing new and replacement equipment for the Westshore Technical Response Team.

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

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

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

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

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

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

that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

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

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

Yeas:

Nays:

_____ County Council President	_____ Date
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_____ County Executive	_____ Date
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_____ Clerk of Council	_____ Date
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First Reading/Referred to Committee:

Committee(s) Assigned:

Journal \_\_\_\_\_

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



**Cuyahoga County  
Council**

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

**COUNTY AMERICAN RESCUE PLAN ACT APPLICATION**

**APPLICANT INFORMATION:**

**Name of Requesting Entity (City, Business, Non-Profit, etc.):**

Westshore Technical Response Team - Westshore Council of Governments

**Address of Requesting Entity:**

350 Dover Center Rd, Bay Village, Ohio 44140

**County Council District # of Requesting Entity:**

Cuyahoga County District #1, and #2

**Address or Location of Project if Different than Requesting Entity:**

N/A

**County Council District # of Address or Location of Project if Different than Requesting Entity:**

N/A

**Contact Name of Person Filling out This Request:**

Capt. Tim Draves - Coordinator, Westshore Technical Response Team

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

Fairview Park Fire Department, Attn: Tim Draves, 20777 Lorain Rd., Fairview Park Ohio 44126

**Email:**

tim@draves.us

**Phone:**

440-346-6656

**Federal IRS Tax Exempt No.:**

34-1102109

**Date:**

9/23/22

**FINANCIAL INFORMATION:****Total Budget of Project:**

\$123,384.18

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

Westshore Technical Response Team Budget \$49,000.00

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

\$89,642.27

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

These ARPA funds would supply a one time influx of additional funding to allow the team to purchase new, and replacement equipment. These one-time funds would free-up normal operating funds to be used on time sensitive purchases. The Westshore Technical Rescue Team's normal operating budget would be able to sustain future team needs and growth.



## **IMPACT OF PROJECT:**

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

Westshore Technical Response Team is a fire department based specialty rescue, and all hazards response team that serves the residents of the Westshore Region including; Bay Village, Fairview Park, Lakewood, North Olmsted, Rocky River, and Westlake. In addition to our member cities, regional and statewide mutual aid agreements are in place to respond to any area in Cuyahoga County, and the State of Ohio.

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

Primary Response Area serves 165,310 residents (Bay Village - 15,258, Fairview Park - 16,219, Lakewood - 50,002, North Olmsted - 31,562, Rocky River - 20,115, Westlake -32,154).

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

Yes. Funds will be used for public safety equipment. This equipment will be used by firefighters serving not only low/moderate income levels, but all residents of any community that we would respond to mitigate an emergency, or natural disaster.

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

This project is about improving public safety. The funds requested would be used to purchase front line emergency rescue equipment, communications equipment, and rescuer PPE. This equipment allows the rescuer to function under the most adverse of conditions to render aid to those in need. This project would also support, and supplement with a multi-agency Cuyahoga County Water Rescue Team grant request through FEMA for water rescue equipment for the purpose of safety, and security of waterfront communities and those prone to urban flooding.

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

N/A

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

The funds requested are being used to purchase equipment to be used in hazardous materials response. This equipment is used to develop plume modeling, track facilities with Tier 1 and 2 chemical caches, actively respond to and mitigate hazardous materials leaks, and spills that would otherwise harm the environment.

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

N/A

## DISCLAIMER INFORMATION AND SIGNATURE:

### Disclaimer:

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

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

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

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

### Printed Name:

Timothy Draves - Coordinator, Westshore Technical Rescue Team

### Signature:



### Date:

9/23/22

## Additional Documents

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

ARPA\_Inventory.xls

WestshoreSupportingDocs.pdf



September 22, 2022

Cuyahoga County Council  
2079 East Ninth Street - 8th Floor  
Cleveland, Ohio 44115

Re: Westshore Technical Response Team's ARPA Request

Dear County Council Members,

Thank you for your time and consideration of the Westshore Technical Response Team's - Regional Equipment Enhancement Program.

We are writing this letter in support of the Westshore Technical Response Team's ARPA request. The Westshore Council of Governments believe that this project will have many benefits to the level of emergency services that are delivered to our region. This team provides critical services to the member cities of Bay Village, Fairview Park, Lakewood, North Olmsted, Rocky River and Westlake. Each Westshore community invests substantial resources into this team in the form of personnel, and funding. In turn, the Westshore Technical Response Team is trained and equipped to handle special situations like arson fires, hazardous materials release, various water and related emergencies. The funds requested will allow our team to purchase necessary, and critical equipment for its specialized operations.

As you may recall, the Westshore Region had a large-scale emergency located in the City of Lakewood just before Christmas last year. Multiple reports were received for a large structural collapse in a parking garage of a lakefront high-rise community. The Westshore Technical Rescue Team responded, deployed its personnel and equipment to mitigate that emergency. Eventually an expansion of that incident brought in additional equipment and teams from the region. Both the parking garage, and adjacent high-rise were stabilized to prevent further damage, or loss of life.

The previous example is a perfect demonstration of how our regional team utilizes its personnel and equipment to provide the best possible services to our citizens. Our team is an asset to the community. Your financial support towards this project will be appreciated.

Sincerely,

Pamela E. Bobst  
Chair of the Westshore Council of Governments



**Justification:**

The equipment requested by the Westshore Technical Response Team (WTRT) ARPA proposal is critical to the effective, timely, and safe response to a technical rescue or natural disaster. These incidents can be the most critical, and dangerous operations a fire department and its firefighters will ever encounter. The incidents are “Low Frequency/High Risk” events. Specialized equipment and training is needed to perform such tasks.

In an attempt to provide for the highest level of service, the Westshore region has formed a collaborative group with its member fire departments and firefighters. The goal is to train and equip a select group of firefighters into technical rescue team specialist in response categories like hazardous materials response, land based technical rescue, water based technical rescue, and arson/fire investigation. Like other specialty technical rescue teams in the area, this model has proven to be the most effective in both efficiency and cost.

Westshore Technical Response Team is one of 4 such teams in Cuyahoga County. Strategically located, Cuyahoga County has an east, south, west and central response team. The geographic location of these teams provides a rapid response to an incident in their primary district. These incidents are unique or specialized and typically overwhelm initial fire department response units because they are neither equipped nor trained to perform the functions needed. In addition to the Westshore Technical Response Team, Cuyahoga County is protected by East Tech (east), Southwest Emergency Response Team SERT (south), and Cleveland FD (central).

To further increase cost and operational efficiencies, the technical rescue team model is akin to a pyramid, in its response to large scale incidents. The 4 local technical teams provide the base of the pyramid. Every incident starts and ends with the local team’s response. Each team has its cadre of equipment and trained personnel to respond to the emergency. When needed, a regional response is requested which then progresses to the next level of the pyramid. The 4 local teams in Cuyahoga County teams and also members of local teams in adjacent counties make up Ohio Region 2 Water, or Ohio Region 2 US&R. The county/region has one (in service) water rescue trailer with a cache of spare swiftwater suits and small boats. This trailer is used for both regional response, and statewide deployment. The capabilities of this trailer are for surface water rescue only. Any other water related issue such as dive rescue/recovery, and ice are the responsibility of the local teams. The county also has 3 US&R trailers, and 1 tractor trailer for a land-based response. These trailers are geared primarily for structural collapse response. There are very limited capabilities for rope rescue, and confined space rescue which is again the responsibility of the local teams. The Ohio Region 2 teams are absolutely dependant on the local teams for their personnel and equipment. These regional trailers are means to supplement the equipment of the local teams for an expanded incident lasting several hours, or days. The final level, or top of the “pyramid” are the FEMA supported task force teams. Ohio is home to Ohio Task Force 1 (OH-TF1). Ohio Task Force 1 is also dependant on members from local rescue teams from all over the state to form this team. Equipment is provided by the federal government.

Funding sources vary base on the level and scope of the team needed for the emergency at hand. As stated before, the Ohio task force team is entirely supported by the federal government. Tools, equipment, PPE, and supplies are paid for, and purchased by FEMA. During deployments additional costs such as personnel overtime costs for the responder are also covered by the federal government. Regional teams like Ohio Region 2 Water and US&R receive the vast majority of funding through grants. Grants funds are funneled through various sources like FEMA, Department of Homeland Security, Port Security, and Cuyahoga County Emergency Services Advisory Board (CCSEAB). Local response teams like Westshore Technical Response Team, who are quite literally the first responders of the incident are primarily funded by limited municipal budgets. These teams are the keystone of the local and regional response, but are typically the least funded entities. Some grants and regional funding does occasionally become available for these types of teams, but the vast majority of their operations are through local revenue streams.

The Westshore Technical Rescue Team has to balance the operational costs of a specialty rescue team on a very limited budget. The team has to prioritize team member training, technical and specialized equipment purchasing, OSHA wellness requirement due to its members being subject to toxic environments, and various other capital costs. The WTRT has an annual operating budget of just \$49,000.00. Unfortunately, after years of stretching our funds to the limit, difficult choices have had to be made. The equipment that we depend on has had to be in service for much longer than its designed life, or we simply have to do without. Neither option is ideal, especially in the toxic and dangerous working environments that we face.

The ARPA request for equipment is not a further expansion of equipment or resources. The APRA funds that have been requested are needed to fund and equip the team in areas of PPE, communications, and to replace outdated equipment. As stated earlier the funds for the equipment requested are critical to the function and operation of the Westshore Technical Response Team.

The equipment requested will affect every branch and function of the Westshore Team. The funds for the equipment requested are frontline, and every day operational equipment. This equipment is necessary to function and will be in near constant use once received. Due to the nature of the incidents that the team responds to, the equipment requested will be in use with incident operation and training. Each division of the WTRT trains monthly in its specified disciplines. For instance, the land based members of the WTRT are certified and trained in disciplines like; structural collapse, confined space rescue, trench rescue, and rope rescue. To accomplish training in each of these disciplines the land team has a 4 month rotation of training topics. The helmets, harnesses, confined space communication equipment, radios, gas meters, etc., that were requested with the ARPA funds will be used to some degree at each one of these training drills on an ongoing monthly basis. The land based team used in the previous example is just one of the 4 specialized training groups on the WTRT. Similar usage can be expected for the other team branches like hazmat, FIU, and water based technical rescue.

The following is a breakdown of requested equipment, its purpose, and life expectancy.

**Westshore Technical Response Team - Cuyahoga County ARPA Funding Inventory 1 of 3 (Cuyahoga County ARPA Request)**

Item Description	Discipline	Purpose	Training Usage Rate	Life Expendancy (Years)	Cost Per Unit	Quantity	Total Cost
Dive Drysuit	Water/Hazmat	Dive Operations - PPE Safety	Bi-monthly	10	2,335.00	3	\$ 7,005.00
Weight & Trim	Water/Hazmat	Dive Operations - PPE Safety	Bi-monthly	15	115.00	3	\$ 345.00
Jet Fin	Water/Hazmat	Dive Operations - PPE Safety	Bi-monthly	10	150.00	3	\$ 450.00
Diving Harness	Water/Hazmat	Dive Operations - PPE Safety	Bi-monthly	15	40.50	3	\$ 121.50
Dry Glove	Water/Hazmat	Dive Operations - PPE Safety	Bi-monthly	5	35.00	3	\$ 105.00
Scuba Tank	Water/Hazmat	Dive Operations - PPE Safety	Bi-monthly	15	255.00	6	\$ 1,530.00
Pressure/Depth Gauge	Water/Hazmat	Dive Operations - PPE Safety	Bi-monthly	15	165.00	3	\$ 495.00
Emergency Air Pony System	Water/Hazmat	Dive Operations - PPE Safety	Bi-monthly	15	584.00	2	\$ 1,168.00
Bony Pressure Gauge	Water/Hazmat	Dive Operations - PPE Safety	Bi-monthly	15	66.00	2	\$ 132.00
Pony Mount	Water/Hazmat	Dive Operations - PPE Safety	Bi-monthly	15	84.00	2	\$ 168.00
Octo Holder	Water/Hazmat	Dive Operations - PPE Safety	Bi-monthly	10	4.50	2	\$ 9.00
Swiftwater Dry Bag	Swiftwater/Flood	Surface Rescue Operations - PPE Safety	Monthly	15	58.00	3	\$ 174.00
Swiftwater Drysuit	Swiftwater/Flood	Surface Rescue Operations - PPE Safety	Monthly	10	950.00	3	\$ 2,850.00
PFD Knife	Swiftwater/Flood	Surface Rescue Operations - PPE Safety	Monthly	10	41.00	6	\$ 246.00
Swiftwater PFD	Swiftwater/Flood	Surface Rescue Operations - PPE Safety	Monthly	10	185.00	3	\$ 555.00
Swiftwater Glove	Swiftwater/Flood	Surface Rescue Operations - PPE Safety	Monthly	5	32.50	6	\$ 195.00
Swiftwater Boot	Swiftwater/Flood	Surface Rescue Operations - PPE Safety	Monthly	10	159.00	3	\$ 477.00
Latex Purge Valve	Water	Surface Rescue Operations - PPE Safety	Monthly	5	15.00	10	\$ 150.00
Surface Maker Bouy	Water	Dive Operations	Monthly	15	32.50	2	\$ 65.00
Drysuit Thermal	Water/Swiftwater	Dive Operations - PPE Safety	Bi-monthly	15	315.00	6	\$ 1,890.00
Rope Rescue Throw Bag	Water/Swiftwater/Flood	Water Operations	Monthly	15	92.00	6	\$ 552.00
Safety Whistle	Water/Swiftwater/Flood	Water Operations - Communitation	Monthly	15	5.25	6	\$ 31.50
Underwater Comms Unit	Water/Hazmat	Dive Operations - PPE Safety	Bi-monthly	15	1,325.00	1	\$ 1,325.00
Underwater Comms Rope	Water/Hazmat	Dive Operations - PPE Safety	Bi-monthly	15	795.00	3	\$ 2,385.00
Comms Rope Bag	Water/Hazmat	Dive Operations - PPE Safety	Bi-monthly	15	42.00	3	\$ 126.00
Y Comms Adapter	Water/Hazmat	Dive Operations - PPE Safety	Bi-monthly	15	245.00	1	\$ 245.00

**Page 1 Subtotal**

**\$ 22,795.00**



Westshore Technical Response Team - Cuyahoga County ARPA Funding Inventory 2 of 3 (Cuyahoga County ARPA Request)

Item Description	Discipline	Purpose	Training Usage Rate	Life Expendancy (Years)	Cost Per Unit	Quantity	Total Cost
Comms Rope Tiedown	Water/Hazmat	Dive Operations - PPE Safety	Bi-monthly	15	16.00	6	\$ 96.00
8mm Quick Link	Water/Hazmat	Dive Operations - PPE Safety	Bi-monthly	15	11.25	3	\$ 33.75
Snap Shackle	Water/Hazmat	Dive Operations - PPE Safety	Bi-monthly	15	85.00	3	\$ 255.00
Locking Carabiner	Water/Hazmat/Rope	Dive Operations - PPE Safety	Bi-monthly	15	20.00	3	\$ 60.00
Chest Harness D Ring	Water/Hazmat/Rope	Dive Operations - PPE Safety	Bi-monthly	15	38.50	3	\$ 115.50
Freight	Water/Hazmat/Flood	N/A			443.89	1	\$ 443.89
Hand Held Sonar	Water/Hazmat Flood/Swiftwater	Dive Operations - Rescue Equipment	Bi-monthly	15	4,995.00	1	\$ 4,995.00
HCN Meter	Hazmat/ConfinedSpace/FIU	Toxic Gas Monitoring - Safety	Monthly	10	608.95	8	\$ 4,871.60
Confined Space Comms Kit	Hazmat/ConfinedSpace/Rope	Confined Space/Trench Rescue Equip	Bi-monthly	15	12,329.41	1	\$ 12,329.41
Respiratory Fit Test System	All Disciplines	Respiratory Protection Testing	Monthly	15	7,995.00	1	\$ 7,995.00
Long Shaft Outboard Motor	Water/Swiftwater/Flood	Dive and Surface Water Operations	Monthly	15	3,499.99	1	\$ 3,499.99
Outboard Prop Guard	Water/Swiftwater/Flood	Dive and Surface Water Operations	Monthly	15	154.99	2	\$ 309.98
Toughbook	Hazmat	Hazardous Materials Research Ops	Monthly	10	3,599.99	1	\$ 3,599.99
MARCS Capable Radios	All Disciplines	Communitations Equipment	Monthly	15	5,111.28	4	\$ 20,445.12
MARCS Radio Charger	All Disciplines	Communitations Equipment	Monthly	15	1,065.15	1	\$ 1,065.15
Type 3 Harness	Rope/ConfinedSpace/Swiftwater	PPE Safety	Monthly	15	327.95	5	\$ 1,639.75
Rope Tech Gloves	Rope/ConfinedSpace/Swiftwater	PPE Safety	Monthly	5	36.24	5	\$ 181.20
Rescue Helmet	Rope/ConfinedSpace/Swiftwater	PPE Safety	Monthly	15	325.19	5	\$ 1,625.95
Helmet Headlamp	Rope/ConfinedSpace/Swiftwater	PPE Safety	Monthly	15	83.67	5	\$ 418.35
Flame Resistant Coverall	FIU	PPE Safety, Barrier Protection - Cancer	Per Incident	10	129.99	7	\$ 909.93
Half Face Respirator	FIU	PPE Safety, Barrier Protection - Cancer	Per Incident	10	69.98	7	\$ 489.86
Respirator Cartridges	FIU	PPE Safety, Barrier Protection - Cancer	Per Incident	10	49.98	7	\$ 349.86
Full Brim Hard Hat	FIU	PPE Safety, Barrier Protection - Cancer	Per Incident	10	29.39	7	\$ 205.73
Hard Hat Headlamp	FIU	PPE Safety, FIU Operations	Per Incident	10	99.00	7	\$ 693.00
Nitrile Work Gloves	FIU	PPE Safety, Barrier Protection - Cancer	Per Incident	3	9.88	7	\$ 69.16
Storage Tote	FIU	FIU Operations	Per Incident	10	21.30	7	\$ 149.10

Page 2 Subtotal

\$ 66,847.27

CC ARPA Funding Request (page 1+2)

\$ 89,642.27

Westshore Technical Response Team - Cuyahoga County ARPA Funding Inventory 3 of 3 (WTRT to Purchase)

Item Description	Discipline	Purpose	Training Usage Rate	Life Expendancy (Years)	Cost		Quantity	Total Cost
					Per Unit			
FIT Test Adapter Kit	All Diciplines	Respiratory Protection Testing	Monthly	15	400		1	\$ 400.00
FIT Test Rechargeable Battery	All Diciplines	Respiratory Protection Testing	Monthly	15	450		1	\$ 450.00
FIT Test Service Plan	All Diciplines	Respiratory Protection Testing	Monthly	15	5230		1	\$ 5,230.00
Sonar Service Plan	Water/Hazmat Flood/Swiftwater	Dive Operations - Rescue Equipment	Bi-monthly	15	1,595.00		1	\$ 1,595.00
MARCS Radios	All Diciplines	Communitations Equipment	Monthly	15	5111.28		2	\$ 10,222.56
HCN Meter	Hazmat/ConfinedSpace/FIU	Toxic Gas Monitoring - Safety	Monthly	10	608.95		3	\$ 1,826.85
Toughbook	Hazmat	Hazardous Materials Research Ops	Monthly	10	3599.99		1	\$ 3,599.99
Type 3 Harness	Rope/ConfinedSpace/Swiftwater	PPE Safety	Monthly	15	327.95		5	\$ 1,639.75
Rope Tech Gloves	Rope/ConfinedSpace/Swiftwater	PPE Safety	Monthly	5	36.24		5	\$ 181.20
Rescue Helmet	Rope/ConfinedSpace/Swiftwater	PPE Safety	Monthly	15	325.19		5	\$ 1,625.95
Helmet Headlamp	Rope/ConfinedSpace/Swiftwater	PPE Safety	Monthly	15	83.67		5	\$ 418.35
Flame Resistant Coverall	FIU	PPE Safety, Barrier Protection - Cancer	Per Incident	10	129.99		16	\$ 2,079.84
Half Face Respirator	FIU	PPE Safety, Barrier Protection - Cancer	Per Incident	10	69.98		16	\$ 1,119.68
Respirator Cartridges	FIU	PPE Safety, Barrier Protection - Cancer	Per Incident	10	49.98		16	\$ 799.68
Full Brim Hard Hat	FIU	PPE Safety, Barrier Protection - Cancer	Per Incident	10	29.39		16	\$ 470.24
Hard Hat Headlamp	FIU	PPE Safety, FIU Operations	Per Incident	10	99		16	\$ 1,584.00
Nitrile Work Gloves	FIU	PPE Safety, Barrier Protection - Cancer	Per Incident	3	9.88		16	\$ 158.08
Storage Tote	FIU	FIU Operations	Per Incident	10	21.3		16	\$ 340.80

WTRT Remaining Project Total (page 3) \$ 33,741.97  
(To Be Purchased by the  
WTRT in 2023/2024)

CC ARPA Funding Request (page 1+2) \$ 89,642.27

Total Project Cost (pages 1-3) \$ 123,384.24



# Westshore Technical Response Team

## History/Background

In 1971, the Westshore Council of Governments was established by the cities of:

- Bay Village
- Fairview Park
- Lakewood
- North Olmsted
- Rocky River
- Westlake



“The Council was created to foster cooperation between municipalities in all areas of municipal service. This shall include but shall not be limited to the effective exchange of information, pooling of manpower and resources for the efficient solutions of specific problems dealing with reciprocal services, mutual aid, and parallel action, and the exchange of ideas relating to area wide interest.”

As part of this collaborative, Westshore Technical Response Team (WTRT) was formed in 1980s as a result of federal regulations that required municipalities to have an organized response to hazardous materials incidents that could harm people and the environment.

Since that time, the Westshore Technical Response Team changed and adapted



to meet the needs of the communities and the region it serves. While it started as a hazardous response team, it quickly realized that several other functions were needed to address the relatively low frequency/high-risk situations. Training disciplines like rope rescue, confined space rescue, trench rescue, structural collapse, swift water rescue, ice rescue, flood rescue, and dive rescue/recovery were needed.

The WTRT is divided into four (4) essential team disciplines or functions. Those “teams” are; Fire Investigation Unit (FIU), Hazardous Materials Response, Land Technical Rescue, and Water Technical Rescue. Each team is assigned has its own unique, job/task specific equipment and training that allows the safe mitigation of equipment. The teams and equipment are further broken down into specialty disciplines.

Each individual team is staffed to meet the that particular team needs. Since the Westshore COG is relatively small in community size (6 communities, compared to the Southwest region with 21

entities), our personnel serve on multiple teams. Most of our team members are trained in a minimum of 2 team disciplines, with a few of our members serving on 3 teams. Staffing for each team varies based on team need.

#### Hazardous Materials Response (30 Personnel)

- Hazardous Materials Technician
- Weapons of Mass Destruction (WMD) Technician
- Hazardous Materials/WMD Safety Officer
- Rope Rescue
- Confined Space Rescue

#### Land Technical Rescue (30 Personnel)

- Rope Rescue
- Confined Space Rescue
- Trench Rescue
- Structural Collapse

#### Water Tech Rescue (24 Personnel)

- Rope Rescue
- Swiftwater Rescue
- Surface/Surf Rescue
- Flood Response
- Ice Rescue
- Dive Rescue/Recovery

#### Fire Investigation Unit (22 Personnel)

- Fire Investigation
- Junior Fire Setters



#### Team Budget

The budget for the Westshore Technical Response Team is funded by the six communities encumbering funds into the Westshore COG fund. The Westshore COG also contributes monies to many other groups in addition to the WTRT. Some of those groups are the Narcotics Unit, Bomb Squad, SWAT, Westshore Community Response Team (CERT), and Westshore Young Leaders to name a few.

The Westshore Technical Response Team has a budget of \$49,000.00 per year. The team budget is broken down into three main expenditure categories. Those being; contractual services,



operating supplies, and capital assets. The bulk of team spending is used on the “contractual services” portion of the budget. Contractual Services is the budget fund that pays for training classes, travel related expenses, OHSA required health bi-annual screenings, fleet maintenance services, radio and communications expenses, and insurance. Attached to the end of this document is the most recent copy of current year fiscal activity.

### **Capital Assets**

The Westshore Technical Response Team has (2) team specific rescue vehicles. The main vehicle is a heavy rescue style with an integrated command post/hazmat research area and storage cabinets for the



team’s hazmat and rescue gear. This single vehicle carries the equipment needed for hazmat, hazmat decon, and land rescue.



The team also employs a tandem axle enclosed box trailer. This trailer is used for all the teams water rescue related equipment. It holds 2 boats, dive gear, swiftwater gear, and rope rescue equipment. It is outfitted with a generator, and heater for ice rescue events.

### **Cuyahoga County/Ohio Region 2 Team Coverage**

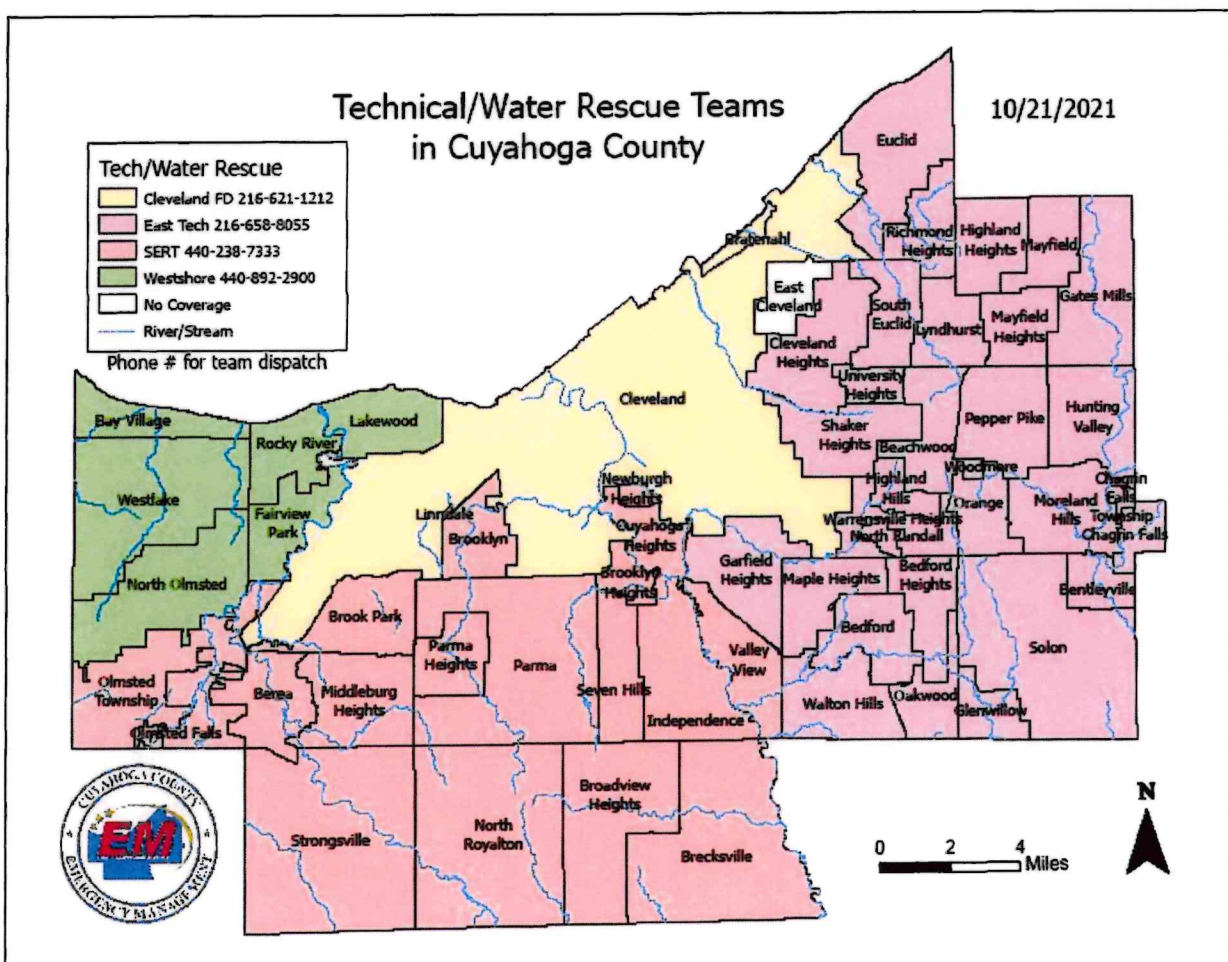
Westshore Technical Rescue Team is one of 4 specialty teams that provide coverage for Cuyahoga County. The teams are broken down over pre-established work groups among communities. The Cuyahoga County regional rescue teams are as follows:

- Cleveland FD
- East Tech (I-271 corridor communities)
- Southwest Emergency Response Team (I-480 corridor communities)
- Westshore Technical Response Team

These individual teams handle specialty responses in their respective communities. When a large incident occurs, multiple teams may be needed to mitigate the emergency.

Just last year, one of those large-scale incidents occurred in Lakewood. A parking garage that was under renovation collapsed, causing several floors to fall onto the floors below. This event was very large, and technical in nature. Lakewood Fire Department called on the Westshore Technical Response Team. WTRT then expanded the request, and called for a regional response. This brought in assets from not only Cuyahoga County, but also adjoining counties.

Regional rescue teams like WTRT are designed to be relatively small in size, but can quickly grow in size by paring with other teams to accommodate whatever emergency exists. This happens through constant training, common equipment, and an expandable Incident Command System (ICS). The State of Ohio has furthered this process and developed a regional response to emergencies and natural disasters. There are 8 such regions in the state. Cuyahoga County is one of 5 counties that form Ohio Region 2. Ashtabula, Geauga, Lake, and Lorain County are the remaining counties in Ohio Region 2. Ohio Region 2 has both US&R and Water teams.





## REQUEST FOR PROPOSALS

District-level American Rescue Plan Act Funds, Cuyahoga County Council District 2  
May 11, 2022

### Announcement

The purpose of this announcement is to request proposals for funding under the first round of American Rescue Plan Act ("ARPA") funds that have been allocated for the benefit of Cuyahoga County Council District 2. The application process is further described below. Applications must be submitted to Trevor McAleer, Cuyahoga County Legislative Budget Advisor, at [tmcaleer@cuyahogacounty.us](mailto:tmcaleer@cuyahogacounty.us) no later than Friday, June 10, 2022, at 4 PM.

### Background

Cuyahoga County has been allocated approximate \$240 million in federal ARPA funds. Of this amount, \$86 million has been allocated for community and economic development projects, including projects that will facilitate the delivery of health and social services. However, since this is one-time money, proposals should not be submitted that would fund operations for which there is no clear path to sustainability. Of the \$86 million, \$6 million has been informally allocated to primarily benefit Cuyahoga County Council District 2, which comprises all of Lakewood, Brook Park, and Cleveland Ward 17, and most of Cleveland Ward 16.

### Areas of Focus

The Council will consider a wide range of potential projects, but proposals are expected to be for use of one-time money, as opposed to ongoing operations. Proposals beneficial in the areas of community development and place-making, economic development, environment, social services or cultural infrastructure, and technical innovation are encouraged. Projects for which other substantial funding streams are available, such as road and bridge projects, are less likely to be considered.

### Project Proposal Review Committee

A Project Proposal Review Committee will be created to review and score proposals received through this request for applications.

### Fund Availability

There will be multiple funding rounds for the District 2 ARPA funds. This announcement only covers the first round. Subsequent announcements will be issued for future rounds. Not more than \$3 million will be allocated in the first round. It is possible that less than the full \$3 million may be allocated in the first round; however, the intention is to allocate at least a substantial portion of these funds. Of the \$3 million, \$2.5 million shall be reserved for projects that are either located in Cuyahoga County Council District 2 or for which the project's predominant impact will be in Cuyahoga County District 2. For the remaining \$500,000, projects of county-wide significance with significant impact in Cuyahoga County Council District 2 may also be considered.

### Maximum Funding Request

The maximum funding request that may be submitted is \$1.5 million.

#### Eligible Applicants

Applicants may be municipalities, Community Development Corporations, or non-profit organizations.

#### Submission of Applications

Applications shall be submitted using the application form that is provided at the end of this letter. All questions in the application form must be answered. Applicants may attach additional sheets to answer questions in more detail. There is no limit on proposal length, but a reasonably concise application is expected. Applicants who intend to work in partnership with other organizations should include letters of support from their proposed partners. Applications shall be sent to Trevor McAleer at [tmcaleer@cuyahogacounty.us](mailto:tmcaleer@cuyahogacounty.us) no later than Friday, June 10, 2022, at 4 PM.

#### Substantial Compliance

The County may allow minor deviations from the application process requirements or allow applicants to correct unintended errors. However, in fairness to all applicants, such allowances shall be handled consistently and shall be limited to errors or omissions that do not prevent the applicant from being in substantial compliance with the application process.

#### Procurement Process

Applications shall be selected for funding through a three-step process.

1. Proposals received will be reviewed and scored. If a very large number of applications is received, there may be an initial review to select a smaller number of applications for full scoring. The general approach to scoring will be as follows: applicant capability (20 points), proposal specificity and feasibility (20 points), project readiness (10 points), cost-effectiveness and leverage (10 points), project impact (40 points).
2. Using the scoring results, a determination will be made on much money to allocate in the first round and which projects to recommend. Some modest deviation from the ranking of applications may be considered to achieve a good geographic distribution of projects within the district.
3. Once a determination is made, legislation for contracts to implement the awards will be prepared and submitted to County Council for approval. All proposals funded under this announcement must be approved according to the regular Cuyahoga County government legislative process as described in the County Charter and the County Code.

#### Timeline

The scoring process is expected to be completed no later than July 29, 2022. The recommendations will be available when the scoring process is completed. In most cases, projects that are ready to be implemented upon recommendation should be able to complete the contracting and legislative process by December 6, 2022, the date of the last Cuyahoga County Council meeting of the year.

Contact Information

Please direct any questions regarding this application process as follows:

Trevor McAleer, Cuyahoga County Council Financial Policy Analyst

O: 216-698-6472

E: [tmcaleer@cuyahogacounty.us](mailto:tmcaleer@cuyahogacounty.us)

Dale Miller, Councilperson, District 2

O: 216-698-2011

E: [damiller@cuyahogacountycouncil.us](mailto:damiller@cuyahogacountycouncil.us).



## Cuyahoga County Council

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

### COUNTY AMERICAN RESCUE PLAN ACT APPLICATION

<b>APPLICANT INFORMATION:</b>	
<b>Name of Requesting Entity (City, Business, Non-Profit, etc.):</b> Westshore Technical Response Team - Westshore Council of Governments	
<b>Address of Requesting Entity:</b> 350 Dover Center Rd, Bay Village, Ohio 44140	
<b>County Council District # of Requesting Entity:</b> Cuyahoga County District #1, and #2	
<b>Address or Location of Project if Different than Requesting Entity:</b> N/A	
<b>County Council District # of Address or Location of Project if Different than Requesting Entity:</b> N/A	
<b>Contact Name of Person Filling out This Request:</b> Capt. Tim Draves - Coordinator, Westshore Technical Response Team	
<b>Contact Address if different than Requesting Entity:</b> Fairview Park Fire Department, Attn: Tim Draves, 20777 Lorain Rd., Fairview Park Ohio 44126	
<b>Email:</b> tim@draves.us	<b>Phone:</b> 440-346-6656
<b>Federal IRS Tax Exempt No.:</b> 34-1102109	<b>Date:</b> 7/22/22



## PROJECT DESCRIPTION

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

### Westshore Technical Response Team - Regional Equipment Enhancement Project

The Westshore Technical Response Team serves the west side of Cuyahoga County including the cities of Bay Village, Fairview Park, Lakewood, North Olmsted, Rocky River, and Westlake. We are a fire department based rescue team that handles the specialty rescue, and emergency situations. Our team members are firefighters from each city that we serve. The Westshore Team is trained and equipped in specialized disciplines including; Confined Space Rescue, Structural Collapse, Ice Rescue, Flood Response, Rope Rescue, Trench Rescue, Hazardous Materials Response, Dive Rescue & Recovery, Swiftwater Rescue, and Fire Investigation.

The Westshore Technical Response Team has identified several areas in which capital equipment will need to be purchased in the next 3, 5, and 10 years. These stimulus funds, if awarded, will allow the team to make a bulk purchase of several items now. That will in turn free up funds for future needs. The funds will benefit all cities represented by WTRT, and used towards all team disciplines including the Fire Investigation Unit (FIU), Hazmat, Land, and Water teams.

The Cuyahoga County Council offering of ARPA comes at a critical time for our team. The financial constraints of training, federally mandated medical screening, vehicle costs, changes in radios, and interoperability have all made a tight operating budget nearly unworkable. Unfortunately, new or replacement equipment is the first to get cut or placed on the back burner. These ARPA funds would allow us "reset" our priority list by allowing some items that would normally need to be delayed or purchased over that 10-year window, to be purchased now. This would in turn free up future funds for timely needs at that moment.

These funds would impact nearly every specialty discipline on our team. The new equipment and PPE requested, would improve our operations from the moment that particular item is received. Some examples would include;

- Better communications for hazmat technicians working in a chemical-laden, toxic environment.
- Improved PPE and respirators to reduce the chance of cancer for fire investigators combing through the ashes of a recent fire.
- Improved safety for confined space responders entering a manhole to rescue a downed victim.
- The ability to use a hand-held underwater camera that uses sonar to locate a submerged victim at the beach would allow us to effect a rescue, rather than a recovery situation.
- Interoperability of communications between other regional teams
- Provide additional PPE for rescue divers and Swift water/rescue teams operating in hazardous and toxic environments.
- Funding would integrate with the equipment that was requested as part of the aforementioned FEMA Port Security Grant.

To conclude, these ARPA funds if awarded, would be critical to the operations of the team. The safety of the residents we serve, the team members entering hazardous environments, and the communities we serve would be greatly improved by this additional funding.

<b>Project Start Date:</b>	<b>Project End Date:</b>
Immediately after funding is received	180 Days after funding award

## **IMPACT OF PROJECT:**

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

Westshore Technical Response Team is a fire department based specialty rescue, and all hazards response team that serves the residents of the Westshore Region including; Bay Village, Fairview Park, Lakewood, North Olmsted, Rocky River, and Westlake. In addition to our member cities, regional and statewide mutual aid agreements are in place to respond to any area in Cuyahoga County, and the State of Ohio.

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

Primary Response Area serves 165,310 residents (Bay Village - 15,258, Fairview Park - 16,219, Lakewood - 50,002, North Olmsted - 31,562, Rocky River - 20,115, Westlake -32,154).

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

Yes. Funds will be used for public safety equipment. This equipment will be used by firefighters serving not only low/moderate income levels, but all residents of any community in that we would respond to mitigate an emergency, or natural disaster.

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

This project is about improving public safety. The funds requested would be used to purchase front line emergency rescue equipment, communications equipment, and rescuer PPE. This equipment allows the rescuer to function under the most adverse of conditions to render aid to those in need. This project would also support, and supplement with a multi-agency Cuyahoga County Water Rescue Team grant request through FEMA for water rescue equipment for the purpose of safety, and security of waterfront communities and those prone to urban flooding.

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

N/A

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

The funds requested are being used to purchase equipment to be used in hazardous materials response. This equipment is used to develop plume modeling, track facilities with Tier 1 and 2 chemical caches, actively respond to and mitigate hazardous materials leaks, and spills.

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

N/A

<b>FINANCIAL INFORMATION:</b>
<b>Total Budget of Project:</b>  \$105,338.54
<b>Other Funding Sources of Project (list each source and dollar amount separately):</b>  Westshore Technical Response Team Budget \$49,000.00
<b>Total amount requested of County Council American Resource Act Dollars:</b>  \$88,935.98
<b>Since these are one-time dollars, how will the Project be sustained moving forward:</b>  These ARPA funds would supply a one time influx of additional funding to allow the team to purchase new, and replacement equipment. These one-time funds would free-up normal operating funds to be used on time sensitive purchases. The Westshore Technical Rescue Team has a capital asset plan in place at this time funds from it's annual operating budget would be able to sustain future team needs and growth.



## DISCLAIMER INFORMATION AND SIGNATURE:

### Disclaimer:

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

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

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

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

### Printed Name:

Timothy Draves - Coordinator, Westshore Technical Rescue Team

### Signature:

### Date:

## Additional Documents

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

WestshoreSupportingDocs.pdf

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0392

Sponsored by: <b>Councilmember Miller</b>	<b>A Resolution</b> awarding a total sum, not to exceed \$1,500,000, to the City of Brook Park for the Brook Park Central Campus Green Storm Project from the District 2 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.
---	--

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

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

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

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

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

**WHEREAS**, the Cuyahoga County Council desires to provide funding from the District 2 ARPA Community Grant Fund in the amount of \$1,500,000 to the City of Brook Park for the Brook Park Central Campus Green Storm Project; and

**WHEREAS**, the City of Brook Park estimates approximately tens of thousands of people will be served annually through this award; and

**WHEREAS**, the City of Brook Park estimates the total cost of the project is \$1,700,000; and

**WHEREAS**, the City of Brook Park indicates the other funding source(s) for this project includes \$200,000 from the City of Brook Park’s 2022 municipal budget; and

**WHEREAS**, the City of Brook Park is estimating the start date of the project will be January 2023 and the project will be completed by December 2023; and

**WHEREAS**, the City of Brook Park requested \$1,500,000 from the District 2 ARPA Community Grant Fund to complete this project; and

**WHEREAS**, the Cuyahoga County Council desires to provide funding in the amount of \$1,500,000 to the City of Brook Park to ensure this project is completed; and

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

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

**SECTION 1.** That the Cuyahoga County Council hereby awards a not-to-exceed amount of \$1,500,000 to the City of Brook Park from the General Fund made available by the American Rescue Plan Act revenue replacement provision for the Brook Park Central Campus Green Storm Project.

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

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

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

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

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

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

eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

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

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

Yeas:

Nays:

_____	_____
County Council President	Date

_____	_____
County Executive	Date

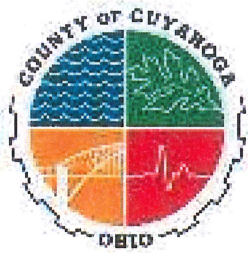
_____	_____
Clerk of Council	Date

First Reading/Referred to Committee:

Committee(s) Assigned:

Journal \_\_\_\_\_

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



## Cuyahoga County Council

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

### COUNTY AMERICAN RESCUE PLAN ACT APPLICATION

APPLICANT INFORMATION:	
<b>Name of Requesting Entity (City, Business, Non-Profit, etc.):</b> City of Brook Park	
<b>Address of Requesting Entity:</b> 6161 Engle Road, Brook Park, OH 44142	
<b>County Council District # of Requesting Entity:</b> 2	
<b>Address or Location of Project if Different than Requesting Entity:</b> Brook Park Memorial Elementary School, 16900 Holland Road, Brook Park, OH 44142	
<b>County Council District # of Address or Location of Project if Different than Requesting Entity:</b> 2	
<b>Contact Name of Person Filling out This Request:</b> Mayor Edward A. Orcutt	
<b>Contact Address if different than Requesting Entity:</b>	
<b>Email:</b> <a href="mailto:eorcutt@cityofbrookpark.com">eorcutt@cityofbrookpark.com</a>	<b>Phone:</b> 216-433-1300 Ext. 4222
<b>Federal IRS Tax Exempt No.:</b> 34-6000348	<b>Date:</b> October 11, 2022



## PROJECT DESCRIPTION

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

### **BROOK PARK CENTRAL CAMPUS “GREEN STORM” PROJECT**

The City of Brook Park is currently making substantial improvements to our Central Park Campus. We are seeking funds to demolish the now vacant Brook Park Memorial Elementary School (111,144 Sq. Ft.), which is located in the heart of our Central Park Campus and was acquired in 2020 from the Berea City School District. Our plan, once demolished, is to transform the site into a retention basin and recreational pond. The pond will serve to improve our storm-water management system while giving our residents the opportunity to enjoy nature. We anticipate a one year project timeline for this second phase.

At the completion of this project, the residents can expect to see the following enhancements:

- During rainstorms, the basin will fill with water and slowly release it, reducing neighborhood flooding.
- Additional trees and robust native plants, which will provide color around the basin throughout the year.
- An ADA-accessible path will wrap around the basin from our recreation community center, north to our Central Park Campus library.

Currently our Safety Forces and Service Department personnel need to make frequent visits to the vacant former school due to trespassing and vandalism. The City of Brook Park is currently devoting over \$63,000 annually of scarce city resources towards energy and insurance costs. The repurposing of this school through demolition will remove the source of blight, while lessening the burden on city services and enhance the beauty and enjoyment of our Central Park Campus.

Included in this application is an overview for our on-going campus improvements, which began in Spring of 2021. These include:

- State of the art Amphitheater.
- Planting of over 250 trees.
- Newly built restroom facilities.
- Outdoor fitness equipment.
- Level 3 electric vehicle charger.
- Improved L.E.D. Central Park Campus lighting.

The city has aggressively secured over \$500,000 in state and county funding sources for these improvements.

Brook Park appreciates the opportunity to present this proposal for Cuyahoga County Council review. This grant will allow Brook Park to accelerate the repurposing of 18 acres into productive recreational uses, which will be enjoyed by all Brook Park residents and serve to attract visitors to our community.

**Project Start Date:** 1-1-2023

**Project End Date:** 12-31-2023

## IMPACT OF PROJECT:

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

Focus will be given to the 18,000 plus residents of the City of Brook Park, especially youth and senior citizens, as well as attracting visitors. Mayor Orcutt has been working with the Cooper Foundation to provide recreational opportunities for those with special needs, including an adaptive sports league.

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

Given that it is a public park, it would be hard to quantify but we conservatively estimate tens of thousands of people annually will enjoy this property. The project would additionally serve a dual purpose by helping alleviate historic storm water issues throughout the community.

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

Yes. We anticipate Brook Park residents to be the primary users of the park and storm water management facility. The demographics in Brook Park show the average median income is \$56,302 per year. The average in Ohio is \$58,116, which places Brook Park in a low to moderate income level (Source Census.gov).

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

This project works in conjunction with the ongoing redevelopment of the Brook Park Central Park Campus that started in 2021 with the installation of the amphitheater and continued in 2022 with the installation of outdoor fitness equipment and the planting of over 160 trees. Funded projects scheduled for 2023 include installation of new restrooms, an electric vehicle charging station, and the planting of 100 new trees.

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

This project will retain a various number of personnel during the construction phases of individual projects.

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

Environmental benefits of the building demolition include a reduction in impervious surfaces thus reducing runoff during rain events. Storm water basin installation will improve overall storm water management and provide water quality benefits by allowing sediments and pollutants to settle out before being discharged to the local streams. This project will also allow Brook Park to continue to increase the tree canopy density of our Central Park Campus. These trees will also absorb storm water and carbon dioxide.

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

Building demolition is the next step in the revitalization of Central Park Campus followed by the basin installation and subsequent trail/walking path projects. This will also continue Mayor Orcutt's focus of expanded programming for children, seniors, and those with special needs. Increased visitors due to additional sporting events, walking trails and outdoor fitness equipment will improve the community's health, wellness and enjoyment.

## **FINANCIAL INFORMATION:**

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

\$1.7 million for abatement and demolition.

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

The City of Brook Park's 2022 municipal budget includes \$200,000 towards environmental testing, remediation and demolition of Brook Park Memorial Elementary School.

NEORSD Community Cost Sharing funds will be utilized to complete phase 2 of this project. The current fund balance is \$847,560.00.

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

\$1.5 million

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

Razing this vacant former elementary school will eliminate the need to sustain the high insurance costs, energy bills and the utilization of our service department and safety personnel. We believe these savings will offset any increased operating costs of the Central Park Campus caused by this project.



## DISCLAIMER INFORMATION AND SIGNATURE:

### Disclaimer:

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

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

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

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

### Printed Name:

Mayor Edward A. Orcutt

### Signature:



### Date:

October 11, 2022

## Additional Documents

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

- (1) Demolition Project Budget Worksheet.
- (2) Brook Park's Central Campus "Green Storm" Project rendering.
- (1) City Council letter of support.
- (1) Mayor's letter of support.
- (1) NEORS D letter of support.

**Demolition Project Budget Worksheet**

06/25/22

Municipality:	City of Brook Park	Square feet:	111,144
Project Address:	16900 Holland Road		
Project Name (Optional):	Green Storm Project - Phase 1		

**Pre-Demolition Costs:**

• Acquisition of Real Estate	\$0	
• Initial property inspections/assessments	\$0	
• Property security costs, board up	\$0	
• Grass mowing prior to demolition	\$0	
• Interior and exterior debris removal and disposal	\$0	
• Environmental assessments	\$15,000	
• Asbestos surveys	\$5,000	
• Contract preparation and review by third-parties	\$0	
• Architectural/engineering fees, inc. cost estimates, bid specs and job progress inspections	\$45,000	
• Bid advertisements for vendors	\$1,500	
Subtotal Pre-Demolition Costs		<b>\$66,500</b>

**Demolition Costs:**

• Removal and disposal of asbestos	\$295,000	
• Removal and disposal of other hazardous materials	\$134,500	
• Demolition of buildings including disposal, backfill, compaction	\$950,000	
• Clearance of structures and improvements (trees, shrubs, poles, porch piers, patios, fireplaces, fences, barriers, walls, driveways, aprons, service walks, parking lots, light poles, smokestacks, signage, etc.)	\$2,500	
• Removal of underground storage tanks and utility services including electrical transformers	\$20,000	
• Removal and/or filling/capping of septic systems and wells	\$0	
• Removal of additional exterior or interior dumping of debris prior to demolition	\$15,000	
• Vehicle towing	\$0	
• Equipment purchases or rentals, such as safety fencing, erosion control silt socks, portlets, etc.	\$15,000	
• Saw-cutting adjacent party walls and parging the wall to remain	\$0	
• Regulatory permit and inspection fees	\$1,500	
• Documented, labor, material, or equipment costs	\$0	
• Relocation of utility structures above ground	\$25,000	
• Other expenses approved on a case-by-case basis by Development	\$0	
Subtotal Demolition Costs		<b>\$1,458,500</b>

**Post-demolition Costs:**

• Site restoration (grading and seeding)	\$100,000	
• Public sidewalk, curb or catch basin repair or, if required by local municipality, installation	\$75,000	
Subtotal Post- Demolition Costs		<b>\$175,000</b>

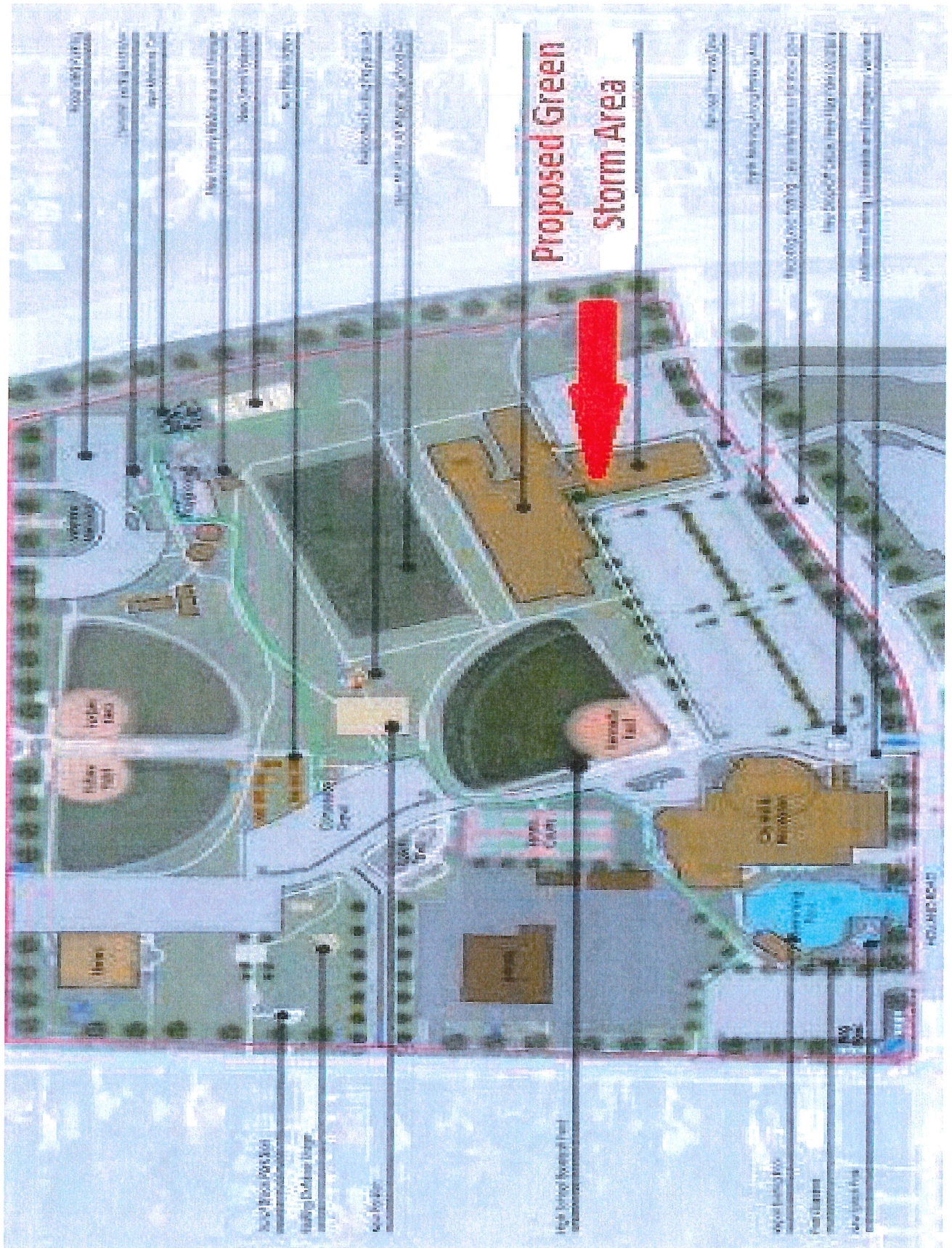
**Optional post-demolition Costs**

• Greening and improvements (Trees, shrubs, flowers, and other landscaping)	N/A	
• Architectural elements (fencing, signage, benches, and other hardscaping)	N/A	
Subtotal Optional Post- Demolition Costs		<b>\$0</b>

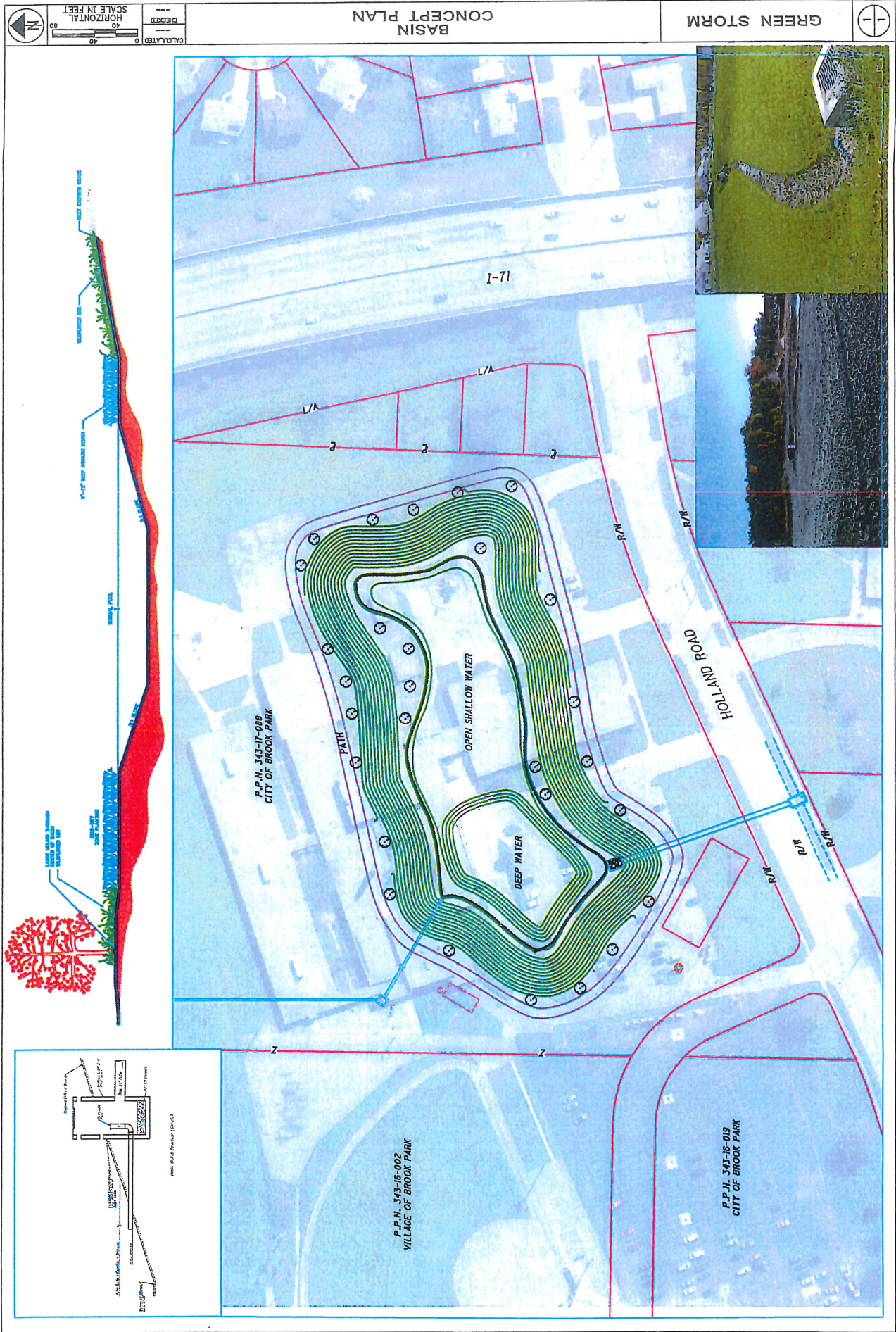
<b>Subtotal Total Project Costs</b>		<b>\$1,700,000</b>
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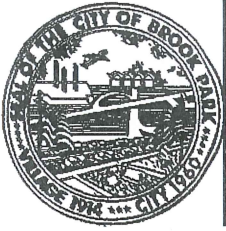
# Brook Park's Central Campus "Green Storm" Project











OFFICE OF THE COUNCIL  
CITY OF BROOK PARK

6161 ENGLER ROAD  
BROOK PARK, OHIO 44142  
216/433-1375 • FAX 216/433-1517



October 11, 2022

Dale Miller  
County Councilperson, District 2  
2079 East 9<sup>th</sup> Street, 8<sup>th</sup> Floor  
Cleveland, OH 44115

County Councilperson Miller,

Please accept our joint letter supporting the City of Brook Park's "Green Storm" application for \$1.5M of Cuyahoga County American Rescue Plan Act (ARPA) Funds.

This project will remake our Central Park Campus. The removal of the closed Brook Park Memorial Elementary School and adjoining parking lots alone are estimated to add over five acres of porous land and will serve to absorb stormwater while providing relief to the surrounding neighborhoods.

The multiple-phase plan for the "Green Storm" Project will benefit Brook Park residents for generations to come.

This project is vital to our Community's future and has our full support.

Sincerely,

Michael L. Vecchio, Council President

Richard A. Salvatore, Council-At-Large

Brian K. Poindexter, Council-At-Large

Nora Coyne, Council-At-Large

Tom Troyer, Council Ward 1

Jimmy Mencini, Council Ward 2

Steve Roberts, Council Ward 3

Richard D. Scott, Council Ward 4





October 11, 2022

Dale Miller  
County Councilperson, District 2  
2079 East 9<sup>th</sup> Street, 8<sup>th</sup> Floor  
Cleveland, Ohio 44115

County Councilperson Miller,

Thank you for the opportunity to discuss in greater detail why the “Green Storm” project is so vital to Brook Park’s future. Granting our request will help turn a closed building into a treasured community asset. Please find enclosed the requested cost breakdown as well as a letter of support from the Northeast Ohio Regional Sewer District (NEORS).

As you are aware, the frequency of “100-year” storms is increasing. We are finding it necessary to utilize retention basins as a form of relief for our aging and undersized infrastructure. What I would like to outline is a high-level plan to decrease the strain on our existing system while improving community enjoyment of their central campus.

Demolishing the former Brook Park Memorial Elementary School and building a retention basin is Phase One of the repurposing of 18 acres of land located in the heart of our Central Campus. Removing the building will have an immediate impact, as it will result in the elimination of over 5 acres of impervious surface thereby increasing the land’s ability to naturally absorb water. Once the property is cleared, Phase Two can begin. Brook Park will invest in an improved stormwater management system, which is supported by the Northeast Ohio Regional Sewer District (NEORS). Please find enclosed their letter of support. The main feature of Phase Two will be a retention basin that will be beautifully landscaped and encircled by an all-purpose trail that will provide a variety of public recreational opportunities.

“Green Storm” is a critical part of transforming Brook Park from a 62-year-old community into the Gateway to Cuyahoga County and the Region.

I look forward to speaking with you soon.

Sincerely,

Edward A. Orcutt  
Mayor  
The City of Brook Park



June 29, 2022

Dale Miller  
County Councilperson, District 2  
2079 East 9<sup>th</sup> Street, 8<sup>th</sup> Floor  
Cleveland, Ohio 44115

Re: City of Cleveland Demolition Funding  
City of Brook Park "Green Storm" Proposal

Dear Councilman Miller:

Please accept this letter on behalf of the Northeast Ohio Regional Sewer District (NEORS) to express support of the City of Brook Park's "Green Storm" Project application for demolition funding. As their application materials demonstrate, this project will demolish the former Brook Park Elementary School located at 16900 Holland Road. This project will provide meaningful improvement to the City of Brook Park's stormwater management capabilities by removing impervious area there for reducing the source of stormwater.

Funding for this project will allow for the removal of an estimated five acres of impervious surfaces. The City of Brook Park intends to install a large stormwater basin at the site in the near future to provide additional local stormwater storage. This in turn will help reduce local flooding impacts that have been observed in this area of Brook Park.

For the past 50 years, NEORS has provided watershed management services to the City of Cleveland and 61 other member communities across the Rocky, Cuyahoga, Lake Erie Direct Tributaries, and Chagrin River watersheds. We support the efforts of our member communities and partnering organizations to address flooding through sustainable restoration efforts that support healthy watersheds and Lake Erie.

Sincerely,

  
Frank P. Greenland, P.E.  
Director of Watershed Programs

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0393

Sponsored by: <b>Councilmember Miller</b>	<b>A Resolution</b> awarding a total sum, not to exceed \$100,000, to the Rose Centers for Aging Well for the Rose Centers Meals Programs from the District 2 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.
---	---

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

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

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

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

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

**WHEREAS**, the Cuyahoga County Council desires to provide funding from the District 2 ARPA Community Grant Fund in the amount of \$100,000 to the Rose Centers for Aging Well for the Rose Centers Meals Programs; and

**WHEREAS**, the Rose Centers for Aging Well estimates approximately 1,250 people will be served annually through this award, 80% of whom live below the federal poverty level; and

**WHEREAS**, the Rose Centers for Aging Well estimates the total cost of the project is \$388,000; and

**WHEREAS**, the Rose Centers for Aging Well estimates the start date of the project will be January 2023 and the project will be completed by December 2023; and

**WHEREAS**, the Rose Centers for Aging Well requested \$388,000 from the District 2 ARPA Community Grant Fund to complete this project; and

**WHEREAS**, the Cuyahoga County Council desires to provide funding in the amount of \$100,000 to the Rose Centers for Aging Well to ensure this project is completed; and

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

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

**SECTION 1.** That the Cuyahoga County Council hereby awards a not-to-exceed amount of \$100,000 to the Rose Centers for Aging Well from the General Fund made available by the American Rescue Plan Act revenue replacement provision for the Rose Centers Meals Programs.

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

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

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

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

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

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

eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

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

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

Yeas:

Nays:

_____	_____
County Council President	Date

_____	_____
County Executive	Date

_____	_____
Clerk of Council	Date

First Reading/Referred to Committee:

Committee(s) Assigned:

Journal \_\_\_\_\_

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

## REQUEST FOR PROPOSALS

District-level American Rescue Plan Act Funds, Cuyahoga County Council District 2  
Friday, September 23, 2022

### Announcement

The purpose of this announcement is to request proposals for funding under the second round of American Rescue Plan Act (“ARPA”) funds that have been allocated for the benefit of Cuyahoga County Council District 2. The application process is further described below. Applications must be submitted to Trevor McAleer, Cuyahoga County Legislative Budget Advisor, at [tmcaleer@cuyahogacounty.us](mailto:tmcaleer@cuyahogacounty.us) no later than Friday, October 14, at 4 PM.

### Background

Cuyahoga County has been allocated approximate \$240 million in federal ARPA funds. Of this amount, \$86 million has been allocated for community and economic development projects, including projects that will facilitate the delivery of health and social services. However, since this is one-time money, proposals should not be submitted that would fund operations for which there is no clear path to sustainability. Of the \$86 million, \$6 million has been informally allocated to primarily benefit Cuyahoga County Council District 2, which comprises all of Lakewood, Brook Park, and Cleveland Ward 17, and most of Cleveland Ward 16. On May 11, 2022, an announcement was made, requesting applications for the first round of this funding, with an application deadline of June 10, 2022. Thirty-three applications were received, totaling more than \$21 million in request received. Following review and scoring, six applications were recommended for funding, and legislation to approve the funding requests has been approved or is being considered by Council.

### Areas of Focus

The Council will consider a wide range of potential projects, but proposals are expected to be for use of one-time money, as opposed to ongoing operations. Proposals beneficial in the areas of community development and place-making, economic development, environment, social services or cultural infrastructure, and technical innovation are encouraged. Projects for which other substantial funding streams are available, such as road and bridge projects, are less likely to be considered.

### Project Proposal Review Committee

A Project Proposal Review Committee has been created to review and score proposals received through this request for applications.

### Fund Availability

The Review Committee may make funding recommendations up to \$3 million, the amount of District 2 ARPA funds remaining to be allocated, but may choose to reserve some funds for a future round. Of the \$3 million, \$2.5 million shall be reserved for projects that are either located in Cuyahoga County Council District 2 or for which the project’s predominant impact will be in Cuyahoga County Council District 2. For the remaining \$500,000, projects having

county-wide impact, including significant benefits for Cuyahoga County Council District 2, may also be considered.

#### Maximum Funding Request

The maximum funding request that may be submitted is \$1.5 million.

#### Eligible Applicants

Applicants may be municipalities, Community Development Corporations, or non-profit organizations. For-profit businesses, proposing projects having major public benefits, may also apply.

#### Submission of Applications

Applications shall be submitted using the attached application form. All questions in the application form must answered. Applicants may attach additional sheets to answer questions in more detail. There is no limit on proposal length, but a reasonably concise application is expected. Applicants who intend to work in partnership with other organizations should include letters of support from their proposed partners. Applications shall be sent to Trevor McAleer at [tmcaleer@cuyahogacounty.us](mailto:tmcaleer@cuyahogacounty.us) no later than Friday, October 14, at 4 PM.

#### Reconsideration of Proposals from Round 1

Proposals that were submitted in the first round but not recommended for funded may be considered in this round; however, the application must be resubmitted in response to this announcement.

#### Substantial Compliance

The County may allow minor deviations from the application process requirements or allow applicants to correct unintended errors. However, in fairness to all applicants, such allowances shall be handled consistently and shall be limited to errors or omissions that do not prevent the applicant from being in substantial compliance with the application process.

#### Procurement Process

Applications shall be selected for funding through a three-step process.

1. Proposals received will be reviewed and scored. If a very large number of applications is received, there may be an initial review to select a smaller number of applications for full scoring. The general approach to scoring will be as follows: applicant capability (15 points), proposal specificity and feasibility (25 points), timeline specificity and project readiness (10 points), cost-effectiveness and leverage (10 points), project impact (40 points).
2. Using the scoring results, a determination will be made on how much money to allocate in the first round and which projects to recommend. Some modest deviation from the ranking of applications may be considered to achieve a good geographic distribution of projects within the district.

3. Once a determination is made, legislation for contracts to implement the awards will be prepared and submitted to County Council for approval. All proposals funded under this announcement must be approved according to the regular Cuyahoga County government legislative process as described in the County Charter and the County Code.

#### Timeline

The timeline is designed to create the possibility that time-sensitive projects recommended for funding could receive final legislative approval by December 6, 2022, the date of the last Cuyahoga County Council meeting of the year. Projects that are not time sensitive but are favorably received in the legislative process should receive final approval by the end of the first quarter of 2023.

#### Contact Information

Please direct any questions regarding this application process as follows:

Trevor McAleer, Cuyahoga County Council Financial Policy Analyst

O: 216-698-6472

E: [tmcaleer@cuyahogacounty.us](mailto:tmcaleer@cuyahogacounty.us)

Dale Miller, Councilperson, District 2

O: 216-698-2011

E: [damiller@cuyahogacountycouncil.us](mailto:damiller@cuyahogacountycouncil.us)





## Cuyahoga County Council

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

### COUNTY AMERICAN RESCUE PLAN ACT APPLICATION

APPLICANT INFORMATION:	
<b>Name of Requesting Entity (City, Business, Non-Profit, etc.):</b> The Rose Centers for Aging Well, a subsidiary of the Benjamin Rose Institute on Aging.	
<b>Address of Requesting Entity:</b> 11890 Fairhill Rd., Cleveland Heights, OH 44120	
<b>County Council District # of Requesting Entity:</b> 7	
<b>Address or Location of Project if Different than Requesting Entity:</b> County wide project	
<b>County Council District # of Address or Location of Project if Different than Requesting Entity:</b> The Rose Centers operates seven senior centers across Cuyahoga County and delivers meals to older adults in all 11 districts.	
<b>Contact Name of Person Filling out This Request:</b> Allison Morford	
<b>Contact Address if different than Requesting Entity:</b> N/A	
<b>Email:</b> amorford@benrose.org	<b>Phone:</b> 216-373-1928
<b>Federal IRS Tax Exempt No.</b> 47-1749435	<b>Date:</b> 10/14/2022

## PROJECT DESCRIPTION

**REQUEST DESCRIPTION (include the project name, a description of the project, why the project is important or needed, and timeline of milestones/tracking of the project):** The Rose Centers for Aging Well (Rose Centers) is requesting support of the Rose Centers Meals Programs. The Rose Centers addresses the nutritional needs of older adults on low incomes by providing daily home-delivered meals to the homebound, delivering medically tailored meals to individuals living with chronic disease, and serves congregate lunches at seven Greater Cleveland senior nutrition sites. Three of the sites are full service senior centers offering wellness programming, exercise classes, transportation and resource referrals. On average a Rose Centers client is female (55%), African American (66%), and in their mid-70s. A total of 80% of older adults served live below the federal poverty level. The average income of participants is \$10,750, with 35% having an income of less than \$5,000.

The Rose Centers is the largest provider of home-delivered meals to older adults in Cuyahoga County and the only home-delivered medically tailored meal provider to older adults in Cuyahoga County. The Rose Centers temporarily closed its senior centers in 2020 to limit the spread of COVID-19. Older adults needed our services more than ever and we needed to ensure they were not cut off from their lifelines to nutritious meals and social interactions. All participants were incorporated into the home-delivered meals program, traditionally only for the homebound, to ensure no one was left without food. A rapid transition to home delivery of meals meant that not a day went by when older adults were without a meal. In fact, our meal delivery reached record heights with the Rose Centers delivering 224,000 meals in 2020 and 243,000 meals in 2021.

Funding would be used to support the Meals Programs in three ways. The main priority would be to replace and expand the fleet of meal delivery trucks. The meal delivery trucks are outfitted with heating and cooling equipment to ensure meals are delivered in accordance with food safety guidelines. The current fleet consists of 11 trucks, five of which are nearly 10 years old and need to be replaced. Finding replacement parts for these five trucks is extremely difficult and expensive, if at all possible, in this current economy. A strategic plan is in place to replace the trucks over the next several years, however, replacing the trucks sooner would reduce the high maintenance costs, and ensure Rose Centers can continue to deliver meals on time and without incurring additional costs for maintenance and truck rentals. These additional costs take away funding that could be used for meals and to support the drivers.

Each truck makes an average of 75 delivery stops a day, delivering 114 lifesaving meals a day and positively impacting 80 lives each day. The meals for the homebound are delivered on a schedule selected by the participant, served hot or frozen dependent on their choice, and meet a critical need that would largely go unmet in the Cuyahoga County community if not for the Rose Centers. Homebound and isolated older adults living in poverty often struggle with accessing and preparing nutritious meals on their own. Many individuals with physical and cognitive limitations find it difficult, even impossible, to do the planning, shopping, and preparing of their meals. Having a meal delivered daily to their home ensures the older adult is not worrying about where their next meal will come from, and it provides vital safety net services. As the largest distributor of home-delivered meals to older adults in Cuyahoga County, Rose Centers has delivered meals to nearly 1,200 individuals in 2022.

The medically tailored meal division has the capacity to deliver meals to an additional 250 older adults annually. Medically tailored meals are specifically designed to meet the dietary requirements of older adults discharging from the hospital or living with chronic disease such as heart disease, diabetes, and hypertension. These specialized meals are delivered to participants in meal packs of five, twice a week. Volunteers and staff use warming bags to deliver the meals. To efficiently deliver meals and optimize delivery routes, Rose Centers is requesting funding to purchase ten warming bags with power cords. An increased number of warmer bags would not only support operational efficiencies but would also reduce costs associated with logistical issues we currently face.

To enhance the nutritional value of lunches served at the senior centers, the Rose Centers is requesting funding for a fruits and vegetables bar at the Gunning Park and Lakeshore Rose Centers locations. This equipment would provide variety and choice to the residents and in return, increase their attendance. Participant feedback has consistently indicated a desire for a variety of healthy and balanced lunch options. Improving access to healthy, affordable food is critical to help ensure residents avoid the negative health outcomes associated with poor nutrition, including obesity, diabetes, and heart disease. Additionally, many participants who attend for lunch stay for programming and then benefit from the health, wellness, and socialization opportunities.

**Project Start Date:** 1/1/2023

**Project End Date:** 12/31/2023

## IMPACT OF PROJECT:

**Who will be served:** Older adults, ages 55 and older, living on low incomes, who are homebound or living with chronic disease and are socially isolated. On average a Rose Centers client is female (55%), African American (66%), and in their mid-70s. A total of 80% of older adults served live below the federal poverty level. The average income of participants is \$10,750, with 35% having an income of less than \$5,000.

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

1,250 unduplicated older adults will be served by the meal delivery trucks. A total of 250 older adults will be served with the warming bags and 50 unduplicated older adults will benefit from the fruits and vegetable bar at the senior centers.

**Will low/moderate income people be served; if so how:** Yes, 80% of people served live below the federal poverty level. The average income of participants is \$10,750, with 35% having an income of less than \$5,000. The older adults in the Meals Program receive daily, nutritious, and life-saving meals delivered directly to their homes or at a senior center.

**How does the project fit with the community and with other ongoing projects:** The home delivery component of the Meals Program is the largest Meals on Wheels program operating within Cuyahoga County. And the medically tailored meals portion is the only home-delivered meals program that specifically meets the needs of older adults living with chronic disease.

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

**If applicable, what environmental issues or benefits will there be:** The updating of our delivery fleet will remove old vehicles from the road that could potentially emit high emissions. Newer trucks will get better gas mileage and reduce the amount of gas purchased and used.

**If applicable, how does this project serve as a catalyst for future initiatives:** The replacement of the old vehicles in our fleet allows the program to focus on expanding the home-delivered meal service further west in Cuyahoga County. The fruits and vegetables bar equipment will serve as a catalyst to recruit more participants to the senior centers by offering an increased variety of nutritional and balanced food options.

**FINANCIAL INFORMATION:**

**Total Budget of Project:** \$388,000.

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

**Total amount requested of County Council American Resource Act Dollars:** \$388,000.

5 trucks (\$75,000 each after purchase and outfitting) to replace 5 old trucks = \$375,000

10 warming bags and cords = \$7,000.

Equipment for 2 fruit and vegetable  
distribution equipment = \$7,000.

**Since these are one-time dollars, how will the Project be sustained moving forward:** The Meals Program is sustainable with long-standing relationships from Western Reserve Area on Aging Agency, the administrator of Title III Older Americans Act funding, the Cuyahoga County Department of Senior and Adult Services and private and corporate philanthropy. Revenue from these contracts ensures sustainability but does not meet the capital needs of the program. Other funding sources critical to the program are foundations, individuals, corporations, and fundraisers. Rose Centers is a subsidiary of Benjamin Rose, which is the named beneficiary in trusts that provides a steady stream of income to the organization in annual distributions calculated by trustees.

## DISCLAIMER INFORMATION AND SIGNATURE:

### Disclaimer:

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

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

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

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

**Printed Name:** Dabney Conwell, Executive Director, Rose Centers for Aging Well

**Signature:**



**Date:** 10/14/2022

## Additional Documents

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

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0394

Sponsored by: <b>Councilmember Miller</b>	<b>A Resolution</b> awarding a total sum, not to exceed \$97,170, to the City of Lakewood for the Alternative Fuel Circulator Feasibility Study from the District 2 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.
---	---

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

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

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

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

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

**WHEREAS**, the Cuyahoga County Council desires to provide funding from the District 2 ARPA Community Grant Fund in the amount of \$97,170 to the City of Lakewood for the Alternative Fuel Circulator Feasibility Study; and

**WHEREAS**, the City of Lakewood estimates approximately 100,000 people will be served annually through this award; and

**WHEREAS**, the City of Lakewood estimates the total cost of the project is \$100,000; and

**WHEREAS**, the City of Lakewood is estimating the start date of the project will be December 2022 and the project will be completed by August 2023; and

**WHEREAS**, the City of Lakewood requested \$100,000 from the District 2 ARPA Community Grant Fund to complete this project; and

**WHEREAS**, the Cuyahoga County Council desires to provide funding in the amount of \$97,170 to the City of Lakewood to ensure this project is completed; and

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

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

**SECTION 1.** That the Cuyahoga County Council hereby awards a not-to-exceed amount of \$97,170 to the City of Lakewood from the General Fund made available by the American Rescue Plan Act revenue replacement provision for the Alternative Fuel Circulator Feasibility Study.

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

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

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

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

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

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



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

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

Yeas:

Nays:

_____	_____
County Council President	Date

_____	_____
County Executive	Date

_____	_____
Clerk of Council	Date

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

Journal \_\_\_\_\_

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



## Cuyahoga County Council

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

### COUNTY AMERICAN RESCUE PLAN ACT APPLICATION

<b>APPLICANT INFORMATION:</b>	
<b>Name of Requesting Entity (City, Business, Non-Profit, etc.):</b> City of Lakewood	
<b>Address of Requesting Entity:</b> 12650 Detroit Road, Lakewood, Ohio 44107	
<b>County Council District # of Requesting Entity:</b> 2	
<b>Address or Location of Project if Different than Requesting Entity:</b>	
<b>County Council District # of Address or Location of Project if Different than Requesting Entity:</b>	
<b>Contact Name of Person Filling out This Request:</b> Justin McCaulley	
<b>Contact Address if different than Requesting Entity:</b>	
<b>Email:</b> Justin@McCaulley.com	<b>Phone:</b> 202-350-1985
<b>Federal IRS Tax Exempt No.:</b> 34-6001633	<b>Date:</b> October 12, 2022

## PROJECT DESCRIPTION

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

The City of Lakewood, in cooperation with the Ohio Aerospace Institute (OAI) and Greater Cleveland Regional Transit Authority (GCRTA), seeks County Council District 2 funding in support of its District 2 Alternative Fuel Circulator Feasibility Study (the Study). The Study would explore public need and benefit of such a circulator service, ridership potential, operational options, synergies with GCRTA and other transit providers, financial costs/benefits, and mobility benefits/impacts. Since circulator service was eliminated in 2009, the City of Lakewood has sought an opportunity to explore restoring flexibility of mobility for many residents in District 2 through affordable fares and convenient access. GCRTA bus routes and Rapid light rail exist through and adjacent to Lakewood but none provide direct access to local destinations and do not meet the community's need for smaller-scale mobility. The Study will explore connecting more of the Lakewood community to these larger pass-through public transportation routes to enable the community to move outward and to enable visitors from outside Lakewood to reach all corners of this most densely populated community in Ohio.

The Study will be data-focused with many sources being leveraged to develop a complete understanding of the Lakewood community's needs and appetite for the City of Lakewood and its partners to support this initiative on an ongoing basis. The Study will gather and communicate metrics in support of its decision-making, such as Ridership (trips, mileage, ratio of ridership to population growth); Availability (service hours and days); Cost and efficiency (passengers per vehicle mile/hour, operating cost per passenger/revenue mile); Quality (on-time performance, system performance ratings); Asset management (fleet life, maintenance cost); and Community measures (non-SOV commuters, auto trips reduced, economic development potential).

While the City of Lakewood and its partners are confident in the value of a circulator, one goal of the Study will be public engagement and input to confirm demand and support the value of the circulator. Additionally, the Study will investigate the economic impact of the circulator options to be explored and the environmental impact on the community of reducing cars on streets and required parking surface area.

**Project Start Date:**

December 7, 2022

**Project End Date:**

August 1, 2023

## **IMPACT OF PROJECT:**

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

The City of Lakewood, its 50,000 residents, hundreds of small businesses, tens of thousands of workers, and hundreds of thousands of weekly visitors.

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

The goal of the Study is to determine an answer to this question and many others with concrete data support. Conservative estimates would be 100,000 people served by the initial circulator with opportunity to expand according to demand.

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

Low/Moderate income people will benefit the most, both from within Lakewood and visiting Lakewood, because they will gain an affordable, accessible transportation option to reach employment opportunities and education opportunities.

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

The Study is designed to address needs identified in the Lakewood Community Vision and the Lakewood Community Health Needs Assessment, documents produced from countless hours of community engagement and research by the City of Lakewood Department of Planning and Development. See Attached.

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

Direct employment potential for this project would be several permanent bus drivers. The most significant impact to employment would be the circulator's affordability and accessibility for connecting everyone and anyone in the Lakewood community to all employment opportunities.

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

The Study will explore alternative fuel options primarily. For the sake of affordability and practicality, traditional fuel sources will be reviewed as benchmarks. The City of Lakewood intends to develop an alternative fuel circulator as a community service and also as a model for other communities to consider.

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

The connections provided by affordable and accessible transportation enable all corners of Lakewood and every citizen to engage in economic activity, either through employment or as a patron at a local, unique retailer or restaurant. Future economic development and growth in a fully built-out First Ring suburb like Lakewood depend on equitable transportation and affordable, accessible mobility options.

**FINANCIAL INFORMATION:****Total Budget of Project:**

\$100,000

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

\$100,000 Cuyahoga County Council District 2 ARPA funds

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

\$100,000

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

The Study will determine the feasibility of sustaining the project moving forward, with options ranging from the City of Lakewood supporting the circulator with its general revenue fund, philanthropic dollars, Special Improvement District options, or tabling the concept if community demand is not demonstrated. Phase 2, after the completion of the Study, would be a demonstration of the concept developed in the study and approved by the City of Lakewood.

## DISCLAIMER INFORMATION AND SIGNATURE:

### Disclaimer:

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

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

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

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

### Printed Name:

Meghan F. George, Mayor

### Signature:



### Date:

October 14, 2022

## Additional Documents

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

City of Lakewood Community Vision

City of Lakewood Community Health Needs Assessment

Iteris Inc. smart mobility consultants quote for the feasibility study

**CITY OF LAKEWOOD  
FINANCIAL BUDGET  
STRATEGIC PLAN**

**GUIDING VISION STATEMENTS**

1. We envision a community that is a great place to live; a community that cares about the environment; a community that maintains a high quality of development.
2. We envision a housing market that is stable and provides for moderate growth in housing values.
3. We envision adequate housing opportunities for the City's economically and culturally diverse residents.
4. We envision a high-quality housing stock that is diverse in style and is well maintained through proactive code enforcement and community home improvement programs.
5. We envision a providing the finest variety of educational choices, resources and opportunities.
6. We envision a growing and diverse business sector that provides residents with a wide range of products and competitive services.
7. We envision a vibrant and attractive business environment that focuses on the community's accessibility, the availability of business support services, and which has a well-trained work force.
8. We envision a long-range economic development strategy that encourages economic growth and supports small businesses.
9. We envision a community that has cooperative, progressive, and responsive leadership; and which provides a high level of service to residents.

The Lakewood Community Vision is a picture of the desired future for the City of Lakewood in terms of broad goals in the six areas of Economic Development, Housing, Community Wellness, Safety, Mobility, and Education & Culture.

**ECONOMIC DEVELOPMENT RESEARCH REPORT**

Achieve sustainable development practices to ensure long term viability of our commercial corridors.

Our Vision for Economic Development includes wide prosperity and economic opportunity for all. This prosperity marked by fair wages and dignified employment. Our Vision supports locally owned business and entrepreneurship. It encourages high quality, sustainable and diverse mixed-use development in our commercial corridors and businesses that serve local needs.

*Success is a City of Lakewood that...*

**Building Connections**

1. Maintains sustained private reinvestment in commercial and residential property

2. Promotes and facilitates sharing of information among businesses
3. Offers business plan mentoring and support to all business owners
4. Informs residents of commercial development news large and small

#### Enhancing Existing Assets

1. Repurposes or renovates obsolete and vacant retail spaces
2. Supports Downtown Lakewood and other commercial districts via public/private partnerships
3. Conducts proactive code enforcement
4. Attracts high-quality development by being known as a high-quality, resilient city

#### Creating Places for People

1. Provides guidance to small business owners on architectural design and rehabilitations
2. Designs and maintains commercial districts that are safe and inviting for pedestrians and cyclists
3. Strives for commercial buildings that have a mix of uses
4. Approves building designs which fit within the scale of our commercial districts
5. Improves the commercial streetscape with amenities such as trees, benches, and public art

#### Striking a Balance

1. Adopts and maintains a Zoning Code that is nimble enough to address evolving markets and commercial opportunities, including changes in energy production and distribution
2. Minimizes the impacts of late-night commercial activity through design and enforcement

#### Thinking About Tomorrow

1. Preserves and respects historic context in commercial development projects
2. Manages stormwater via best practices such as bio-swales, rain gardens, pervious pavement, and private downspout and lateral rehabilitation
3. Promotes and incentivizes sustainable development practices such as energy efficiency, renewable energy, waste reduction, supply chain management, and composting
4. Strengthens economic development efforts to increase commercial occupancy
5. Plans for and addresses the impacts of technology on local businesses

#### HOUSING STRATEGIES

Protect and enhance the quality and character of our residential neighborhoods.

Our Vision for Housing includes a diverse housing stock which meets the varied needs of our community. Affordable and well-maintained housing is maintained by proactive investment in programs and policies that maintain and improve our housing stock. Our Vision develops a culture of informed and responsible action by owner-occupants, landlords, and tenants and provides opportunities for renters to develop community roots.

*Success is a City of Lakewood that...*

#### Building Connections

1. Has an informed landlord community



2. Has owners who recognize the importance and financial benefits of quality repairs and renovations
3. Benefits from realtors who market Lakewood effectively to prospective homeowners
4. Is home to homeowners who undertake efficiency upgrades such as the installation of new furnaces, adequate insulation, and energy efficient appliances

#### Enhancing Existing Assets

1. Incentivizes investment in and maintenance of existing housing stock
2. Increases awareness among residents about how to better access services provided by local financial institutions
3. Benefits from active and informed block clubs as a conduit for social and informational resources
4. Prioritizes sustainable practices for new construction and the rehabilitation of existing structures

#### Creating Places for People

1. Encourages development of a diverse housing stock that meets the needs of all residents including seniors, low/moderate income families, and special needs households
2. Permits new and infill development which is complementary to the scale and character of surrounding residential uses, integrates sustainable practices, and reflects Universal Design principles
3. Creates and maintains quality greenspace in each neighborhood

#### Striking a Balance

1. Uses point-of-sale inspections as appropriate to ensure safe and well-maintained housing
2. Supports and creates affordable housing for a diversity of incomes and lifestyle needs
3. Conducts proactive code enforcement of residential property including multi-family buildings

#### Thinking About Tomorrow

1. Increases tree canopy, particularly on residential streets
2. Approves quality design which respects the historic character of residential neighborhoods
3. Ensures that abandoned properties are safe, secure, and weatherized

### COMMUNITIES WELLNESS AND HEALTH AND AFFORDABLE HOUSING

Support healthy living and create a more ecologically sustainable city.

Our Vision for community wellness is for a City that provides great facilities, parks, green spaces and programs for active living and healthy lifestyles. We will advocate for improved social determinants of health; and encourage buildings and infrastructure which improve resiliency and wellness.

*Success is a City of Lakewood that...*

#### Building Connections

1. Connects residents to healthcare, social-emotional services, education, and health literacy
2. Connects residents to information, the internet, and public services
3. Has strong block clubs and other hyper-local connections which foster neighborhood cohesion and safety

## Enhancing Existing Assets

1. Builds and maintains infrastructure to support active lifestyles
2. Abates lead hazards through education and assistance programs
3. Makes investments in transportation which support the most vulnerable in our community
4. Makes transportation decisions that aim to reduce greenhouse gas emissions and promote wellness
5. Ensures that all residents have access to healthy, affordable food
6. Provides access to the Lake for all residents

## Creating Places for People

1. Provides public spaces that are open and inviting with access for all
2. Expands public greenspace and makes it useful year-round
3. Expands the urban tree canopy responsibly, especially on private property
4. Supports the growing population of seniors and families with children with inter-generational programming

## Striking a Balance

1. Balances support for urban agriculture with the realities of a densely populated city
2. Promotes disease prevention and management through health policy
3. Encourages thoughtful transit-oriented development where opportunities exist, while respecting the “City of Beautiful Homes”

## Thinking About Tomorrow

1. Increases the recycling rate and compliance while reducing the prevalence of single-use plastics
2. Educates residents on how to prepare their homes for weather extremes
3. Has an overall culture which promotes community health and wellness, respects diversity, and embraces environmental stewardship
4. Protects Lake Erie and the Rocky River as vital sources of drinking water and recreation through storm and sanitary sewer improvements

## **SAFETY STRATEGIES FOR THE CITY OF LAKEWOOD**

Maintain the highest degree of community safety by providing excellent safety services, promoting resident participation, and expanding effective communication.

Our Vision for Safety includes secure and confident residents and well-protected business community. Our Vision includes low crime, safe streets for pedestrians and bicyclists, strengthened infrastructure, and well-trained safety forces. Robust digital security, enhanced community relations and design for safety in all public places are essential.

*Success is a City of Lakewood that...*

## Building Connections

1. Prioritizes wellness and safety in all capital investments
2. Provides robust access to public safety data

3. Rapidly responds to neighborhood concerns

#### Enhancing Existing Assets

1. Has sufficient professional safety services with available resources
2. Expands the network of public and private security cameras
3. Safety forces have the tools and training to effectively engage with Lakewood's diverse residents, visitors, and businesses
4. Maintains public spaces that are beautiful, functional, and safe for all following established best practices

#### Creating Places for People

1. Designs roads, parking lots, sidewalks, and all public infrastructure to improve the community's resilience
2. Raises awareness of crime prevention best practices among individuals and block clubs
3. Strengthens connections between safety forces and residents

#### Striking a Balance

1. Ensures open and constructive communication between safety forces and residents
2. Balances personal privacy with data-driven policing
3. Monitors and updates local community groups regarding safety and security

#### Thinking About Tomorrow

1. Incorporates technology into standard operating procedures for emergency forces
2. Collects, records, uses citizen data in a safe and ethical manner
3. Promotes community understanding of emergency response plans

#### **MOBILITY, ENVIRONMENT, SAFETY**

Provide safe, convenient, and integrated transportation options throughout the community.

Our vision for Connectivity is to create a community that delivers 21st Century quality infrastructure, public safety, parking, and information/social connectivity. These physical and social networks must serve all who live, work, patronize, and commute through Lakewood while at the same time serving the needs of the natural environment on which we all depend.

*Success is a City of Lakewood that...*

#### Building Connections

1. Establishes clear and intuitive rules of the road for all modes of transportation which are reinforced with signage, education, and enforcement
2. Follows urban streetscape best practices that incentivize alternative transportation and connections citywide
3. Lights all streets effectively with non-sleep-disrupting, energy-efficient lights linked by smart technology

#### Enhancing Existing Assets

1. Develops and implements efficient sidewalk snow removal procedures and enforcement
2. Keeps the streetscape free of litter and effectively manages waste in public spaces
3. Expands the dedicated bicycle network city-wide
4. Improves and maintains the existing transportation infrastructure considering universal design, affordability, and environmental impact

#### Creating Places for People

1. Implements an urban streetscape best practices that include beautiful and functional amenities
2. Uses surface parking efficiently, minimizing its visual and functional impacts
3. Employs universal design and complies with ADA in the construction and renovation of public facilities
4. Adopts “vision zero” goal to reduce motor-vehicle related deaths to zero

#### Striking a Balance

1. Expands methods that reduce the impact of idling cars especially around schools and major destinations
2. Implements traffic calming where necessary to limit speed and volume to levels appropriate for neighborhood conditions
3. Works with GCRTA to improve the timing and reliability of transit service and access to transit facilities
4. Pursues creative solutions to meet parking demands

#### Thinking About Tomorrow

1. Supports smart driving and ride share technologies
2. Is prepared to accept autonomous and connected vehicle technology
3. Educates residents on ways to reduce their mobility carbon footprint
4. Provides alternative options to fill gaps in traditional public transit service
5. Employs smart technology to improve the efficient use of parking

#### **EDUCATION □ CULTURE □ AFFORDABILITY □ TRANSPORTATION**

Provide lifelong educational opportunities for our residents and promote a community identity rooted in our cultural heritage.

Our Vision for Education and Culture includes the highest quality education and robust social cohesion for all. Our Vision includes a culture of lifelong learning, preservation of our cultural institutions and assets. It includes deep civic engagement and participation, particularly among under-represented communities, and increased participation in civic and cultural events.

*Success is a City of Lakewood that...*

#### Building Connections

1. Captures and shares local history and celebrates the diversity of cultures among Lakewood residents
2. Provides high-quality education for K-12 students through excellent schools

3. Incorporates Lake Erie, the Rocky River, the Metroparks, and other green spaces in community programming

#### Enhancing Existing Assets

1. Uses market and social trends to guide City decision making
2. Offers a broad range of community events and festivals
3. Preserves and strengthens its cultural institutions
4. Leverages existing resources in schools to meet community needs such as access to technology and community meeting spaces

#### Creating Places for People

1. Promotes cultural identity in neighborhoods through the design of the built environment
2. Accommodates coworking and live-work units in the Zoning Code
3. Recognizes that preservation of structures is important for sustainability

#### Striking a Balance

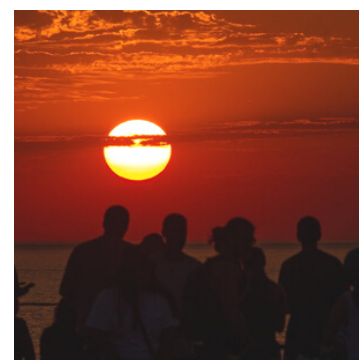
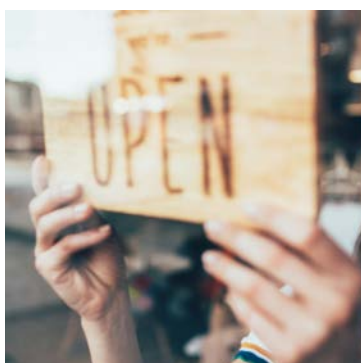
1. Leverages local and regional cultural assets to direct programming in Lakewood
2. Partners with regional universities and community colleges to meet local needs in higher education
3. Provides great facilities and learning environments that allow access to educational technology and resources including access to computers in schools and libraries

#### Thinking About Tomorrow

1. Ensures that children and adults are equipped with the skills necessary to lead in the economy of tomorrow
2. Supports the libraries as spaces for lifelong learning opportunities and access to technology

# LAKEWOOD COMMUNITY HEALTH NEEDS ASSESSMENT

20  
22  
—



# Executive Summary

The 2022 Community Health Needs Assessment was conducted by the Center for Community Solutions (CCS) in collaboration with the City of Lakewood, the Three Arches Foundation, and the Healthy Lakewood Foundation to identify significant community health needs and to inform the development of an Action Plan to address current needs.

An outgrowth of the Live Well Lakewood Working Group, this Assessment and Action Plan process was established to identify current community conditions, with specific focuses on the social determinants of health and racial equity. With deep experience in community health needs assessments and population-based research, CCS embarked on a three-phase process to launch the project, assess community conditions, and establish a process of prioritizing needs in the community. This document provides a high-level summary of the findings associated with the Assessment Report.

## Summary of Prioritized Needs

This report is specific to the City of Lakewood, though some data compares Lakewood to other communities and some data encompasses a larger geography (e.g. Cuyahoga County). Established in 1889, Lakewood is the third largest city in Cuyahoga County, behind Parma and the City of Cleveland, and is the densest city in Ohio. Given its unique profile and its proximity to the county's urban core, Lakewood's diversity of neighborhoods and population precipitated the need for this Assessment to better define the needs of the community, especially as it transitions beyond the evolving pandemic.

Based on an assessment of primary and secondary data, using the Centers for Disease Control and Prevention's definition of the social determinants of health as a framework, the following were identified as significant health needs in the city of Lakewood.

A summary of these needs is presented in the following order:

- Economic Stability
  - Financial Insecurity
  - Disparities
- Education
  - Outcomes
  - Services
  - Staffing, Policy, and Operations
- Health Care Access and Quality
  - Vulnerable Populations
  - Discrimination and Social Determinants
  - Access and Navigation
- Built Environment
  - Housing
  - Transportation and Mobility
  - Recreation and Commerce
- Social and Community Context
  - Discrimination and Racism
  - Community Services and Information
  - Social Connectedness

### PROJECT OVERSIGHT

The Assessment process was overseen by:

Loren Anthes, MBA, CSSGB

Sr. Public Policy Fellow, The Center for Medicaid Policy  
William C. and Elizabeth M. Treuhaft Chair in Health Planning

### COLLABORATORS

The City of Lakewood  
Three Arches Foundation  
Healthy Lakewood Foundation  
Members of the Community  
The Center for Community Solutions Staff

This report is publicly available at:  
[www.communitysolutions.com/LakewoodHealth](http://www.communitysolutions.com/LakewoodHealth)



## **Economic Stability**

While many in Lakewood are doing well economically, many others face significant financial insecurity, with disparities present racially and in terms of gender. Interviewees indicated housing as a major concern, financially, with many expressing concern about long-term residents being displaced. Additionally, the impacts of the pandemic, including rising inflation, were areas of concern across interest groups, though many identified a disproportionate impact being felt by lower-income and Black residents.

## **Education**

Education is traditionally linked to higher income, and the data from Lakewood is no exception. And while the overall four-year graduation rate in Lakewood is high at 90.9%, achievement gaps remain for students with disabilities as well as English-language learners and Black students. Additionally, diversity and training in the teaching staff are unique data considerations, given a relatively high average salary compared to other local communities.

Many parents, though they have trust in the schools, believe more supportive services for pre-kindergarten children and school-aged children are needed, notably regarding behavioral health, physical activity, and extracurriculars.

Many parents also expressed concern about the impact of public health measures implemented during the pandemic on the social well-being, educational achievement, and mental health of children.

## **Health Care Access and Quality**

While Lakewood has a number of health providers available in the community and access to tertiary medical centers both east and west, residents still face challenges with chronic diseases, risky behavior, mental health, and the impact of COVID-19.

Generally, however, medications and services seem readily available to residents, with most indicating they have a primary care doctor and they regularly access basic services like dental and vision care. In addition, many Lakewood residents indicated some levels of adverse childhood experiences and 7.5% have experienced or witnessed gun violence.

## **Built Environment**

The average resident has lived in Lakewood a long time, but many residents expressed concerns over displacement. Some residents are also worried about the lack of affordable housing options, including the availability of housing for individuals with vouchers. However, recent data suggests most new units are single or two family, meaning supply is constrained. If Lakewood were to develop more housing to improve supply, and thus average price of housing, it may conflict with some residents' sentiments regarding "neighborhood character" as it may include greater density through apartments.

While Lakewood prides itself on being a dense, walkable community, most people rely on cars for transportation, and infrastructure is designed to support cars more than pedestrians, cyclists, or public transit. Many have cited the impact the lack of connections north and south have on their getting to school and around town. Most residents highlighted Lakewood's parks, recreational opportunities, and commercial diversity as unique assets that often attract others from outside communities.

## **Social and Community Context**

Lakewood residents have good connections to their city, though do not have regular sources of information regarding community events or activities. Additionally, many individuals, particularly persons with disabilities and older adults, feel isolated in the community, in part because of the pandemic.

Certain groups, including Asian Americans and individuals with disabilities, have experienced more overt and systemic discrimination. Many others have witnessed or experienced instances of discrimination or are unsure if discrimination exists. With that said, many respondents believe that Lakewood is a diverse, inclusive community and identify these assets as a reason to live in the city.



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# Introduction

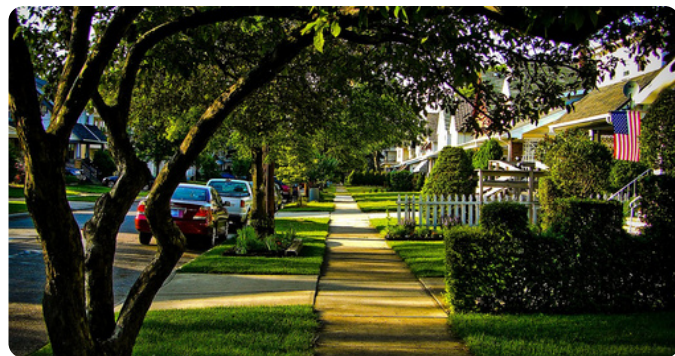
## Background

In 2019, the City convened the Live Well Lakewood Working Group, a small and informal health initiative formed by the Mayor's Office, as an initial effort toward improving overall health outcomes for the population. The Working Group understood that complex social factors have a profound effect on equity, health, and well-being—with a variety of aspects that go beyond the work of our health care systems, requiring engagement from all sectors.

The wake of the global pandemic and significant political turmoil have added to foundational issues—such as systemic racism and the worsening impact of climate change—imparting significant stress upon the health and wellness of everyday citizens and challenging the existing structure of our municipal programs and services to consciously move forward in the most appropriate and sustainable fashion.

The need has never been greater for a Community-focused Health Needs Assessment (CHNA) that goes beyond individual health data and instead focuses on the social determinants of health (SDOH), which are defined as the conditions in places where people are born, live, learn, work, play, worship, and age that affect a range of health risks and outcomes. This awareness mandates a unique and holistic evaluation of our community's strengths and weaknesses in relation to SDOH to better understand current conditions, gaps and weaknesses, and barriers to equitable wellness.

In August of 2021, the City of Lakewood, alongside its partners at the Three Arches Foundation and the Healthy Lakewood Foundation, launched a CHNA and Action Plan process, Lakewood's first independent CHNA, contracting with the Center for Community Solutions (CCS) to execute this important work.



**CCS** is a nonpartisan think tank focused on solutions to health and social and economic issues and has been serving the Northeast Ohio community since 1913. CCS has deep experience collaborating with governments, hospitals, and social service organizations in conducting needs assessments. Organizations use the data collected and analyzed by CCS to identify changes in community demographics and conditions that will impact their services as well as assess the gaps and overlaps within these services.

The CHNA & Action Plan is being conducted in three phases. Phase I launched the project, establishing the process by which the effort would be governed and outlining goals for community engagement. Phase II of the project is the Assessment phase, which culminated in the creation of this report, and seeks to document the current health status of the community through quantitative and qualitative analysis. Phase III, known as the Action Plan phase, leverages the findings of the Assessment to develop recommendations towards partnerships, programming, and other initiatives to build a local culture of health action.



# Introduction

## Governance and Committee Process

1

There are two main Committees that oversee this work: the Steering Committee and the Advisory Committee.

The Advisory Committee represents a diverse group of 26 stakeholders embedded in the Lakewood community. Membership includes representation from healthcare providers, community-based organizations, and city-managed services. Early on in the process, CCS worked with the Steering Committee and others to identify membership for the Advisory Committee, paying attention to the background of the individuals involved and their experiences to ensure meaningfully inclusive membership. The purpose of the Advisory Committee is to create a central body of community voices to inform, enhance, and govern the process of the CHNA and Action Plan, often guiding CCS in the work of community engagement and analysis design. All Advisory Committee meetings are recorded through minutes and, where possible, through video, both of which are made publicly available.

The Steering Committee is made up of individuals from the City of Lakewood, the Three Arches Foundation, the Healthy Lakewood Foundation and a community member who also serves on Lakewood's Antiracism Taskforce. The purpose of the Steering Committee is to assist CCS around key decision points, including the management of any issues identified by the Advisory Committee.



Through monthly meetings, both Committees have regularly participated in the creation and definition of the work to be conducted. In regards to primary and secondary sources of data, both Committees defined the indicators used in the quantitative analysis, with members contributing their own research and data sets where feasible. In regards to qualitative data, the Committees co-authored the main survey tool used for the Assessment, which was eventually randomly distributed to over 1 in 10 Lakewood residents. Last, Committee members took an active role in the community engagement portion of the Assessment, assisting CCS in cultivating voices for focus groups, key informant interviews, and community open houses.

# Introduction

## Methodology and Sources of Data

CCS utilized a mixed-methods approach for the methodology, pulling from multiple quantitative and qualitative data sources. No one data collection technique is perfect, so with input and oversight from both the Steering and the Advisory Committees, CCS gathered insight from a diverse array of Lakewood residents through the following methods:

### Surveys



Developed with a trauma-informed approach and with accessibility in mind, a comprehensive survey was mailed to 8,000 Lakewood residents at random. The survey contained over 200 points of both quantitative and qualitative data and explored topics such as neighborhood conditions, health, and discrimination. A second convenience survey was used to sample underrepresented groups from the random sample, providing a final sample of 730 responses. The robust response rate allowed for meaningful statistical comparisons amongst groups to be made with the data.

### Focus Groups



Twelve focus groups were conducted both virtually and in person. Insight was sought from the following residents: Lakewood Family Medicine Community Advisory Committee; Refugees; Youth & Adolescents; Older Adults; Business Community; LGBTQIA+; Disabilities and/or Chronic Conditions; Families; People of Color; Latinx; Low-Income Renters; and Unhoused Persons/Volunteers. Groups typically contained 6 to 12 participants.

### Key Informant Interviews



Thirteen key informant interviews were conducted as a way to explore subject matter expertise not typically found in the general public. Individuals with expertise in the following areas were interviewed: Education; Transit; Food; Sustainability/Environment; Persons with Disabilities; Recreation Advocacy; Recreation Programming; Arts and Culture; Patient Advocacy; Public Safety; Law Enforcement; Unhoused.

### Windshield Survey



CCS staff took a city-guided tour of Lakewood, as well as independent walking tours throughout target neighborhoods. Internal surveys were completed to capture perceptions of the tours.

### Open Houses



As a means to capture every voice that wanted to be heard in the data collection process, CCS conducted four community open houses, which were available for all to attend and promoted through both the committees and governmental channels. Three of the open houses were held across different geographic locations in Lakewood, and one session was conducted virtually to provide more accessibility.

### Secondary Data



CCS relied on secondary sources to inform the assessment as well, which included sources such as information from the City of Lakewood, the U.S. Census American Community Survey 2020 five-year estimates, and the Ohio Department of Education.

# Introduction

## Survey Respondent Profile

The respondents from the mailed survey represented a strong sampling of Lakewood Residents. A total of 730 residents completed the survey. **These are the demographics of who filled out the survey.**

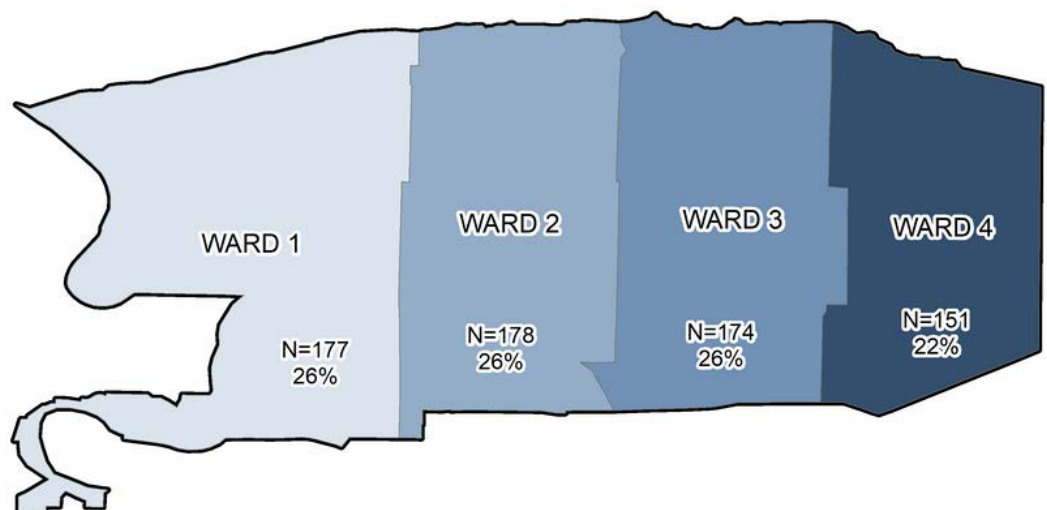
Gender Identity	Count	Percent	Race/Ethnicity	Count	Percent
Female	397	58%	Asian	12	2%
Male	289	42%	Black	58	8%
			Native Hawaiian/Pacific Islander	2	0.3%
			Middle Eastern	10	1%
			White Alone, Non-Hispanic/Latin(o)(a)(x)	609	86%
			Self-Describe	9	1%
			Hispanic/Latin(o)(a)(x)	21	3%

Age	Count	Percent
18-24	14	2%
25-44	231	32%
45-59	157	22%
60-74	235	33%
75+	81	11%

## Sample Insights

Lakewood's four wards had equal representation, and despite skewing older and female, the sample's racial composition mirrored the demographics of Lakewood, according to the Census.



# Introduction

## Survey Respondent Profile, Continued

1

Living Situation	Count	Percent
Rent home	171	24%
Own home	537	74%
Stay with others	8	1%
Other living situation	9	1%

Sexual Orientation	Count	Percent
Asexual	7	1%
Gay	26	4%
Lesbian	14	2%
Pansexual	8	1%
Queer	8	1%
Same Gender Loving	5	1%
Straight	586	84%
Self Describe	8	1%
Prefer not to answer	37	5%

Education	Count	Percent
Some High School	14	2%
High School/GED	72	10%
Some College	103	14%
2-year Degree/Certification	56	8%
4-year Degree	230	32%
Graduate Degree	234	33%
Other	8	1%

Household Income	Count	Percent
Less than \$25,000	85	12%
\$25,000-\$49,999	103	14%
\$50,000-\$99,999	185	26%
\$100,000+	247	35%
Prefer not to say	91	13%

### Sample Insights

The sample skewed towards homeowners, and individuals with higher educations/incomes. However given the large sample size, meaningful comparisons and observations could still be made.

\*More demographic information for the 730 residents who completed the survey.

# Introduction

## Data Analysis and Report Design

1

After collecting and collating the quantitative and quantitative data, CCS staff met for a data retreat to collectively review and analyze the results. Included in this process was a review of the primary and secondary sources of data wherein staff created a set of key research questions to be added to the Assessment. This by no means captures all possible questions that could be created, but it attempts to synthesize data into themes based on the research conducted by CCS.

In regards to the qualitative data, staff conducted a content review of specific questions from the survey, summarizing major takeaways and patterns in responses. Additionally, staff completed an affinity diagramming exercise in which the team was split into two groups to identify common categorical threads based on the data available and independent perspectives of the researchers.

Through these processes, CCS established the outline of what became this report. The report is organized into five major categorical areas tied to the Centers for Disease Control and Prevention's (CDC) categories for the social determinants of health, with sub-categories that have adjacent or related meaning. In each section, there will be key takeaways and, where relevant, specific points of data and analyses that deepen the findings. It should also be noted that this Assessment was designed with an Action Plan in mind, but all data collected will be cultivated into a single, publicly available file at the termination of the project.

The full report organization, including sub-categories, is as follows:

- Economic Stability
  - Financial Insecurity
  - Disparities
- Education
  - Outcomes
  - Services
  - Staffing, Policy, and Operations
- Health Care Access and Quality
  - Vulnerable Populations
  - Discrimination and Social Determinants
  - Access and Navigation
- Built Environment
  - Housing
  - Transportation and Mobility
  - Recreation and Commerce
- Social and Community Context
  - Discrimination and Racism
  - Community Services and Information
  - Social Connectedness





# Community Profile

2

## The Key Stats

The following section pulls out some high-level data points on demographics, income and education in the City of Lakewood. This data is separate from the data collected through the Survey or other qualitative means. And while there is overlap, these data points are not organized by the categories in the subsequent sections, as they are intended to document, not analyze, community conditions.

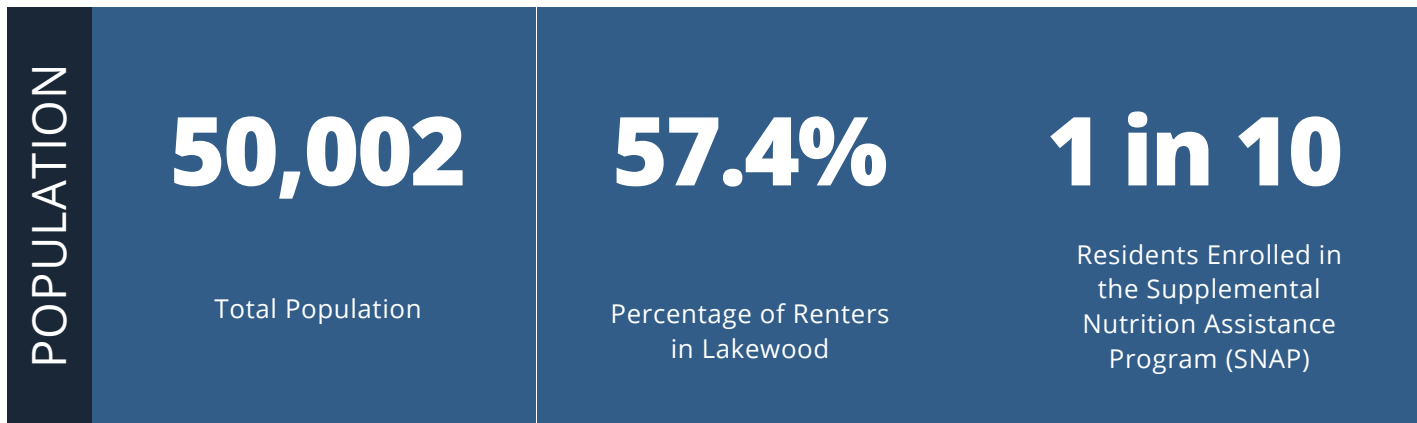
The data presented in this section of the report is also not the entirety of that which was collected. As opposed to providing all data here, a larger Appendix has been created and will be distributed alongside this report. Data in the Appendix will not only include quantitative data from primary and secondary sources but will also include comprehensive data from surveys, focus groups, interviews, content analysis, and other sources. And while the Appendix does contain data from the survey, a complete data file on survey responses will be made available at the conclusion of the project.



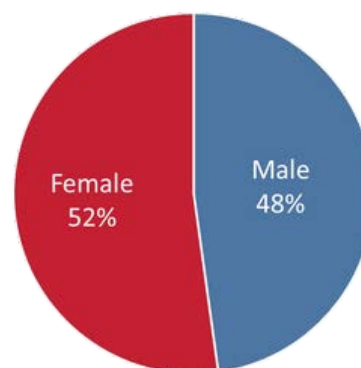
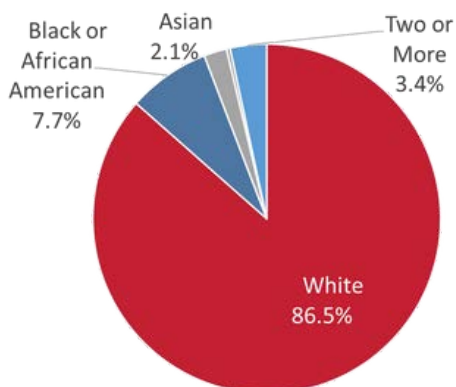
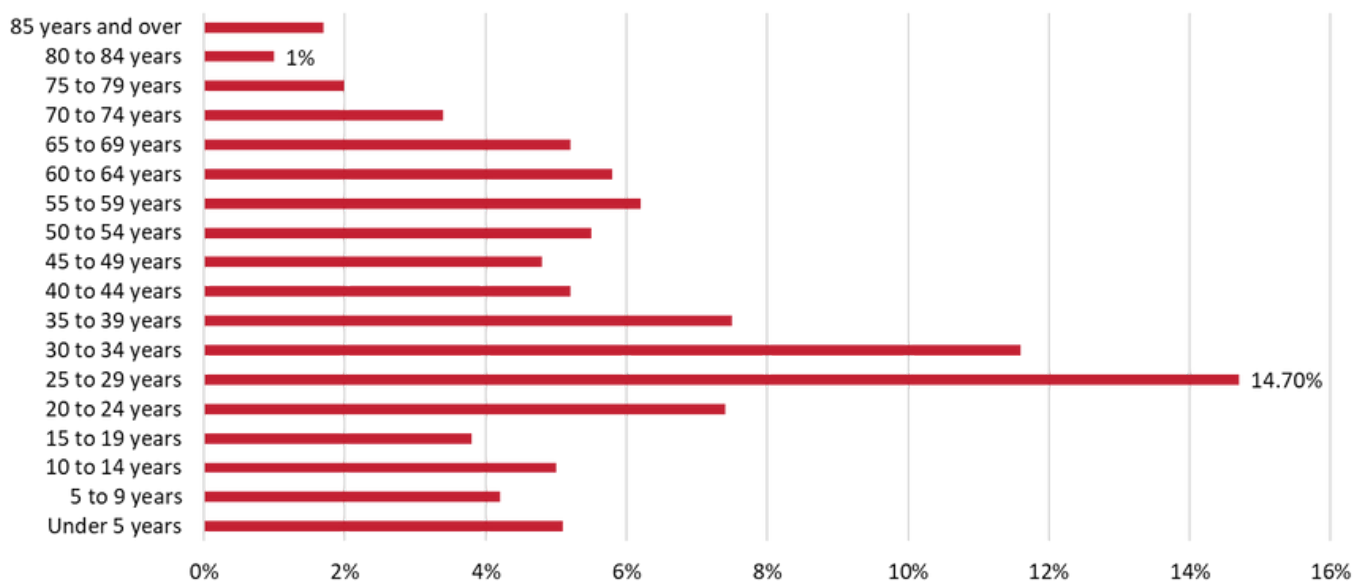


# Community Profile

## Demographics

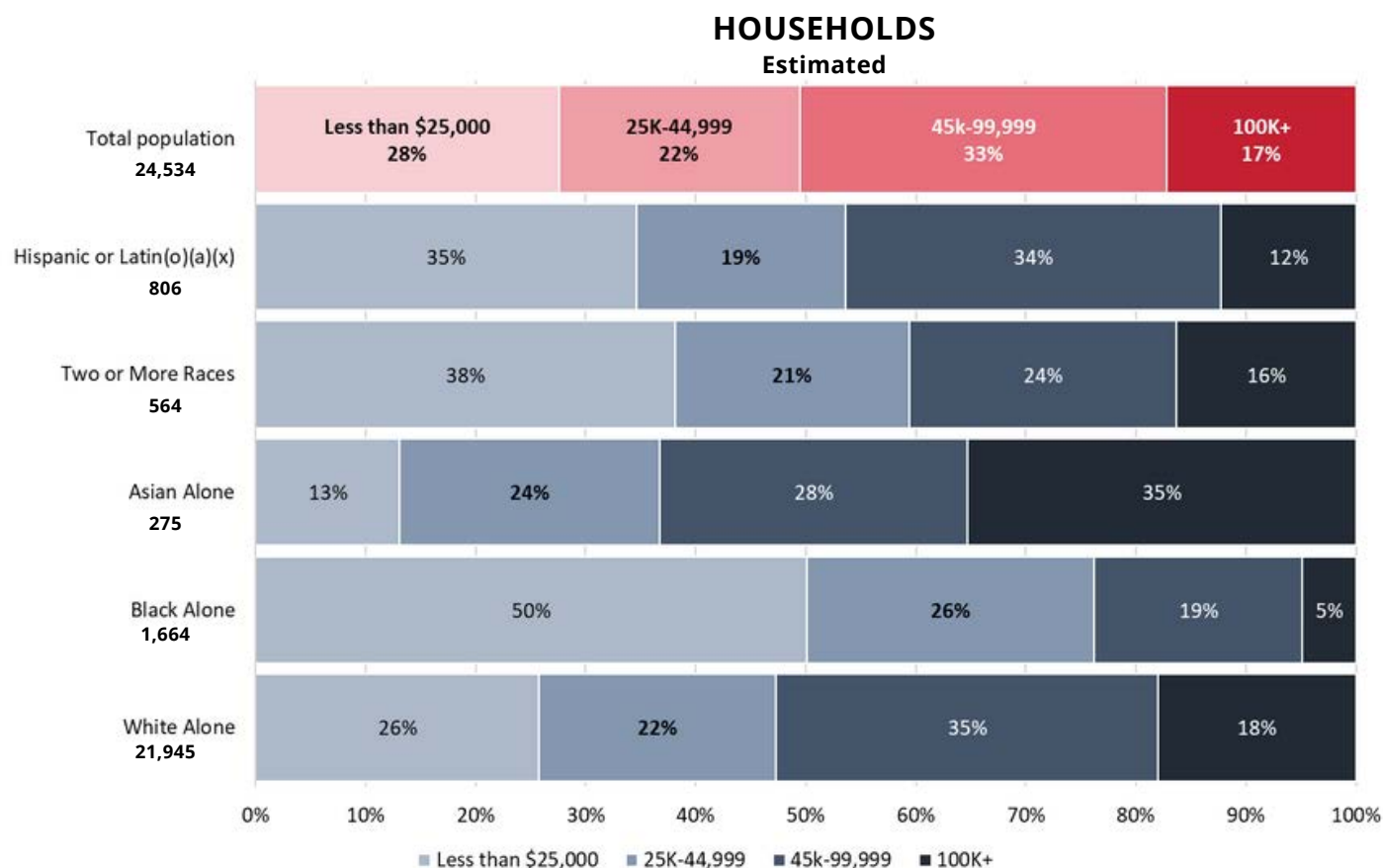
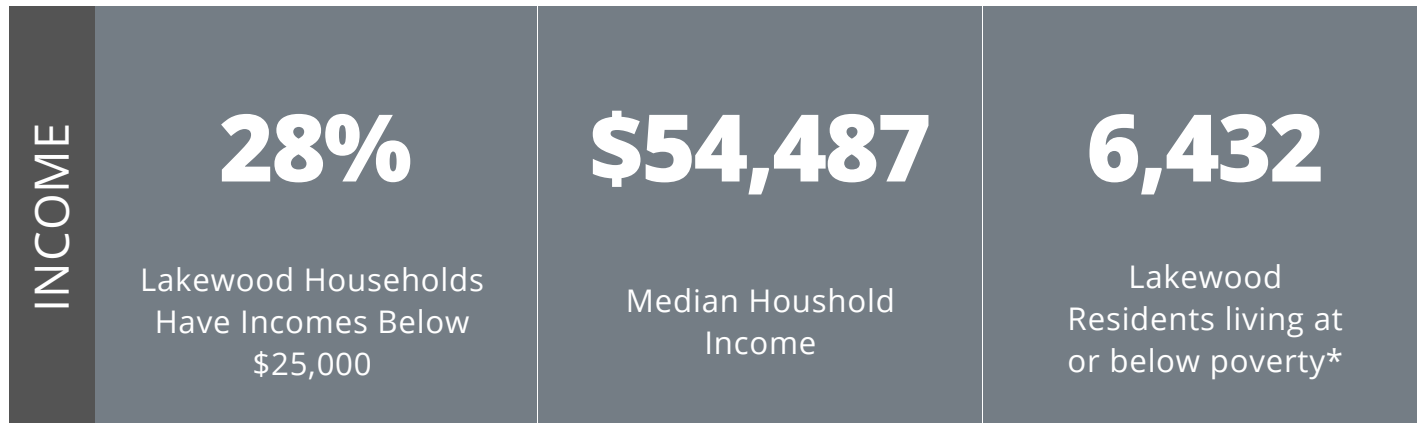


### AGE DISTRIBUTION



# Community Profile

## Household Income



Source: U.S. Census Bureau's 2020 American Community Survey Five-Year Estimates

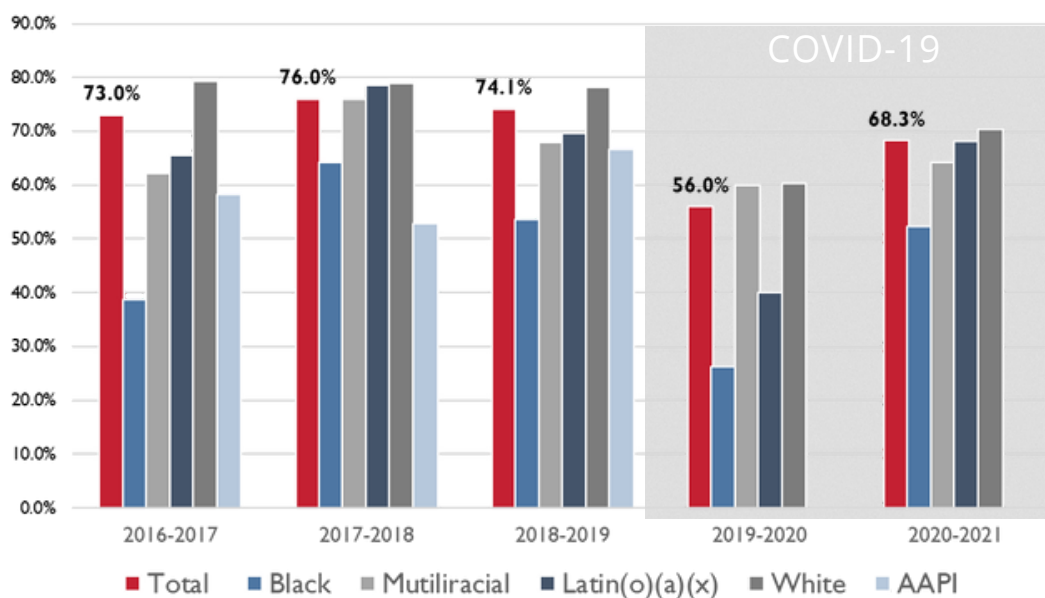
\*As of 2021, the Federal Poverty Level (FPL), the official measure of poverty, is \$21,960 for a family of 3, according to the Department of Health and Human Services. More information at [www.apse.hhs.gov](http://www.apse.hhs.gov).

# Community Profile

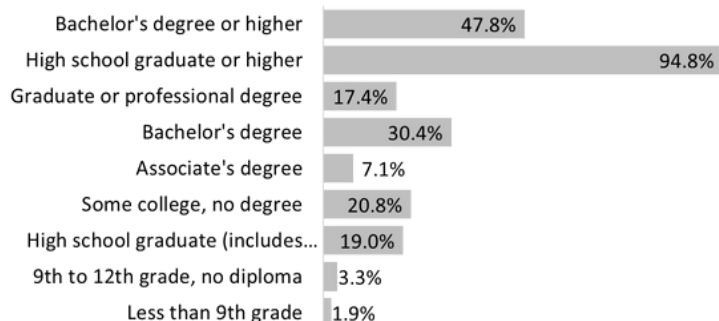
## Education



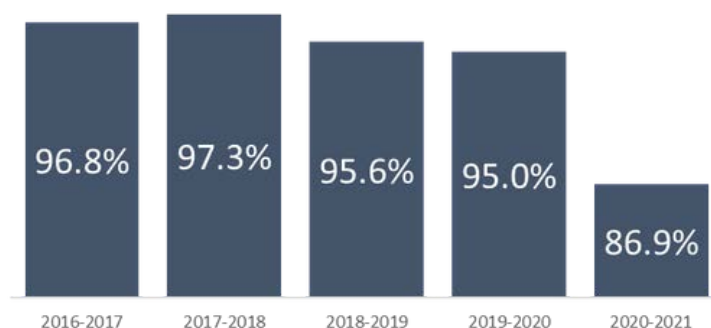
THIRD GRADE READING PERCENT PROFICIENT



EDUCATIONAL ATTAINMENT  
25 AND OLDER



PROPERLY CREDENTIALLED TEACHERS



# Community Profile

## Commuting and the City Budget

2



CIVIC LIFE

**17,519**

Number of Daily Commuters in Single Occupancy Vehicles

**2.19%**

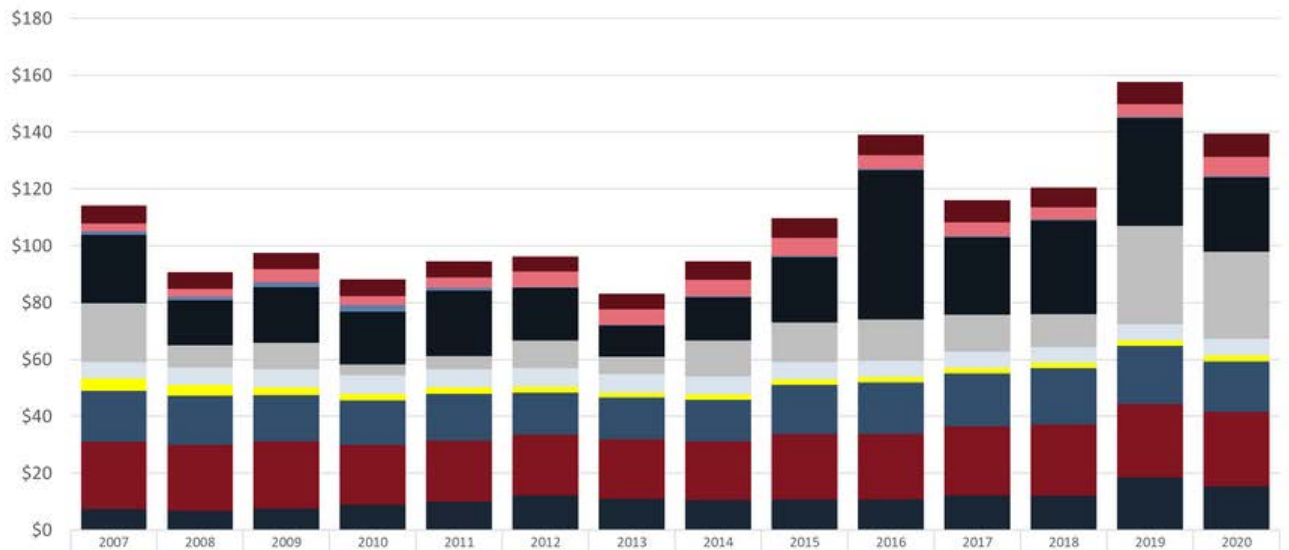
Average Share of City Budget for Human Services, 2007-2020

**87.8%**

Residents With an Internet Subscription

### TOTAL LAKEWOOD CITY BUDGET 2007 - 2020

Millions



	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
Hospitalization & Workers Compensation	\$6,275,458	\$5,946,455	\$5,597,113	\$5,950,372	\$5,822,387	\$5,160,099	\$5,551,749	\$6,372,404	\$6,955,527	\$7,221,391	\$7,890,409	\$7,037,387	\$7,829,725	\$8,110,872
Transfer or Advance Out	\$2,831,834	\$2,756,500	\$4,641,673	\$3,162,513	\$3,464,278	\$5,520,182	\$5,503,641	\$5,749,616	\$6,291,152	\$4,805,500	\$4,964,787	\$4,096,242	\$4,435,674	\$6,914,734
CDBG, ESG, HOME, NSP Pass-Through	\$1,263,589	\$1,313,353	\$1,664,124	\$2,475,322	\$1,186,840	\$150,411	\$158,246	\$330,957	\$455,453	\$370,711	\$421,255	\$475,050	\$477,547	\$416,629
Debt Service	\$23,955,983	\$15,879,889	\$19,766,884	\$18,440,929	\$22,833,114	\$18,625,892	\$10,928,273	\$15,226,885	\$22,900,971	\$52,527,067	\$27,049,239	\$32,969,510	\$38,014,593	\$25,978,003
Capital	\$20,593,697	\$7,850,792	\$9,330,056	\$3,821,711	\$4,806,826	\$9,664,569	\$6,227,999	\$12,713,847	\$14,049,824	\$14,649,710	\$13,151,357	\$11,558,888	\$34,606,113	\$30,691,675
Purchased Water	\$5,864,955	\$5,981,162	\$6,273,135	\$6,501,791	\$6,299,340	\$6,658,386	\$6,450,862	\$6,450,862	\$6,127,515	\$5,740,297	\$5,754,191	\$5,466,742	\$5,578,856	\$5,834,617
Human Services	\$4,340,306	\$3,882,094	\$2,606,454	\$2,319,844	\$2,319,000	\$1,999,883	\$1,771,650	\$1,701,696	\$1,716,974	\$1,757,052	\$1,869,273	\$1,937,318	\$2,037,931	\$2,117,680
Public Works	\$18,026,911	\$17,316,508	\$16,424,383	\$15,586,027	\$16,443,203	\$14,834,435	\$14,648,573	\$14,648,573	\$17,321,303	\$18,120,416	\$18,583,511	\$19,921,498	\$20,347,766	\$17,813,846
Public Safety	\$23,482,717	\$23,149,537	\$23,552,377	\$21,252,000	\$21,542,961	\$21,318,203	\$21,009,406	\$20,763,431	\$22,978,874	\$22,990,951	\$24,323,605	\$25,114,739	\$25,779,077	\$26,075,704
General Government	\$7,433,454	\$6,729,467	\$7,564,218	\$8,756,072	\$9,832,721	\$12,182,920	\$10,901,524	\$10,443,531	\$10,834,719	\$10,813,004	\$12,122,435	\$11,938,030	\$18,533,832	\$15,452,436
Expenditures by Function - AMOUNT	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020

With changes in how people work and where, as well as patterns around commuting, working from home will change and so too will income tax revenue for cities, thereby affecting potential programmatic initiatives of municipal governments.

Source: U.S. Census Bureau's 2020 American Community Survey Five-Year Estimates and the City of Lakewood

# Assessment

3

**If you want  
an answer  
to any  
problem  
in the  
community,  
ask the  
residents.**

**—Antoinette Gelsomino  
Former Human Services  
Director, City of Lakewood**

## Community Voice

This section contains data from the Survey, primary sources like the Census, and qualitative sources like interviews, focus groups, and community meetings. The Assessment is divided into five sections organized by a category of social determinants of health as defined by the CDC, including:

- Economic Stability
- Education
- Health Care Access and Quality
- Built Environment
- Social and Community Context

Each section begins with a "Key Takeaways" section featuring statistics defining the topical area. There are then subsequent sub-categories of data highlighting more specific issues that relate to the main category. (Financial insecurity is a part of economic stability, for example.)

For each of these, there are data points underscored by specific feedback from the community through interviews and consultant reviews of the survey itself.

Please note: the feedback received from participants represents their perspectives and may not always conform with quantitative data.

# Economic Stability

## Key Takeaways

3



### SURVEY INSIGHTS

Roughly **26%** of respondents indicated that they regularly **worried about money**

...But this burden was not experienced equally.



**35%** of **Black** respondents regularly worried about money



**33%** of **LGBTQ+** respondents regularly worried about money



**40%** of respondents earning **less than \$50,000 annually** regularly worried about money

**50%**

Black Households  
With Income < \$25k

**#1**

Children Have  
Highest Rates of  
Poverty out of any  
Population at 18.7%

**1 in 10**

Lakewood Residents  
Rely on Food Stamps

Another 1 in 10 Earn  
Too Much but Qualify  
for Emergency Food

While there are many in Lakewood who are doing well economically, there are many others who face significant financial insecurity, with disparities present racially and in terms of gender. Interviewees indicated housing as a major concern, financially, with many expressing concern about long-term residents being displaced.

Additionally, the impacts of the pandemic, including rising inflation, were areas of concern across interest groups, though many identified a disproportionate impact being felt by lower-income and Black residents.



# Economic Stability

## Financial Insecurity

3



### ANALYSIS

Survey respondents largely indicated they had enough financial security to address their basic needs, but they identified potential challenges with savings, retirement, or money for an emergency. Most respondents indicated they worry about money, but 40% indicated they had no debt whatsoever.

While most residents receive their income through employment, 1 in 5 residents receive social security,

### Key Stats for Consideration

- 13% of residents live at or below poverty, including
  - 1500 children
  - 4250 working age adults
  - 625 older adults (65 and older)
- 10% of residents have incomes between 150 and 200% of poverty
- 8.5% of families are below poverty

SOURCE	RESIDENTS SAY
<ul style="list-style-type: none"><li>• Focus Group: Business Owners</li></ul>	Inflation and rent are challenges, and it's hard to afford improvements.
<ul style="list-style-type: none"><li>• Focus Group: Older Adults</li></ul>	Rising cost of food has been difficult to manage.
<ul style="list-style-type: none"><li>• Informant: Public Safety</li></ul>	Many of the people EMS interacts with in an ambulance did not want to go to the hospital for regular care because they are afraid of cost.
<ul style="list-style-type: none"><li>• Informant: Unhoused Expert</li></ul>	Overnight programs in churches close in the winter. There is nowhere for people to go, especially if they have mental health challenges.

### SUMMARIZED SURVEY RESPONSES

Only a very small minority of respondents felt that financial health and one's physical and mental well-being had no connection.

Some respondents explained that being financially secure, regardless of reason or source of security, enabled them to seek out new, better employment and educational opportunities they would not otherwise be able to pursue.

# Economic Stability

## Disparities

3



### ANALYSIS

There are significant disparities in income and economics by race and gender. More than half of white and Asian respondents made more than \$50k annually, and slightly more than 1 in 10 white or Asian residents lived below poverty.

Conversely, half of Black residents made less than \$25K, which is twice the rate of the entire population, and nearly 1 in 3 Black residents lived below poverty.

Additionally, females have a slightly higher rate of poverty than males.

### Key Stats for Consideration

- Among all female-headed households
  - 22% are below poverty
  - For those with children under 18, 32% are below poverty
  - For those with children under 5, 45% are below poverty
- Over 20% of Hispanic or Latin(o)(a)(x) residents of any race live below poverty

SOURCE	RESIDENTS SAY
• Focus Group: Persons of Color	Many Black residents moved out of Lakewood during pandemic because it was too expensive—new affordable buildings were discussed but never happened.
• Focus Group: Renters	Not very many businesses owned by non-white groups.
• Focus Group: Persons with Disabilities	"I rely on outdoor festivals to sell my art and I couldn't do that during the pandemic. Online access helped, but it wasn't adequate."

### SUMMARIZED SURVEY RESPONSES

Individuals also feel that creating a diverse community is important. They would like active efforts for retention of Black, Indigenous, and People of Color (BIPOC) in their communities. Residents expressed the need for programming that welcomes individuals to Lakewood and serves as a support system for new families/individuals.



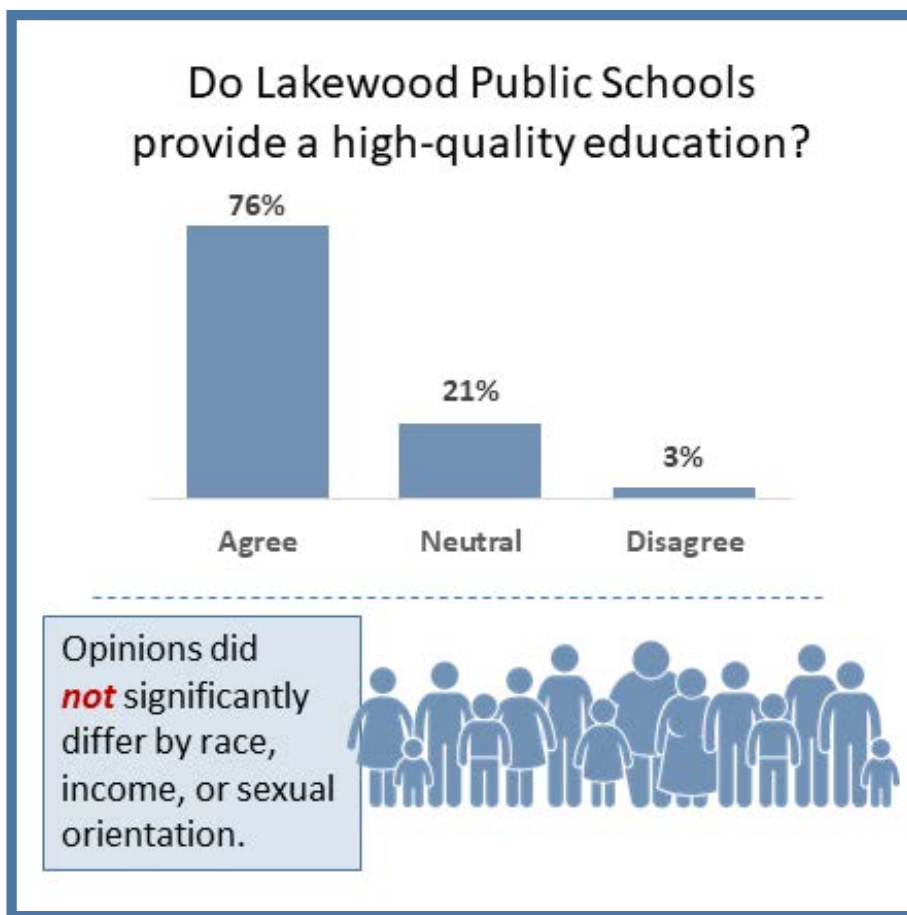
# Education

## Key Takeaways

4



### SURVEY INSIGHTS



**47.8%**

Bachelor's Degree or Higher

**43%**

Kindergarten Students are Not On Track in Language and Literacy

**72**

Ed-Choice Scholarships Used in 2021, the Highest in 4 Years

Education is traditionally linked to higher income and the data from Lakewood are no exception. And while the overall four-year graduation rate in Lakewood is high at 90.9%, achievement gaps remain for students with disabilities, English language learners, and Black students. Additionally, diversity and training in the teaching staff are unique data considerations, given a relatively high average salary compared to other local communities.

Many parents—though they have trust in the schools—believe there should be more supportive services for pre-kindergarten children as well as school-aged children, notably in regards to behavioral health, physical activity, and extracurriculars.

Many parents also expressed concern about the impact of public health measures implemented during the pandemic on the social well-being, educational achievement, and mental health of children.

# Education

## Outcomes

4



### ANALYSIS

In regards to kindergarten readiness, more than 4 in 10 Lakewood children are not on track, and this is especially true for children who are economically disadvantaged, disabled, and/or non-white. Unfortunately, this trend is maintained through third grade and even into high school, where—despite a generally high graduation rate—gaps persist. All of these issues were exacerbated by the impact COVID-19.

For adults without a high-school degree, the poverty rate is over 30%.

### Key Stats for Consideration

- 3 in 4 respondents believe Lakewood provides a high-quality education
- 16.5% of students have a disability
- 97% of respondents believe Lakewood schools are safe
  - Of survey takers who have children, 35% said there were no childcare openings
  - 20% could not afford childcare rates
  - 2.5% were unable to find voucher childcare
  - 12% could not find licensed & affordable care

SOURCE	RESIDENTS SAY
<ul style="list-style-type: none"><li>• Focus Group: Families</li></ul>	So many kids are being suspended from schools; we need more proactive efforts to reach out and provide mental health support.
<ul style="list-style-type: none"><li>• Focus Group: Business</li></ul>	Once you take school away, some kids don't eat at all.
<ul style="list-style-type: none"><li>• Informant: Education</li></ul>	The pandemic has greatly impacted the mental health of students and staff. More students are having a greater difficulty managing daily stressors and are being diagnosed with anxiety and/or depression. Also, many students and staff have lost families and friends to COVID-19.

### SUMMARIZED SURVEY RESPONSES

Schools were the second reason people chose Lakewood. A huge part of this answer lies in kind of community Lakewood is. Lakewood residents appreciate the diversity "more than other west side suburbs" with a progressive and welcoming feel.

# Education

## Services

4



### ANALYSIS

Utilization of the Ed Choice scholarship was slowly increasing between 2018-2020 and saw a large increase in 2021, likely a reflection of more parents moving schools due to instructional limitations of COVID-19 in public school settings.

Most parents believe Lakewood schools provide adequate extracurricular activities, though some identified the need for more behavioral health services.

### Key Stats for Consideration

- 3 in 4 respondents believe Lakewood provides adequate extracurricular activities
- A little over half of parents believe there are high-quality alternatives to public school
- Most parents do not know if schools provide physical health or mental health services

SOURCE	RESIDENTS SAY
<ul style="list-style-type: none"><li>• Focus Group: Families</li></ul>	Career development for students should receive more priority. Get kids networking early to start thinking about careers.
<ul style="list-style-type: none"><li>• Focus Group: Volunteers</li></ul>	Remote learning took a toll on both parents and children. Kids missed their friends, but some kids became used to isolation and didn't want to go out anymore.
<ul style="list-style-type: none"><li>• Informant: Education</li></ul>	Student wellness specialists have increased the school district's promotion of social and emotional well-being for students. Staff can partake in Vitality, which is a program that encourages a healthy lifestyle. If there were more resources, schools could provide free vaccines and comprehensive examinations for all students regardless of their insurance status.

### SUMMARIZED SURVEY RESPONSES

The high school has good health services, but some have suggested the middle school lacks the same depth of services and that social support for children with intellectual and developmental disabilities is lacking. Outside of the schools, libraries are a good option for programs, though some see the library as inaccessible or lacking programming.

# Education

## Staffing, Policy and Operations

4



### ANALYSIS

Lakewood teachers are highly credentialed and experienced, as reflected in positive community reflection and high compensation. However, the teaching staff is not diverse, and publicly available and reliable data is lacking regarding expulsions, suspensions, curriculum design, or services.

### Key Stats for Consideration

- Average teacher salary is \$85,389
- Of 341 teaching staff, 15 are not white
- 62.6% have at least a Master's Degree
- Properly credentialed teachers slid from 95% to 86.9% during the first year of the pandemic

SOURCE	RESIDENTS SAY
• Focus Group: Refugees	Harrison Elementary teachers are kind and they care about the children's education and their future.
• Informant: Education	<p>The biggest concern is to get students to stay in school to get an education. More students do not attend or remain in school due to mental and/or physical health concerns.</p> <p>Out of all of the age groups, elementary school-aged children are the most concerning. The number of students with mental health concerns is happening at an earlier age.</p>

### SUMMARIZED SURVEY RESPONSES

Transportation and mobility also seem to be a major concern for many parents. Safe pedestrian- and bike-friendly routes or non-vehicle public transit options are lacking. Some respondents and interviewees noted how many parents drop off in their cars, though the schools were not designed for that method. Some working parents expressed challenges with transportation tied to the need for care before and after the workday in order to accommodate the demands on their time and schedule.

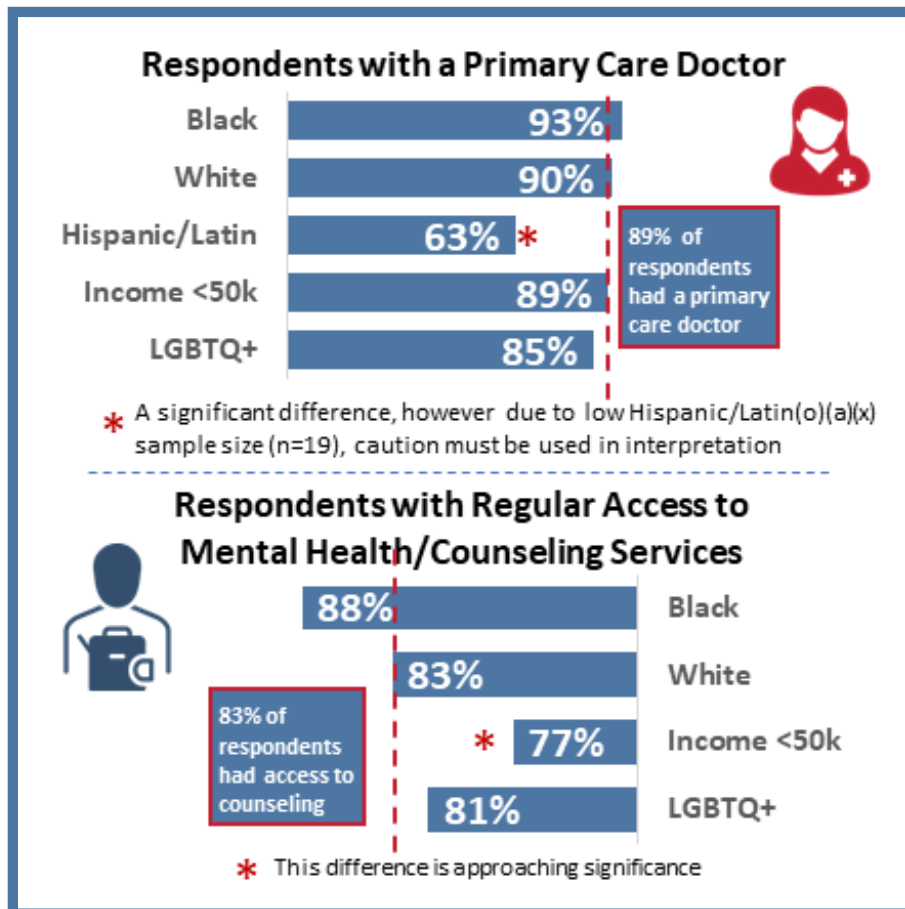
# Health Care Access and Quality

## Key Takeaways

5



### SURVEY INSIGHTS



**7.5%**

Residents Without Health Insurance

**Half**

Of Seniors Over 75 Have a Disability

**1 in 5**

Residents Smoke and Binge Drink

While Lakewood has a number of health providers available in the community and access to tertiary medical centers both east and west, residents still face challenges with chronic diseases, risky behavior, and mental health issues. COVID-19, in the near term, and poverty, long term, also impact the ability of individuals to manage their health needs.

However, generally, medications and services seem readily available to residents, with most indicating they have a primary care doctor and they regularly access basic services, like dental and vision care. In addition, many Lakewood residents indicated some levels of adverse childhood experiences and 7.5 percent said they have experienced or witnessed gun violence.

# Health Care Access and Quality

## Vulnerable Populations

5



### ANALYSIS

While screening and primary care access is high, many adults in Lakewood have significant behavioral health needs, and chronic disease/obesity rates are high.

Additionally, there are challenges for persons with disabilities, particularly in regards to mobility and neurodivergence, and low-income groups have little access to social supports and services, particularly if they are in crisis.

### Key Stats for Consideration

- 27.6% of respondents had a parent who was verbally abusive
- 8% have reported experiencing sexual assault
- 72% felt anxiety or worry sometime in the last year, with 1 in 5 being a daily or weekly experience
- 63% received a COVID-19 vaccine from a drug store as opposed to their physician or a public health effort

SOURCE	RESIDENTS SAY
<ul style="list-style-type: none"><li>• Focus Group: Older Adults</li></ul>	Physicians were generally not seen as helpful in navigating the costs of health care; they don't know the resources or are aware of costs of services.
<ul style="list-style-type: none"><li>• Focus Group: Persons With Disabilities</li></ul>	"My dentist did not have an elevator and, as my disability progressed, I couldn't access my dentist because there was no elevator."
<ul style="list-style-type: none"><li>• Informant: Unhoused</li></ul>	Some seniors' insurance plans don't fully cover diapers and don't have other ways to access items.
<ul style="list-style-type: none"><li>• Informant: EMS</li></ul>	Preventive programs are currently focused on falls with the elderly; they hope to expand to include services for people with mental health concerns, persons with diabetes, and expectant mothers.

### SUMMARIZED SURVEY RESPONSES

Residents also noted that community connections can reduce stress and anxiety; prompt mental, physical, emotional, and spiritual health; and help residents stay active and fight isolation and depression. However, older adults have trouble aging in place and there are not enough transportation options for people to meet their social and non-medical needs.

# Health Care Access and Quality

## Discrimination & Social Determinants



### ANALYSIS

In both quantitative and qualitative data, racism, discrimination, and disparities are evident. And while BIPOC, LGBTQ, and disabled residents faced acute challenges, social determinants affect the totality of the population, with many individuals—regardless of income or background—citing housing and transportation as significant concerns for themselves and the community at large.

### Key Stats for Consideration

- 82.55% of residents say racism impacts health
- **5.6%** of tested children for lead had blood lead levels >5 mg per deciliter
- Black, Hispanic/Latin(o)(a)(x) residents have higher rates of disability prevalence compared to whites

SOURCE	RESIDENTS SAY
<ul style="list-style-type: none"><li>• Focus Group: LGBTQ</li></ul>	Transgender residents expressed uncomfortable experiences receiving health care; most left Lakewood to receive general care. Sensitivity training and cultural competency should be a requirement for all health care professionals.
<ul style="list-style-type: none"><li>• Focus Group: Persons of Color</li></ul>	There's a lack of true champions for BIPOC residents on health; providers do not believe them and there is no diversity in providers offering services.
<ul style="list-style-type: none"><li>• Informant: Public Safety</li></ul>	Impact of SDOH is more prevalent in lower-income places.

### SUMMARIZED SURVEY RESPONSES

Residents expressed concerns about some landlords not keeping up properties while also raising rents and denying access based on a person's source of income. Many others cited consistent problems with traffic and a lack of reliable transit options. Diversity is an attractive part of living in Lakewood, though many are concerned with discrimination and systemic racism. These issues, stemming from discrimination and social conditions, negatively influence health.



# Health Care Access and Quality

## Access & Navigation



### ANALYSIS

Many residents have no challenges with accessing a wide array of services, though they often do not feel they're connected to the delivery system. Also, many described the closure of the Lakewood Hospital as a significant loss to the community. They expressed concerns about a lack of access to specialty care. Self-reported data on disease and activity does not align with primary data, suggesting low health literacy.

### Key Stats for Consideration

- 92.5% of residents have health insurance
- 88.75% have a primary care provider
- 54.7% travel less than 5 miles for primary care
- 6 in 10 residents reported receiving their COVID-19 vaccines from a drug store and over 84% reported receiving a booster shot

SOURCE	RESIDENTS SAY
<ul style="list-style-type: none"><li>• Focus Group: Older Adults</li></ul>	Coverage, costs, and pharmacy services are all difficult to navigate.
<ul style="list-style-type: none"><li>• Focus Group: Unhoused</li></ul>	There are no services or supports for individuals in crisis.
<ul style="list-style-type: none"><li>• Focus Group: Families</li></ul>	There is confusion around the new family health center, and many are not sure what services are available there. People are frustrated about the situation.
<ul style="list-style-type: none"><li>• Informant: Patient Advocate</li></ul>	PCPs are not comfortable with treating/managing mental health issues and often must refer out to psychiatry, which is often overbooked. Now patients must wait several weeks or months, which can lead to hospitalizations or improper care.

### SUMMARIZED SURVEY RESPONSES

Many residents lamented the loss of Lakewood Hospital, though they expressed appreciation for the services and staff of the new Family Health Center. Still, many residents did not feel like they knew where to go to receive services and said providers were not helpful in managing needs beyond the immediate service they were seeking.

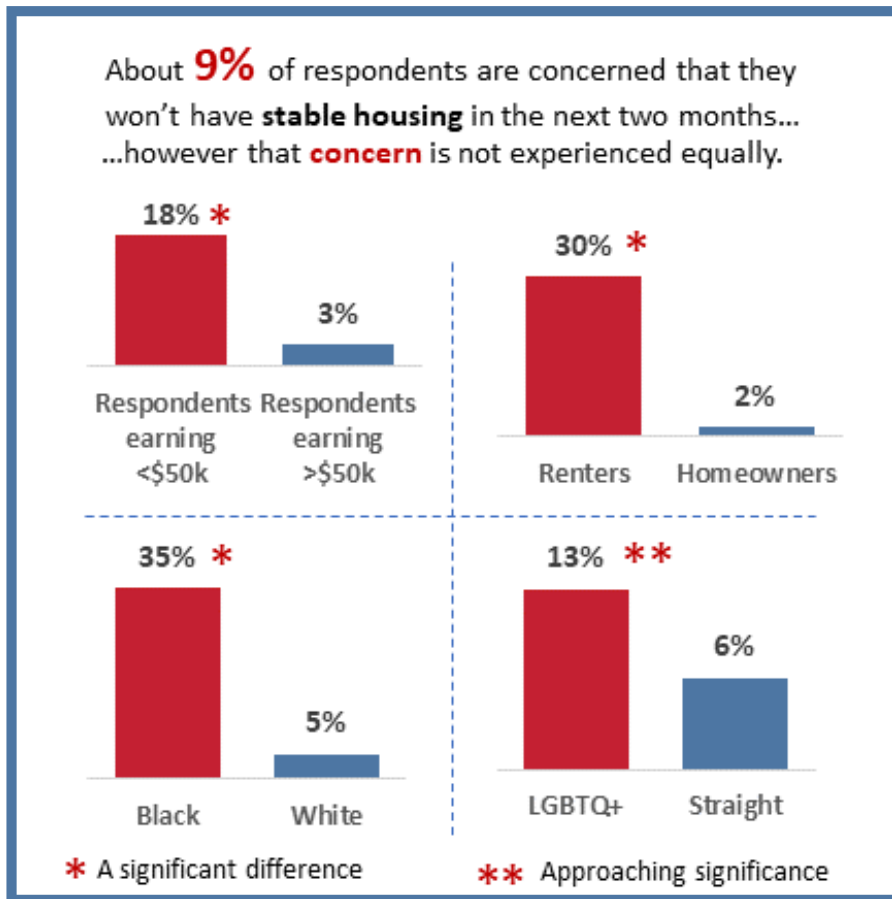
# Built Environment

## Key Takeaways

6



### SURVEY INSIGHTS



**77%**

Commuters Who Travel in Single Occupancy Cars

**36.3%**

Renters Who Are Housing Insecure

**1 in 2**

Residents Reported Living in Lakewood for Over 20 years

The average resident has lived in Lakewood a long time, but many residents expressed concerns over displacement. Some residents are also worried about the lack of affordable housing options, including the availability of housing for individuals with vouchers. However, recent data suggests most new units are single or two family, meaning supply is constrained.

If Lakewood were to develop more housing to improve supply, and thus average price of housing, it may conflict with some residents' sentiments regarding "neighborhood character" as it may include greater density through apartments.

While Lakewood prides itself on being a dense, walkable community, most people rely on cars for transportation, and infrastructure is designed to support cars more than pedestrians, cyclists, or public transit. Many have cited the impact the lack of connections north and south have on their getting to school and around town.

Most residents highlighted Lakewood's parks, recreational opportunities, and commercial diversity as unique assets that often attract others from outside communities.

# Built Environment

## Housing

6



### ANALYSIS

Compared to owners, renters were typically more at risk for insecurity and they occupy more units. There were also concerns about racial discrimination in housing, and some were frustrated about the lack of affordable options. Many residents believe their housing is safe from pests and mold and that their utilities were reliable. But over 30% were concerned or unsure about lead exposure and 15% were concerned about clean drinking water.

### Key Stats for Consideration

- Renters were twice as likely as homeowners to be housing insecure
- The tipping point into unaffordability based on the median income
  - Renters: \$40,500
  - Homeowners: \$92,200
- 95.6% of respondents were not concerned about maintaining their housing

SOURCE	RESIDENTS SAY
<ul style="list-style-type: none"><li>• Focus Group: Persons with Disabilities</li><li>• Focus Group: Unhoused</li></ul>	<p>People are getting priced out of their homes, and something needs to be done to make housing more accessible for people with disabilities.</p> <p>All subsidized housing is on Lake and Madison, but it's still very rare to find it. Most people are sent out of Lakewood. Never enough affordable housing here. Section 8 vouchers usually direct people out of the city.</p>
<ul style="list-style-type: none"><li>• Informant: Housing</li></ul>	<p>Anyone who has families, especially single mothers with children, are impacted the most by the rising housing costs in Lakewood. They cope by being creative and careful with their money—spending on rent first, followed by necessities. They don't spend their money on recreational activities due to their budgets. Thus, free services are important.</p>

### SUMMARIZED SURVEY RESPONSES

Residents expressed concerns about some landlords not keeping up properties while also raising rents and denying access based on a person's source of income. Many others cited consistent problems with traffic and a lack of reliable transit options.

# Built Environment

## Transportation and Mobility

6



### ANALYSIS

Across many groups, transportation and mobility were highlighted as significant challenges, though over three quarters rely on personal vehicles for the majority of their transit. Several groups lamented the loss of the circulator, and many others cited challenges with parking and a lack of safe, pedestrian-friendly infrastructure, particularly for children.

### Key Stats for Consideration

- 95% of emissions come from personal vehicles
- 3% use public transit
- 1 in 10 indicated they do not live close to public transit
- 14.6% did not feel there were safe pedestrian crossings

SOURCE	RESIDENTS SAY
• Focus Group: Youth	Youth enjoy riding bikes around Lakewood, but they do not feel safe in the bike lanes. They all prefer to use the sidewalks.
• Focus Group: Older Adults	Universal agreement that the circulator is missed; they would like to see a replacement.
• Focus Group: Business	Parking is a big issue because suburban shoppers expect parking, but we would like to see more bike and pedestrian infrastructure and better transit to help Lakewood residents shop.
• Focus Group: Persons with Disabilities	The cutouts on the sidewalk are very difficult; there are few ADA-compliant ramps to businesses; during the winter, I cannot shovel our drive—the city plows us in and we get stuck at home. Crosswalks are not accessible. The circulator needs to be brought back.

### SUMMARIZED SURVEY RESPONSES

Almost all respondents mentioned the speeding problem in their neighborhoods. School neighborhoods see speeding issues during school times/days; even with crossing guards, cars are not respecting the speed limit. Many residents feel that speed bumps are necessary in certain neighborhoods. Many expressed interests in protected bike lanes and in a community transit service (circulator, free trolley) to key neighborhood spots or increased RTA bus routes and times. Some are concerned about a lack of parking for area businesses.

# Built Environment

## Recreation and Commerce

6



### ANALYSIS

Residents largely enjoy Lakewood for its density, public amenities, commercial diversity, and general livability. Largely, residents felt there were plenty of green spaces and playgrounds and they moved around the city by foot where able.

Some cited concerns about the impact of COVID-19, including inflation, the loss of foot traffic, staffing shortages, and customer harassment of staff for requiring masks and other preventive measures.

### Key Stats for Consideration

- Over 93% of residents felt there was adequate greenspace and playgrounds
- 14.3% of residents felt sidewalks were unsafe
- 44.6% use bicycles to get around Lakewood

SOURCE	RESIDENTS SAY
• Focus Group: Refugees	Would like to see parks with outdoor exercise equipment. Free, accessible things to do besides walking for activity.
• Focus Group: Families	Love the parks and greenspaces in Lakewood. The Lake access is amazing.
• Informant: Public Safety	I would love to see more connections between police and the schools —things like basketball programs, running clubs. We just want to keep kids engaged to keep them healthy and maintain a positive outlook on police.
• Informant: Recreation	Some residents have more time and income to leave community to have kids participate in activities and there is not a concerted effort to bridge this gap. The recreation department being standalone is confusing.

### SUMMARIZED SURVEY RESPONSES

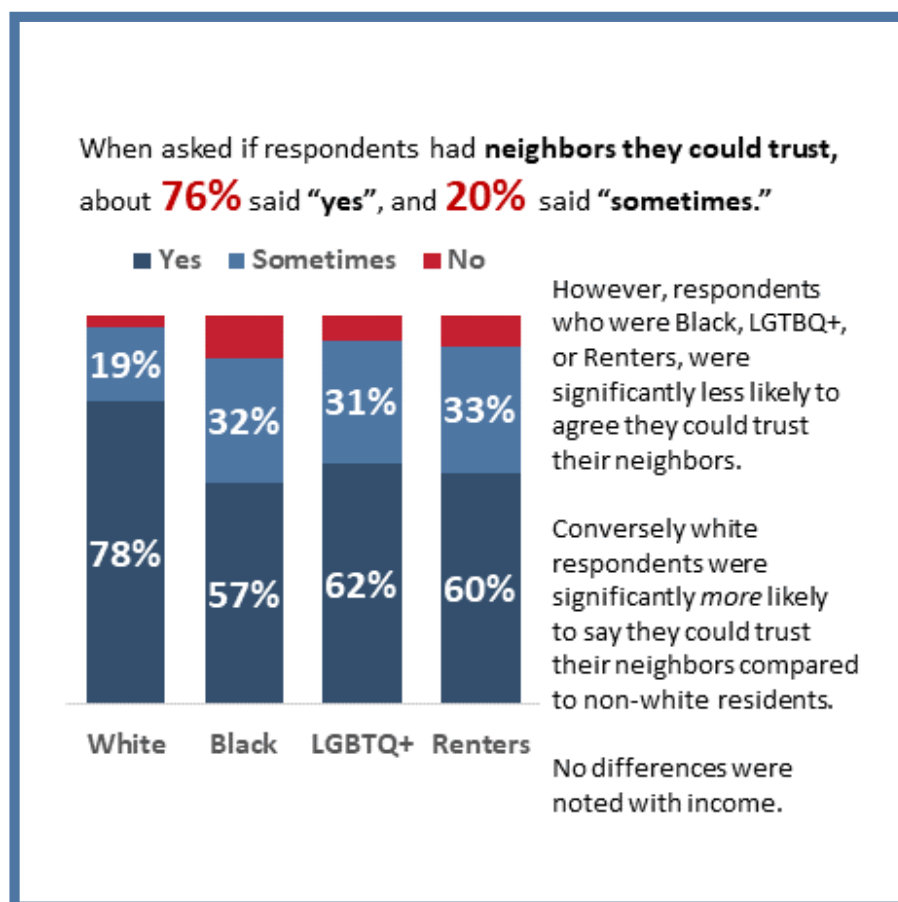
Residents enjoy the access and proximity to downtown, the lake, and parks; it's "close to everything" and offers the ability to walk and bike places. Some feel bars can be noisy at night and that commercial areas put pressure on residential parking. Many individuals feel that there needs to be increased yearlong recreation programming for both youth and adults.

# Social and Community Context

## Key Takeaways



## SURVEY INSIGHTS



**36%**

Residents Without Internet Make Less than \$20k

**41.6%**

BIPOC Residents Who Experience Racism

**Less than Half**

Participate in or Have a Block Club or Neighborhood Group

Lakewood residents have good connections to their city, though they do not have regular sources of information regarding community events or activities. Additionally, many individuals, particularly persons with disabilities and older adults, feel isolated in the community, in part because of the pandemic.

Certain groups have directly experienced more overt and systemic discrimination, including Asian Americans and individuals with disabilities. Many others have witnessed or experienced instances of discrimination. Still, others are unsure if discrimination exists. Overall, however, many respondents perceive Lakewood as a diverse, inclusive community and identify that as an asset and a reason to live in the city.

# Social and Community Context

## Discrimination and Racism



### ANALYSIS

Many BIPOC, LGBTQ residents, and persons with disabilities in Lakewood have experienced discrimination and racism, which is acknowledged by the majority of respondents and Assessment participants. Participants also see the connection between racism and health.

Many see the diversity of Lakewood as an asset and believe there are efforts to deepen that reputation.

### Key Stats for Consideration

- 21.1% of residents are unsure of race relations in Lakewood or rate them poorly
- 7.8% do not believe BIPOC experience racism
- 82.6% believe racism impacts health

SOURCE	RESIDENTS SAY
<ul style="list-style-type: none"><li>• Focus Group: BIPOC</li></ul>	Lakewood tried to advertise being diverse, but there's implicit bias and programming is not culturally competent.
<ul style="list-style-type: none"><li>• Focus Group: Renters</li></ul>	Majority of east end is Black, and Lakewood has been historically unwelcoming to Black folks—not as liberal a town as people think it is.
<ul style="list-style-type: none"><li>• Focus Group: Hispanic/ Latin(o) (a)(x)</li></ul>	It is hard to create a Latino community because many Latinos don't feel welcomed by their neighbors.
<ul style="list-style-type: none"><li>• Focus Group: Refugees</li></ul>	Increased Asian hate from the pandemic makes it uncomfortable to walk in Lakewood. Everyone had at least one experience with Asian hate.
<ul style="list-style-type: none"><li>• Informant: Recreation</li></ul>	City recreational opportunities are not equitably offered or managed. For example, some are surveilled with a policy presence while others are not.

### SUMMARIZED SURVEY RESPONSES

Lakewood residents value people in the community. However, Lakewood citizens express a need for increased diversity across the city.



# Social and Community Context

## Community Services and Information



### ANALYSIS

Individuals and groups expressed similar feelings about not knowing where or how to access information. This affects groups differently, with some only learning about availability of a particular service due to the Assessment.

And though 98% have access to reliable internet, no one identified a single source of community information on resources.

### Key Stats for Consideration

- 83% participate in community activities
- 55% trust the government
- 87.9% feel there are free and accessible places to meet
- 48.4% feel connected to the community through social media

SOURCE	RESIDENTS SAY
<ul style="list-style-type: none"><li>• Focus Group: Persons with Disabilities</li><li>• Focus Group: Community Meeting</li></ul>	<p>We are not aware about the programs and services that are available and it would be great if there was a specific number I could call.</p> <p>People rely on word of mouth. They can't only rely on information online, and most wait for someone to talk to them about it. Would love to do a connection project to see who is mapped and connected to different organizations and boards and programs.</p>
<ul style="list-style-type: none"><li>• Informant: Recreation</li></ul>	<p>It is difficult to get some demographics to register, and the same well-resourced groups of parents and friends fill up registration.</p>

### SUMMARIZED SURVEY RESPONSES

Some indicated concerns regarding increasing crime, though data may not support those concerns. Other residents were disappointed with the City's response to the 2021 shooting at Madison Park, though they believe the subsequent response has been better. Many respondents indicated a lack of a central source of information on services and activities, but they would be interested in something highlighting major events and ways to connect.

# Social and Community Context

## Social Connectedness



### ANALYSIS

Due to protective public health measures, COVID-19 exacerbated isolation in the community, notably for children and older adults. Most agreed with the measures taken.

Most residents have access to the internet, though there are disparities by income.

### Key Stats for Consideration

- 93.5% of residents have one or more computing devices
- 7.4% only have a smart phone as their computer
- 30% sometimes or always lack companionship and/or feel alone
- 25.5% feel no one knows them well

SOURCE	RESIDENTS SAY
<ul style="list-style-type: none"><li>• Focus Group: BIPOC</li></ul>	Feel like leadership in the city does not make an effort to get to know citizens or reach out/communicate.
<ul style="list-style-type: none"><li>• Focus Group: Business</li></ul>	People are very isolated and there are less opportunities to socialize.
<ul style="list-style-type: none"><li>• Focus Group: Persons with Disabilities</li></ul>	I would love to have more shop owners working with us because reduced access makes you feel unwelcomed, unwanted, and left out.
<ul style="list-style-type: none"><li>• Informant: Environment and Sustainability</li></ul>	I'm concerned about the social fabric of Lakewood after the pandemic. We've always had an engaged community, Will we continue to be like that since everything was put on hold?

### SUMMARIZED SURVEY RESPONSES

Many residents believe that being connected to a community impacts a person's health, with the connection helping to provide a sense of acceptance, care, and safety/security. Residents also noted that community connections can reduce stress and anxiety; prompt mental, physical, emotional and spiritual health; and help residents stay active and fight isolation and depression.

# Acknowledgements

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Nicholas Sambula  
Michael Sanders  
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John Storey  
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Community Solutions:  
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Patti Carlyle  
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Taneisha Fair  
Emily Muttillio  
Rebecca Plow (OU)  
Natasha Takyi-Micah  
Eboney Thornton  
Vanessa Vazquez (OU)

Alex Belisle Photography

LAKEWOOD RESIDENTS  
Thank YOU for your support  
in this work!



THE CENTER FOR  
COMMUNITY SOLUTIONS  
EST. 1913  
RESEARCH • ANALYSIS • ACTION

The Center for Community Solutions  
1300 E. 9th Street, Suite 1703  
Cleveland, Ohio 44114



This proposal is submitted subject to the successful negotiation of a mutually agreeable contract between Iteris and the City of Lakewood, OH.

## Purpose and Goals of the Project

The City of Lakewood is lacking internal transit services which can connect residents with the existing commercial, rail, and destination locations within the City and also serve as a local transit connector to regional transit. This study will examine the feasibility of transit services from several angles, including, but not limited to:

- Public need and benefit
- Ridership potential
- Operational options
- Synergies with other Cleveland Regional Transit Authority systems
- Financial costs and benefits
- Mobility benefits and possible impacts

## Background and Project Understanding

In 1998 the Greater Cleveland Regional Transit Authority (RTA) began operating a Community Circulator in Lakewood, in addition to 11 other community routes in the greater Cleveland area. These circulator routes provided residents with affordable fares and convenient access throughout their communities. Ridership was especially high in Lakewood, however in 2009 all operation of Community Circulators ended in order to cut costs due to a significant budget deficit. Since then, Lakewood residents have made an effort to bring back their route and continuously express desire for a transit loop to operate throughout the City.

The Iteris team understands that this Transit Feasibility Study seeks to provide the City with strategies to deploy a local transit service that restores the benefits for residents experienced from the Community Circulator which ended over ten years ago. Currently, RTA operates bus routes around the Lakewood community, but none provide direct access to local destinations and do not meet the public's need for smaller scale community mobility. A more centralized community route would provide advantages to connect residents to these larger routes so they can access destinations outside of Lakewood, as well as locally within the City. Attractors to consider in Lakewood and beyond include:

- Downtown Cleveland, to the east of Lakewood
- Cleveland Hopkins International Airport, to the southwest
- NASA employment center
- Cleveland Clinic Fairview Hospital
- Lakewood Park on the northern end of the City, one of the largest lakefront parks in Ohio
- Lakewood Public Library
- Lakewood Civic Auditorium
- Beck Center for the Arts

Within the City there are large offices, schools, family centers, hospitals, and grocery stores that are inconvenient to get to for residents who do not drive personal vehicles. The school district is a walking district, so there are no school bus routes provided to students. Elderly community members experience difficulty getting to grocery stores and doctor's appointments. An ideal transit service in Lakewood would provide direct access to these locations as well as connections to major RTA routes to easily get to the Airport and Downtown Cleveland and provide the community with a stronger sense of connection and independence for transit-reliant residents.

As part of this effort, Iteris will work closely with city officials to align with the Lakewood Community Vision

**Mobility Goals: (1) continue to invest in infrastructure improvements to achieve in balanced multimodal transportation network; (2) promote transportation safety through education, enforcement, and design; and (3) increase the number of miles traveled using means other than a car.** The team will work with the City on several considerations to assist in making a decision about deploying a community transit system. Iteris will investigate options for a fixed-route bus loop as well as a microtransit service which provides extensive benefit to a densely populated city like Lakewood. The flexibility of an on-demand microtransit system could serve the community members of all age and demographic well. A crucial part of the Study will be engaging with the public to best understand their point of view as well as gather information and provide a solution that serves this community.

## Proposed Scope of Work

Iteris has developed a comprehensive scope of work which includes clear steps to complete all necessary technical items related to the transit feasibility study. The tasks include relevant technical investigations, research on similar transit systems, and original focused technical analysis related to ridership, financials, and implementation. In summary, these steps include:

- Project management and scoping
- Data collection and assembly
- Evaluation of public needs and benefits and transit features
- Evaluation of similar existing transit services and alternatives
- System implementation and financing
- Ridership forecasts
- Documentation and meetings

### TASK 1. PROJECT MANAGEMENT

#### Subtask 1.1. Kick-Off Meeting

Iteris will set up a project kick-off meeting with the City to discuss the details of the scope of work and review the schedule and deliverables. Meeting minutes and action items will be distributed to invitees within five (5) business days of the kick-off meeting.

#### Subtask 1.2. Monthly Invoice and Progress Reports

Iteris will prepare monthly invoices and progress reports to the City. In the monthly progress report, Iteris will summarize activities conducted during the reporting period (typically the previous calendar month) as well as a look at anticipated activities for the upcoming reporting period. The progress reports will clearly identify each task, and include detail provided on the work completed for each task as invoices are submitted to the City.

#### Subtask 1.3. City Council Presentation Support

Iteris will assist with the preparation of any necessary supporting materials for the identified Council presentations such as the preparation of staff reports, exhibits, and presentations for the Council.

#### Deliverables

- Monthly Invoices and Progress Report
- City Council Presentation Support Materials (as needed)

### TASK 2. DATA COLLECTION AND INFORMATION GATHERING

The purpose this task is to obtain all of the background information required to completed the feasibility study. Data collected in this task will complete a “Data Needs List” and support a “Performance Measures List” which will be used to guide the process.

### Data Needs List

The following is a preliminary list of anticipated data needs for this project:

- Ridership
- Rolling stock information
- Existing and planned land use
- Financial data of previous Lakewood transit service and current Cleveland Regional Transit Authority
- Fare box revenue and operating expenses per operational line
- Street infrastructure information
- Street widths, sidewalk furniture, existing shelters, sidewalk width
- Existing traveler information infrastructure and software

### Performance Measures List

The performance metrics will be clear and realistic to enable decision-making. Recommended preliminary measures can include:

- Ridership (trips, mileage, ratio of ridership to population growth)
- Availability (service hours and days)
- Cost and efficiency (passengers per vehicle mile/hour, operating cost per passenger/revenue mile)
- Quality (on-time performance, system performance ratings)
- Asset management (fleet life, maintenance cost)
- Community measures (non-SOV commuters, auto trips reduced, economic development potential)

### Subtask 2.1. Existing Transit Services

Iteris will define the existing transit options within the Lakewood community, in order to establish baseline conditions for the study. The existing transit services in the vicinity include RTA bus routes and rail, as well as ridesharing and car rental services and a newly launched scooter system for first/last mile connections. Additionally, the team will consider the benefits and impacts from the Lakewood Community Circulator that no longer operates in the City. Understanding the currently available transportation options as well as previously profitable operations of local routes will inform the feasibility of providing a new successful, convenient transit route throughout the community. The costs of typical transit, car rental, and ride-sharing options (i.e. Uber/Lyft) throughout Lakewood will be discussed, as the new transit system would need to be cost competitive with these other options.

The current City of Lakewood transportation services include dial-up vans available to transport residents to Senior Centers and dial-up medical transport via Cuyahoga County.

*As a note, there are existing RTA routes that cross through Lakewood. These routes include Bus 26/26A, Bus 55/55B/55C, Bus 25, Bus 83, Bus 78, and the Red Line. These bus routes primarily stop on the edges of the City, with transfer points in the center of Lakewood near Warren Road and W 117th. Using these routes, a rider within the City of Lakewood would need to transfer a minimum of one time to get to additional locations within Lakewood.*

### Subtask 2.2. Routes, Ridership and Infrastructure

Iteris will collect all data necessary to complete the remaining tasks, including information regarding existing transit services, ridership data, and key elements of supporting infrastructure, including existing bus stops and related passenger amenities, and roadway data including lane configurations and intersection controls. The Team will review the available as-builts and available GIS data and conduct a site visit to confirm the existing supporting infrastructure including the lane configurations and existing frontage and pavement improvements. The Team will also review available historical data, analysis, and context for the retired transit circulator service previously supplied by RTA.

*As a note to this task, Route #804, the Lakewood Community Circulator, was discontinued in 2009, and at the time of discontinuation, had the highest ridership of all circulator routes within 12 separate communities, primarily due to the number of zero automobile households in Lakewood (approximately 1 out of every 7 homes in Lakewood do not have an automobile).*

### Subtask 2.2. Land Uses, Origins/Destinations

Iteris will collect all data related to existing and proposed land uses, the City's land use designations and zoning, land use densities, and key origins and destinations. Future projections of land use changes will also be collected. These data will be used to determine the potential ridership in the corridor above the existing ridership levels due to change in land use and population.

It is known that some of the potential attractors and stop locations for the Lakewood transit circulator could include schools, grocery stores, Lakewood Park (one of the largest lakefront parks in Ohio), Lakewood public library, Lakewood Civic Auditorium, Beck Center for the Arts, Cleveland Clinic Fairview Hospital, the Family Health Center, and large office buildings along Detroit Avenue. Regional attractors could include the regional Cleveland Downtown, the Airport, and the NASA Employment Center.

*As a note, the previous Lakewood circulator included a highly used bus stop at Giant Eagle, which was identified as a convenience for the elderly population.*

### Subtask 2.3. Financial Data

Financial information including existing passenger fare revenues, formula funding sources, and historic and potential discretionary funding sources will be collected and summarized by the team. These will include historical fare box revenue and operating expenses.

### Subtask 2.4. Other Information

Iteris will collect all other information necessary to successfully complete the remaining tasks. We currently expect those to be corridor signal system information and action items that come out of the bi-weekly meetings.

### Subtask 2.5. Community Outreach

A Community Outreach event is proposed to be held to present the technical work of the study and include a preview of the likely recommendation(s) for transit services for the City. The team will support the meeting by:

1. Development of a Contact Database: The database will include local and regional stakeholders including existing transit advocates and riders. This list will serve as our base for reaching out to key contacts for engagement at the public meeting and in circulation of the public draft document.
2. Collateral Material: A Study Fact Sheet and FAQ will help to educate the public. Along with these materials, it is assumed that a public meeting invite will be generated an e-mail distribution list for the public draft report.
3. Web/Media/Social Media Support: In partnership with the City of Lakewood, it is recommended that a project webpage be developed as a main repository of information for the Study. Along with the website, the team will also work closely with the City to develop messaging and content for their established social media accounts.

### Deliverables

- Technical memorandum #1 – Summary of Background Information



## TASK 3. PUBLIC NEED, BENEFITS, TRANSIT OPTIONS & FEATURES

Iteris will evaluate the public need and benefit of providing a public transportation system throughout the Lakewood community. The evaluation will focus on the existing ridership of RTA buses around Lakewood, popular locations that may be considered as stops along a fixed route, and the need for everyday transportation to places like the grocery store, post office, etc. Engagement with the public will occur using tools like surveys and public meetings to gather information on community needs.

After discussion of public need, the features of the potential transit system will be described. This may include the types of transit (i.e., fixed loop vs. Micro-transit), type of vehicles, potential stop locations, and estimated roundtrip times.

### Subtask 3.1. Evaluation of Existing Fixed-Route Service

Using the data collected in Task 2, the team will evaluate existing fixed-route ridership and services within the City to assess the feasibility of implementing an additional fixed-route service. The feasibility will be based on the potential for ridership in the corridor and the cost estimate of providing the service. The performance metrics will be linked to Lakewood Community Vision Mobility Goals. Preliminary measures we recommend are ridership (trips, mileage, ratio of ridership to population growth), availability (service hours and days), cost and efficiency (passengers per vehicle mile/hour, operating cost per passenger/revenue mile), quality (on-time performance, system performance ratings), asset management (fleet life, maintenance cost), and community measures (non-SOV commuters, auto trips reduced, economic development potential).

#### *Lakewood Community Vision – Mobility Goals:*

1. *Continue to invest in infrastructure improvements to achieve in balanced multimodal transportation network*
2. *Promote transportation safety through education, enforcement, and design*
3. *Increase the number of miles traveled using means other than a car*

### Subtask 3.2. Evaluation of Existing Land Uses, Densities and Origins/Destinations

Using the data collected in Task 2, the team will evaluate existing and proposed land uses to assess the feasibility of implementing fixed-route service. The Team will review the existing land uses to determine the constraints and opportunities for fixed-route service.

### Subtask 3.3. Evaluation of Other Critical Factors Used to Determine the Feasibility of Fixed-Route Service

The Iteris Team will identify other engineering constraints/opportunities that may impact the evaluation of feasible alternatives including utilities, pavement condition, topography, drainage, and planned improvements.

#### Deliverables

- Technical Memorandum #2 - Opportunities and Constraints to Implement Fixed-Route Service

## TASK 4. CONTEXT SENSITIVE TRANSIT SOLUTIONS

In addition to fixed-route services, Iteris will complete a comprehensive review of more context sensitive transit solutions, include micro-transit, which is an effective and economic method of providing on-demand transit services within a defined geographic boundary. The City of Lakewood meets the initial criteria for a successful micro-transit deployment, including density of residents, defined location of commercial services, identifiable major destinations, and a high amount of zero automobile households.

Micro-transit services can be completed using a variety of vehicles, including passenger vans, passenger shuttles,

and passenger buses, and this task will look to evaluate the most feasible options suited to the travel needs in Lakewood. The study will eventually recommend the type, size, and number of vehicles to be included in the fleet for the City of Lakewood.



### Deliverables

- Technical Memorandum #3 – Context Sensitive Transit Solution Options and Recommendations

## TASK 5. SYSTEM FINANCING

A discussion on the implementation of the potential transit service will be provided, focusing on the costs, benefits, and impacts. Iteris will prepare an estimate of the costs required to provide the transit service, as well as a micro-transit service as defined from Task 4. Additionally, a list of funding sources including grants that could be utilized to pay for the implementation of the service.

An important component of any feasibility study is the recognition of potential barriers to implementation. These barriers may include, but are not limited to funding, community perspectives, or infrastructure challenges. These potential issues will be documented and discussed with the City.

### Deliverables

- Technical Memorandum #4 – Cost Estimates

## TASK 6. RIDERSHIP FORECASTS

Transit ridership forecasts will be developed using a combination of area socio-economic data, operational assumptions, market data, and existing transit ridership data and schedules. We will make assumptions on market capture rates for each possible component of the demand. Possible ranges of ridership will be provided with corresponding assumptions on operational factors, including routes, frequency, hours of operations, etc.

### Subtask 6.1. Federal Transit Administration (FTA) STOPS Modeling

Transit forecasts will be supplemented by use of the Federal Transit Administration STOPS model, in conjunction with forecast data from the Cleveland Regional travel demand model.

### Deliverables

- Technical Memorandum #5 – Ridership Forecasts

### TASK 7. DOCUMENTATION AND MEETINGS

Following the completion of the Study, the Team will prepare Draft Reports for Administrative and Public Review, and a Final Report.

#### Subtask 7.1. Administrative Draft

Key information from Task 2 through 6 is to be compiled into a single Administrative Draft Final Report which will go through extensive QA/QC review by the project team members before distribution to the City. This report will include conclusions and recommendations for a new transit service in the City of Lakewood.

#### Subtask 7.2. Public Draft

Following review and comments from the City and its stakeholder partners, Iteris will prepare a Public Draft of the Final Report to be circulated for a period of public review. Our team will provide a fact sheet and materials for the City's web site and distribution to identified stakeholders.

#### Subtask 7.3. Final Report

Based upon public comments received and direction from Project Team on the Draft Final Report, Iteris will prepare a Final Report for approval by the City Council. Our team members are prepared to make a formal presentation at that meeting.

#### Deliverables

- Administrative Draft Final Report
- Public Draft Final Report
- Final Report
- Council presentation at City's Discretion

## Project Schedule

Iteris has provided the following proposed project schedule as shown in **Figure 1**. Iteris proposes a 6 to 8-month schedule to complete this assignment in close coordination with the City of Lakewood.

**Figure 1 – Proposed Project Schedule**

Task:		MONTH							
		1	2	3	4	5	6	7	8
1	Project Management								
2	Data Collection and Information Gathering								
3	Public Need, Benefits, Transit Features								
4	Context Sensitive Transit Solutions								
5	System Financing								
6	Ridership Forecasts								
7	Documentation & Meetings								

## Project Cost

Iteris proposes to complete the described scope of services for a not-to-exceed cost of \$97,170 based on the costs summarized in **Table 1**.

TASK		Senior Advisor & QA/QC	Project Manager	Senior Engineer	Associate Engineer	Assistant Engineer	STAFF HOURS	COST
		\$350	\$230	\$220	\$135	\$120		
1	Project Management	8	16				24	\$6,480
2	Data Collection and Information Gathering		8	12	48	40	108	\$15,760
3	Public Need, Benefits, Transit Features	4	8	24	40	24	100	\$16,800
4	Context Sensitive Transit Solutions		8	24	24	18	74	\$12,520
5	System Financing	4	12	20	18	20	74	\$13,390
6	Ridership Forecasts	2	6	14	60	18	100	\$15,420
7	Documentation & Meetings	12	16	16	24	18	86	\$16,800
Total Iteris Labor Hours		30	74	110	214	138	566	-
Iteris Total Direct Labor Costs								\$97,170
PROJECT TOTAL								\$97,170

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0395

Sponsored by: <b>Councilmember Miller</b>	<b>A Resolution</b> awarding a total sum, not to exceed \$43,015, to the Journey Center for Safety and Healing for repairs and upgrades for the Emergency Domestic Violence Shelter from the District 2 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.
---	---

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

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

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

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

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

**WHEREAS**, the Cuyahoga County Council desires to provide funding from the District 2 ARPA Community Grant Fund in the amount of \$43,015 to the Journey Center for Safety and Healing for repairs and upgrades for the Emergency Domestic Violence Shelter; and

**WHEREAS**, the Journey Center for Safety and Healing estimates approximately 150 people will be served annually through this award; and

**WHEREAS**, the Journey Center for Safety and Healing estimates the total cost of the project is \$367,210; and

**WHEREAS**, the Journey Center for Safety and Healing indicates the other funding source(s) for this project includes:

A. \$10,000 from Foundations

- B. \$42,948 from Individuals
- C. \$36,230 from Government
- D. \$20,709 from In-kind contributions; and

**WHEREAS**, the Journey Center for Safety and Healing is estimating the start date of the project will be January 2023 and the project will be completed by December 2023; and

**WHEREAS**, the Journey Center for Safety and Healing requested \$257,323 from the District 2 ARPA Community Grant Fund to complete this project; and

**WHEREAS**, the Cuyahoga County Council desires to provide funding in the amount of \$43,015 to the Journey Center for Safety and Healing to ensure this project is completed; and

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

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

**SECTION 1.** That the Cuyahoga County Council hereby awards a not-to-exceed amount of \$43,015 to the Journey Center for Safety and Healing from the General Fund made available by the American Rescue Plan Act revenue replacement provision for repairs and upgrades for the Emergency Domestic Violence Shelter.

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

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

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

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

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

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

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

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

Yeas:

Nays:

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

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

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

First Reading/Referred to Committee:

Committee(s) Assigned:

Journal \_\_\_\_\_

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





## Cuyahoga County Council

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

### COUNTY AMERICAN RESCUE PLAN ACT APPLICATION

APPLICANT INFORMATION:	
<b>Name of Requesting Entity (City, Business, Non-Profit, etc.):</b>  Journey Center for Safety and Healing	
<b>Address of Requesting Entity:</b> PO Box 5466 Cleveland, OH 44101	
<b>County Council District # of Requesting Entity:</b>  Journey Center serves all of Cuyahoga County	
<b>Address or Location of Project if Different than Requesting Entity:</b>  Cuyahoga County with an emphasis on Cleveland, BrookPark and Lakewood	
<b>County Council District # of Address or Location of Project if Different than Requesting Entity:</b>  District 2	
<b>Contact Name of Person Filling out This Request:</b>  Carol L. Carbary	
<b>Contact Address if different than Requesting Entity:</b>  Same as requesting entity	
<b>Email:</b>  ccarbary@journeyneo.org	<b>Phone:</b> 216-229-2420 x225
<b>Federal IRS Tax Exempt No.:</b> 34-1278377	<b>Date:</b> 10/11/22

## PROJECT DESCRIPTION

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

For over 45 years, Journey Center for Safety and Healing (Journey), formerly Domestic Violence & Child Advocacy Center, has been a leader in Cuyahoga County around issues of domestic violence and child abuse. Journey's **mission** is to provide services that foster safety and healing to those affected by child abuse and domestic violence; and to prevent abuse through education, advocacy, and systemic change.

Journey provides an array of prevention and intervention services that help people experiencing abuse find strength and support as they determine their best path toward health and safety. The agency helps people heal from the trauma of abuse; provides community education to promote understanding of the dynamics and warning signs of abusive relationships; and delivers training and advocacy that improve systemic responses to family violence. Journey serves over 13,000 individuals yearly in Cuyahoga County who are victims of child sexual and physical abuse, teen dating violence, intimate partner violence, and stalking. Services include: 24-Hour Helpline – Real-time crisis intervention, safety planning, information, and referrals through calls, texts, or chats; Emergency Domestic Violence Shelter – The only dedicated domestic violence emergency shelter in Cuyahoga County providing 24-hour refuge for individuals and families. Includes the Domestic Violence Housing First Initiative (DVHFI), which helps victims fleeing domestic violence to secure safe, independent housing away from their abuser without the need for a stay in shelter; Trauma Services – Individual and telehealth therapy services for individuals age 4 through adulthood who have experienced or witnessed domestic violence and/or child abuse; Justice System Advocacy – Victim advocacy, support groups, safety planning, assistance with protection orders, and connections to resources in the community; Safe & Sound Visitation Center – The premier supervised visitation center in Cuyahoga County, where children can spend quality time with their non-residential parent in a safe, nurturing environment; Prevention and Community Engagement – Professional trainings; domestic violence classes; community outreach; community advocacy; and culturally specific services. Includes the Latina Domestic Violence Project (LDVP), which offers Spanish-language advocacy and support in the Hispanic community.

Critical repairs and upgrades are needed for our Emergency Domestic Violence Shelter- the only shelter in Cuyahoga County where domestic violence victims have access to comprehensive services tailored to their specific needs. Journey has owned the Shelter for over 45 years and it was built over 50 years ago. Shelter accepts adults and children 24 hours a day, every day of the year from hospitals, police stations, and other community referrals. Survivors and their children stay at Shelter while they work toward building stability and self-sufficiency. Shelter has 41 beds and 12 cots/cribs/pack-n-plays (approximately 60% of clients in Shelter are under the age of 18). With an average length of stay of 45 days, Shelter serves approximately 300 clients each year (13,500 residential care days and 67,500 meals and snacks served). This volume of use results in significant wear and tear and the nature of services provided at this location to children and adults requires a safe and secure environment. Furthermore, increased Shelter usage during COVID (more people in the house all day long and the addition of a classroom for students to learn remotely throughout the pandemic) has increased wear and tear, resulting in a less safe and desirable environment.

It has been over 11 years since any significant capital improvements were made to Shelter. In the past 11 years, Journey's shelter has served over 3,300 individuals resulting in a need to repair the last capital improvements as well as address new issues that have arisen. The need for an Emergency Shelter specifically for Cuyahoga County domestic violence victims remains high, even after 40 years of service to the community. It is important our facility remain safe and welcoming.

A grant of \$257,323 would allow Journey to complete all delayed maintenance, including: fixing the foundation, repairing leaks and resulting damage, repair roof and gutters, repair front porch and ADA ramp, replace broken windows, add a much-needed generator (this area loses power often), repair driveway, paint and replace flooring throughout, and slightly update the kitchen. While all of this work is necessary for a safe and welcoming environment, the most crucial needs total \$43,015 (foundation, bathroom B, Room 1, ADA bathroom, gutter/roof work).



<b>Project Start Date:</b> January 1, 2023	<b>Project End Date:</b> December 31, 2023
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IMPACT OF PROJECT:
<p><b>Who will be served:</b> Domestic Violence Victims and their children in Cuyahoga County, the majority of which reside in Cleveland, BrookPark and Lakewood</p>
<p><b>How many people will be served annually:</b>  All District 2 residents experiencing abuse have access to Journey's Emergency Shelter. While it's hard to estimate an exact number, current data implies that at least 150 District 2 residents access Journey annually.</p>
<p><b>Will low/moderate income people be served; if so how:</b> While abuse happens in all communities and at all socio-economic levels, the vast majority (95%) of the domestic violence victims that Journey serves have incomes below the poverty level.</p>
<p><b>How does the project fit with the community and with other ongoing projects:</b> Journey Center is the only agency within District 2 that has served and currently serves victims of Domestic Violence. Journey operates the only shelter in Cuyahoga County where domestic violence victims and their children have access to comprehensive services tailored to their specific needs.</p>
<p><b>If applicable, how many jobs will be created or retained (specify the number for each) and will the jobs be permanent or temporary:</b>  NA</p>
<p><b>If applicable, what environmental issues or benefits will there be:</b>  n/a</p>
<p><b>If applicable, how does this project serve as a catalyst for future initiatives:</b>  Journey's Shelter is a critical piece of our safety net for those experiencing domestic violence. This project will ensure we maintain this facility to be a safe, secure, affirming place for survivors. Journey has piloted and is developing a Housing First initiative to expedite permanent housing that will help shorten length of stays at Shelter, sometimes even bypassing it altogether. Having a trauma informed, secure Shelter is a catalyst for supplemental alternative housing initiatives for women, children, and men experiencing domestic violence and child abuse.</p>

## FINANCIAL INFORMATION:

### Total Budget of Project:

\$367,210

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

Foundations – \$10,000

Individuals - \$42,948

Government - \$36,230

In-kind - \$20,709

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

\$257,323

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

Journey recognizes that this funding is unique and one-time only. Once completed, these capital repairs and upgrades to Shelter will last for many years.

## DISCLAIMER INFORMATION AND SIGNATURE:

### Disclaimer:

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

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

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

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

### Printed Name:

Carol L. Carberry

### Signature:

Carol L. Carberry

### Date:

10/14/22

## **Additional Documents**

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

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0396

Sponsored by: <b>Councilmember Miller</b>	<b>A Resolution</b> awarding a total sum, not to exceed \$750,000, to West Park Kamm’s Neighborhood Development for the Old Lorain Connector Project from the District 2 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.
---	--

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

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

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

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

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

**WHEREAS**, the Cuyahoga County Council desires to provide funding from the District 2 ARPA Community Grant Fund in the amount of \$750,000 to West Park Kamm’s Neighborhood Development for the Old Lorain Connector Project; and

**WHEREAS**, West Park Kamm’s Neighborhood Development estimates approximately 75,000 people will be served annually through this award; and

**WHEREAS**, West Park Kamm’s Neighborhood Development estimates the total cost of the project is \$2,000,000; and

**WHEREAS**, West Park Kamm’s Neighborhood Development indicates the other funding source(s) for this project includes:

A. \$750,000 from the City of Cleveland

- B. \$155,00-500,000 in grants and matching dollars secured via WPKND, Cleveland Metroparks, and Cleveland Clinic Foundation; and

**WHEREAS**, West Park Kamm's Neighborhood Development is estimating the start date of the project will be December 2022 and the project will be completed by December 2024; and

**WHEREAS**, West Park Kamm's Neighborhood Development requested \$750,000 from the District 2 ARPA Community Grant Fund to complete this project; and

**WHEREAS**, the Cuyahoga County Council desires to provide funding in the amount of \$750,000 to West Park Kamm's Neighborhood Development to ensure this project is completed; and

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

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

**SECTION 1.** That the Cuyahoga County Council hereby awards a not-to-exceed amount of \$750,000 to West Park Kamm's Neighborhood Development from the General Fund made available by the American Rescue Plan Act revenue replacement provision for the Old Lorain Connector Project.

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

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

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

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

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



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

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

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

Yeas:

Nays:

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

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

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



## Cuyahoga County Council

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

### COUNTY AMERICAN RESCUE PLAN ACT APPLICATION

<b>APPLICANT INFORMATION:</b>	
<b>Name of Requesting Entity (City, Business, Non-Profit, etc.):</b> West Park Kamm's Neighborhood Development	
<b>Address of Requesting Entity:</b> 17407 Lorain Ave. Suite 200, Cleveland, OH 44111	
<b>County Council District # of Requesting Entity:</b> District 2	
<b>Address or Location of Project if Different than Requesting Entity:</b> Old Lorain Rd including parcels 02604004 and 02634001	
<b>County Council District # of Address or Location of Project if Different than Requesting Entity:</b> District 2	
<b>Contact Name of Person Filling out This Request:</b> Rosemary Mudry	
<b>Contact Address if different than Requesting Entity:</b>	
<b>Email:</b> <a href="mailto:Rosemary@westparkkamms.org">Rosemary@westparkkamms.org</a>	<b>Phone:</b> 216-252-6559 x 1100
<b>Federal IRS Tax Exempt No.:</b> 34-1254542	<b>Date:</b> 10/14/2022

## PROJECT DESCRIPTION

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

### **Old Lorain Connector**

Rocky River Reservation is a key asset to west side of the Cleveland and surrounding suburbs, but the Kamm's Corners neighborhood lacks pedestrian and bicycle access to the park. Today, the road known as Old Lorain Road is the only access point into the Rocky River Reservation from Kamm's Corners. It is narrow, winding, and unable to be widened to create safe path access due to topography and underground infrastructure. The **Old Lorain Connector** was devised to create a safer and more enjoyable way for walkers, runners, and bike riders to enter the park.

### *Project Background & Importance*

Increasing access to the park near Old Lorain was called out in the Metroparks 2018 Rocky River Masterplan. In that plan the Metroparks also explains that "a disparity in access [to parks] can have significant health, social, and economic implications, while also exacerbating environmental justice concerns in communities." In addition, a 2019 Trust for Public Land study identified Kamm's Corners as one of five Cleveland neighborhoods that had the highest potential to serve new people with parks/park access. Despite the proximity of the Metroparks, the majority of residents living near the business district are not located within a 10-minute walk of a park. Studies have repeatedly shown that the closer residents live to parks and green space, especially within walking distance, the more likely they are to use those spaces, get exercise, and reap both the physical and mental health benefits of being in nature. The completion of this trail connection would increase equity in Cuyahoga County, providing the same type of safe access to the Cleveland Metroparks for Cleveland residents that has been enjoyed for years by suburban residents in neighboring Fairview Park and Lakewood.

In 2020, a feasibility and engineering study funded by the City of Cleveland and conducted in partnership with West Park Kamm's Neighborhood Development (WPKND) and Cleveland Metroparks was undertaken to develop a route for an all-purpose trail connection to improve pedestrian and bicycle access to Rocky River Reservation from the east side of the river.

### *Project Overview, Impact, and Timeline*

The feasibility and engineering study resulted in the proposed **Old Lorain Connector**, which will provide a multi-purpose trail connection from Kamm's Corners to the all-purpose trail in Rocky River Reservation. From its start at the intersection of Riveredge Road and Bradgate Avenue, the Old Lorain Connector will wrap around a Cleveland Clinic parking garage prior to beginning its descent into the Rocky River Valley. To maintain equitable, ADA access, the path will feature switchbacks and respite areas. It will also cantilever over a wetland and offer users an opportunity to view this natural feature. Finally, it will follow the lower portion of Old Lorain Road, pass Little Met Golf Course, and cross the Rocky River before ending at the park's existing multi-purpose path. The Old Lorain Connector will be built entirely on land owned by the Cleveland Clinic and Cleveland Metroparks, who are supportive of this project.

Designed intentionally to minimize the impact on the natural landscape, the trail will follow a route to reduce the trail incline making it accessible to as many types of users as possible despite the intense topography of the eastern side of Rocky River Reservation. With the addition of this trail, thousands of residents - including nearly 2,000 low-to-moderate income residents - living around the center of the Kamm's Corners neighborhood will have a safe pedestrian and cycling connection to the Metroparks. The census tracts surrounding the trailhead have both high numbers of seniors aging in place as well as young families looking to put down roots – two demographics that particularly benefit from a safe, moderately sloped path that caters to a wide range of mobilities. The trail connection would also provide access to the hundreds of daytime employees at small businesses throughout the Kamm's Corners Business District as well as more than 1,000 employees at Fairview Hospital.

WPKND has conducted wide ranging community outreach in partnership with the Cleveland Metroparks and Cleveland Ward 17 Councilman Slife. Questions around the completion of the trail connection and excitement about the project are at the top of topics around which residents engaged with WPKND.

Once funded, the Cleveland Metroparks, in partnership with WPKND and the City of Cleveland, will use the engineering study to complete construction documents during the first half of 2023. The project team will move to bid and contractor selection in late 2023 allowing for completion of the trail by the end of 2024.

<b>Project Start Date: December 2022</b>	<b>Project End Date: December 2024</b>
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<b>IMPACT OF PROJECT:</b>
<p><b>Who will be served:</b> West Park’s Ward 17 serves nearly 25,000 residents and hundreds of businesses including Fairview Hospital. More than 5,000 residents will gain immediate access to the park, nearly 2,000 of which are low-to-moderate income. The census tracts surrounding the trailhead have both high numbers of seniors aging in place as well as young families looking to put down roots – two demographics that particularly benefit from a safe, moderately sloped path that caters to a wide range of mobilities. The Kamm’s Corners business district has hundreds of day-time employees who will also benefit from the trail connector. Residents from across Cleveland who currently use Lorain Ave. and Old Lorain Rd. to access Rocky River Reservation by bike will also benefit. For residents across the west side without access to a car, the trail connector will allow them to use the RTA Route 22 bus with stops within a 5-minute walk to the trail connector to be able to connect to Rocky River Reservation for the first time. Business in the Kamm’s Corners business district will also benefit from the connection with increased pedestrian/bicycle traffic in the area.</p>
<p><b>How many people will be served annually:</b> 75,000 (approximately 200 users/day)</p>
<p><b>Will low/moderate income people be served; if so how:</b> Nearly 2,000 low/moderate income people live in close proximity to the proposed trail connector. The RTA Route 22 bus has stops within a 5-minute walk to the trail connector that will allow thousands of other low/mod residents living across the entire west side of Cleveland to access Rocky River Reservation for the first time. The Kamm’s Business district also has hundreds of daytime employees, many of whom are low/mod income workers in the healthcare, retail, and service sectors who will benefit from the connector.</p>
<p><b>How does the project fit with the community and with other ongoing projects:</b> Better connections to Rocky River Reservation have consistently been one of the top issues for residents in Ward 17; building these connections aligns closely with the priorities of the Cleveland Metroparks Rocky River Masterplan, the WPKND 2021 Strategic Plan, and the City Planning Commission’s priorities to increase park access for Cleveland residents. The 2018 Rocky River Masterplan prioritizes development of additional trail connections to the park at Old Lorain Rd., Mastick Rd., and Hogsback. Ward 17 Councilman is currently working with the City of Cleveland and NEORSO on potential improvements to Old Lorain Rd. itself. The project area includes Lorain Avenue, identified as a key on-street route in the Cuyahoga Greenways plan, found online at <a href="http://www.cuyahogagreenways.com">www.cuyahogagreenways.com</a>. Lorain Avenue was identified as the eighth-highest priority in Cuyahoga County as part of NOACA’s Safety Priority List 2013-2017.</p>
<p><b>If applicable, how many jobs will be created or retained (specify the number for each) and will the jobs be permanent or temporary:</b> Construction of the trail connector will provide numerous temporary construction jobs as well as a paid support for a local artist (City match dollars will have a provision for public art). Ongoing maintenance of the trail connector will help Cleveland Metroparks retain maintenance and safety staff.</p>
<p><b>If applicable, what environmental issues or benefits will there be:</b> Developing a non-vehicular connection to Rocky River Reservation will reduce the number of cars entering the park, lowering emissions along Valley Parkway as well as parking pressure at the Little Met Parking lot. The route developed follows the natural contours of the hillside rather than widening Old Lorain Rd, minimizing the impact on the existing hillside and forest. In addition, the engineering study identified important trees, wetlands, and other natural resources to be preserved through the location of the trail.</p>
<p><b>If applicable, how does this project serve as a catalyst for future initiatives:</b> The completion of this trail connector is part of broader priorities to improve vehicular access on Old Lorain Rd., improve water and sewer infrastructure in the area, better connect the Kamm’s business district and Fairview Hospital, and develop on or off-street cycling routes along Lorain Ave. between Rocky River Reservation and the business district. Ward 17 Councilman Slife and WPKND have also identified the shared goal of increasing economic development and residential development along the Lorain Rd corridor to help combat new greenfield development occurring outside Cuyahoga County. Studies show that the completion of trails and park connections serves as economic and residential development catalysts.</p>

<b>FINANCIAL INFORMATION:</b>
<b>Total Budget of Project:</b> \$2 million
<b>Other Funding Sources of Project (list each source and dollar amount separately):</b> \$750,000 – City of Cleveland match \$155,000-500,000 – grants and matching dollars secured via WPKND, Cleveland Metroparks, and Cleveland Clinic Foundation (see cost estimate, depending on whether or not extra alternatives are included)
<b>Total amount requested of County Council American Resource Act Dollars:</b> \$750,000
<b>Since these are one-time dollars, how will the Project be sustained moving forward:</b> Once completed, the Old Lorain Connector will be operated and maintained by the Cleveland Metroparks. WPKND will help support implementation efforts by planning outreach and engagement around the completion of the trail to facilitate usage including walks and bike rides.

## DISCLAIMER INFORMATION AND SIGNATURE:

### Disclaimer:

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

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

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

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

**Printed Name:** Rosemary Mudry

**Signature:**



**Date:** 10/14/2022

## Additional Documents

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

- Old Lorain Rocky River Reservation Access Study – Final Engineering Drawings
- Project Cost Estimate
- Old Lorain Rocky River Reservation Access – Community Presentation
- Cleveland Metroparks - Letter of Support
- City of Cleveland, Council President Blaine Griffin – Letter of Support
- City of Cleveland, Ward 17 Councilman Slife – Letter of Support
- City of Cleveland, Planning Commission and Capital Projects – Letter of Support
- Cleveland Clinic Foundation – Letter of Support
- Trust for Public Land – Studies – Cleveland Highest Priority Neighborhoods
- Trust for Public Land – Study – Kamm's Corners



# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0397

Sponsored by: <b>Councilmember Simon and County Executive Budish</b>	<b>A Resolution</b> awarding a total sum, not to exceed \$100,000, to The Bail Project, Inc. for the purpose of hiring an additional bail disruptor from the District 11 ARPA Community Grant Fund and the General Fund made available by the American Rescue Plan Act revenue placement provision; and declaring the necessity that this Resolution become immediately effective.
--	--

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

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

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

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

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

**WHEREAS**, the Cuyahoga County Council desires to provide \$50,000 from the District 11 ARPA Community Grant Fund and \$50,000 from the General Fund made available by the American Rescue Plan Act revenue replacement provision, for a total amount of \$100,000 to The Bail Project, Inc. for the purpose of hiring an additional bail disruptor; and

**WHEREAS**, The Bail Project, Inc. estimates approximately 100 people will be served annually through this award; and

**WHEREAS**, The Bail Project, Inc. estimates the total cost of its Cleveland site budget is \$403,454; and

**WHEREAS**, The Bail Project, Inc. indicates the other funding source(s) for this project includes a \$250,000 annual contribution from The Cleveland Foundation/Friends of The Bail Project; and

**WHEREAS**, The Bail Project, Inc. is estimating the start date of the project will be January 2023 and the project will be completed by December 2023; and

**WHEREAS**, The Bail Project, Inc. requested \$100,000 from Cuyahoga County to complete this project; and

**WHEREAS**, the Cuyahoga County Council and County Executive desire to provide funding in the amount of \$100,000 to The Bail Project, Inc. to ensure this project is completed; and

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

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

**SECTION 1.** That the Cuyahoga County Council hereby awards a not-to-exceed amount of \$100,000 to the The Bail Project, Inc. from the General Fund made available by the American Rescue Plan Act revenue replacement provision for the purpose of hiring an additional bail disruptor.

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

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

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

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

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

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

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

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

Yeas:

Nays:

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

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

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

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

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



## Cuyahoga County Council

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

### COUNTY AMERICAN RESCUE PLAN ACT APPLICATION

APPLICANT INFORMATION:	
<b>Name of Requesting Entity (City, Business, Non-Profit, etc.):</b>  Journey Center for Safety and Healing	
<b>Address of Requesting Entity:</b> PO Box 5466 Cleveland, OH 44101	
<b>County Council District # of Requesting Entity:</b>  Journey Center serves all of Cuyahoga County	
<b>Address or Location of Project if Different than Requesting Entity:</b>  Cuyahoga County with an emphasis on Cleveland, BrookPark and Lakewood	
<b>County Council District # of Address or Location of Project if Different than Requesting Entity:</b>  District 2	
<b>Contact Name of Person Filling out This Request:</b>  Carol L. Carbary	
<b>Contact Address if different than Requesting Entity:</b>  Same as requesting entity	
<b>Email:</b>  ccarbary@journeyneo.org	<b>Phone:</b> 216-229-2420 x225
<b>Federal IRS Tax Exempt No.:</b> 34-1278377	<b>Date:</b> 10/11/22



## PROJECT DESCRIPTION

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

For over 45 years, Journey Center for Safety and Healing (Journey), formerly Domestic Violence & Child Advocacy Center, has been a leader in Cuyahoga County around issues of domestic violence and child abuse. Journey's **mission** is to provide services that foster safety and healing to those affected by child abuse and domestic violence; and to prevent abuse through education, advocacy, and systemic change.

Journey provides an array of prevention and intervention services that help people experiencing abuse find strength and support as they determine their best path toward health and safety. The agency helps people heal from the trauma of abuse; provides community education to promote understanding of the dynamics and warning signs of abusive relationships; and delivers training and advocacy that improve systemic responses to family violence. Journey serves over 13,000 individuals yearly in Cuyahoga County who are victims of child sexual and physical abuse, teen dating violence, intimate partner violence, and stalking. Services include: 24-Hour Helpline – Real-time crisis intervention, safety planning, information, and referrals through calls, texts, or chats; Emergency Domestic Violence Shelter – The only dedicated domestic violence emergency shelter in Cuyahoga County providing 24-hour refuge for individuals and families. Includes the Domestic Violence Housing First Initiative (DVHFI), which helps victims fleeing domestic violence to secure safe, independent housing away from their abuser without the need for a stay in shelter; Trauma Services – Individual and telehealth therapy services for individuals age 4 through adulthood who have experienced or witnessed domestic violence and/or child abuse; Justice System Advocacy – Victim advocacy, support groups, safety planning, assistance with protection orders, and connections to resources in the community; Safe & Sound Visitation Center – The premier supervised visitation center in Cuyahoga County, where children can spend quality time with their non-residential parent in a safe, nurturing environment; Prevention and Community Engagement – Professional trainings; domestic violence classes; community outreach; community advocacy; and culturally specific services. Includes the Latina Domestic Violence Project (LDVP), which offers Spanish-language advocacy and support in the Hispanic community.

Critical repairs and upgrades are needed for our Emergency Domestic Violence Shelter- the only shelter in Cuyahoga County where domestic violence victims have access to comprehensive services tailored to their specific needs. Journey has owned the Shelter for over 45 years and it was built over 50 years ago. Shelter accepts adults and children 24 hours a day, every day of the year from hospitals, police stations, and other community referrals. Survivors and their children stay at Shelter while they work toward building stability and self-sufficiency. Shelter has 41 beds and 12 cots/cribs/pack-n-plays (approximately 60% of clients in Shelter are under the age of 18). With an average length of stay of 45 days, Shelter serves approximately 300 clients each year (13,500 residential care days and 67,500 meals and snacks served). This volume of use results in significant wear and tear and the nature of services provided at this location to children and adults requires a safe and secure environment. Furthermore, increased Shelter usage during COVID (more people in the house all day long and the addition of a classroom for students to learn remotely throughout the pandemic) has increased wear and tear, resulting in a less safe and desirable environment.

It has been over 11 years since any significant capital improvements were made to Shelter. In the past 11 years, Journey's shelter has served over 3,300 individuals resulting in a need to repair the last capital improvements as well as address new issues that have arisen. The need for an Emergency Shelter specifically for Cuyahoga County domestic violence victims remains high, even after 40 years of service to the community. It is important our facility remain safe and welcoming.

A grant of \$257,323 would allow Journey to complete all delayed maintenance, including: fixing the foundation, repairing leaks and resulting damage, repair roof and gutters, repair front porch and ADA ramp, replace broken windows, add a much-needed generator (this area loses power often), repair driveway, paint and replace flooring throughout, and slightly update the kitchen. While all of this work is necessary for a safe and welcoming environment, the most crucial needs total \$43,015 (foundation, bathroom B, Room 1, ADA bathroom, gutter/roof work).

<b>Project Start Date:</b> January 1, 2023	<b>Project End Date:</b> December 31, 2023
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IMPACT OF PROJECT:
<p><b>Who will be served:</b> Domestic Violence Victims and their children in Cuyahoga County, the majority of which reside in Cleveland, BrookPark and Lakewood</p>
<p><b>How many people will be served annually:</b>  All District 2 residents experiencing abuse have access to Journey's Emergency Shelter. While it's hard to estimate an exact number, current data implies that at least 150 District 2 residents access Journey annually.</p>
<p><b>Will low/moderate income people be served; if so how:</b> While abuse happens in all communities and at all socio-economic levels, the vast majority (95%) of the domestic violence victims that Journey serves have incomes below the poverty level.</p>
<p><b>How does the project fit with the community and with other ongoing projects:</b> Journey Center is the only agency within District 2 that has served and currently serves victims of Domestic Violence. Journey operates the only shelter in Cuyahoga County where domestic violence victims and their children have access to comprehensive services tailored to their specific needs.</p>
<p><b>If applicable, how many jobs will be created or retained (specify the number for each) and will the jobs be permanent or temporary:</b>  NA</p>
<p><b>If applicable, what environmental issues or benefits will there be:</b>  n/a</p>
<p><b>If applicable, how does this project serve as a catalyst for future initiatives:</b>  Journey's Shelter is a critical piece of our safety net for those experiencing domestic violence. This project will ensure we maintain this facility to be a safe, secure, affirming place for survivors. Journey has piloted and is developing a Housing First initiative to expedite permanent housing that will help shorten length of stays at Shelter, sometimes even bypassing it altogether. Having a trauma informed, secure Shelter is a catalyst for supplemental alternative housing initiatives for women, children, and men experiencing domestic violence and child abuse.</p>



## FINANCIAL INFORMATION:

### Total Budget of Project:

\$367,210

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

Foundations – \$10,000

Individuals - \$42,948

Government - \$36,230

In-kind - \$20,709

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

\$257,323

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

Journey recognizes that this funding is unique and one-time only. Once completed, these capital repairs and upgrades to Shelter will last for many years.

## DISCLAIMER INFORMATION AND SIGNATURE:

### Disclaimer:

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

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

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

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

### Printed Name:

Carol L. Carberry

### Signature:

Carol L. Carberry

### Date:

10/14/22



## **Additional Documents**

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

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0351

Sponsored by: <b>Councilmember Schron</b>	<b>A Resolution</b> awarding a total sum, not to exceed \$250,000, to the West Creek Conservancy for the reclamation and adaptive reuse of the former Haydite Mine from the District 6 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.
Co-sponsored by: <b>Councilmembers Simon and Turner</b>	

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

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

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

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

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

**WHEREAS**, the Cuyahoga County Council desires to provide funding from the District 6 ARPA Community Grant Fund in the amount of \$250,000 to the West Creek Conservancy for the reclamation and adaptive reuse of the former Haydite Mine; and

**WHEREAS**, the West Creek Conservancy estimates the total cost of the project is \$500,000; and

**WHEREAS**, the West Creek Conservancy indicates the other funding source(s) for this project includes \$250,000 provided by the West Creek Conservancy; and

**WHEREAS**, the West Creek Conservancy is estimating the start date of the project will be November 2022 and the project will be completed by June 2023; and

**WHEREAS**, the West Creek Conservancy requested \$250,000 from the District 6 ARPA Community Grant Fund to complete this project; and

**WHEREAS**, the Cuyahoga County Council desires to provide funding in the amount of \$250,000 to the West Creek Conservancy to ensure this project is completed; and

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

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

**SECTION 1.** That the Cuyahoga County Council hereby awards a not-to-exceed amount of \$250,000 to the West Creek Conservancy from the General Fund made available by the American Rescue Plan Act revenue replacement provision for the reclamation and adaptive reuse of the former Haydite Mine.

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

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

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

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

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

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

eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

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

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

Yeas:

Nays:

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

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

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

First Reading/Referred to Committee: October 11, 2022

Committee(s) Assigned: Education, Environment & Sustainability

Additional Sponsorship Requested in Committee: November 2, 2022

Journal \_\_\_\_\_

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



September 2, 2022

Cuyahoga County Council  
2079 E. 9<sup>th</sup> Street, 8<sup>th</sup> Floor  
Cleveland, OH 44115

**Mailing Address**  
P.O. Box 347113  
Cleveland, OH 44134  
T: 216-749-3720  
F: 216-749-3730

**Office Location**  
7381 Camelot Drive  
Parma, OH 44134

[www.westcreek.org](http://www.westcreek.org)

RE: County American Rescue Plan Act Application

**Applicant Information**

Name of Requesting Entity (City, Business, Non-Profit, etc)

- West Creek Conservancy
- 501c3 Non Profit Organization (EIN: 34-1859064)

Address of Requesting Entity:

- Office: 7381 Camelot Drive, Parma, OH 44134
- Mailing: PO BOX 347113, Cleveland, OH 44134

County Council District # of Requesting Entity:

- Council District 4 (Office location)

Address or Location of Project if different than Requesting Entity:

- 8700 Hemlock Road, Independence, OH 44131
- Project site: referred to as the former Haydite Mine

County Council District # of Address or Location if Differed than Requesting Entity:

- Council District 6 (Project Location)

Contact Name of Person Filling out This Request:

- Derek Schafer

Contract Address if Difference than Requesting Entity:

- Same as above (address of Requesting Entity)

Email:

- [dschafer@westcreek.org](mailto:dschafer@westcreek.org)

Phone:

- 440-915-2940

Federal IRS Tax Exempt No.:

- 34-1859064

*(project description following)*

## **Project Description**

Request Description (include the project name, a description of the project, why the project is important or needed, and the time of milestones/tracking of the project):

Reclamation and Adaptive Reuse of the former Haydite Mine:

### Project Background and History

Once a significant industrial use in the city, this 100-acre site is now ripe to become a different type of community asset. Reuse will focus on recreation, linkages to the greater open space and trail networks, and supporting redevelopment to enhance the quality of life for residents and visitors. Though the site is no longer viable as a mine, it has some legacy aspects that will lead to an exciting transformation. The centerpiece of the area is a large mining pit which is already filling with water to create a 13-acre lake, which has amazing views from the surrounding wooded hillsides. A Native American cultural site also exists adjacent to the lake, and area restoration will allow greater appreciation of this resource as a part of the larger park uses surrounding it.

The site began as the Hydraulic Press Brick Company in 1892 and switched from making bricks to Haydite in 1928. Along with being one of the oldest open pit mines in Ohio, it was also one of the largest, and one of only 12 Haydite operations in the country. The process of creating Haydite is two-fold, and begins with mining and crushing shale. The shale is then heated to over 2,000 degrees Fahrenheit in an on-site, rotating cylindrical furnace. This process expands the shale as small bubbles are formed throughout the material, ultimately creating Haydite. The Haydite from Independence had numerous uses - it helped to build skyscrapers, bridges, and sports arenas across the Midwest. It was also used as a landscaping material, soil conditioner, and a filter medium in water treatment systems.

After 150+ years of service as a clay and shale mine, and the longest continually operating business in Independence, Ohio, the Haydite Mine closed in January of 2019. Due to the nature of the Haydite process, the site had proved to be a difficult compatible use as the city grew. There had been complaints of noise from mine blasting, truck traffic and dust in the air, so other uses had been considered while anticipating the eventual mine closure. In the 1980's a discussion regarding the site becoming a landfill pushed residents, city officials and the National Park service toward the city acquiring some of the land and imposing deed restrictions. Along with Independence gaining partial ownership of the area, a provision was added to turn most of the site over to the National Park Service once mining operations ceased - pleasing community members and city officials alike.

Operated by DiGeronimo Aggregates since 2004, the company donated the remaining portion of the property to Cuyahoga Reclamation, an entity of West Creek Conservancy, when the mining operation closed, in efforts to preserve the natural elements of the site. Cuyahoga Reclamation is responsible for restoration of the site and is dedicated to restoring and enhancing the site.

The 100-acre site is a former quarry site located in Independence, Ohio, about 13 miles south of Cleveland. The site is just west of the Cuyahoga River and is adjacent to the Cuyahoga Valley National Park. The primary study area runs west of the Cuyahoga Valley Scenic Railroad and South of Stone Road. This area includes the 13-acre former shale pit in the center, which is partially filled with water and will continue to rise, allowing for recreational use. The east side of the primary study area is the remaining area of the mine.

The Cuyahoga Valley National Park is located in Northeast Ohio that is active in preserving and restoring the land along the Cuyahoga River. The park has almost 33,000 acres of land with multi-use trails, waterfalls, and a scenic railroad that create plenty of recreational opportunities for residents and visitors of the greater Cleveland and Akron areas.

The Haydite Mine site is located in the northeast portion of the Cuyahoga Valley National Park. This section of the park is home to several trailheads and acres of preserved land within the park. Once the restoration on the Haydite Mine site under the West Creek Conservancy is completed, ownership of the site will be turned over to the Cuyahoga Valley National Park.

The area surrounding the Haydite Mine site is part of the West Creek Greenway, a vision to create 25 miles of public trails and conserve surrounding land in Northeast Ohio. There are quite a few existing trails near the site which promote connectivity and recreation for the people and visitors of Independence.

The Hemlock Creek Trail is the latest addition to the growing network of trails in the area. It came to fruition in the summer of 2019 after more than a decade of planning. The multi-use trail runs for 1.7 miles along the Northwest portion of the site and parallel to Hemlock Creek. This trail is the first pedestrian link from Downtown Independence to the Towpath Trail and Cuyahoga Valley National Park and has become a popular amenity for locals and visiting tourists. The Towpath Trail is an 81 mile long multi-use trail that follows the historical route of the Ohio and Erie Canal. The Towpath Trail follows Canal Road just East of the Haydite Mine site. This existing trail network, in addition to future trails, will serve as a catalyst for economic development and community connection.

#### Project Overview

The goal of developing the Haydite Mine is to responsibly transform a historical and underutilized site while increasing connectivity to surrounding natural features like the Cuyahoga Valley National Park. The site will be transformed by protecting the natural environment while taking part in low-impact development to increase recreational opportunities for locals and eco-tourists alike. For the most effective results this plan will take place in three phases: Site Preparation, Eco-Tourism and Additional Development, all of which will be discussed in detail below.

With a balanced combination of restoration and development, the Haydite Mine will be enhanced, add more miles to the regional trail networks and increase natural green space alongside the Cuyahoga Valley National Park. This site will add connectivity and recreational opportunities for future Independence generations. Through further site analysis, research, and meetings a plan will be developed to conserve the wildlife, greenery and water while providing several recreational activities like hiking, kayaking, or playing on a nature-based playground.

#### *GOAL ONE Conservation*

Conservation of natural elements of the site is one of the top priorities of this project. With the site's abundant greenery, trees, wildlife and water features should be protected, and integrated as part of any future use.

#### *GOAL TWO Restoration*



Because of the unique habitat and features on the site there is a desire to restore some areas to their natural condition and exemplify environmental stewardship.

#### *GOAL THREE Historical Preservation*

The Haydite Mine was a cornerstone of Independence's identity for more than 100 years. There is an opportunity for future use of the site to celebrate and integrate historical elements such as rotary kiln (currently perched 80' high on concrete pillars, 200 feet in length)

#### *GOAL FOUR Recreation*

This site sits adjacent to and complements the activities of the National Park. In addition local and regional non-motorized opportunities are present nearby. The future use of the site has the potential to include new recreational uses that expand recreational opportunities in the area.

#### *GOAL FIVE Development*

One of the project goals is to integrate development opportunities that achieve the highest community value as part of future development. The development should be low-impact and complement the surrounding uses and landscape.

#### *GOAL SIX Community Connection*

The site creates an opportunity for the community to connect through physical connections (e.g. trails and park areas), and also the socialization of coming together.

The preferred concept plan is a healthy mixture of site preparation and development that will promote tourism and establish connectivity to the surrounding areas. The graphic depicts the end goal for the Haydite Mine site in Independence including amenities such as hiking and biking trails, beer garden, water recreation, and scenic overlooks. This plan will be implemented in phases.

The proposed elements are grouped together based on location, use, and cost which will then be implemented in the appropriate phase to produce a fully transformed site. Ensuring the natural features of the site are protected and restored and development is impactful, yet responsible are a priority.

#### Project Request Overview

Simply due to the size and complexity of the Project Site, there are multiple proposed Phases of Restoration and Reclamation in order to create an adaptive reuse for the community and region, which includes, but may not be limited to completing pre-reclamation activities (grading, capping, seeding, and temporary vegetation); West Creek Conservancy will incur this cost.

#### Use of Project Request Funds

In order to take the next step in adaptively reusing the Project Site, a significant stream 'daylighting' project must be completed; meaning we have to provide an outlet of the lake and reconnect it with the buried stream that's currently culverted, creating a whole new channel and floodplain where it will then exit the site, underneath the CVSR and into the CVNP and Cuyahoga River (Phase 1).

Phase 1 prepares the site to become a fully functional park. This phase also includes low-impact development and maintenance to ensure site elements are equipped for later

development. Hemlock Creek will be restored by improving the overall health of the stream to be conducive to biodiversity and recreation on the site. There will be general maintenance to existing trails, in addition to creating a marked trailhead to welcome visitors.

Any future development will be restricted around the burial mound. The history of the mine will be recalled with the artistic display of a mining trommel. Access to Lake Haydite will be expanded with a boardwalk, overlook, amphitheater, and paddle craft launch. Finally, a proposed natural playground, restroom facility, and small parking are proposed in future phases.

West Creek Conservancy will be coordinating such efforts with:

- City of Independence
- Cuyahoga Valley National Park
- Cuyahoga Valley Scenic Railroad
- Northeast Ohio Regional Sewer District
- ODNR, OEPA, USACE
- As well as other local stakeholders and residents/businesses within Independence

The initial 'restoration' phase is estimated to take 18 months

West Creek Conservancy has been implementing conservation/restoration projects for 25 years; and now serves 12 counties in NEO. Our mission is to: *enrich the lives of all people in Northeast Ohio by conserving natural habitats, restoring the ecological value of our region's lands and waters, and expanding opportunities to connect people from all cultures to experience nature and discover our great outdoors.*

West Creek will be responsible for the Project Implementation and ensure all phases are implemented in accordance with our mission and our partners.

Proposed Project Start Date: November 1, 2022

Proposed Project End Date: June 30, 2023

## **Impact of the Project**

### Who Will be Served by the Project:

Initially and most immediately, residents and general public who utilize and/or visit the area, as it is directly adjacent/connected to the Towpath Trail, Cuyahoga River (and water trail), Hemlock Creek Trail (extending into downtown Independence and into the Village of Valley View). It will be a regional asset/destination

Long-term, following the restoration and passive park/trail improvements/amenities, if development were to ensue (e.g. restaurant/cabins/etc), it will only further serve the larger population in our County.

### How Many People Will be Served Annually:

It is difficult to estimate visitation/usage of the Project Site; though the National Park is adjacent to the site, which receives over 2M visitors annually. The West Creek Reservation and Bedford Reservations are in close proximity and receive hundreds of thousands, and expand that usage for all of the users on the Towpath Trail and Hemlock Creek Trail. The

potentiality of visitation/usage is only poised to increase as the site is restored, made safe to access, and is passively/actively development (all of which is poised on this initial phase of restoration/reclamation).

Will low/moderate income be served:

Referring to the question above, the visitation/usage is difficult to estimate at this time; assumingly, as the site is restoration, made passively/safely accessible, usage similar to the adjacent Cuyahoga Valley National Park, Metroparks Reservations, Hemlock Creek Trail, etc will ensue.

How does this project fit with the community and with other on-going projects

This Project is highly catalytic and cohesive within the community and region. It will be highly complimentary to the City of Independence, on-going activities/usage of the Towpath Trail, Hemlock Creek Trail, Cuyahoga Valley National Park, Cuyahoga River Water Trail, Cuyahoga Valley Scenic Railroad, as well other symbiotic restoration projects as delineated/planned by NEORSD's Stormwater Master Planning Initiatives.

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

With a phased approach for the Project site's adaptive reuse, it is difficult to ascertain any definitiveness of job creation/retention. Restoration will inherently require a plethora of engineers, consultants, surveyors, attorneys, contractors, construction workers, trucking, equipment operators, landscapers, designers, etc (many of which are currently involved to even get the project to this specific phase). The positions listed above would be temporary in nature. However, if the phased approach leads to low-impact development (e.g. restaurant/cabins/etc), such jobs would be of more permanent/limited nature.

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

The project is a significant environmental restoration project – transforming an abandoned former mine into an ecologically sustainable system; providing for stream, habitat restoration, floodplain creation, re-forestation/re-vegetation of a property otherwise significantly devoid of such (improvements to air quality, biological communities, bird life, pollinator habitat, stream functionality, and much more); a synchrony of ecological and sustainable economic development.

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

The Project is a significant catalyst in itself – as this phase is 'restoration' which enables the Project partners to move forward with additional development phases; furthermore, it can/will be a catalyst for additional recreational development and most likely economic development in the community/adjacent areas. For example...the recently designated Cuyahoga River Water Trail is directly adjacent to the site; regional TLCI Plans call for additional trail connectivity/expansion; Hemlock Creek trail, directly adjacent to the site, directly connects to a large employment facility in Independence. And lastly, it could either be complimentary or distinctly catalytic to CVSR, NEORSD and CVNP initiatives.

**Financial Information:**

Total Project Budget (for restoration):

- \$500,000
  - o \$250,000 (County Council Request)
  - o \$250,000 (local contribution)

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

- \$250,000
  - o Provided by West Creek Conservancy

Total amount requested of County Council American Resource Act Dollars

- \$250,000

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

Following restoration – which is THE catalyst to the additional/following phases of development, West Creek Conservancy will manage the Project site, in coordination/collaboration with the City of Independence, CVNP, amongst others. The project's funding request is essentially acting as the catalyst for sustainable site development and management.

**DISCLAIMER INFORMATION AND SIGNATURE:**

Disclaimer:

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

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

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

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

  
Derek Schafer

9/1/2022  
Date

**Additional Documents**

Are there additional documents or files as part of this application? Please list each documents name: **Project Site Concept/Rendering & City of Independence Support Letter**





THE CITY OF

**Independence**  
OHIO

**Economic  
Development  
Department**

Independence City Hall  
6800 Brecksville Rd  
Independence, OH 44131

216.524.4131  
IndependenceOhio.org

September 2, 2022

Mr. Trevor McAleer  
Financial Policy Analyst  
Cuyahoga County Council  
2079 East 9th Street, 8<sup>th</sup> Floor  
Cleveland, OH 44115

**RE: Cuyahoga Reclamation's Cuyahoga County District 6 – County ARPA  
Application**

Dear Mr. McAleer,

The City of Independence is pleased to provide this letter of support for Cuyahoga Reclamation's application for the County District 6's ARPA Application.

The City of Independence has worked closely with Cuyahoga Reclamation since it acquired the former Haydite Mine property. The mine was one of the City's oldest businesses and ceased operations in December of 2018. Cuyahoga Reclamation is working to reclaim the site, daylight a stream and find an appropriate adaptive reuse for the site that will have long lasting community benefits.

Cuyahoga Reclamation and its parent organization, West Creek Conservancy, has a track record of taking challenging properties and rehabilitating them for the betterment of the communities they serve. The City of Independence fully supports Cuyahoga Reclamation in its efforts to improve the conditions of this site in the City of Independence to benefit those that live, work and play in Cuyahoga County.

The site's location is unique as it is adjacent to the Cuyahoga Valley National Park (CVNP), the Cuyahoga Valley Scenic Railway, Hemlock Creek Trail and the Cuyahoga River as well as in the heart of Cuyahoga County. The adaptive reuse of the site can provide access to additional recreational amenities to the area and support the needs of those visiting the CVNP.

Furthermore, the City and Cuyahoga Reclamation have engaged an outside planning and engineering firm, OHM Advisors, who have prepared a draft Haydite Mine Reuse plan, that outlines the potential use for the site.

As always, we appreciate and value our economic development partnership with Cuyahoga County. Please do not hesitate to reach me at 216.524.3853 or [hyserj@independenceohio.org](mailto:hyserj@independenceohio.org) should you require any additional information or feedback regarding this project.

Sincerely,

Jessica A. Hyser  
Economic Development Director

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0356

Sponsored by: <b>Councilmember Schron</b>	<b>A Resolution</b> awarding a total sum, not to exceed \$250,000, to the Village of Chagrin Falls for the Wastewater Treatment Plant Green Energy Efficiency Improvement Project from the District 6 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.
Co-sponsored by: <b>Councilmembers Simon and Turner</b>	

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

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

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

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

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

**WHEREAS**, the Cuyahoga County Council desires to provide funding from the District 6 ARPA Community Grant Fund in the amount of \$250,000 to the Village of Chagrin Falls for the Wastewater Treatment Plant Green Energy Efficiency Improvement Project; and

**WHEREAS**, the Village of Chagrin Falls estimates approximately 5,500 people will be served annually through this award; and

**WHEREAS**, the Village of Chagrin Falls estimates the total cost of the project is \$800,000; and

**WHEREAS**, the Village of Chagrin Falls indicates the other funding source(s) for this project includes \$550,000 from the OEPA WPCLF State Revolving Loan Fund; and

**WHEREAS**, the Village of Chagrin Falls is estimating the start date of the project will be January 2023 and the project will be completed by December 2023; and

**WHEREAS**, the Village of Chagrin Falls requested \$250,000 from the District 6 ARPA Community Grant Fund to complete this project; and

**WHEREAS**, the Cuyahoga County Council desires to provide funding in the amount of \$250,000 to the Village of Chagrin Falls to ensure this project is completed; and

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

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

**SECTION 1.** That the Cuyahoga County Council hereby awards a not-to-exceed amount of \$250,000 to the Village of Chagrin Falls from the General Fund made available by the American Rescue Plan Act revenue replacement provision for the Wastewater Treatment Plant Green Energy Efficiency Improvement Project.

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

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

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

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

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

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



it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

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

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

Yeas:

Nays:

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

First Reading/Referred to Committee: October 11, 2022

Committee(s) Assigned: Education, Environment & Sustainability

Additional Sponsorship Requested in Committee: November 2, 2022

Journal \_\_\_\_\_

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



**Cuyahoga County  
Council District 6**

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

**COUNTY AMERICAN RESCUE PLAN ACT APPLICATION**

<b>APPLICANT INFORMATION:</b>	
<b>Name of Requesting Entity (City, Business, Non-Profit, etc.):</b> Village of Chagrin Falls	
<b>Address of Requesting Entity:</b> 21 W. Washington Street, Chagrin Falls, Ohio 440	
<b>County Council District # of Address or Location of Project if Different than Requesting Entity:</b> District 6	
<b>Address or Location of Project if Different than Requesting Entity:</b> Wastewater Treatment Plant, 301 Meadow Lane, Chagrin Falls, OH 44022	
<b>Contact Name of Person Filling out This Request:</b> Phyllis Dunlap, Project Development Specialist, CT Consultants, Inc.	
<b>Contact Address if different than Requesting Entity:</b> CT Consultants, Inc., 8150 Sterling Court, Mentor, OH 44060	
<b>Email:</b> pdunlap@ctconsultants.com	<b>Phone:</b> 440-530-2230
<b>Federal IRS Tax Exempt No.:</b> 34-6000574	<b>Date:</b> September 2, 2022

## PROJECT DESCRIPTION

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

Project Name: Wastewater Treatment Plant Green Energy Efficiency Improvements.

The Village will install a Solar PV System at the Village's Wastewater Treatment Plant reducing the amount of traditional non-renewable energy usage contributing to the climate crisis by 38% while also providing efficiencies and savings in cost, keeping services affordable. The Comprehensive Plan identifies Environmental Protection with the goal to "identify and encourage protection of environmentally sensitive areas while conserving natural resources. This project will address two of the objectives: " 1. Operate all utilities in a manner that will minimize negative impacts on the environment and 6. Encourage the optimally efficient use of energy resources."

The Village began to investigate solar power as a viable option for sustainable cost effective use at the Wastewater Treatment Plant. The Village reached out to three solar companies, Yellowlife, Third Sun Kokosing Solar and NextEra to discuss solar power for the plant. Our engineering firm's Wastewater Treatment Plant designers were asked to attend the meetings. Nothing being considered was incompatible with their plant design. Wastewater Staff also attended to make sure that the Village did not place solar cells where it would interfere with plant operations.

YellowLite, a local company, was the most responsive. The System is anticipated to offset the plants kWh usage 38% annually over the 25 year useful life of the system, 13,200,187 kWh of electricity, reducing CO2 emissions by 20,707,147 lbs; NOx, which create smog, by 66,450 lbs; SOx, which creates acid rain, by 60,153 lbs; and particulates that cause asthma by 4,092 lbs. The environmental impact, as indicated by YellowLite, is the equivalent of 33,692,594 miles driven in an average car or taking 109.3 cars off the road for 25 years. In addition, it is anticipated that the cost of electricity for the Wastewater Plant will be reduced by 38%.

This project will benefit the Village and the surrounding areas by incorporating clean, renewable energy from the sun and potentially reducing annual electric bills as well as rising rates.

Timeline: Construction 1/1/23 - 6/30/23 Installation and Implementation 7/1/23 - 12/31/23

**Project Start Date:**

January 1, 2023

**Project End Date:**

December 31, 2023

**IMPACT OF PROJECT:****Who will be served:**

The project will benefit the Village and the surrounding areas by incorporating clean, renewable energy from the sun as well as lowering the cost electric to service the plant.

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

The population served by the Wastewater Treatment Plant is 5,500.

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

Yes. The efficiencies and savings gained will assist the Village in keeping rates affordable.

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

This project directly addresses objectives within the Village's Comprehensive Plan to Operate all utilities in a manner that will minimize negative impacts on the environment and encourage the optimally efficient use of energy resources. The Village maintains the WWTP and is completing Phase 1 of 2 major improvement projects at the plant.

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

The Village does not anticipate that this project will create additional jobs

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

The System is anticipated to offset the plants kWh usage 38% annually over the 25 year useful life of the system, 13,200,187 kWH of electricity, reducing CO2 emissions by 20,707,147 lbs; NOx which creates smog by 66,450 lbs, SOx which causes acid rain by 60,153 lbs and particulates that cause asthma by 4,092 lbs.

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

The Village anticipates that the success of this project will inspire additional projects both in and outside of the Village.

**FINANCIAL INFORMATION:****Total Budget of Project:**

\$800,000.00

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

The Village has submitted a nomination to the OEPA WPCLF State Revolving Loan Funding. The balance of the funding is anticipated to be \$550,000.00.

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

The Village requests \$250,000.00.

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

The Wastewater Treatment Plant is maintained by the Village through user fees.

**DISCLAIMER INFORMATION AND SIGNATURE:****Disclaimer:**

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

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

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

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

**Printed Name:**

William Tomko, Mayor

**Signature:****Date:**

September 2, 2022

**Additional Documents**

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

Proposal page showing energy savings of this project.  
3D Model showing the completed Solar System installation.

# **Solar Electric Investment Proposal**

## **for Mayor Bill Tomko**

### **Chagrin Falls Waste Water Plant**

**Site Location: 301 Meadow Lane Chagrin Falls, OH 44022**

Date : 8/24/2022

This PROPOSAL SUMMARY is based on the site location, estimated electric usage and PV system characteristics. Our goal is to help you achieve the best solar investment in terms of system cost, production, and product quality and reliability. This proposal is valid for 14 days from the date of analysis.

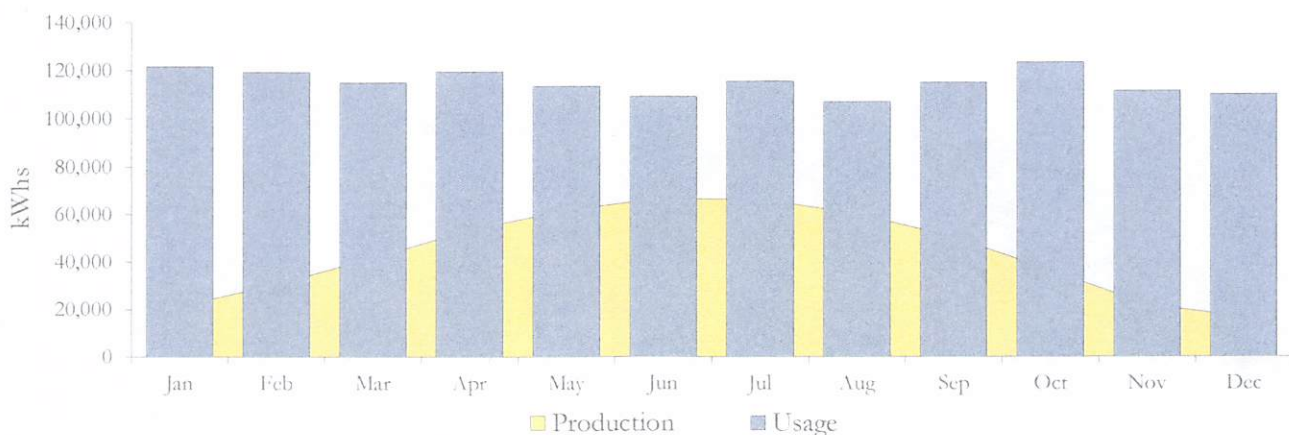
### **PROPOSED SOLAR PV SYSTEM**

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System Size STC Rating:	435 kW STC DC
Site's Average Sun Hours:	4.1 sun-hours
Annual Solar Production	528,007 kWh
Annual Electric Usage	1,380,669 kWh
Annual kWh Offset %	38%
PV Solar System To Be Mounted On:	Ground near your business
Array 1 :	626 Hanwha Q CELLS Q.PEAK DUO XL-G10.3 480 Modules 4 Chint Power Systems America CPS SCA60KTL-DO/US-480 [480V] Invert 25 degrees Southwest Orientation
Array 2 :	202 Hanwha Q CELLS Q.PEAK DUO XL-G10.3 480 Modules 3 Chint Power Systems America CPS SCA25KTL-DO-R/US-480 [480V] Invt
Array 3: 78 Modules, 1 CPS50K inverter	27 degrees Southwest Orientation

---

### **Estimated Electric Usage and Solar Production**





**Customer**  
Mayor Bill Tomko

**Designer**  
Yellowlite Team

**Organization**  
YellowLite

**Address**  
301 Meadow Ln  
Chagrin Falls, OH 44022,  
USA

**Coordinates**  
(41.420744, -81.399861)

**Date**  
23 August 2022

Zoomed out satellite view



3D model



3D model with LIDAR overlay 116 ft



2/3

powered by  
 aurora

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0361

Sponsored by: <b>Councilmember Simon</b>	<b>A Resolution</b> awarding a total sum, not to exceed \$50,000, to Environmental Health Watch for the Fresh Fest Cleveland: Urban Farm, Food, Arts & Music Festival from the District 11 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.
Co-sponsored by: <b>Councilmember Turner</b>	

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

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

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

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

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

**WHEREAS**, the Cuyahoga County Council desires to provide funding from the District 11 ARPA Community Grant Fund in the amount of \$50,000 to Environmental Health Watch for the Environmental Health Watch for the Fresh Fest Cleveland: Urban Farm, Food, Arts & Music Festival; and

**WHEREAS**, Environmental Health Watch estimates approximately 7,500-8,000 people will be served annually through this award; and

**WHEREAS**, Environmental Health Watch estimates the total cost of the project is \$150,000; and

**WHEREAS**, Environmental Health Watch indicates the other funding source(s) for this project includes:

- A. \$25,000 from the Sisters of Charity Foundation
- B. \$12,000 from the Ohio Arts Council
- C. \$10,000 from the Saint Luke's Foundation
- D. \$10,000 from Key Bank
- E. \$10,000 from Tito's
- F. \$5,000 from the Cleveland Foundation
- G. \$5,000 from RPM
- H. \$5,000 from American Family Insurance
- I. \$5,000 from the Regional Transit Authority
- J. \$5,000 from Neighborhood Connections
- K. \$3,000 from various community partners
- L. \$3,000 from the Cuyahoga County Department of Development
- M. \$2,500 from Holden Arboretum; and

**WHEREAS**, Environmental Health Watch is estimating the start date of the project will be September 2023 and the project will be completed by September 2024; and

**WHEREAS**, Environmental Health Watch requested \$50,000 from the District 11 ARPA Community Grant Fund to complete this project; and

**WHEREAS**, the Cuyahoga County Council desires to provide funding in the amount of \$50,000 to Environmental Health Watch to ensure this project is completed; and

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

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

**SECTION 1.** That the Cuyahoga County Council hereby awards a not-to-exceed amount of \$50,000 to Environmental Health Watch from the General Fund made available by the American Rescue Plan Act revenue replacement provision for the Environmental Health Watch for the Fresh Fest Cleveland: Urban Farm, Food, Arts & Music Festival.

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

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

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

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

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

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

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

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

Yeas:

Nays:

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

\_\_\_\_\_

\_\_\_\_\_

Clerk of Council

Date

First Reading/Referred to Committee: October 11, 2022

Committee(s) Assigned: Education, Environment & Sustainability

Additional Sponsorship Requested in Committee: November 2, 2022

Journal \_\_\_\_\_

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



## Cuyahoga County Council

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

### COUNTY AMERICAN RESCUE PLAN ACT APPLICATION

APPLICANT INFORMATION:	
<b>Name of Requesting Entity (City, Business, Non-Profit, etc.):</b>  Environmental Health Watch	
<b>Address of Requesting Entity:</b> 4600 Euclid Ave., Suite 320-322	
<b>County Council District # of Requesting Entity:</b> District #3	
<b>Address or Location of Project if Different than Requesting Entity:</b> 8129 Otter Rd., Cleveland, Ohio 44104	
<b>County Council District # of Address or Location of Project if Different than Requesting Entity:</b> District #7	
<b>Contact Name of Person Filling out This Request:</b> Kimberly Foreman	
<b>Contact Address if different than Requesting Entity:</b>  	
<b>Email:</b> Kim@ehw.org	<b>Phone:</b> 216-533-8611
<b>Federal IRS Tax Exempt No.:</b> 34-1443935	<b>Date:</b> October 4, 2022

## PROJECT DESCRIPTION

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

### **Fresh Fest Cleveland: Urban Farm, Food, Arts & Music Festival**

History and Purpose: When we launched, our goal was to activate spaces and places within the Urban Agriculture Zone in the Central/Kinsman neighborhood creating a celebratory and festive atmosphere. Our aim is to support Black and brown entrepreneurs and local artists in the community and throughout Cuyahoga County. We curate the space to include interactive activities, demonstrations, workshops, and programming focused on; health and wellness; performing arts, digital and visual arts, community development and entrepreneurship.

Through our initial FreshLo pilot and over the past 7 years, EHW with partners have been cultivating culture and arts activities, developing relationships and infrastructure in the Central community, and building a foundation to host the first culture and arts festival at scale. We have engaged over three hundred youth, residents, and stakeholders through our programming over the last 4 years through FreshLo. Over 6,000 attended the festival in 2019, we grew in 2021 and are expecting a 25% increase at the festival in 2024. We want to encourage residents, surrounding Cleveland neighborhoods, and others from all over Cuyahoga County, the state, and region to participate. We will support, provide space and scholarships for entrepreneurs, artists, and food vendors who are from Kinsman/Central and surrounding neighborhoods and/or who want to participate, while also building capacity to scale their operations. We intentionally target vendors, growers, and practitioners from the neighborhood to participate. In 2019 and 2021, participating vendors experienced an economic benefit, many vendors sold out. One of the underlying objectives of this project is to facilitate community-based black artistry, entrepreneurship, and business development. We view entrepreneurialism as a pathway to economic sustainability and a way to build community wealth, fostering Black ownership. One aim is to redefine and shape the narrative about Garden Valley, while we continue to bring a scaled yearly festival to the community, and include residents in the execution, planning and economic opportunities.

Measurement and Impact: Fresh Fest is a platform for Black artists, entrepreneurs, and the community to come together around health, wellness, arts, and cultural activities. Demonstrating that in this place, on this Farm, in this community, we can curate a destination where all can gather to enjoy and support the community. The benefits of our festival present an introduction and exposure to Black arts and culture for both Central residents and outsiders participating in the event as well as economic opportunities for local vendors while promoting health and wellness interactive activities and play. We intend to continue to build on the momentum, and interest, elevate the value, community, and culture, eventually bridging to broader programs and initiatives.

We have utilized a marketing consultant to measure interests and attendance over the years. Each year the social media followers, attendance, registration, vendor inquiries, partner, and corporate sponsor requests increase. At the event and prior to, we utilize wrist bands and registration to estimate attendance number. Post festival, we send surveys to vendors and participants to gather feedback and learn about experiences. Additional dollars can help bolster the mechanisms and/or hiring a service provider to get a better and more accurate count.

#### **Project Start Date:**

Planning begins in December 2023/2024  
Event Dates: September 9, 2023/ September 14, 2024

#### **Project End Date:**

September 9, 2023/ September 14, 2024



## IMPACT OF PROJECT:

### Who will be served:

All ages, genders, cultures, and communities. We project that between 7,500-8,000. Our Fresh Fest 2022 pre-registration subset age demographics out of 3539 tickets, a 147% increase from 2021 (1434) registrations 2019 (434) registrations.

- 18-24 7%
- 25-34 19%
- 35-44 31%
- 45-54 24%
- 55 + 18%
- We also have a small number of disabled residents who attend, and accommodations are incorporated into the design of the space.

### How many people will be served annually: 7,500-8,000

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

Our core partners' philosophy is holistic change, with direct input from residents (who are viewed as the main stakeholders), addressing a diversity of problems and issues such as diminished wealth and black ownership, historically marginalized people, lack of control over community and dollars, healthcare, education, diet and nutrition, and the future development and direction of cultural and artistic elements within the community. Our planning team and process has approached everything we do from an inside first-outside strategy. We have intentionally work with residents, artists, youth and community partners on our planning team and advisory boards to shape the way we work, inform gaps, or needs that are not being met and that community feels ownership over the project. Any artists or entrepreneurs who live or serve Central do not pay any vending fees to participate. We also provide free food tastings and food through our farmers market to make sure people who may not be able to afford to purchase food can still eat. The festival is free to all who attend.

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

What is unique and innovative about our approach is the place making aspect and deep relationship over the years we have developed in community through the One Garden Valley Initiative, Fresh Fest Cleveland is a product of the engagement in Ward 5 for over 10 years. We are activating on a black owned farm, making art with a diverse group of residents in a neighborhood some would not otherwise visit due to the existing narrative, also bringing in national and local black artists and vendors. This is the first event of its kind, on this scale, in this neighborhood and we are increasing in popularity as the place to be.

Working with various community partners, artists and entrepreneurs from the Central community and Cleveland neighborhoods. The green space is transformed into an interactive, visually appealing area including interactive installations including a Farmers market connected to the food coop planning and steering committee work with residents, EHW, philanthropy and stakeholders working in Central. We intentionally include practitioners who live and/or work in the Central community, partner and they vend for free. Visitors participate in holistic health activities, yoga, singing bowls, culinary arts demonstrations, and healthy eating talks, maintaining the core quality of life programming as part of our brand. We have helped to shift the narrative and demonstrated that it is possible to make Garden Valley and the Central community a destination location for our yearly event.

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

Our approach is to support local entrepreneurs and artists by using our platform to earn money at this scaled event. We have not created or retained positions but hope to develop programming related to Fresh Fest that could generate additional opportunities and partnerships for entrepreneurs and artists.

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

We host the festival in a green space on an urban farm and park. We introduce the community to health and wellness activities, vegan and vegetarian vendors with meatless options, local environmentally friendly vendors, farmers with a focus on local foods and program activities that support environmental stewardship and sustainable lifestyles.

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

Our goal for Fresh Fest is to reach an attendance record of 10,000 + over the next couple of years. With the success of our past Fresh Fest Cleveland events, we will use this platform to scale, expand and build the support for neighborhood engagement, drive economic development and capacity building centered on community needs and priorities.

## FINANCIAL INFORMATION:

### Total Budget of Project:

\$150,000 projected for 2023

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

#### Funding Sources

Funder	Years	Amount 2022
Sisters of Charity Foundation	2019-2022	25,000
Ohio Arts Council	2021-2022	12,000
Saint Luke's Foundation	2021-2022	10,000
Tito's	2021-2022	10,000 (purchase amount TBD)
Key Bank	2022	10,000
Cleveland Foundation	2021-2022	5,000
RPM	2019-2022	5,000
American Family Insurance	2022	5,000
RTA	2022	5,000
Neighborhood Connections	2019-2022	5,000
Various Community Partners	2019-2022	3,000
Cuyahoga County Development	2022	3,000 (Operating)
Holden Arboretum	2022	2,500
In kind donations- wine		
<b>Total</b>		<b>100,500</b>

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

\$50,000 over two years

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

We have produced 3 successful festivals from 2019-2022, and have multiple year funders, verbal commitments/ increased funding from foundations, our corporate sponsors are returning, increasing support and expanding, and we will continue to fundraise throughout 2023. We are working with the City of Cleveland to strengthen our relationship and resources to support and sustain moving forward.

**DISCLAIMER INFORMATION AND SIGNATURE:**

**Disclaimer:**

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

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

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

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

**Printed Name: Kimberly Foreman**

**Signature:**

*Kimberly Foreman*

**Date: October 4, 2022**

**Additional Documents**

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

Fresh Fest Overview attached

Fresh Fest Website: <https://www.freshfestcleveland.com/>

Fresh Fest Instagram: <https://www.instagram.com/freshfestcle/?hl=en>

Fresh Fest Photos: <https://lightroom.adobe.com/shares/2fb95cc43db743faa82e26f036976a44>

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0373

Sponsored by: <b>Councilmember Stephens</b>	<b>A Resolution</b> awarding a total sum, not to exceed \$50,000, to the Cleveland Clergy Alliance for the Stop the Violence Project from the District 10 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.
Co-sponsored by: <b>Councilmembers Turner and Sweeney</b>	

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

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

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

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

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

**WHEREAS**, the Cuyahoga County Council desires to provide funding from the District 10 ARPA Community Grant Fund in the amount of \$50,000 to the Cleveland Clergy Alliance for the Stop the Violence Project; and

**WHEREAS**, the Cleveland Clergy Alliance estimates the total cost of the project \$50,000; and

**WHEREAS**, the Cleveland Clergy Alliance is estimating the start date of the project will be September 2022 and the project will be completed by August 2023; and

**WHEREAS**, the Cleveland Clergy Alliance requested \$50,000 from the District 10 ARPA Community Grant Fund to complete this project; and

**WHEREAS**, the Cuyahoga County Council desires to provide funding in the amount of \$50,000 to the Cleveland Clergy Alliance to ensure this project is completed; and

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

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

**SECTION 1.** That the Cuyahoga County Council hereby awards a not-to-exceed amount of \$50,000 to the Cleveland Clergy Alliance from the General Fund made available by the American Rescue Plan Act revenue replacement provision for the Stop the Violence Project.

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

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

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

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

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

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

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

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

Yeas:

Nays:

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

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

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

First Reading/Referred to Committee: October 25, 2022

Committee(s) Assigned: Health, Human Services & Aging

Additional Sponsorship Requested on the Floor: October 25, 2022

Additional Sponsorship Requested in Committee: November 2, 2022

Journal \_\_\_\_\_

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





## Cuyahoga County Council

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

### COUNTY AMERICAN RESCUE PLAN ACT APPLICATION

Table 1

<b>APPLICANT INFORMATION:</b>	
<b>Cleveland Clergy Alliance</b>	
<b>3130 Eastwick Drive ,Cleveland, Cleveland Heights,Ohio 44118</b>	
<b>Cuyahoga County District 10</b>	
<b>Same as above</b>	
<b>Same as above</b>	
<b>Rev. Lorenzo Norris , CEO</b>	
<b>Same As above</b>	
<a href="mailto:rev.lnorris@yahoo.com">rev.lnorris@yahoo.com</a>	<b>(216)212-1406</b>
<b>Federal IRS Tax Exempt No.:46-3259011</b>	<b>September 7, 2018</b>

## PROJECT DESCRIPTION

Stop The Violence Project (STV) is to mobilize, activate, and engage youth and young Adults in Violence Prevention, and Intervention Initiatives. Youth will participate in Conflict Resolution workshops, Anger Management exercises, Guest Speakers will have conversations about anti- violence ,and Anti-Bulling , Identifying signs and signals to thwart a violence act. Life Coaches with help youth with low self esteem, mental health, and developing a healthy mind. STV will provide Field Trips, Adopt A School will sponsor Contests to engage youth in writing poetry, essay, and artwork on why and how to stop violence in their community.

The Project staff will include a Project Coordinator, PT , and Five (5 ) Life Coaches, and Volunteers (25) as mentors, The Local Churches Pastors and Youth Leaders will work with youth After School Program ( Sports, camping, Computer, and other activities. )

The Project will seek the assistance of CASE University as a consultant and a program evaluation will be done STV has the support of the Schools, Churches, Businesses Leaders, , and Government Officials.,etc.

We Know that with The Support Of County Government we can decrease the violence in our community.

## PROJECT DESCRIPTION

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

### STOP THE VIOLENCE – East Cleveland Schools and Community

#### NVP – Non-Violence Project

Research has demonstrated that if a child sees violence it becomes a learned behavior. If a child sees nonviolence then that becomes the learned behavior.

More than 60% of learners in last three decades, young children, see a great deal of violence portrayed on television. Children learn by what they see and hear. Media, especially social media is full of violence.

Primary age children see aggressive films even aggressive cartoons that perpetuate and teach violence. Violence is a learned behavior.

The ACEs (**Adverse Childhood Experiences**) program has produced a large body of research that explains and clearly shows what happens when children are exposed to violence. Trauma experienced in childhood often put students in line to suffer long term problems. The ACEs research has clearly articulated that many students suffer long term effects that stay with them into adulthood. Also, violent behaviors stymie the potential of the individual. Adverse Childhood experiences causes many of the following:

- Systemic Incorrect behaviors
- Violent reactions
- Lost of sensitivity to human issues
- Mental illness
- Abuse of substances

When our communities become aware of the effects of violence in our children, and is one of the reasons why students make poor choices in both school and their communities. The best way to help our children and to prevent long term effects from trauma and violence is to educate the community and provide open and honest conversation. Nonviolence is a learned behavior.

1

The following three programs will assist in the efforts to promote a community and society that is nonviolent. Nonviolence is learned behavior.

#### One Idea -- possible names

Peace Makers – Primary (PMP)

Ambassadors Primary

The following can be used in a school with children of elementary, middle school or senior high school levels.

It can also be adapted to use in the community, to use with church, in community recreation centers etc.



Suggested Readings (The three sessions can be weekly, or monthly)

Session 1 - I Am Gandhi, by Brad Meltzer and Chris Eliopoulos

Session 2 - Harvesting Hope the story of Ceasar Chavaz by Kathleen Krull

Session 3 - I am Martin Luther King, Jr., by Brad Meltzer and Chris Eliopoulos

Each session will:

Be a community member as a guest reader and lead the discussion regarding how to be and stay nonviolent, what are the benefits and what long lasting skills can be obtained. Etc.

- Parents who sign up early can receive a copy of the book(s).
- Students will have a pizza or other dinner party with the members of the group and their parents after the guest reader has completed the curriculum for the session
- Students and parents will receive certificates from the program
- Each session will have a question and answer period and age appropriate problem solving.

2

## MIDDLE SCHOOL LEVEL

### Ambassador – Gate Keepers

Students recommended to program by administrators, parents, teachers and student themselves

A short series of interactive lectures and activities

Example:

- Judge Dawson – Yoga and non violence
- Paul Hill – Rites of Passage
- Art McCoy – black on Black Crime
- Judge from Cuyahoga (female)

After school program (or specific time in school by principal suggestion) PLUS two Saturday events

Four speakers over a series of 2 to 3 months

Each session speaker to emphasis

Non-Violence response to aggressive stimuli

Most inter city youth do not have an opportunity to see judges until their behavior has landed them in juvenile court or some agency in response to poor behavior choicest. The AG or Ambassador Gate Keepers program will introduce students to how to make nonviolent choices and better decisions that will help them learn nonviolent behavior.

Students can be taught to shift the paradigm and to think and react Nonviolently. Students who see the benefits and the life changing benefits of nonviolence behavior and decision making.

Senior High School  
Ambassador – Trail Blazers

Can use same program for Senior high that was developed for the middle school

OR

3

High school students who use poor decision making often have tragic consequence for their behavior. Generally, students who have violent behaviors are often suspended and get behind in their school work. Once behind, it is easy to continue to make poor decisions, and continue the aggressive violent behavior.

To stem this behavior, work with school staff and parents to provide tutoring and classroom support for when the student returns to school after a suspension.

Tutors will be recruited from parents, EC retired teachers and others.

Through working with parents, students and to help students who are victims of aggressive violent behavior.

This program can be completed at school or can be completed off school grounds, example  
ECP: library  
EC Church  
EC Business

Must use resources of community police, fire, business volunteers church, etc.  
Students who have received suspension for fighting and other aggressive behavior.

**Budget: the budget will consist of a Project Director -PT , Life Coach (5) Stipends, Supplies/ Materials, Travel expenses, transportation, food, prizes, Education/ activities, workshop, Professional services, telephone/ website , education/art material, Field Trips,**

**The Total amount of Project \$50,000 dollars**

**the program will seek funding from The Cleveland Foundation, Fund Foundation, Ford Foundation, United Black Fund Of Cleveland, United Way , The Cavaliers Foundation, The Cleveland Corporate Community and Quarterly Fundraisers**

**DISCLAIMER INFORMATION AND SIGNATURE:**

**Disclaimer:**

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

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

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

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

**Rev.Lorenzo Norris ,President/CEO**

**Rev.Lorenzo Norris ,President/CEO**

**July 12,2022**

**Additional Documents**

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



# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0374

Sponsored by: <b>Councilmember Stephens</b>	<b>A Resolution</b> awarding a total sum, not to exceed \$100,000, to the Journey Center for Safety and Healing for general operations from the District 10 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.
Co-sponsored by: <b>Councilmembers Turner, Conwell, Miller and Sweeney</b>	

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

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

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

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

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

**WHEREAS**, the Cuyahoga County Council desires to provide funding from the District 10 ARPA Community Grant Fund in the amount of \$100,000 to the Journey Center for Safety and Healing for general operations; and

**WHEREAS**, the Journey Center for Safety and Healing estimates approximately 300 people will be served annually through this award, 95% of whom are below the poverty level; and

**WHEREAS**, the Journey Center for Safety and Healing estimates the total fiscal year budget is \$4,467,669; and

**WHEREAS**, the Journey Center for Safety and Healing indicates the other funding source(s) for this project includes:

- A. \$300,000 from individuals
- B. \$25,000 from organizations
- C. \$48,000 from corporations
- D. \$1,183,656 from foundations
- E. \$100,000 from events
- F. \$2,996,657 from government
- G. \$30,000 from workplace giving
- H. \$5,000 from training
- I. \$39,000 from other; and

**WHEREAS**, the Journey Center for Safety and Healing is estimating the start date of the project will be July 2022 and the project will be completed by June 2023; and

**WHEREAS**, the Journey Center for Safety and Healing requested \$200,000 from the District 10 ARPA Community Grant Fund to complete this project; and

**WHEREAS**, the Cuyahoga County Council desires to provide funding in the amount of \$100,000 to the Journey Center for Safety and Healing to ensure this project is completed; and

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

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

**SECTION 1.** That the Cuyahoga County Council hereby awards a not-to-exceed amount of \$100,000 to the Journey Center for Safety and Healing from the General Fund made available by the American Rescue Plan Act revenue replacement provision for general operations.

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

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

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

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

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

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

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

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

Yeas:

Nays:

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

First Reading/Referred to Committee: October 25, 2022  
Committee(s) Assigned: Health, Human Services & Aging

Additional Sponsorship Requested on the Floor: October 25, 2022

Additional Sponsorship Requested in Committee: November 2, 2022

Journal \_\_\_\_\_

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



## Cuyahoga County Council

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

### COUNTY AMERICAN RESCUE PLAN ACT APPLICATION

<b>APPLICANT INFORMATION:</b>	
<b>Name of Requesting Entity (City, Business, Non-Profit, etc.):</b>  Journey Center for Safety and Healing	
<b>Address of Requesting Entity:</b> PO Box 5466 Cleveland, OH 44101	
<b>County Council District # of Requesting Entity:</b>  Journey Center serves all of Cuyahoga County	
<b>Address or Location of Project if Different than Requesting Entity:</b>  Same as requesting entity	
<b>County Council District # of Address or Location of Project if Different than Requesting Entity:</b>  District 10	
<b>Contact Name of Person Filling out This Request:</b>  Carol Carbary	
<b>Contact Address if different than Requesting Entity:</b>  Same as requesting entity	
<b>Email:</b>  ccarbary@journeyneo.org	<b>Phone:</b>  216-229-2420 x225
<b>Federal IRS Tax Exempt No.:</b>  34-1278377	<b>Date:</b>  7/10/22

## PROJECT DESCRIPTION

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

For nearly a half century, Journey Center for Safety and Healing (formerly Domestic Violence & Child Advocacy Center) has been a leader in Cuyahoga County around issues of domestic violence and child abuse. Journey's **mission** is to provide services that foster safety and healing to those affected by child abuse and domestic violence; and to prevent abuse through education, advocacy, and systemic change.

Journey provides an array of prevention and intervention services that help people experiencing abuse find strength and support as they determine their best path toward health and safety. Services include:

- 24-Hour Helpline – Real-time crisis intervention, safety planning, information, and referrals through calls, texts, or chats.
- Emergency Domestic Violence Shelter – The only dedicated domestic violence emergency shelter in Cuyahoga County providing 24-hour refuge for individuals and families. Includes the Domestic Violence Housing First Initiative (DVHFI), which helps victims fleeing domestic violence to secure safe, independent housing away from their abuser without the need for a stay in shelter.
- Trauma Services – Individual and telehealth therapy services for individuals age 4 through adulthood who have experienced or witnessed domestic violence and/or child abuse.
- Justice System Advocacy – Victim advocacy, support groups, safety planning, assistance with protection orders, and connections to resources in the community.
- Safe & Sound Visitation Center – The premier supervised visitation center in Cuyahoga County, where children can spend quality time with their non-residential parent in a safe, nurturing environment.
- Prevention and Community Engagement – Professional trainings; domestic violence classes; community outreach; community advocates; and culturally specific services. Includes the Latina Domestic Violence Project (LDVP), which offers Spanish-language advocacy and support in the Hispanic community.

The purpose of this grant request is to provide critical services to the nearly 15,000 children, teens, adults, and elders served each year by Journey. This funding will help bridge the gap caused by a significant decrease in Victims of Crime (VOCA) funding and an increase in the demand for services.

The COVID-19 pandemic has increased the frequency and severity of domestic abuse faced by Journey's clients. Throughout the pandemic, those experiencing domestic violence were isolated at home with their abusers, with fewer opportunities for external support. Over the past two years, clients have reported – and Journey Advocates have observed – an increase in the severity of abuse that families are facing. Recently, Journey conducted an analysis that revealed an increase in clients' average Danger Assessment score. The Danger Assessment helps to quantitatively determine the level of danger a victim of domestic violence faces of being killed by their intimate partner. In the period before the pandemic, the average score on a scale of 20 was 16.82, indicating severe danger. During the pandemic, the average score increased to 19.58, indicating extreme danger, the highest level on the assessment. This indicates that, more than ever, victims in Cuyahoga County are in need of supportive services to remain safe from domestic violence. When children are present, they are at higher risk of experiencing physical abuse and bear the short and long-term emotional and psychological effects of witnessing abuse in the home.

While COVID restrictions have mostly been lifted, Journey is seeing the devastating impact of the severe and prolonged trauma experienced by those in abusive relationships over COVID. Survivors are coming to us with severe injuries, sometimes directly from the emergency room; and many are experiencing mental health crisis after not having access to medication and support.

COVID also exacerbated and exposed systemic disparities such as income, wealth, access to housing or health care, and experiences with law enforcement which compound the complexities survivors of color face. Journey focuses on these systemic issues, recognizing that breaking the cycle of poverty and violence across generations requires a shift toward self-sufficiency, not just short term homelessness relief.

Critical current needs include:

- Journey has Justice System Advocates in 10 municipal courts throughout Cuyahoga County serving 36 cities and townships. As communities and courts open more fully as COVID restrictions ease, there is a tremendous backlog of cases. These Advocates support an average of 280 victims each year because of increased need and reductions in funding. These caseloads are unsustainable and more support is needed.
- Expanding the Domestic Violence Housing First Initiative to obtain safe and stable housing for victims of domestic violence. There were 387 survivors who were eligible for either Shelter or DVHFI who we were unable to serve in the past 12 months.
- Expand use of the Danger Assessment for Law Enforcement (DA-LE). This is an evidence-based risk assessment that identifies victims who are at the highest risk of intimate partner homicide and severe or near-lethal assault. It is administered on the scene of domestic violence calls by law enforcement officers, and in court to help inform decisions around bail, charging, sentencing, and monitoring. When someone is determined to be a high risk, they are connected immediately to Journey.
- Increasing the number of Community Advocates. Not all victims of intimate partner violence will call law enforcement; this is especially true in marginalized communities. Victims often turn to those they trust, including family, friends, community groups, faith community, and health care providers. Journey's Advocates will engage in community outreach to be available through these networks.
- Hire additional therapists, we maintain a waitlist of 40 survivors seeking Journey's specialized therapy.

**Project Start Date:** July 1, 2022

**Project End Date:** June 30, 2023

## **IMPACT OF PROJECT:**

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

Children and adults experiencing domestic violence in District 10

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

At least 300 per year within District 10

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

While abuse happens in all communities and at all socio-economic levels, the vast majority (95%) of the domestic violence victims that Journey serves have incomes below the poverty level.

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

Journey Center is the only organization offering comprehensive domestic violence services for children and adults in District 10.

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

With the funds requested in this grant, 2 full time permanent jobs will be created in District 10. However, the services Journey offers can have a significant impact on stabilizing employment. 60% of survivors lose their job as a result of their abuse, causing further instability. More than 44% of working U.S. adults have experienced the effects of DV in the workplace. Victims lose a total of 8 million days of paid work annually, affecting family, community, and employers. Survivors also endure the cost and lost time finding new housing, changing technology (cyber-stalking is a significant issue), establishing new bank accounts if financial resources are co-mingled, resettling children in daycare or school, or attending appointments for legal assistance.



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

n/a

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

Incidents of child abuse and domestic violence have long-lasting effects. Domestic violence victims are at higher risk for developing substance abuse addictions; hypertension and cardiovascular disease; and mental health conditions, such as depression, anxiety, or PTSD. Children raised in abusive homes suffer long-term health consequences, often experiencing toxic stress that can disrupt the development of the brain and body and increase the risk for stress-related disease and cognitive impairment. Through prevention and earlier intervention, the harmful social impacts and costs to public resources can be minimized.

## **FINANCIAL INFORMATION:**

**Total Budget of Project:**

Journey's total FY 23 budget: \$4,467,669

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

Individuals	\$300,000
Organizations	\$25,000
Corporations	\$48,000
Foundations	\$1,183,565
Events	\$100,000
Government	\$2,996,657
Workplace Giving	\$30,000
Training	\$5,000
Other	\$39,000

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

\$200,000

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

In 2022, Congress passed a solution to better fund VOCA, but it will take a while to rebound. Over the last three years, Journey's VOCA funding has been cut by \$1,100,000 and we were forced to eliminate 10 FTEs. This has greatly impacted our ability to serve the community at a time when we faced more demand for services due to COVID.

A primary goal of Journey's strategic plan is to have adequate resources to maintain high-quality services, innovate to meet community needs, and strengthen organizational capacity. Journey has a detailed resource development plan that will increase overall fundraising by an annual average of at least 4% from diversified sources.

We continue to pursue new sources of government funding at the local, state, and federal levels. Foundation and corporate support will remain a critical component in Journey's financial sustainability and growth. In addition, the agency has focused on strengthening its ability to raise unrestricted major gifts from individual donors. Funding from ARPA will provide crucial services for victims and help bridge the gap while VOCA recovers and Journey continues to increase private philanthropy and access additional public funding.

**DISCLAIMER INFORMATION AND SIGNATURE:****Disclaimer:**

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

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

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

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

**Printed Name:****Signature:****Date:****Additional Documents**

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

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0375

Sponsored by: <b>Councilmember Stephens</b>	<b>A Resolution</b> awarding a total sum, not to exceed \$129,420, to the City of University Heights for the Cedar Road Resurfacing Project from the District 10 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.
---	--

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

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

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

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

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

**WHEREAS**, the Cuyahoga County Council desires to provide funding from the District 10 ARPA Community Grant Fund in the amount of \$129,420 to the City of University Heights for the Cedar Road Resurfacing Project; and

**WHEREAS**, the City of University Heights estimates the total cost of the project is \$2,400,832; and

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

- A. \$435,639 from the City of University Heights
- B. \$186,703 from the City of South Euclid
- C. \$1,649,070 from NOACA; and

**WHEREAS**, the City of University Heights requested \$129,420 from the District 10 ARPA Community Grant Fund to complete this project; and

**WHEREAS**, the Cuyahoga County Council desires to provide funding in the amount of \$129,420 to the City of University Heights to ensure this project is completed; and

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

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

**SECTION 1.** That the Cuyahoga County Council hereby awards a not-to-exceed amount of \$129,420 to the City of University Heights from the General Fund made available by the American Rescue Plan Act revenue replacement provision for the Cedar Road Resurfacing Project.

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

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

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

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

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

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

eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

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

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

Yeas:

Nays:

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

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

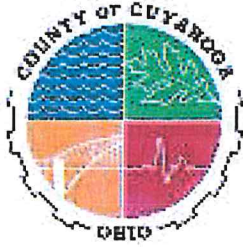
\_\_\_\_\_  
Clerk of Council                              Date

First Reading/Referred to Committee: October 25, 2022

Committee(s) Assigned: Public Works, Procurement & Contracting

Journal \_\_\_\_\_

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



## Cuyahoga County Council

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

### COUNTY AMERICAN RESCUE PLAN ACT APPLICATION

APPLICANT INFORMATION:	
<b>Name of Requesting Entity (City, Business, Non-Profit, etc.):</b> City of University Heights (in partnership with City of South Euclid)	
<b>Address of Requesting Entity:</b> 2300 Warrensville Center Rd., University Heights, OH 44118	
<b>County Council District # of Requesting Entity:</b> District 10	
<b>Address or Location of Project if Different than Requesting Entity:</b> Cedar Rd.	
<b>County Council District # of Address or Location of Project if Different than Requesting Entity:</b> 10	
<b>Contact Name of Person Filling out This Request:</b> Michael Dylan Brennan	
<b>Contact Address if different than Requesting Entity:</b> N/A	
<b>Email:</b> <a href="mailto:mdb@universityheights.com">mdb@universityheights.com</a>	<b>Phone:</b> 216-932-7800 x222
<b>Federal IRS Tax Exempt No.:</b> 34-6002925	<b>Date:</b> May 16, 2022

## PROJECT DESCRIPTION

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

University Heights – Cedar Road Resurfacing

This partnership between University Heights and South Euclid would see the resurfacing of Cedar Road between South Green Road and South Taylor Road through the two cities. Enhanced, stamped crosswalks at Cedar-Washington and Cedar-Belvoir would also be included for pedestrian use and enhanced safety, alongside the addition of a new crosswalk that will be built at Cedar and Thayne Roads to promote pedestrian access to the RTA bus stop at that location.

Construction on this project commenced the week of April 25, 2022, and is expected continue through the end of October 2022. It will occur in phases, with the initial phase occurring between Miramar Boulevard and S. Green Road and move westward throughout the course of the project.

**Project Start Date:**

**Project End Date:**



## **IMPACT OF PROJECT:**

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

Residents of University Heights & South Euclid; thousands of regular commuters, shoppers, and business who rely on well-maintained thoroughfares and crosswalks

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

Cedar Road is a major thoroughfare through the east side of Cuyahoga County. In addition to being the major east-west corridor in University Heights, it is a route for commuters who work at University Circle and downtown Cleveland.

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

Though not a direct service, maintenance of these roads is crucial to maintaining accessible services, supports, etc. utilized by both low/moderate income folks and others (bus service, access to grocery and other stores, etc.). The enhanced crosswalks at existing locations and new crosswalk at Cedar and Thayne will especially serve those who rely on RTA for transit.

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

The City of University Heights has been working diligently to improve our roads and other infrastructure needs in an effort to continuously provide effective services and a well-maintained community to its residents. Further, the enhanced crosswalks continue the use of a design that is both safer and more aesthetically superior, and which has already been implemented elsewhere in University Heights.

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

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

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

This keeps the city's main arteries updated and modern, and makes the Cedar Rd. corridor through University Heights an attractive place for businesses to locate and residents to shop. It will also allow the City to continue to focus its limited resources on the next projects/repairs needed on secondary roads and side streets.

**FINANCIAL INFORMATION:****Total Budget of Project:**

\$2,400,832

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

- Split of city funds between University Heights and South Euclid - \$622,342
  - \$435,639 by University Heights
  - \$186,703 by South Euclid
- NOACA funding - \$1,649,070

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

\$129,420

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

Regular, ongoing road maintenance and repair will be conducted as needed by both cities' public works/services departments and their partners

## DISCLAIMER INFORMATION AND SIGNATURE:

### Disclaimer:

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

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

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

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

### Printed Name:

MAYOR MICHAEL DYLAN BRENNAN

### Signature:



### Date:

7/11/2022

## Additional Documents

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

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0376

Sponsored by: <b>Councilmember Baker on behalf of Cuyahoga County Personnel Review Commission</b>	<b>A Resolution</b> adopting various changes to the Cuyahoga County Non-Bargaining Classification Plan and declaring the necessity that this Resolution become immediately effective.
---	---

**WHEREAS**, Section 9.03 of the Charter of Cuyahoga County states that the Cuyahoga County Personnel Review Commission shall administer a clear, countywide classification and salary administration system for technical, specialist, administrative and clerical functions with a limited number of broad pay ranges within each classification; and

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

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

**WHEREAS**, on October 5, 2022, the Personnel Review Commission met and recommended the classification changes (attached hereto as Exhibits A through S) and recommended to County Council the formal adoption and implementation of the attached changes; and

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

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

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

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

Proposed New Classifications:

Exhibit A:     Class Title:     *Business Services Assistant*  
                     Number:        10241

	Pay Grade:	5A/Non-Exempt
Exhibit B:	Class Title:	<i>Developer 4</i>
	Number:	16184
	Pay Grade:	16B/Exempt
Exhibit C:	Class Title:	<i>Manager, GIS-Planning Commission</i>
	Number:	16481
	Pay Grade:	15B/Exempt
Exhibit D:	Class Title:	<i>Manager, Health &amp; Human Services Training</i>
	Number:	13241
	Pay Grade:	15A/Exempt
Exhibit E:	Class Title:	<i>Manager, Planning Initiatives</i>
	Number:	21081
	Pay Grade:	15A/Exempt
Exhibit F:	Class Title:	<i>Manager, Planning Services</i>
	Number:	21074
	Pay Grade:	15A/Exempt
Exhibit G:	Class Title:	<i>Planner</i>
	Number:	20171
	Pay Grade:	8A/Non-Exempt
Exhibit H:	Class Title:	<i>Planning Initiatives Specialist</i>
	Number:	21091
	Pay Grade:	11A/Exempt
Exhibit I:	Class Title:	<i>Principle Planner</i>
	Number:	20173
	Pay Grade:	13A/Exempt
Exhibit J:	Class Title:	<i>Senior Planner</i>
	Number:	20172
	Pay Grade:	11A/Exempt

Proposed Revised Classifications:

Exhibit K:	Class Title:	<i>Associate Warden</i>
	Class Number:	12021
	Pay Grade:	15A/Exempt (No change)
	* PRC routine maintenance. Classification last revised in 2018.	
	Changes were made to distinguishing characteristics, essential job functions, language and formatting, and additional requirements.	

A technology section was added. No change to pay grade or FLSA status.

- Exhibit L: Class Title: *C.A.D. Technician 1*  
Class Number: 18021  
Pay Grade: 5A/Non-Exempt (No change)  
\* PRC routine maintenance. Classification last revised in 2018. Changes were made to classification function, distinguishing characteristics, essential job functions, and language and formatting. A technology section was added. No change to pay grade or FLSA status.
- Exhibit M: Class Title: *Developer 1*  
Class Number: 16181  
Pay Grade: 12B/Exempt (No change)  
\* Changes to this classification as a result of a request to add a 4th level to this series. Changes were made to ensure consistency across all four positions and to clarify the distinctions between the levels. Changes were made to classification function, distinguishing characteristics, essential job functions, minimum qualifications, and language and formatting. No change to pay grade or FLSA status.
- Exhibit N: Class Title: *Developer 2*  
Class Number: 16182  
Pay Grade: 13B/Exempt (No change)  
\* Changes to this classification as a result of a request to add a 4th level to this series. Changes were made to ensure consistency across all four positions and to clarify the distinctions between the levels. Changes were made to classification function, distinguishing characteristics, essential job functions, minimum qualifications, and language and formatting. No change to pay grade or FLSA status.
- Exhibit O: Class Title: *Developer 3*  
Class Number: 16183  
Pay Grade: 15B/Exempt (No change)  
\* Changes to this classification as a result of a request to add a 4th level to this series. Changes were made to ensure consistency across all four positions and to clarify the distinctions between the levels. Changes were made to classification function, distinguishing characteristics, essential job functions, minimum qualifications, and language and formatting. No change to pay grade or FLSA status.
- Exhibit P: Class Title: *Supervisor, Examiner*

Class Number: 11073

Pay Grade: 10A/Exempt (No change)

\* PRC routine maintenance. Classification last revised in 2018.

Changes were made to essential job functions, language and formatting, and environmental adaptability. A technology section was added. No change to pay grade or FLSA status.

Exhibit Q: Class Title: *Supervisor, Support Specialist*

Class Number: 13001

Pay Grade: 8A/Non-Exempt (No change)

\* PRC routine maintenance. Classification last revised in 2018.

Changes were made to essential job functions and language and formatting. A technology section was added. No change to pay grade or FLSA status.

Proposed Deleted Classifications:

Exhibit R: Class Title: *Data Control Technician*

Class Number: 16001

Pay Grade: 4A/Non-Exempt

\* The classification is vacant, and the department has no intentions to utilize this classification as the duties have been redistributed to other classifications in the department.

Exhibit S: Class Title: *Employment Contract Negotiator/Evaluator*

Class Number: 19001

Pay Grade: 8A/Exempt

\* The classification is vacant, and the department has no intentions to utilize this classification. The duties are being performed by other classifications in the department.

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

**SECTION 3.** It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that



resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

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

Yeas:

Nays:

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

First Reading/Referred to Committee: October 25, 2022

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

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



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

**CUYAHOGA COUNTY  
PERSONNEL REVIEW COMMISSION  
MEMORANDUM**

DATE: October 6, 2022

TO: Cuyahoga County Council President Pernel Jones Jr.  
Nan Baker, Chairwoman, Human Resources, Appointments & Equity  
Committee Council Members, Human Resources, Appointments & Equity  
Committee

FROM: Thomas Colaluca, Chairman  
Cuyahoga County Personnel Review Commission

RE: Recommending Modifications to Class Plan

Please be advised that on October 5, 2022, the Personnel Review Commission considered and approved recommending modifications to the County's classification plan. In accordance with PRC Rule 4.06, these proposed changes were posted on the PRC's website before any formal action was taken on them. Details of the recommended changes are below:

NEW CLASSIFICATION	PAY GRADE and FLSA STATUS	DEPARTMENT
Business Services Assistant 10241	5A Non-Exempt	Planning Commission
Developer 4 16184	16B Exempt	Information Technology
Manager, GIS – Planning Commission 16481	15B Exempt	Planning Commission
Manager, Health and Human Services (HHS) Training 13241	15A Exempt	Health and Human Services
Manager, Planning Initiatives 21081	15A Exempt	Planning Commission
Manager, Planning Services 21074	15A Exempt	Planning Commission
Planner 20171	8A Non-Exempt	Planning Commission

Planning Initiatives Specialist 21091	11A Exempt	Planning Commission
Principle Planner 20173	13A Exempt	Planning Commission
Senior Planner 20172	11A Exempt	Planning Commission

**PROPOSED REVISED CLASSIFICATIONS**

<b>REVISED CLASSIFICATIONS (Revised Title)</b>	<b>CURRENT PAY GRADE &amp; FLSA</b>	<b>RECOMMENDED PAY GRADE &amp; FLSA</b>	<b>DEPARTMENT</b>
Associate Warden 12021	15A Exempt	15A Exempt (No Change)	Sheriff's
C.A.D. Technician 1 18021	5A Non-Exempt	5A Non-Exempt (No Change)	Fiscal
Developer 1 16181	12B Exempt	12B Exempt (No Change)	Information Technology
Developer 2 16182	13B Exempt	13B Exempt (No Change)	Information Technology
Developer 3 16183	15B Exempt	15B Exempt (No Change)	Information Technology
Supervisor, Examiner 11073	10A Exempt	10A Exempt (No Change)	Health and Human Services
Supervisor, Support Specialist 13001	8A Non-Exempt	8A Non-Exempt (No Change)	Job and Family Services
Human Resources Business Partner 14112	11A Exempt	11A Exempt (No Change)	Human Resources
Human Resources Generalist 14111	9A Exempt	9A Exempt (No Change)	Human Resources
Human Resources Associate 14101	5A Non-Exempt	5A Non-Exempt (No Change)	Human Resources
Senior HR Associate 14102	6A Non-Exempt	6A Non-Exempt (No Change)	Human Resources
Talent Acquisition and Employment Specialist 14141	10A Exempt	10A Exempt (No Change)	Human Resources
Employee and Labor Relations Specialist 1 14061	13A Exempt	13A Exempt (No Change)	Human Resources
Employee and Labor Relations Specialist 2 14062	14A Exempt	14A Exempt (No Change)	Human Resources
Compliance Coordinator 14211	12A Exempt	12A Exempt (No Change)	Human Resources
Payroll Officer 14181	6A Non-Exempt	6A Non-Exempt (No Change)	Human Resources
Time and Attendance Administrator 14021	11A Exempt	11A Exempt (No Change)	Human Resources

<b>PROPOSED DELETED CLASSIFICATIONS</b>			
<b>Classification Title</b>	<b>Classification Number</b>	<b>Pay Grade</b>	<b>Department</b>
Data Control Technician	16001	4A Non-Exempt	Health and Human Services
Employment Contract Negotiator/Evaluator	19001	8A Exempt	Health and Human Services

cc: Deborah Southerington, Commissioner  
F. Allen Boseman, Commissioner  
Rebecca Kopcienski, PRC Director  
Armond Budish, County Executive

Joseph Nanni, Council Chief of Staff  
Sheba Marshall, Interim HR Director  
Andria Richardson, Clerk of Council  
Kelli Neale, Program Officer 4

Posted: 9/29/2022  
Meeting: 10/5/22

<u>Job Title</u>	<u>Classification Number</u>	<u>Current Pay Grade &amp; FLSA</u>	<u>RECOMMENDED PAY GRADE &amp; FLSA</u>	<u>Department</u>	<u>Rationale</u>
<b><u>NEW</u></b>					
Business Services Assistant	10241	N/A	5A Non-Exempt	Planning Commission	This is a new classification requested to integrate the positions of the Planning Commission into the Class Plan. The classification reflects the essential functions and minimum qualifications of the position.
Developer 4	16184	N/A	16B Exempt	Information Technology	This is a new classification requested by the Department of Information Technology based on department need. The classification reflects the essential functions and minimum qualifications of the position.
Manager, GIS – Planning Commission	16481	N/A	15B Exempt	Planning Commission	This is a new classification requested to integrate the positions of the Planning Commission into the Class Plan. The classification reflects the essential functions and minimum qualifications of the position.
Manager, Health and Human Services (HHS) Training	13241	N/A	15A Exempt	Health and Human Services	During PRC routine maintenance for the Manager, Training it was determined that the two current incumbents were performing substantially different work and that a new classification needed to be created for one of the incumbents. This position was created to reflect the work being performed. This position manages the North Central Ohio Regional Training Center for Social Worker and Foster Parent training.
Manager, Planning Initiatives	21081	N/A	15A Exempt	Planning Commission	This is a new classification requested to integrate the positions of the Planning Commission into the Class Plan. The classification reflects the essential functions and minimum qualifications of the position.
Manager, Planning Services	21074	N/A	15A Exempt	Planning Commission	This is a new classification requested to integrate the positions of the Planning Commission into the Class Plan. The classification reflects the essential functions and minimum qualifications of the position.
Planner	20171	N/A	8A Non-Exempt	Planning Commission	This is a new classification requested to integrate the positions of the Planning Commission into the Class Plan. The classification reflects the essential functions and minimum qualifications of the position.
Planning Initiatives Specialist	21091	N/A	11A Exempt	Planning Commission	This is a new classification requested to integrate the positions of the Planning Commission into the Class Plan. The classification reflects the essential functions and minimum qualifications of the position.
Principle Planner	20173	N/A	13A Exempt	Planning Commission	This is a new classification requested to integrate the positions of the Planning Commission into the Class Plan. The classification reflects the essential functions and minimum qualifications of the position.
Senior Planner	20172	N/A	11A Exempt	Planning Commission	This is a new classification requested to integrate the positions of the Planning Commission into the Class Plan. The classification reflects the essential functions and minimum qualifications of the position.

<u>Job Title</u>	<u>Classification Number</u>	<u>Current Pay Grade &amp; FLSA</u>	<u>RECOMMENDED PAY GRADE &amp; FLSA</u>	<u>Department</u>	<u>Rationale</u>
<b><u>REVISED</u></b>					
Associate Warden	12021	15A Exempt	15A Exempt (No Change)	Sheriff's	PRC routine maintenance. Classification last revised in 2018. Changes were made to distinguishing characteristics, essential job functions, language and formatting, and additional requirements. A technology section was added. No change to pay grade or FLSA status.
C.A.D. Technician 1	18021	5A Non-Exempt	5A Non-Exempt (No Change)	Fiscal	PRC routine maintenance. Classification last revised in 2018. Changes were made to classification function, distinguishing characteristics, essential job functions, and language and formatting. A technology section was added. No change to pay grade or FLSA status.
Developer 1	16181	12B Exempt	12B Exempt (No Change)	Information Technology	Changes to this classification as a result of a request to add a 4th level to this series. Changes were made to ensure consistency across all four positions and to clarify the distinctions between the levels. Changes were made to classification function, distinguishing characteristics, essential job functions, minimum qualifications, and language and formatting. No change to pay grade or FLSA status.
Developer 2	16182	13B Exempt	13B Exempt (No Change)	Information Technology	Changes to this classification as a result of a request to add a 4th level to this series. Changes were made to ensure consistency across all four positions and to clarify the distinctions between the levels. Changes were made to classification function, distinguishing characteristics, essential job functions, minimum qualifications, and language and formatting. No change to pay grade or FLSA status.
Developer 3	16183	15B Exempt	15B Exempt (No Change)	Information Technology	Changes to this classification as a result of a request to add a 4th level to this series. Changes were made to ensure consistency across all four positions and to clarify the distinctions between the levels. Changes were made to classification function, distinguishing characteristics, essential job functions, minimum qualifications, and language and formatting. No change to pay grade or FLSA status.
Supervisor, Examiner	11073	10A Exempt	10A Exempt (No Change)	Health and Human Services	PRC routine maintenance. Classification last revised in 2018. Changes were made to essential job functions, language and formatting, and environmental adaptability. A technology section was added. No change to pay grade or FLSA status.
Supervisor, Support Specialist	13001	8A Non-Exempt	8A Non-Exempt (No Change)	Job and Family Services	PRC routine maintenance. Classification last revised in 2018. Changes were made to essential job functions and language and formatting. A technology section was added. No change to pay grade or FLSA status.

DELETED CLASSIFICATION	PAY GRADE and FLSA STATUS	DEPARTMENT	<u>Rationale</u>
Data Control Technician 16001	4A Non-Exempt	Health and Human Services	The classification is vacant, and the department has no intentions to utilize this classification as the duties have been redistributed to other classifications in the department.
Employment Contract Negotiator/Evaluator 19001	8A Exempt	Health and Human Services	The classification is vacant, and the department has no intentions to utilize this classification. The duties are being performed by other classifications in the department.



## CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

<b>Class Title:</b>	Business Services Assistant	<b>Class Number:</b>	10241
<b>FLSA:</b>	Non-Exempt	<b>Pay Grade:</b>	5A
<b>Dept:</b>	Planning Commission	<b>EXHIBIT A</b>	

### Classification Function

Provides higher level administrative assistance to management staff and the Business Services Manager in support of fiscal and clerical activities of the Cuyahoga County Planning Commission.

### Distinguishing Characteristics

This is a journey-level position responsible for providing support to the management staff of the Planning Commission. This position works under direct supervision from the Business Services Manager. This classification works within a well-defined framework of policies, procedures, and regulations. The incumbent exercises discretion in following and ensuring adherence to protocol, procedures, laws, and regulations in the performance of duties.

### Essential Job Functions

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

30% +/-10%

- Provides direct administrative support for Governing Board and Planning Commission activities and functions; prepares agenda and meeting packets and distributes to participants; communicates via telephone and/or email with Board members and solicits attendance at scheduled meetings; attends and participates in Commission meetings including Governing Board and other governing committees that the Planning Commission participates in, such as DOPWIC and NRAC; transcribes minutes for the respective Boards, Commission, and Committee; assembles, photocopies, and distributes information as necessary.

30% +/- 10%

- Assists in the procurement of goods and services and the processing of contracts for the Agency; requests information and documents (i.e., W-9) from vendors; prepares bid specifications and purchase orders; updates files and completes paperwork for new vendors; monitors supplies and equipment and coordinates ordering and delivery of supplies and resources when necessary; receives, reviews, and identifies fiscal errors when reconciling expenses; prepares purchase orders, expense vouchers, and payment vouchers for contracts; posts monthly expenses; assembles required contract documents and works with the Business Services Manager to upload and process executed contracts in the County's enterprise content management database.

20% +/- 10%

- Performs and manages data entry, data processing, and record maintenance activities; maintains physical records, data, and other information; maintains computerized records system or databases; enters information into databases; receives, sorts, and assigns documents according to departmental procedures; places documents in appropriate file according to established records management systems; screens forms, applications, and documents to determine accuracy and completeness of information; identifies inconsistencies between data and database information; updates information in databases as required; acts as primary records retention staff person and coordinates with the Ohio Historical society for disposal of government records according to Agency's retention schedule;

## Business Services Assistant

travels to County archive to search for and maintain historical files as necessary; receives and responds to public records requests and maintains listing of information requests per Ohio Sunshine Laws.

15% +/- 5%

- Performs higher-level administrative duties to support business functions of the office; organizes conferences and meetings; maintains office calendar; receives and records receipts from invoices issued; processes and distributes mail and other materials; sends and receives facsimiles and electronic mail; answers the telephone and takes messages and/or directs phone calls; greets and directs visitors to appropriate office or personnel; schedules meetings; provides information relative to Agency services and programs and makes appropriate referrals as necessary; assists the public, employees, or any other internal or external customers by responding to public inquiries in person, by phone, or by email.

5% +/- 2%

- Performs other administrative tasks and duties upon request and as necessary; updates website with Planning Commission information; manages job numbers on printer; assists with onboarding of new hires and temporary employees; facilitates building security allowances; keeps public areas clean.

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

- High school degree and five (5) years of administrative support experience; or an equivalent combination of education, training, and experience.

### **Additional Requirements**

- No special license or certification is required.

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

#### **Physical Requirements**

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

#### **Technology Requirements**

- Ability to operate a variety of software including email software (Microsoft Outlook), enterprise content management software (OnBase), spreadsheet software (Microsoft Excel), database software (Microsoft Access), and word processing software (Microsoft Word).

#### **Supervisory Responsibilities**

- No supervisory responsibilities required.

#### **Mathematical Ability**

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

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

- Requires the ability to perform basic level of data analysis including the ability to review, classify, categorize, prioritize and/or reference data, statutes, and/or guidelines and/or group, rank,

## Business Services Assistant

investigate, and problem solve. Requires discretion in determining and referencing established standards to recognize interactive effects and relationships.

- Ability to comprehend a variety of informational documents including vouchers, revenue checks, packing slips, billing invoices, work orders, contracts, public records requests, records retention schedule, and receipts.
- Ability to comprehend a variety of reference book and manuals including the Agency Personnel Policies and Procedures, Ohio Revised Code, department travel policy, and Planning Commission Bylaws.
- Ability to prepare receipts, memos, daily and monthly logs and reports, meeting agendas, spreadsheets, timesheets, multifunction printer reports, meeting minutes, office voucher, encumbrance voucher, record requests, and other job-related documents using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.
- Ability to use and interpret basic accounting terminology and language.
- Ability to communicate effectively with Agency employees, vendors, suppliers, Planning Commission members, and the general public.

### **Environmental Adaptability**

- Work is typically performed in an office environment.

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

## CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

<b>Class Title:</b>	Developer 4	<b>Class Number:</b>	16184
<b>FLSA:</b>	Exempt	<b>Pay Grade:</b>	16B
<b>Dept:</b>	Information Technology	<b>EXHIBIT B</b>	

### Classification Function

The purpose of the classification is to design, develop, and implement web and desktop applications and lead in the software engineering optimization process.

### Distinguishing Characteristics

This is a technical, advanced journey level classification in the Developer series. Employees at this level work under limited supervision and are expected to work independently, exercising judgment and initiative. The Developer 4 possesses extensive technical knowledge of software and application development and database structure and tasks typically cover a wide variety and require innovative problem-solving where guidance is not readily available. This classification is distinguished from the Developer 3 in that this classification leads projects, leads the unit's software engineering optimization process, and reviews work performed by lower-level Developers.

### Essential Job Functions

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

35% +/- 10%

- Leads the planning, analysis, design, development, testing, and deployment of new software systems, applications, or websites; defines input and output system requirements and prepares graphic and narrative representations of solutions (including current and/or future business process flows, programmatical schemas, database and network diagrams); designs technical specifications (e.g., application architecture/infrastructure, database model, interfaces, security, object design and data access methods) to determine best method for meeting end-user needs; leads design reviews; writes technically advanced code for custom computer software using appropriate coding languages and development technologies; documents program development and revisions according to department procedures; develops advanced test scripts, data, and pass/fail testing criteria; conducts unit and/or system tests to ensure that the application or software produces the desired result and that all functionality works as specified; uses source debugger to identify and resolve non-routine processing errors and performance issues; performs post-implementation assessments; adheres to the department's design and coding standards and industry best practices; collaborates and coordinates with network engineering, security, and database administration teams to develop, debug, and architect solutions.

20% +/- 10%

- Leads the software engineering optimization process; utilizes DevOps principles to plan, develop, and code pipelines to support applications, projects, and environments; assesses overall system performance; identifies patterns that could lead to systemic issues; seeks, recommends, and implements processes, tools, and methodologies to improve the software development and deployment lifecycle and to automate and improve deployment and release processes; reviews code written by other Developers to optimize for higher performance and enhanced security; looks for ways to enhance security with cloud-based platforms; works with security engineers and IT management to recommend, implement, and document best practices and standard operating

Effective Date: 09.11.2012  
Last Modified: 05.25.2021

## Developer 4

procedures for software development and security; leads in the development of appropriate standards and criteria for programming and systems development lifecycle activities; keeps current on emerging web and application development technologies and gives presentations in new or emerging technologies in software development, network infrastructure, and cyber security.

15% +/- 5%

- Maintains and updates existing software systems, applications, and websites; makes complex updates and/or modifications to existing software to increase operating efficiency and security, adapt to new requirements, or include new functionality; resolves complex problems involving server operating systems, networks, applications, websites, third-party integrations, and other programming code; runs tests and debugs software and resolves security or infrastructure issues; consults with technical staff to troubleshoot problems; communicates software test results with end users; communicates with vendors to resolve problems or ask questions regarding third party Application Programming Interfaces (API); writes code for software integration between County applications or third-party API.

10% +/- 5%

- Creates, maintains, and queries databases; designs and creates new relational database structures that are logical and normalized to support department initiatives; analyzes databases to ensure optimal performance and minimize utilization of server resources; writes stored procedures (database packages and SQL queries) to access data used for reports, applications, and extractions; maintains data integrity in relational databases; troubleshoots and resolves non-routine database issues.

10% +/- 5%

- Collaborates with end users to determine business needs and solutions; consults with end users to identify and document business needs (software/system purpose, business workflow, output needs, etc.); identifies and develops alternative solutions; performs cost-benefit, feasibility, and impact analysis of proposed solutions; informs user about solutions that may meet their needs; performs postproduction support of business applications; writes, reviews, and coordinates development of training materials and user-guides for end users; follows up with end users to ensure satisfaction with project.

10% +/- 5%

- Serves as team/technical lead on projects as assigned; creates project plans (including time and cost estimates, target dates, task assignments, etc.); assists IT management with estimating workload requirements; tracks projects via project tracking system; provides guidance to developers and application programmers in program techniques and technology; mentors other Developers to create documentation and share knowledge with development teams and management.

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

- Bachelor's degree in computer science/engineering or related field with seven (7) years of experience in a data processing environment, application development and design, database development and design, computer information systems including two (2) years of experience with cloud computing technologies; or an equivalent combination of education, training, and experience.
- Must have knowledge of at least two (2) programming languages used by the IT Department.

### **Additional Requirements**

- No special license or certification is required.

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

### **Physical Requirements**

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

### **Technology Requirements**

- Ability to operate a variety of software and database systems including application Integrated Development Environments (e.g., Visual Studio, Visual Studio Code, Eclipse), database management software (e.g., SQL Server Management Studio, Oracle SQL Developer), database query languages (e.g., T-SQL, PL/SQL), programming languages and extensions (e.g., C#, TypeScript, .Net Core, ASP.Net MVC, ASP.Net Web Forms, JavaScript, CSS, HTML, Ruby, Vue.JS, , Java), spreadsheet software (MS Excel, MS Access), version control system (Git), word processing software (e.g., MS Word, Notepad), application lifecycle management (JIRA), content management system (Sitefinity), IT service management system (Cherwell), enterprise content/document management system (OnBase) and other software.

### **Supervisory Responsibilities**

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

### **Mathematical Ability**

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

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

- Requires the ability to perform mid to upper-level data analysis requiring managing of data and people deciding the time, sequence of operations or events within the context of a process, system, or organization. Involves determining the necessity for revising goals, objectives, policies, procedures, or functions based on the analysis of data/information and includes performance reviews pertinent to objectives, functions, and requirements.
- Ability to comprehend a variety of informational documents including program specifications, project requirements, technical and functional requirements, technical forums, issue/error logs, RFPs, termination program execution, source code, service desk tickets, technical documentation, correspondence, and other reports and records.
- Ability to comprehend a variety of reference materials and manuals including departmental policy manual, The Employee Handbook, requirement statements, relational database chart, technical books and websites, computer manuals, and status reports.
- Ability to prepare web applications and sites, statement of work, root cause analysis report, database diagrams, logs, and reports, technical specifications, application architecture/network

## Developer 4

diagrams, web applications and sites, databases, system documentation, status reports, source code, training materials/presentations, correspondence, and other job-related documents using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.

- Ability to record and deliver information, to explain procedures, and to follow instructions.
- Ability to use and interpret computer terminology and language.
- Ability to communicate with supervisors, co-workers, end-users, business stakeholders, vendors, consultants, technical staff, and other IT department teams.

### **Environmental Adaptability**

- Work is typically performed in an office environment.

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## CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

<b>Class Title:</b>	Manager, GIS - Planning Commission	<b>Class Number:</b>	16481
<b>FLSA:</b>	Exempt	<b>Pay Grade:</b>	15B
<b>Dept:</b>	Planning Commission	<b>EXHIBIT C</b>	

### Classification Function

The purpose of the classification is to create and manage the provision of high-quality, value-added maps, graphics, and data analysis to local communities and County agencies.

### Distinguishing Characteristics

This is a professional, management-level classification working in the Planning Commission's Information and Research Services Section overseeing and performing complex research and data analysis utilizing Geographic Information Systems (GIS) software. This classification works under direction of the Planning Commission Executive Director. The incumbent possesses extensive statistical and geospatial analysis knowledge and skills, and tasks typically varied and non-routine, requiring innovative problem-solving where guidance is not readily available.

### Essential Job Functions

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

55% +/- 10%

- Performs and/or supervises the creation of specialized data sets, reports, maps, graphics, and other requested materials; researches pre-existing data sets and data resources to understand issues surrounding request; coordinates with staff to determine data and analysis needs for projects; identifies appropriate spatial data model to apply to complex problems based on project needs and available GIS applications and resources; selects the appropriate data collection, integration, and storage methods based on project objectives; acquires data from appropriate resources as needed based on project objectives; performs geospatial and statistical analyses using appropriate GIS application tools and commands.

20% +/- 10%

- Manages, plans, and coordinates internal GIS projects, GIS collaboration initiatives, and interactions with clients; responds to requests for data analysis, maps, and graphics; communicates with clients to determine project needs and to convey project status; develops project scope, deliverables, and budget for client projects based on client's needs; prepares project summary reports and presents findings to clients; prepares timekeeping and expense reports for billing clients.

10% +/- 5%

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

## Manager, GIS - Planning Commission

5% +/- 2%

- Develops customized online and mobile GIS software applications for clients and internal staff; creates customized tools for new and existing applications; develops logic and writes programs utilizing applicable development tools.

5% +/- 2%

- Supports agency staff in evaluation of incoming grant applications administered by the agency; performs database design and report formatting; develops map-based criteria.

5% +/- 2%

- Represents the Agency and its GIS work and involvement at various meetings and formats including Board meetings, conferences, and internal and external meetings; prepares resolutions, briefing memoranda, and other project-related documents and presents to the Planning Commission Board for approval

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

- Bachelor's degree in geographic information, computer science, civil engineering, or related field with five (5) years of experience in geographic information systems, database administration, programming, application development, or related field, and two (2) years of supervisory experience; or any equivalent combination of education, training, and experience.

### **Additional Requirements**

- No special license or certification is required.

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

#### **Physical Requirements**

- Ability to operate a variety of automated office machines including personal computer, printer, plotter, GPS equipment, and drafting tools.

#### **Technology Requirements**

- Ability to operate a variety of software and databases including GIS software (ArcGIS), image editing software, spreadsheet software (MS Excel), database software (MS Access), web application development software (ArcGIS Web App Developer), and word processing software (MS Word).

#### **Supervisory Responsibilities**

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

### **Mathematical Ability**

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

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

- Requires the ability to perform mid to high level data analysis requiring managing of data and people deciding the time, sequence of operations or events within the context of a process, system, or organization. Involves determining the necessity for revising goals, objectives, policies, procedures, or functions based on the analysis of data/information and includes performance reviews pertinent to objectives, functions, and requirements.
- Ability to comprehend a variety of informational documents including employee timesheets, billing invoices, draft reports, GIS data, maps, legal descriptions, schematics, design record drawings, CAD files, image files, system logs, and other reports and records.
- Ability to comprehend a variety of reference materials and manuals including the Cuyahoga County Planning Commission Employee Policy and Procedures Manual, Geographic Information Systems Professional (GISP) Code of Ethics, Cuyahoga County code of ethics, and departmental policies and procedures.
- Ability to prepare status reports, technical reports, maps, charts, statistical analyses, scope of services, applications, correspondence, and other job-related documents using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.
- Ability to supervise and counsel employees, convince and influence others, to record and deliver information, to explain procedures, and to follow instructions.
- Ability to use and interpret GIS data modeling, cartography, database and web development syntax, and statistical analysis language and terminology.
- Ability to communicate with a variety of individuals within and outside the Department including the supervisor, subordinates, departmental employees, consultants, external clients, and the general public.

### **Environmental Adaptability**

- Work is typically performed in an office environment.

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## CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

<b>Class Title:</b>	Manager, Health and Human Services (HHS) Training	<b>Class Number:</b>	13241
<b>FLSA:</b>	Exempt	<b>Pay Grade:</b>	15A
<b>Departments:</b>	Health and Human Services	<b>EXHIBIT D</b>	

### Classification Function

The purpose of this classification is to manage, coordinate and implement County-level and State-level training programs and initiatives for Health and Human Services (HHS) employees, Ohio Department of Jobs and Family Services (ODJFS) employees, foster families, and caregivers.

### Distinguishing Characteristics

This is a management level classification, with responsibility for overseeing technical operations, and the development and execution of training programs. This class recommends, develops, integrates, administers, and evaluates policies, procedures, and standards required to provide related services. The classification is responsible for ensuring that training programs and activities are completed in a timely, effective, and efficient manner according to procedures, rules, regulations, laws and ordinances. This classification oversees lower-level HHS training supervisors, HHS Training Specialists, and other assigned personnel.

### Essential Job Functions

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

- 60% +/- 10%
  - Plans, directs, and coordinates North Central Ohio Regional Training Center (NCORTC) training programs and initiatives; meets with ODJFS managers and department heads to identify and determine training and development needs for staff ; develops and approves all training provided by the NCORTC; develops an annual calendar of training and development opportunities including references to external opportunities; develops and maintains training procedures, materials, and manuals for trainings; plan and schedules the new-hire training for HHS employees; ensures that statutory training requirements are met; amends and revises training programs as needed; develops and maintains training budget; prepares training budget reports; prepares annual training reports for department; coordinates the upkeep to ensure the NCORTC (Westshore) building is functional and safe; reports any issues and need for repairs with the NCORTC (Westshore) building to HHS staff person responsible with communicating with building owner.
- 30% +/- 10%
  - Supervises and directs the work of HHS Training Specialist, new HHS staff, social work interns, and other assigned staff; directs staff to ensure work completion and maintenance of standards; plans, assigns, and reviews work; coordinates and/or provides training and instruction; evaluates employee performance; responds to employee questions, concerns, and problems; approves employee timesheets and leave requests; prepares and reviews documents related to timesheets, requests for leave, and overtime; develops and monitors unit work plans and work performance standards; monitors and provides for training needs; meets with employees individually and as a unit; recommends personnel actions including selection, promotion, transfer, discipline, or discharge.

10% +/- 5%

- Attends and participates in professional group meetings, conferences, seminars, and training; stays abreast of new trends and innovations in the field; represents training department at various meetings and conferences; provides technical assistance and consultation to departments regarding training needs; delivers speeches and prepares correspondence.

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

- Bachelor's degree in education or human resources with nine (9) years of training experience including three (3) years in a supervisory capacity; or any equivalent combination of education, training, and experience.
- Valid driver license, proof of automobile insurance, and access to a vehicle.

### **Additional Requirements**

- No special license or certification is required.

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

#### **Physical Requirements**

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

#### **Technology Requirements**

- Ability to operate a variety of software and databases including course management system software (E-Track), electronic mail systems (Microsoft Outlook), presentation software (Microsoft PowerPoint), publishing software (Microsoft Publisher), spreadsheet software (Microsoft Excel), and word processing software (Microsoft Word).

### **Supervisory Responsibilities**

- Ability to assign, review, plan and coordinate the work of other employees.
- Ability to provide instruction to other employees.
- Ability to evaluate the performance of assigned employees.
- Ability to recommend the discipline or discharge of other employees.
- Ability to recommend the transfer, promotion or salary increase of other employees.

### **Mathematical Ability**

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

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

- Ability to perform mid- to high-level data analysis requiring managing of data and people deciding the time, sequence of operations or events within the context of a process, system or organization. Involves determining the necessity for revising goals, objectives, policies, procedures or functions based on the analysis of data/information and includes performance reviews pertinent to such objectives, functions and requirements.
- Ability to comprehend a variety of informational documents including employment job audit forms, needs analyses, classification specifications, training literature, training plans, performance evaluations and other reports and records.
- Ability to comprehend a variety of reference books and manuals including policies and procedures, State regulations and training manuals.
- Ability to prepare memos, correspondence, training proposals, training needs analysis, training budgets, monthly reports, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to manage people and programs, to supervise and counsel employees, to convince and influence others, to record and deliver information, to explain procedures, and to follow instructions.
- Ability to use and interpret education, legal, counseling, and personnel terminology and language.
- Ability to communicate effectively with department supervisors, training personnel, consultants, other County employees, and the general public.

### **Environmental Adaptability**

- Work is typically performed in an office environment.

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# CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

<b>Class Title:</b>	Manager, Planning Initiatives	<b>Class Number:</b>	21081
<b>FLSA:</b>	Exempt	<b>Pay Grade:</b>	15A
<b>Dept:</b>	Planning Commission <b>EXHIBIT E</b>		

## Classification Function

This classification is responsible for the direction and maintenance of the Planning Commission's special projects and initiatives. This classification also provides supplemental material, services, and assistance to the Planning Services division.

## Distinguishing Characteristics

This is a managerial-level classification responsible for the administration of grant programs affiliated with the Planning Commission and provides support to planning projects and Master Plans. This classification works under general direction from the Planning Commission Executive Director. This classification works within a framework of policies, procedures, and regulations but uses independent judgment in order to accomplish departmental goals.

## Essential Job Functions

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

30% +/- 10%

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

40% +/- 10%

- Directs and maintains Planning Commission special projects and initiatives; researches topics and writes guidebooks with in-house and partner support for clients and the interested public; searches for grants available to Master Plan clients and others; develops proposals and memorandums of understanding for agency clients; monitors employee progress on projects to ensure they are completed on time; looks for potential new initiatives to be undertaken by the agency; provides oversight of agency trails implementation efforts, Ohio Public Works Commission, and Natural Resources Assistance Council program administration.

25% +/- 10%

- Assists in developing guidelines and oversees the administration of various grant programs, projects and funds, which the Planning Commission administers on behalf of other agencies.

5% +/- 2%

- Performs supportive administrative responsibilities; prepares resolutions, briefing memoranda, and other project-related documents and presents to the Planning Commission Board for approval; represents the County or the Planning Commission in various meetings; gives presentations representing County or the Planning Commission; provides policy guidance and answers Planning Initiatives team questions about zoning, municipal governance, and operations; performs outreach activities to local municipalities.



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

- Bachelor's degree in finance, business administration, urban planning, or a related degree and five (5) years of urban planning, government/municipalities legislation, or consultant work for governments/municipalities and two (2) year of supervisory experience; or an equivalent combination of education, training, and experience.

### **Additional Requirements**

- No special license or certification is required.

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

#### **Physical Requirements**

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

#### **Technology Requirements**

- Ability to operate a variety of software including database software (Microsoft Access), email software (Microsoft outlook), presentation software (Microsoft PowerPoint), spreadsheet software (Microsoft Excel), and word processing software (Microsoft Word).

### **Supervisory Responsibilities**

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

### **Mathematical Ability**

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

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

- Requires the ability to perform mid to high level data analysis requiring managing of data and people deciding the time, sequence of operations or events within the context of a process, system, or organization. Involves determining the necessity for revising goals, objectives, policies, procedures, or functions based on the analysis of data/information and includes performance reviews pertinent to objectives, functions, and requirements.
- Ability to comprehend a variety of informational documents including expense reports, correspondence, reports, meeting minutes, contracts, grant applications, tax increment financing agreement history, and gap financing agreements.

## Manager, Planning Initiatives

- Ability to comprehend a variety of reference books and manuals including the Cuyahoga County Planning Commission Employee Policy and Procedures Manual, Cuyahoga County code of ethics, Ohio Revised Code, municipal charters, municipal ordinances, federal statutes, federal policy, state legislation, and federal legislation.
- Ability to prepare expense reports, grant applications, memorandums of understanding, resolutions, briefing memos, guidebooks, reports, descriptive lists of grants, and other job-related documents using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.
- Ability to supervise and counsel employees, convince and influence others, to record and deliver information, to explain procedures, and to follow instructions.
- Ability to use and interpret relevant government statutes, zoning, urban planning, and budgeting terminology and language.
- Ability to communicate with department staff, external urban development departments, external urban development agencies, and local governments.

## Environmental Adaptability

- Work is typically performed in an office environment.

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## CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

<b>Class Title:</b>	Manager, Planning Services	<b>Class Number:</b>	21074
<b>FLSA:</b>	Exempt	<b>Pay Grade:</b>	15A
<b>Dept:</b>	Planning Commission	<b>EXHIBIT F</b>	

### Classification Function

The purpose of this classification is to plan, supervise, direct, and lead the Planning Services Section in day-to-day activities and operations. The incumbent is responsible for providing technical direction for the development, design, and systems integration from project definition phase through plan implementation for County jurisdictions, County Departments, and other public and non-profit agencies.

### Distinguishing Characteristics

This is a management-level classification responsible for coordinating the development of strategic and tactical plans for urban master plans, zoning code updates, and other Planning Services offered, and ensuring staff understands and delivers the appropriate solutions to user agencies. This class works under general direction of the Planning Commission Executive Director and is expected to exercise discretion in applying policies and procedures to resolve organizational and planning problems and to ensure that assigned projects and activities are completed in a timely and efficient manner.

### Essential Job Functions

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

50% +/- 10%

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

30% +/- 10%

- Manages, plans, and coordinates the development and implementation of plans for clients; prepares proposals to potential clients for professional planning services; prepares contracts, Memoranda of Understanding, scopes of work, project budgets, timelines, and workplans for Planning Projects; reviews and approves for distribution the deliverables to project teams, stakeholder committees, and the general public; schedules and organizes weekly inter project team meetings; advises the Planning Commission Executive Director on all planning-related matters; directs the development and production of planning reports, including data.

20% +/- 10%

- Represents the Planning Commission at various meetings for stakeholders; prepares resolutions, briefing memoranda, and other project-related documents and presents to the Planning Commission Board for approval; attends various counsels or committees as a designated representative or alternate.

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

- Bachelor's degree in urban/regional planning, landscape architecture, urban design, or a related field with five (5) years of experience in planning and urban design, and project management, and two (2) years of supervisory experience.
- Must possess and maintain an American Institute of Certified Planners (AICP) Certification.

### **Additional Requirements**

- No special license or certification is required.

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

#### **Physical Requirements**

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

#### **Supervisory Responsibilities**

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

#### **Mathematical Ability**

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

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

- Requires the ability to perform mid to high level data analysis requiring managing of data and people deciding the time, sequence of operations or events within the context of a process, system or organization. Involves determining the necessity for revising goals, objectives, policies, procedures or functions based on the analysis of data/information and includes performance reviews pertinent to objectives, functions, and requirements.
- Ability to comprehend a variety of informational documents including charts, plats, maps, plans, renderings and models, drafts of documents, graphic layouts, diagrams, reports, correspondents, consultant invoices, budgets, and 3D models and illustrations.
- Ability to comprehend a variety of reference books and manuals including the Cuyahoga County Planning Commission Employee Policy and Procedures Manual, Cuyahoga County code of ethics, the Ohio Revised Code, local planning and zoning regulations and ordinances, American Planning Association best practices and ethical standards, American Institute of Certified Planners (AICP) and

## Manager, Planning Services

American Society of Landscape Architects (ASLA) code of ethics, and established guidelines established by the Environment Protection Agency (EPA).

- Ability to prepare master plan documents, demographic analyses and reports, renderings and 3D models, graphic designs, presentations, public materials, contracts and scopes of services, grant applications, reimbursement requests, Memoranda of Understanding, and other job-related documents using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.
- Ability to use an interpret legal, engineering, and urban planning terminology and language.
- Ability to communicate with city leaders, directors, planning committees, regional and partner agencies, other departments, members of the public, coworkers, and other planning professionals.

### **Environmental Adaptability**

- Work is typically performed in an office environment.

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## CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

<b>Class Title:</b>	Planner	<b>Class Number:</b>	20171
<b>FLSA:</b>	Non-Exempt	<b>Pay Grade:</b>	8A
<b>Dept:</b>	Planning Commission	<b>EXHIBIT G</b>	

### Classification Function

The purpose of this classification is to provide support to both short- and long-term comprehensive planning, quality of life, environment, and economic development of Cuyahoga County.

### Distinguishing Characteristics

This is an entry-level position in the Planner series. Employees in this position work under direct supervision with increasing responsibility and independent judgment as work experience is gained. The employee works within a framework of established regulations, policies, and procedures. This class is distinguished from the Senior Planner in that the latter has a greater level of experience, performs more complex work, and requires a certification in urban planning (AICP).

### Essential Job Functions

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

40% +/- 10%

- Assists other planners in the review of subdivision plats, and the research and creation of zoning documents and planning studies such as municipal Master Plans, Corridor Studies, or small area plans that propose policies and regulations for land use, housing, community facilities, transportation, environmental programs and other similar topics; interprets data; assists in preparing work proposals; assists in drafting planning reports; provides input in team planning meetings; edits co-workers' documents.

40% +/- 10%

- Prepares documents and materials needed to review subdivision plats and to research and create zoning documents, planning studies, and other records; researches, prepares findings, and summarizes results; collects a variety of statistical data and prepares reports and maps on topics such as land use, census information, tax base data, occupancy rates, and other data sets as necessary and applicable to the project.

10% +/- 5%

- Prepares and presents materials for meetings with City Officials and the Public as part of facilitating the planning and zoning process; creates computer graphics and prepares maps, reports, correspondences, and presentations for meetings and the general public.

10% +/- 5%

- Assists other planners and staff with more complex projects as assigned.

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

- Bachelor's degree in urban/regional planning, landscape architecture, urban design; or an equivalent combination of education, training, and experience.

Date Established: TBD

### **Additional Requirements**

- No special license or certification is required.

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

#### **Physical Requirements**

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

#### **Supervisory Responsibilities**

- No supervisory responsibilities required.

#### **Mathematical Ability**

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

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

- Requires the ability to perform mid-level data analysis including the ability to audit, deduce, assess, conclude and appraise. Requires discretion in determining and referencing established criteria to define impact and develop alternatives.
- Ability to comprehend a variety of informational documents including charts, plats, maps, plans, graphic layouts, diagrams, subdivision plans, economic data, transportation data, letters, and memos.
- Ability to comprehend a variety of reference books and manuals such as Cuyahoga County Planning Commission Employee Policy and Procedures Manual and Cuyahoga County code of ethics, county subdivision regulations, municipal and township zoning regulations, state and federal regulations, department policies and procedures American Planning Association best practices and ethical standards, American Institute of Certified Planners (AICP) and American Society of Landscape Architects (ASLA) code of ethics, and established guidelines by state and federal agencies.
- Ability to prepare computer graphics, 3-D models, maps, meeting handouts and presentations, research and other job-related documents using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.
- Ability to use and interpret legal, engineering, and urban planning terminology and language.
- Ability to communicate with supervisors, stakeholders, county departments, regional agencies, project teams, municipal staff, members of the public, coworkers, and other planning professionals.

#### **Environmental Adaptability**

- Work is typically performed in an office environment.

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## CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

<b>Class Title:</b>	Planning Initiatives Specialist	<b>Class Number:</b>	21091
<b>FLSA:</b>	Exempt	<b>Pay Grade:</b>	11A
<b>Dept:</b>	Planning Commission	<b>EXHIBIT H</b>	

### Classification Function

The purpose of this classification is to manage a planning initiative and/or grant program by coordinating its development, events, training, and maintenance.

### Distinguishing Characteristics

This is a journey-level classification responsible for the development and management of multiple parts and phases of a planning initiative and/or grant program. This position works under the general supervision of the Manager, Planning Initiatives and within a framework of defined procedures and regulations. This classification is expected to work independently and exercise discretion in applying procedures to ensure that all activities are performed in a timely and efficient manner and according to relevant policies, procedures, and related regulations.

### Essential Job Functions

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

40% +/- 10%

- Oversees the development and maintenance of a planning initiative and/or grant program; develops and reviews project information, applications, and timelines; reviews financial reports to ensure accuracy of entries and submits project/grant financial reports to the Business Services Manager; makes recommendations for awards and potential funding; answers questions from other agencies, the media, and the public about the planning initiative and/or grant program.

40% +/- 10%

- Develops workshops and trainings; coordinates volunteers; designs any training modules and materials for the initiative or program; trains involved parties on the planning initiative; develops reading material, website information, social media content, or other communications about the initiative and/or grant program; determines work products for partnering agencies and engages them.

15% +/- 5%

- Conducts outreach activities and coordinates meetings, work sessions, and conferences about the planning initiative and/or grant program; coordinates, attends, and/or leads meetings with partnering agencies; gives presentations and coordinates the activities and speakers at planning initiative conferences or grant program workshops; develops any materials for meetings, works sessions, and conferences.

5% +/- 2%

- Performs administrative and supporting duties; represents the County and/or the Planning Commission in various meetings; takes meeting minutes; completes and submits timesheets; reports to the Manager of Planning Initiatives and CCPC Executive Director regarding meetings and issues; assists in providing materials for public record requests; reviews project activity for Agency invoicing; assists with coordination of contracts and project partner agreements.

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

- Bachelor's Degree in a program related to the department and grant program and five (5) years of project management, grant management, or related experience; or an equivalent combination of education, training, and experience.

### **Additional Requirements**

- No special license or certification is required.

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

#### **Physical Requirements**

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

#### **Technology Requirements**

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

#### **Supervisory Responsibilities**

- No supervisory responsibilities required.

#### **Mathematical Ability**

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

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

- Requires the ability to perform mid-level data analysis including the ability to audit, deduce, assess, conclude, and appraise. Requires discretion in determining and referencing established criteria to define impact and develop alternatives.
- Ability to comprehend a variety of informational documents including quarterly program financial reports, grant applications, commission nomination forms, appointment letters, inquiries, program specific documentation, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including Cuyahoga County Planning Commission Employee Policy and Procedures Manual, Cuyahoga County code of ethics, Ohio Revised Code, Ohio public record laws, and any rules, regulations, guidelines, or best-practices related to the program or initiative such as US Environmental Protection Agency rules and guidelines governing the Area of Concern Delisting Process.
- Ability to prepare meeting announcements, agendas, meeting minutes, application policy manuals, application forms, scoring spreadsheets, correspondence, memos, and other job-related documents using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.

## Planning Initiatives Specialist

- Ability to convince and influence others, record, and deliver information, explain procedures, and follow instructions.
- Ability to use and interpret urban planning and grant program terminology and language.
- Ability to communicate with coworkers, supervisor, director, partnering agencies, and the general public.

## Environmental Adaptability

- Work is typically performed in an office environment.

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## CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

<b>Class Title:</b>	Principal Planner	<b>Class Number:</b>	21073
<b>FLSA:</b>	Exempt	<b>Pay Grade:</b>	13A
<b>Dept:</b>	Planning Commission	<b>EXHIBIT I</b>	

### Classification Function

The purpose of this classification is to be a project lead on municipal and regional plans and to be a lead worker to lower-level planners and interns. The Principal Planner coordinates the budget and timeline, assigns tasks to planners, completes complicated calculations and mapping, manages the project as a whole, and communicates with local and regional governmental agencies.

### Distinguishing Characteristics

This is a journey-level specialist classification that serves as a lead worker and project manager for Planning Commission end-products. This classification exercises independence and judgment and receives direction from the Manager, Planning Services as new or unusual situations arise. It is distinguished from the Manager, Planning Services where the latter is the supervisor of the planning department.

### Essential Job Functions

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

40% +/- 10%

- Serves as a project lead for municipal and regional plans of moderate to high complexity; develops recommended actions and timelines for projects; reviews submitted materials created by other planners; coordinates and reviews plans, studies, guidebooks, and regional initiatives; conducts and reviews research, data collection, and analysis on existing regional and local socio-economic, transportation, housing, and land use trends; prepares and reviews technical reports, plans, and recommendations for staff, clients, communities, public officials, and citizens; develops maps, 3D renderings, street sections, tables, graphs, charts, and document layout.

40% +/- 10%

- Develops public presentation materials, and organizes and presents to the general public, regional organizations, and local committees for input; prepares, schedules, and conducts meetings with public officials, local leaders, regional agencies, peers, citizens, and clients; gathers, analyzes, and responds to feedback from the general public and other regional groups on ideas and initiatives proposed both regionally and locally; prepares and submits County planning's work for national and regional award programs; attends professional group meetings, national and region conferences, seminars, training, and other events to keep agency abreast of new trends, innovations, and best practices.

20% +/- 10%

- Serves as a lead worker for the Planning Commission; assigns and coordinates the work of lower-level plans; provides instruction, mentorship, and training to lower-level planners; troubleshoots and provides guidance to lower-level planners as situations arise.

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

- Bachelor's degree in urban/regional planning, landscape architecture, urban design, or related field, and five (5) years of experience in urban planning, or urban design; or an equivalent combination of education, training, and experience.
- Must possess and maintain an American Institute of Certified Planners (AICP) Certification.

### **Additional Requirements**

- No special license or certification required.

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

#### **Physical Requirements**

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

#### **Supervisory Responsibilities**

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

#### **Mathematical Ability**

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

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

- Requires the ability to perform mid to high level data analysis requiring managing of data and people deciding the time, sequence of operations or events within the context of a process, system, or organization. Involves determining the necessity for revising goals, objectives, policies, procedures, or functions based on the analysis of data/information and includes performance reviews pertinent to objectives, functions, and requirements.
- Ability to comprehend a variety of informational documents including charts, plats, maps, plans, renderings and models, drafts of documents, graphic layouts, diagrams, subdivision plans, economic data, transportation data, letters, memos, 3D models, and illustrations.
- Ability to comprehend a variety of reference books and manuals including the Cuyahoga County Planning Commission Employee Policy and Procedures Manual, Cuyahoga County code of ethics, the local planning and zoning regulations and ordinances, state and federal regulations, department policies and procedures, American Planning Association best practices and ethical standards, American Institute of Certified Planners (AICP) and American Society of Landscape Architects (ASLA) code of ethics, and guidelines established by state and federal agencies.

## Principal Planner

- Ability to prepare master plan documents, zoning text, demographic analyses and reports, renderings and 3D models, graphic designs, presentations, public materials, proposals, contracts, and other job-related documents using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.
- Ability to use an interpret legal, engineering, and urban planning terminology and language.
- Ability to communicate with city leaders, directors, planning committees, regional and partner agencies, other departments, members of the public, coworkers, and other planning professionals.

### **Environmental Adaptability**

- Work is typically performed in an office environment.

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## CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

<b>Class Title:</b>	Senior Planner	<b>Class Number:</b>	21072
<b>FLSA:</b>	Exempt	<b>Pay Grade:</b>	11A
<b>Dept:</b>	Planning Commission	<b>EXHIBIT J</b>	

### Classification Function

The purpose of this classification is to participate in the completion of urban planning studies, lead smaller projects, and perform planning analyses for the County Planning Commission and for local municipalities. This includes gathering data, performing research, analyzing data, working with clients and municipalities, and presenting results to the public.

### Distinguishing Characteristics

This is a journey-level classification with responsibility for performing the preparation of zoning codes, mapping updates, master plans, and other planning services and analyses for the Planning Commission. Positions at this level receive general supervision and receives direction as new or unusual situations arise. The employee works within a framework of established regulations, policies, and procedures and is responsible for maintaining open communication with the client agency. This classification is distinguished from the Principal Planner position in that the latter manages larger projects for regions and municipalities and serves as a lead worker.

### Essential Job Functions

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

40% +/- 10%

- Develops materials to create zoning documents and planning studies; drafts planning reports and documents as part of planning projects; researches and collects data for zoning codes and planning studies; analyzes and synthesizes data for use in zoning codes and planning studies.

40% +/- 10%

- Conducts advanced research, prepares findings, and summarizes results; processes submitted subdivision plat applications; researches subdivision plats as needed; coordinates the submittal of departmental reviews of subdivision plats; assists in the review of subdivision plats; maintains files and documentation for subdivision plat applications.

10% +/- 5%

- Conducts public meetings for planning projects; conducts project and steering committee meetings for planning projects; conducts planning team meetings for planning projects; attends monthly subdivision plat meetings; prepares subdivision plat staff reports for Planning Commission meetings and presents report to the Planning Commission.

10% +/- 5%

- Serves as point of contact and answering phone and email questions regarding ongoing planning projects; communicates with clients, typically City mayors and department heads.



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

- Bachelor's degree in urban/regional planning, landscape architecture, urban design or related field, and three (3) years of experience in urban planning, or urban design; or an equivalent combination of education, training, and experience.
- Must possess and maintain an American Institute of Certified Planners (AICP) Certification.

### **Additional Requirements**

- No special license or certification required.

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

#### **Physical Requirements**

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

#### **Supervisory Responsibilities**

- No supervisory responsibilities

#### **Mathematical Ability**

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

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

- Requires the ability to perform mid-level data analysis including the ability to audit, deduce, assess, conclude and appraise. Requires discretion in determining and referencing established criteria to define impact and develop alternatives.
- Ability to comprehend a variety of informational documents including charts, plats, maps, plans, renderings and models, drafts of documents, graphic layouts, diagrams, subdivision plans, economic data, transportation data, letters, memos, 3D models, and illustrations.
- Ability to comprehend a variety of reference books and manuals including the Cuyahoga County Planning Commission Employee Policy and Procedures Manual, Cuyahoga County code of ethics, county subdivision regulations, local planning and zoning regulations, state and federal regulations, department policies and procedure, American Planning Association best practices and ethical standards, American Institute of Certified Planners (AICP) and American Society of Landscape Architects (ASLA) code of ethics, and guidelines established by state and federal agencies.
- Ability to prepare planning studies, planning reports, zoning text and other job-related documents using prescribed format and conforming to all rules of punctuation, grammar, dictation and style.
- Ability to use and interpret legal, engineering, and urban planning terminology and language.
- Ability to communicate with supervisors, clients, developers, planning team, public works, local government representatives, members of the public, coworkers, and other planning professionals.

### **Environmental Adaptability**

- Work is typically performed in an office environment.

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## CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

<b>Class Title:</b>	Associate Warden	<b>Class Number:</b>	12021
<b>FLSA:</b>	Exempt	<b>Pay Grade:</b>	15A
<b>Dept:</b>	Sheriff's Department	<b>EXHIBIT K</b>	

### Classification Function

The purpose of this classification is to manage the day-to-day operations of the Cuyahoga County correctional facilities.

### Distinguishing Characteristics

This is a supervisory-level classification that is responsible for managing and overseeing County correctional facilities, directly supervising Lieutenants and other assigned staff, and ensuring the safety and security of inmates and employees. Work is performed under general supervision of the Warden. The incumbent exercises initiative and discretion in following and ensuring adherence to protocol, procedures, laws, and regulations in the performance of duties. This position is required to be on-call during times outside of traditional business hours – such as evenings, weekends, and holidays – for emergency situations and to provide guidance when necessary for pending/occurring operational events.

### Essential Job Functions

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

- 40% +/- 10%
  - Manages day-to-day operations pertaining to staff administration, security, equipment, and property of County correctional facilities; makes daily rounds to ensure compliance with policies, procedures, rules, and regulations; inspects living accommodations of inmates for sanitation and safety; ensures that necessary repair and work requests are made and completed; works with the Public Works department to assist with scheduling jail repairs and construction projects; provides a plan of action to the Bureau of Adult Detention (BAD) for any jail deficiencies; serves as initial incident commander during large scale crisis or emergency events; responds to emergency situations and plans and directs the placement of staff in the event of riots, escapes, and other emergencies within the facilities; works to ensure operational effectiveness of facilities and confers with the Warden regarding operational problems.
- 20% +/- 10%
  - Supervises Lieutenants and other assigned personnel; directs staff to ensure work completion and maintenance of standards; plans, assigns, and reviews work; provides training and instruction; evaluates employee performance; conducts staff meetings; responds to employee questions, concerns, and problems; approves employee time sheets and leave requests; recommends personnel actions including selection, promotion, transfer, discipline, or discharge.
- 15% +/- 5%
  - Determines inmate disciplinary status at all County jails and makes appropriate decisions regarding status of individual inmates; performs weekly reviews of discipline status throughout the jails to ensure spaces (lockup, special housing) are properly managed; responds to and addresses inmate grievances and complaints (both formal and informal) at all County jails; directs and reviews investigations of incidents, disciplinary issues, complaints, and inmate grievances and gathers facts

to document, report, and make recommendations regarding the problem; makes independent determinations of informal grievances escalating to the Warden only when needed; makes determinations of formal grievances and provides recommendations of action to the Warden; responds to inmate disciplinary appeals.

10% +/- 5%

- Oversees and coordinates provision of various services and programs for inmates; oversees release and booking operations;; coordinates with outside agencies for transportation of inmates to other facilities; coordinates remote court hearings.

15% +/- 5%

- Performs supporting administrative responsibilities; prepares various reports, records, and other documents; responds to emails and phone calls; maintains records according to department standards; attends various trainings and meetings; researches and responds to inquiries and complaints from general public and ensures good public relations; communicates with employees at offsite county correctional facilities and provides guidance as necessary; conducts use of force reviews; acts as County liaison with other departments/stakeholders; makes recommendations regarding policy and procedure changes to the Warden; attends platoon roll calls to meet with correction staff; provides information for public records requests and media responses.

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

- Bachelor's Degree in criminal justice, public administration, business administration, behavioral sciences, correctional management, or related degree and five (5) years of experience in security, corrections, law enforcement, or military security; or any equivalent combination of training and experience.
- Valid driver license, proof of automobile insurance, and access to a vehicle.

### **Additional Requirements**

- Completion of Correctional Academy pursuant to OAC 1-8-18 (within one year of employment)

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

#### **Physical Requirements**

- Ability to operate a variety of automated office machines and equipment including a computer and multifunction printer.
- Ability to stand and walk for a prolonged period of time, balance, climb, bend, twist, and lift, push, and pull up to 25 lbs.
- May be expected to be trained/certified in the use of less lethal munitions within the correctional facility.

### **Technology Requirements**

## Associate Warden

- Ability to operate a variety of software including word processing software (Microsoft Word), electronic mail software (Microsoft Outlook), jail management system, internet and spreadsheet software (Microsoft Excel).

### **Supervisory Responsibilities**

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

### **Mathematical Ability**

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

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

- Requires the ability to perform mid-level data analysis including the ability to evaluate, audit, deduce, assess, conclude and appraise. Requires discretion in determining and referencing such to established criteria to define consequences and develop alternatives.
- Ability to comprehend a variety of informational documents including grievance reports, security reports, safety reports, transfer request forms, correspondence, invoices, court entries, incident reports, use of force reviews, public records requests, jail booking/release documents, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including the Employee Handbook, Ohio Revised Code, Ohio Administrative Code (Minimum Jail Standards for Full-Service Jails), and relevant County, State, and Federal Laws.
- Ability to prepare work orders, security requests, policy and procedure documents, incident reports, training materials, performance appraisals, investigatory files, disciplinary documents, time sheets, correspondence, and other job-related documents using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.
- Ability to represent the County with external organizations, convince and influence others, to record and deliver information, to explain procedures, and to follow instructions.
- Ability to use and interpret criminal justice and related legal terminology and language.
- Ability to communicate with supervisor, managers, coworkers, employees, representatives from other jails, police, hospitals, regulatory agencies, attorneys, and the general public.

### **Environmental Adaptability**

- Work is typically performed in jail facilities.
- Work may involve exposure to violence, strong odors, disease/bodily fluids, and noise extremes.

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## CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

<b>Class Title:</b>	C.A.D. Technician 1	<b>Class Number:</b>	18021
<b>FLSA:</b>	Non-Exempt	<b>Pay Grade:</b>	5A
<b>Dept:</b>	Fiscal Office	<b>EXHIBIT L</b>	

### Classification Function

The purpose of this classification is to digitize and create hardcopies of documents and maps needed to update, prepare, and maintain County tax maps update, prepare and maintain the tax maps to review legal descriptions, plats of surveys, maps of official records, annexations, vacations, and dedications.

### Distinguishing Characteristics

This is an entry level, technical classification that utilizes a computer aided drafting program to digitize and create hardcopies of documents and maps. This classification works under direct supervision of the Supervisor, Engineering Maps. This class requires limited exercise of judgment and performs recurring projects using standard methods and techniques and consults with a supervisor as new or unusual situations arise. This class is distinguished from the Supervisor, Engineering Maps in that the latter oversees the work of this class and requires a higher level of education and experience.

### Essential Job Functions

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

50% +/- 10%

- Updates, prepares, and maintains County tax maps; digitally captures data from various sources including C.A.D. design or drawing files, geocoded point data, field surveys, and hardcopy drawings using G.I.S software; assigns new permanent parcel numbers to newly created parcels from recorded plats using C.A.D. software; draws plats using C.A.D. software; measure's acreage using C.A.D. software to verify deed information; assists with reviews of survey plats for accuracy and compliance with Ohio Revised Code (ORC) and conveyance standards.

40% +/- 10%

- Performs plat database queries and analysis using C.A.D software; updates plat database for the Fiscal Office; review's subdivision plats, condominium plats, lot split and consolidation plats, as well as boundary survey drawings to verify compliance with conveyance standards; runs queries and expressions to update database; runs data validations and checks for errors.

30% +/- 10%

- Assists the public and other County agencies in reviewing real property legal descriptions prior to recording/foreclosure; answers questions from the public regarding legal descriptions via phone call; receives legal descriptions from the legal department via email or hard copy; reviews deeds to confirm legal descriptions and location of parcels prior to recording/foreclosure; denotes any errors or changes within the legal description to make legal team aware; approves correct legal descriptions using a verification stamp; emails verified legal description back to legal department to be swapped into deeds or reviewed.



### **Experience Required to Perform Essential Job Functions**

- High School diploma or equivalent with two (2) years of experience with CAD or GIS systems using Coordinate Geometry (COGO) as it relates to land surveying; or any equivalent combination of education, training, and experience.

### **Additional Requirements**

- No special license or certification is required.

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

#### **Physical Requirements**

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

#### **Technology Requirements**

- Ability to operate a variety of software including word processing software (Microsoft Word), electronic mail software (Microsoft Outlook), spreadsheet software (Microsoft Excel), PDF Software (NitroPro, Adobe), and C.A.D. Software (Microstation, AutoCAD).

#### **Supervisory Responsibilities**

- No supervisory responsibilities required.

#### **Mathematical Ability**

- Ability to add, subtract, multiply, divide, calculate decimals and percentages, and perform basic algebra and geometry.

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

- Ability to perform basic level of data analysis including the ability to review, classify, categorize, prioritize and/or reference data, statutes and/or guidelines and/or group, rank, investigate, and problem solve. Requires discretion in determining and referencing such to established standards to recognize interactive effects and relationships.
- Ability to comprehend a variety of informational documents including plats, legal descriptions, and City ordinances.
- Ability to comprehend a variety of reference books and manuals including Ohio Revised Code, County Conveyance Standards, departmental and county policy manuals, reference and computer manuals, aerial photos, plats, and legal documents.
- Ability to prepare tax maps and other job-related documents using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.
- Ability to record and deliver information, to explain procedures, and to follow instructions.
- Ability to use and interpret basic engineering and geographic terminology and language.
- Ability to communicate with supervisor, co-workers, other County employees, and the general public.

### **Environmental Adaptability**

- Work is typically performed in an office environment.

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## CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

<b>Class Title:</b>	Developer 1	<b>Class Number:</b>	16181
<b>FLSA:</b>	Exempt	<b>Pay Grade:</b>	12B
<b>Dept:</b>	Information Technology	<b>EXHIBIT M</b>	

### Classification Function

The purpose of the classification is to develop, maintain, and implement web and desktop applications to address Internet, Intranet, and back-office needs.

### Distinguishing Characteristics

This is a technical, entry level class in the Developer series. Employees in this class work under initial close supervision progressing to direct supervision as work experience is gained. The Developer 1 possesses a working technical knowledge of software and application development and tasks completed are typically more basic and routine in nature and follow well-defined procedures. Employees in this classification typically receive guidance and support from more experienced team members. This classification exercises less independent discretion and judgment in matters related to work procedures and methods and requires less application development knowledge than the Developer 2.

### Essential Job Functions

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

50% +/- 10%

- Works with higher-level Developers in the analysis, design, development, and deployment of new software systems, applications, or websites; assists in defining input and output system requirements and preparing graphic and narrative representations of solutions (e.g., current and/or future business process flows, grammatical schemas, database and network diagrams); assists in the design of technical specifications (e.g., application architecture/infrastructure, database model, interfaces, security, object design and data access methods) to determine best method for meeting end-user needs; writes basic code for computer software using appropriate coding languages and development technologies; documents program development and revisions according to department procedures; assists in completing unit and/or system tests to ensure application or software functionality; performs research to assist in resolving processing errors and performance issues; performs post-implementation assessments; adheres to the department's design and coding standards and industry best practices; collaborates and coordinates with network engineering, security, and database administration teams to debug and develop solutions.

25% +/- 10%

- Maintains and updates existing software systems, applications, and websites; makes low to moderately complex updates and/or modifications to existing software to increase operating efficiency, adapt to new requirements, or include new functionality; runs unit tests scripts and debugs software when unit and system tests do not produce desired results; consults with higher-level Developers and/or technical staff to troubleshoot problems with websites, databases, web services, and applications and determine and implement effective solutions; communicates software test results with end users; communicates with vendors to resolve problems or ask questions regarding third party Application Programming Interfaces (API).

15% +/- 5%

- Creates, maintains, and queries databases; designs and creates new relational database structures that are logical and normalized to support department initiatives; analyzes databases to ensure optimal performance and minimize utilization of server resources; writes stored procedures (database packages and SQL queries) to access data used for reports, applications, and extractions; maintains data integrity in relational databases; troubleshoots and resolves routine database issues.

10% +/- 5%

- Keeps current on emerging web and application development technologies; seeks out, studies, and recommends new technologies for future system solutions; attends trainings and online classes, and reads blogs; performs presentations of off-site training received or seminars attended; utilizes a variety of software and programming tools/aids.

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

- Bachelor's degree in computer science/engineering or a related field; or an equivalent combination of education, training, and experience.
- Must have proficiency with at least two (2) programming languages used by the IT Department.

### **Additional Requirements**

- No special license or certification is required.

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

#### **Physical Requirements**

- Ability to operate a variety of automated office machines including computers and peripheral equipment.

#### **Technology Requirements**

- Ability to operate a variety of software and database systems including application Integrated Development Environments (Visual Studio, Visual Studio Code, Eclipse), database management software (SQL Server Management Studio, Oracle SQL Developer), database query languages (T-SQL, PL/SQL), programming languages and extensions (C#, TypeScript, .Net Core, ASP.Net MVC, ASP.Net Web Forms, JavaScript, CSS, HTML, Ruby, Vue.JS, , Java), spreadsheet software (MS Excel), version control system (Git), word processing software ( MS Word), application lifecycle management (JIRA), content management system (Sitefinity), enterprise content/document management system (OnBase).

### **Supervisory Responsibilities**

- No supervisory responsibilities required.

### **Mathematical Ability**

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

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

- Requires the ability to perform mid-level data analysis including the ability to audit, deduce, assess, conclude, and appraise. Requires discretion in determining and referencing established criteria to define impact and develop alternatives.
- Ability to comprehend a variety of informational documents including program specifications, project requirements, termination program execution, source code, service desk tickets, databases and structures, entity relationship diagrams, technical documentation, and other reports and records.
- Ability to comprehend a variety of reference materials and manuals including departmental policy manual, The Employee Handbook, requirement statements, relational database chart, technical books and websites, computer manuals, and status reports.
- Ability to prepare web applications and sites, statement of work, requirement statements, flow charts and layout design, web applications and sites, databases, files, documentation, status reports, and other job-related documents using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.
- Ability to record and deliver information, to explain procedures, and to follow instructions.
- Ability to use and interpret computer terminology and language.
- Ability to communicate with end-users, co-workers, vendors, technical staff, and department managers.

### **Environmental Adaptability**

- Work is typically performed in an office environment.

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## CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

<b>Class Title:</b>	Developer 2	<b>Class Number:</b>	16182
<b>FLSA:</b>	Exempt	<b>Pay Grade:</b>	13B
<b>Dept:</b>	Information Technology	<b>EXHIBIT N</b>	

### Classification Function

The purpose of the classification is design, develop, and implement web and desktop applications and participate in the assessment of client needs to address Internet, Intranet, and back-office solutions.

### Distinguishing Characteristics

This is a technical, journey level class in the Developer series. Employees at this level work under general supervision and are expected to work independently, exercising judgment and initiative. The Developer 2 possesses considerable technical knowledge of software and application development and database structure. Tasks require occasional innovative problem-solving within provided guidelines. This classification differs from the Developer 1 in that this position interacts with the end clients, has responsibility for designing solutions, and receives less oversight in performance of essential duties. The Developer 2 may confer with and assist more experienced Developers in complex or large-scale assignments.

### Essential Job Functions

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

30%+/- 10%

- Participates in the analysis, design, development, and deployment of new software systems, applications, or websites; defines input and output system requirements and prepares graphic and narrative representations of solutions (including current and/or future business process flows, grammatical schemas, database and network diagrams); designs technical specifications (e.g., application architecture/infrastructure, database model, interfaces, security, object design and data access methods) to determine best method for meeting end-user needs; writes code for custom computer software using appropriate coding languages and development technologies; documents program development and revisions according to department procedures; conducts unit and/or system tests to ensure that the application or software produces the desired result and that all functionality works as specified; uses source debugger to identify and resolve routine processing errors and performance issues; performs post-implementation assessments; adheres to the department's design and coding standards and industry best practices; collaborates and coordinates with network engineering, security, and database administration teams to develop, debug, and architect solutions.

25% +/- 10%

- Maintains and updates existing software systems, applications, and websites; updates and/or modifies existing software to increase operating efficiency, adapt to new requirements, or include new functionality; runs unit tests scripts and debugs software when unit and system tests do not produce desired results; consults with technical staff to troubleshoot problems with websites, databases, web services, and applications and determine and implement effective solutions; communicates software test results with end users; communicates with vendors to resolve problems or ask questions regarding third party Application Programming Interfaces (API).

Effective Date:09.11.2012  
Last Modified: 05.25.2021

25% +/- 10%

- Creates, maintains, and queries databases; designs and creates new relational database structures that are logical and normalized to support department initiatives; analyzes databases to ensure optimal performance and minimize utilization of server resources; writes stored procedures (database packages and SQL queries) to access data used for reports, applications, and extractions; maintains data integrity in relational databases; troubleshoots and resolves routine database issues.

10% +/- 5%

- Collaborates with end users to determine business needs and solutions; consults with end users to identify and document business needs (software/system purpose, business workflow, output needs, etc.); assists in identifying and developing alternative solutions; assists with performing cost-benefit, feasibility, and impact analysis of proposed solutions; informs user about solutions that may meet their needs; performs postproduction support of business applications; develops training materials and user-guides for end users; follows up with clients to ensure satisfaction with project.

10% +/- 5%

- Keeps current on emerging web and application development technologies; seeks out, studies, and recommends new technologies for future system solutions; performs technology and software assessment; attends trainings and online classes, and read blogs; performs presentations of off-site training received or seminars attended; utilizes a variety of software and programming tools/aids.

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

- Bachelor's degree in computer science/engineering or related field with three (3) years of experience in a data processing environment, application development and design, database development and design, computer information systems; or an equivalent combination of education, training, and experience.
- Must have proficiency of at least two (2) programming languages used by the IT Department.

### **Additional Requirements**

- No special license or certification is required.

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

#### **Physical Requirements**

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

#### **Technology Requirements**

- Ability to operate a variety of software and database systems including application Integrated Development Environments (Visual Studio, Visual Studio Code, Eclipse), database management software (SQL Server Management Studio, Oracle SQL Developer), database query languages (T-SQL, PL/SQL), programming languages and extensions (C#, TypeScript, .Net Core, ASP.Net MVC, ASP.Net Web Forms, JavaScript, CSS, HTML, Ruby, Vue.JS, , Java), spreadsheet software (MS Excel), version control system (Git), word processing software (MS Word), application lifecycle management (JIRA), content management system (Sitefinity), enterprise content/document management system (OnBase).

### **Supervisory Responsibilities**

- No supervisory responsibilities required.

### **Mathematical Ability**

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

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

- Requires the ability to perform mid to high level data analysis requiring managing of data and people deciding the time, sequence of operations or events within the context of a process, system or organization. Involves determining the necessity for revising goals, objectives, policies, procedures or functions based on the analysis of data/information and includes performance reviews pertinent to objectives, functions, and requirements.
- Ability to comprehend a variety of informational documents including program specifications, project requirements, termination program execution, source code, service desk tickets, databases, database structures, entity relationship diagrams, technical documentation, and other reports and records.
- Ability to comprehend a variety of reference materials and manuals including departmental policy manual, The Employee Handbook, requirement statements, relational database chart, technical books and websites, computer manuals, and status reports.
- Ability to prepare web applications and sites, statement of work, requirement statements, flow charts and layout design, web applications and sites, databases, files, project documentation, status reports, source code, and other job-related documents using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.
- Ability to record and deliver information, to explain procedures, and to follow instructions.
- Ability to use and interpret computer terminology and language.
- Ability to communicate with end-users, co-workers, vendors, technical staff, and department managers.

### **Environmental Adaptability**

- Work is typically performed in an office environment.

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## CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

<b>Class Title:</b>	Developer 3	<b>Class Number:</b>	16183
<b>FLSA:</b>	Exempt	<b>Pay Grade:</b>	15B
<b>Dept:</b>	Information Technology	<b>EXHIBIT O</b>	

### Classification Function

The purpose of the classification is to design, develop, and implement web and desktop applications and lead in the assessment of client needs to address Internet, Intranet, and back-office solutions.

### Distinguishing Characteristics

This is a technical, advanced journey level classification in the Developer series. Employees at this level work under general supervision and are expected to work independently, exercising judgment and initiative. The Developer 3 possesses a thorough technical knowledge of software and application development and database structure. Tasks require regular innovative problem-solving within broadly stated guidelines. This classification is distinguished from the Developer 2 in that this classification provides technical consultation to IT Management, performs more complex analysis and development work, and contributes to the development of department standard operating procedures and best practices.

### Essential Job Functions

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

40%+/- 10%

- Leads the planning, analysis, design, development, testing, and deployment of new software systems, applications, or websites; defines input and output system requirements and prepares graphic and narrative representations of solutions (including current and/or future business process flows, grammatical schemas, database and network diagrams); designs technical specifications (e.g., application architecture/infrastructure, database model, interfaces, security, object design and data access methods) to determine best method for meeting end-user needs; writes code for custom computer software using appropriate coding languages and development technologies; documents program development and revisions according to department procedures; develops advanced test scripts and data; conducts unit and/or system tests to ensure that the application or software produces the desired result and that all functionality works as specified; uses source debugger to identify and resolve non-routine processing errors and performance issues; performs post-implementation assessments; adheres to the department's design and coding standards and industry best practices; collaborates and coordinates with network engineering, security, and database administration teams to develop, debug, and architect solutions.

15% +/- 5%

- Creates, maintains, and queries databases; designs and creates new relational database structures that are logical and normalized to support department initiatives; analyzes databases to ensure optimal performance and minimize utilization of server resources; writes stored procedures (database packages and SQL queries) to access data used for reports, applications, and extractions; maintains data integrity in relational databases; troubleshoots and resolves database issues.

Effective Date: 09.11.2012  
Last Modified: 05.25.2021

15% +/- 5%

- Collaborates with end users to determine business needs and solutions; consults with end users to identify and document business needs (software/system purpose, business workflow, output needs, etc.); identifies and develops alternative solutions; performs cost-benefit, feasibility, and impact analysis of proposed solutions; informs user about solutions that may meet their needs; performs postproduction support of business applications; writes, reviews, and coordinates development of training materials and user-guides for end users; follows up with clients to ensure satisfaction with project.

10% +/- 5%

- Maintains and updates existing software systems, applications, and websites; makes complex updates and/or modifications to existing software to increase operating efficiency, adapt to new requirements, or include new functionality; resolves problems involving server operating systems, networks, applications, websites, third-party integrations, and other programming code; runs tests and debugs software and resolves security or infrastructure issues; consults with technical staff to troubleshoot problems; communicates software test results with end users; communicates with vendors to resolve problems or ask questions regarding third party Application Programming Interfaces (API); writes code for software integration between County applications or third-party API.

10% +/- 5%

- Serves as team/technical lead on projects as assigned; assists IT management with estimating workload requirements; tracks projects via project tracking system; provides guidance to developers and application programmers in program techniques and technology; works with IT management to recommend, implement, and document best practices and standard operating procedures for software development; assists in the development of appropriate standards and criteria for programming and systems development lifecycle activities.

10% +/- 5%

- Keeps current on emerging web and application development technologies; seeks out, studies, and recommends new technologies for future system solutions; performs technology and software assessment; attends trainings and online classes, and read blogs; performs presentations of off-site training received or seminars attended; utilizes a variety of software and programming tools/aids.

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

- Bachelor's degree in computer science/engineering or related field with six (6) years of experience in a data processing environment, application development and design, database development and design, computer information systems; or an equivalent combination of education, training, and experience.
- Must have knowledge of at least two (2) programming languages used by the IT Department.

#### **Additional Requirements**

- No special license or certification is required.

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

#### **Physical Requirements**

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

### **Technology Requirements**

- Ability to operate a variety of software and database systems including application Integrated Development Environments (Visual Studio, Visual Studio Code, Eclipse), database management software (SQL Server Management Studio, Oracle SQL Developer), database query languages (T-SQL, PL/SQL), programming languages and extensions (C#, TypeScript, .Net Core, ASP.Net MVC, ASP.Net Web Forms, JavaScript, CSS, HTML, Ruby, Vue.JS, , Java), spreadsheet software (MS Excel), version control system (Git), word processing software (MS Word), application lifecycle management (JIRA), content management system (Sitefinity), enterprise content/document management system (OnBase).

### **Supervisory Responsibilities**

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

### **Mathematical Ability**

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

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

- Requires the ability to perform mid to upper-level data analysis requiring managing of data and people deciding the time, sequence of operations or events within the context of a process, system, or organization. Involves determining the necessity for revising goals, objectives, policies, procedures or functions based on the analysis of data/information and includes performance reviews pertinent to objectives, functions, and requirements.
- Ability to comprehend a variety of informational documents including program specifications, project requirements, termination program execution, source code, service desk tickets, databases, database and data warehouse structure, entity relationship diagrams, technical documentation, and other reports and records.
- Ability to comprehend a variety of reference materials and manuals including departmental policy manual, The Employee Handbook, requirement statements, relational database chart, technical books and websites, computer manuals, and status reports.
- Ability to prepare web applications and sites, statement of work, requirement statements, flow charts and layout design, web applications and sites, databases, files, documentation, status reports, source code, and other job-related documents using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.
- Ability to record and deliver information, to explain procedures, and to follow instructions.

### Developer 3

- Ability to use and interpret computer terminology and language.
- Ability to communicate with end-users, co-workers, vendors, technical staff, and department managers.

### **Environmental Adaptability**

- Work is typically performed in an office environment.

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## CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

<b>Class Title:</b>	Supervisor, Examiner	<b>Class Number:</b>	11073
<b>FLSA:</b>	Exempt	<b>Pay Grade:</b>	10A
<b>Dept:</b>	Health and Human Services	<b>EXHIBIT P</b>	

### Classification Function

The purpose of this classification is to supervise lower-level examiners in an examiner unit and oversee childcare provider licensing and payment processing.

### Distinguishing Characteristics

This is a supervisory-level classification that is responsible for the supervision of lower-level examiners as well as completing responsibilities related to overseeing home childcare provider licensing and payment processing. This classification works under general supervision of a management-level position. The employee exercises discretion in applying policies and procedures to resolve issues and to ensure that assigned activities are completed in a timely and efficient manner. This class requires public contact and is responsible for ensuring that clients are provided with appropriate and timely services in a tactful and diplomatic manner.

### Essential Job Functions

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

30% +/- 10%

- Maintains documentation of cases and workload in accordance with retention and record keeping policies; documents travel expenses when staff members must drive out to provider sites; maintains paperwork for providers and centers detailing hours of operation, weekly menus, emergency protocols, and evacuation plans; assists in processing client applications to be matched with providers; assists the eProcessing Department in getting vouchers out to clients; maintains payment information, copays, provider changes, and processing changes via software system; prepares reports and documents via Ohio Childcare Licensing and Quality System (OCLQS) and the Childcare Database on an as needed basis.

20% +/- 10%

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

15% +/- 5%

- Monitors and ensures that licensing and fiscal activities of home child care providers and other licensed child care facilities and programs are in compliance with applicable laws and regulations; manages childcare fraud allegations received by the department; investigates allegations by researching the situation and involving necessary parties; works with the Investigations Department to determine the appropriate course of action; ensures payments are processed correctly and in

## Supervisor, Examiner

accordance with state laws; ensures timely processing of audit finding results related to payments and adjustments; keeps up to date on applicable rules, regulations, policies, and procedures.

15% +/- 5%

- Provides technical assistance to current and potential future childcare providers; provides information and assistance regarding licensing requirements; interviews applicants to determine readiness for licensure; ensures compliance with pertinent Ohio fiscal and childcare laws and regulations; prepares, updates, and presents training materials for potential and current childcare providers; answers questions via phone, email, or in-person.

10% +/- 5%

- Oversees technical support visits and compliance visits; assists staff in the field with technical support visits; ensures new providers have a safe environment for children and that the proper equipment is on the property; reviews hours of operation, daily activity schedules, and weekly menus; suggests recommendations to providers based on best practices; assists staff in the field with compliance visits; visits provider sites that have been marked out of compliance to ensure changes have been made; keeps up to date with relevant rules, laws, and policies to ensure best practices are implemented.

10% +/- 5%

- Performs supporting administrative responsibilities; prepares and maintains various reports, records, and other documents; responds to emails and phone calls; attends various trainings and meetings; receives and responds to requests for information from various agencies; answers questions from clients via phone, email, or in person and direct them to appropriate resource; prepares and delivers presentations regarding programs to staff and community groups.

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

- Bachelor's degree in business administration, public administration, sociology, accounting, or related field with three (3) years of professional childcare, public administration, or auditing experience; or any equivalent combination of education, training, and experience.
- Valid driver license, proof of automobile insurance, and access to a vehicle.

### **Additional Requirements**

- No special licensure or certification is required.

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

#### **Physical Requirements**

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

#### **Technology Requirements**

- Ability to operate a variety of software and databases including email software (Microsoft Outlook), spreadsheet software (Microsoft Excel), word processing software (Microsoft Word), web conferencing software (Microsoft Teams), and various state systems used to track childcare and provider related information (OCLQS, KinderConnect, etc.).

### **Supervisory Responsibilities**

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

### **Mathematical Ability**

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

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

- Requires the ability to perform mid-level data analysis including the ability to audit, deduce, assess, conclude, and appraise. Requires discretion in determining and referencing such to establish criteria to define consequences and develop alternatives.
- Ability to comprehend a variety of informational documents including referrals, evacuation plans, homeowner's insurance, auto insurance, pet licenses, pet shot records, weekly menus, daily activity schedules, medical, dental and general emergency plans, payment processing records, client records, data management system reports, correspondence, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including Ohio Revised Code, Ohio Administrative Code, ODJFS Field Guide, ODJFS Child Care Manual, Type B Child Care Rules, and the Employee Handbook.
- Ability to prepare Child Care Licensing Information Forms (CCLIF), monthly adjustment reports, licensing support interview checklist, travel logs, childcare home assessments, training materials, provider checklist reports, monthly reports, performance appraisals, memos, correspondence, and other job-related documents using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.
- Ability to supervise and counsel employees, to convince and influence others, to record and deliver information, to explain procedures, maintain confidentiality of restricted information, and to follow instructions.
- Ability to use and interpret accounting and child-care licensing related legal terminology and language.
- Ability to communicate effectively with supervisor, co-workers, employees, customers, representatives from outside agencies and organizations, state and federal personnel, day care providers, other County employees, and the general public.

Supervisor, Examiner

### **Environmental Adaptability**

- Work is typically performed in an office environment and occasional site visits.
- Work may involve exposure to strong odors, smoke, dust, noise extremes, and animals.

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## CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

<b>Class Title:</b>	Supervisor, Support Specialist	<b>Class Number:</b>	13001
<b>FLSA:</b>	Non-Exempt	<b>Pay Grade:</b>	8A
<b>Dept:</b>	Job and Family Services	<b>EXHIBIT Q</b>	

### Classification Function

The purpose of this classification is to supervise employees responsible for the electronic processing of data and information.

### Distinguishing Characteristics

This is a supervisory level classification that is responsible for supervising Information Processors I and II and Support Specialists I and II and overseeing electronic data and information processing activities. Incumbents work under general direction of an Administrator, Social Program in the form of broad goals and objectives. The employee exercises discretion in applying policies and procedures to resolve issues and to ensure that assigned activities are completed in a timely, accurate, and efficient manner.

### Essential Job Functions

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

40% +/- 10%

- Oversees and performs electronic data entry, database information maintenance, and document processing functions for the assigned unit; monitors requests that come to the unit to assign work to employees; establishes new records in databases; contacts the sender of the request to inform them if the work request has errors; logs the work that comes into the unit in a spreadsheet to track employee assignments; provides expertise and insight to subordinates by answering questions and giving next-step instruction in unusual situations; processes documentation through case management systems, trackers, logs, and forms; reviews data and documentation for accuracy and completeness; checks that case documentation is distributed to the appropriate destination; shares and re-routes case documentation for internal/external department review; logs work in a spreadsheet when it leaves the unit to other divisions or departments; ensures errors are corrected if previously completed work is returned due to errors; logs work returns due to errors in the spreadsheet; reviews and processes case management information in program software and databases; ensures appropriate recording, tracking, and filing of documentation according to policies and regulations; creates and updates required reports based on data; monitors and completes all information processing activities for cases in the confidential caseload.

40% +/- 10%

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

5% +/- 2%

- Monitors and evaluates unit operations, policies, and procedures; ensures daily operations, case management, and data processing are in compliance with County, state, and federal regulations for child support applications; ensures work is completed by the required deadlines; documents performance and outcomes for reports; stays up to date on federal and state rules, regulations, laws, and requirements concerning child support to assess impact on local policy and procedures; reviews, analyzes, and recommends policies and procedures; assists management with policy and procedure development, program planning, and implementation; interacts with management staff to coordinate work flows, develop policies, and clarify issues.

15% +/- 5%

- Performs related administrative responsibilities; prepares and maintains various reports, records, and other documents; responds to emails and phone calls; attends various trainings, conferences, and meetings; develops training materials for partner agencies and external customers; presents at various community events; receives and responds to requests for information from various agencies, court personnel, upper management, and the general public; provides information on case management documentation; attends child support hearings as required to provide information and testimony.

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

- Associate Degree with five (5) years of information processing experience; or any equivalent combination of education, training, and experience.

### **Additional Requirements**

- No special license or certification is required.

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

#### **Physical Requirements**

- Ability to operate a variety of office machines and equipment including a computer and multifunction printer.
- Ability to perform information processing functions with high degree of accuracy.

#### **Technology Requirements**

- Ability to operate a variety of software including database software (iCase, SETS, etc.), email software (Microsoft Outlook), spreadsheet software (Microsoft Excel), and word processing software (Microsoft Word).

### **Supervisory Responsibilities**

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

### **Mathematical Ability**

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

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

- Requires the ability to perform basic level of data analysis including the ability to review, classify, categorize, prioritize and/or reference data, statutes and/or guidelines and/or group, rank, investigate, and problem solve. Requires discretion in determining and referencing such to established standards to recognize interactive effects and relationships.
- Ability to comprehend a variety of informational documents including data reports, basic court documents, billing reports, overtime logs, time sheets, interface reports, information system reports, performance evaluations, correspondence, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including Ohio Revised Code, Ohio Administrative Code, the Employee Handbook, agency policies and procedures, federal, state, and County codes and regulations for child support, and union contracts.
- Ability to prepare monthly reports, logs, time sheets, supply requisitions, case tracking reports, court related documents, training materials, performance evaluations, memos, correspondence, and other job-related documents using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.
- Ability to supervise and counsel employees, to convince and influence others, to record and deliver information, to explain procedures, and to follow instructions.
- Ability to communicate with managers, clients, subordinates, Court personnel, union representatives, other County employees, and the general public.

### **Environmental Adaptability**

- Work is typically performed in an office environment.

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## CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

<b>Class Title:</b>	Data Control Technician	<b>Class Number:</b>	16001
<b>FLSA:</b>	Non-Exempt	<b>Pay Grade:</b>	4
<b>Dept:</b>	Health and Human Services	<b>EXHIBIT R</b>	

### Classification Function

The purpose of this classification is to process, verify, document, and distribute data in state and county computer systems.

### Distinguishing Characteristics

This is an entry-level classification that works under the general supervision of the Data Processing Supervisor and is responsible for processing, verifying, documenting and distributing data in state and county computer systems. The employee works within a framework of policies, procedures and regulations. The incumbent ensures that activities are performed in a timely manner and according to policies, procedures and related regulations

### Essential Job Functions

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

- 80% +/- 10%
- Updates data in county and state computer systems; keeps track of current caseworkers; verifies utility payments, county warrants, sanctions, cash assistance, and Prevention, Retention, and Contingency (PRC) requests; processes and documents PRC payments, utility payments, relief orders, county warrants, school attendance, in state and county computer systems; prints new, overdue and received PRC applications; updates provider Gateway data; retrieves food stamp documents and creates report; updates information to align invoice numbers for Relief Orders in county system.
- 15% +/- 10%
- Distributes and documents county reports; distributes various county reports to administrators, case managers, supervisors, employees, center managers, team coordinators, and payment processing department as appropriate.
- 5% +/- 2%
- Performs related administrative duties; prepares various reports, records and other documents; responds to emails and phone calls; attends various trainings and meetings; imprints County Auditor and JFS Director's signatures on Relief Orders/Emergency Vouchers; keeps record of relief orders received and distributed.

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

High school diploma or equivalent and one (1) year of computer operations or data processing experience; or any equivalent combination of training and experience.

### Additional Requirements for all levels

No special license or certification is required.

Effective Date: 1993  
Last Modified: 05.24.2017

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

### **Physical Requirements**

- Ability to operate a variety of automated office machines including computer and copier.
- Ability to crouch, bend, twist, lift up to 50lbs., and push or pull up to 100lbs.

### **Mathematical Ability**

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

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

- Requires the ability to perform basic level of data analysis including the ability to review, classify, categorize, prioritize and/or reference data, statutes and/or guidelines and/or group, rank, investigate and problem solve. Requires discretion in determining and referencing such to established standards to recognize interactive effects and relationships.
- Ability to comprehend a variety of informational documents including relevant County and State computer reports, daily warrants, relief orders and other reports and records.
- Ability to comprehend a variety of reference books and manuals including Personnel Policies and Procedures Manual.
- Ability to prepare relief order log, spreadsheet of reports received/distributed, correspondence and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to record and deliver information, to maintain confidentiality of restricted information, to explain procedures, and to follow instructions.
- Ability to communicate effectively with immediate supervisors, coworkers, other County personnel and the general public.

### **Environmental Adaptability**

- Work is typically performed in an office environment.

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

## CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

<b>Class Title:</b>	Employment Contract Negotiator/Evaluator	<b>Class Number:</b>	19001
<b>FLSA:</b>	Exempt	<b>Pay Grade:</b>	8
<b>Dept:</b>	Health and Human Services	<b>EXHIBIT S</b>	

### Classification Function

The purpose of this classification is to provide fiscal control and contract management of federal and state monies disseminated to secure employment and training services.

### Distinguishing Characteristics

This is a journey level classification that works under the general supervision of the Work First Services Manager and is responsible for providing fiscal control and contract management of federal and state monies disseminated to secure employment and training services. The employee works within a framework of policies, procedures and regulations. The incumbent ensures that activities are performed in a timely manner and according to policies, procedures and related regulations.

### Essential Job Functions

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

45% +/- 10%

- Provides fiscal control and contract management of federal and state monies disseminated to secure employment and training services; prepares contracts, amendments and statements of work; reviews source documents for invoice processing; coordinates invoice verification process; develops and maintains contract reporting controls; reviews profit and non-profit company budgets; monitors reimbursement of fund expenditures; develops and issues corrective actions; ensures operation within federal and state regulations.

35% +/- 10%

- Evaluates, negotiates and prepares contracts with new and existing service providers; reviews and evaluates proposals obtained through RFP process; reviews organizations' budgets including the assistance in development of monitoring activities, program budgets, fund sourcing and program management; monitors reimbursement of fund expenditures; writes and issues corrective actions; reviews year-end and participant close-out reports; obtains and reviews contract statistical performance data; reviews monitoring reports and audits; compares invoices to contract provisions; conducts cost/price analysis.

10% +/- 5%

- Creates and collects documentation to submit transactions within County electronic management system for procurement; updates and adheres to changes made to the procurement process.

10% +/- 5%

- Performs related administrative responsibilities; prepares various reports, records and other documents; responds to emails and phone calls; attends various trainings and meetings; compiles and maintains records of all back-up data; attends meetings and conferences regarding contract issues.

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

Bachelor's degree in business, finance, accounting or related degree with three (3) years of accounting, finance, or related experience; or any equivalent combination of training and experience.

**Additional Requirements for all levels**

No special license or certification is required.

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

**Physical Requirements**

- Ability to operate a variety of automated office machines including computer and copier.

**Mathematical Ability**

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

**Language Ability & Interpersonal Communication**

- Requires the ability to perform mid to high level data analysis requiring managing of data and people deciding the time, sequence of operations or events within the context of a process, system or organization. Involves determining the necessity for revising goals, objectives, policies, procedures or functions based on the analysis of data/information and includes performance reviews pertinent to such objectives, functions and requirements.
- Ability to comprehend a variety of informational documents including financial statements, vendor documents, Financial Accounting and Management Information System (FAMIS) reports, Provider proposals, invoices, budgets, correspondence, reports and records.
- Ability to comprehend a variety of reference books and manuals including government auditing standards, FAMIS system manuals, and Personnel Policies and Procedures Manual.
- Ability to prepare contract evaluations, invoice tracking reports, budget spreadsheets, projected expense reports, utilization reports, funds transfer letters, contracts, correspondence and other job related documents in accepted format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to convince and influence others, to record and deliver information, to explain procedures, to follow instructions.
- Ability to use and interpret accounting and basic legal terminology and language.
- Ability to communicate with supervisors, coworkers, Providers, Law Department, Office of Procurement and other County employees.

**Environmental Adaptability**

- Work is typically performed in an office environment.

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# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0377

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

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

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

**WHEREAS**, on September 7, 2022, the Personnel Review Commission met and recommended the classification changes (attached hereto as Exhibits A through J) and recommended to County Council the formal adoption and implementation of the attached changes; and

**WHEREAS**, in accordance with Section 9.03 of the Charter of Cuyahoga County, it is the intent of the County that, upon approval of this Resolution by County Council, all classifications within the County Sheriff's office shall forever remain within the jurisdiction of the Personnel Review Commission; and

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

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

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

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

Proposed Revised Classifications:

- Exhibit A: Class Title: *Human Resources Business Partner*  
Class Number: 14112  
Pay Grade: 11A/Exempt (No change)  
\* Request to add the Sheriff's Department to several positions that were previously Human Resources Department positions only.
- Exhibit B: Class Title: *Human Resources Generalist*  
Class Number: 14111  
Pay Grade: 9A/Exempt (No change)  
\* Request to add the Sheriff's Department to several positions that were previously Human Resources Department positions only.
- Exhibit C: Class Title: *Human Resources Associate*  
Class Number: 14101  
Pay Grade: 5A/Non-Exempt (No change)  
\* Request to add the Sheriff's Department to several positions that were previously Human Resources Department positions only.
- Exhibit D: Class Title: *Senior HR Associate*  
Class Number: 14102  
Pay Grade: 6A/Non-Exempt (No change)  
\* Request to add the Sheriff's Department to several positions that were previously Human Resources Department positions only.
- Exhibit E: Class Title: *Talent Acquisition & Employment Specialist*  
Class Number: 14141  
Pay Grade: 10A/Exempt (No change)  
\* Request to add the Sheriff's Department to several positions that were previously Human Resources Department positions only.
- Exhibit F: Class Title: *Employee & Labor Relations Specialist 1*  
Class Number: 14061  
Pay Grade: 13A/Exempt (No change)  
\* Request to add the Sheriff's Department to several positions that were previously Human Resources Department positions only.
- Exhibit G: Class Title: *Employee & Labor Relations Specialist 2*  
Class Number: 14062  
Pay Grade: 14A/Exempt (No change)  
\* Request to add the Sheriff's Department to several positions that were previously Human Resources Department positions only.

Exhibit H: Class Title: *Compliance Coordinator*  
Class Number: 14211  
Pay Grade: 12A/Exempt (No change)  
\* Request to add the Sheriff's Department to several positions that were previously Human Resources Department positions only.

Exhibit I: Class Title: *Payroll Officer*  
Class Number: 14181  
Pay Grade: 6A/Non-Exempt (No change)  
\* Request to add the Sheriff's Department to several positions that were previously Human Resources Department positions only.

Exhibit J: Class Title: *Time & Attendance Administrator*  
Class Number: 14021  
Pay Grade: 11A/Exempt (No change)  
\* Request to add the Sheriff's Department to several positions that were previously Human Resources Department positions only.

In accordance with Section 9.03 of the Charter of Cuyahoga County, all classifications within the County Sheriff's office shall be within the sole jurisdiction of the Personnel Review Commission.

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

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

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

Yeas:

Nays:

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

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

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

First Reading/Referred to Committee: October 25, 2022  
Committee(s) Assigned: Human Resources, Appointments & Equity

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

Posted: 8/25/2022 Meeting: 9/7/22

<u>Job Title</u>	<u>Classification Number</u>	<u>Current Pay Grade &amp; FLSA</u>	<u>RECOMMENDED PAY GRADE &amp; FLSA</u>	<u>Department</u>	<u>Rationale</u>
<b><u>REVISED</u></b>					
Human Resources Business Partner	14112	11A Exempt	11A Exempt (No Change)	Human Resources	Request to add the Sheriff's Department to several positions that were previously Human Resources Department positions only.
Human Resources Generalist	14111	9A Exempt	9A Exempt (No Change)		
Human Resources Associate	14101	5A Non-Exempt	5A Non-Exempt (No Change)		
Senior HR Associate	14102	6A Non-Exempt	6A Non-Exempt (No Change)		
Talent Acquisition and Employment Specialist	14141	10A Exempt	10A Exempt (No Change)		
Employee and Labor Relations Specialist 1	14061	13A Exempt	13A Exempt (No Change)		
Employee and Labor Relations Specialist 2	14062	14A Exempt	14A Exempt (No Change)		
Compliance Coordinator	14211	12A Exempt	12A Exempt (No Change)		
Payroll Officer	14181	6A Non-Exempt	6A Non-Exempt (No Change)		
Time and Attendance Administrator	14021	11A Exempt	11A Exempt (No Change)		

## CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

<b>Class Title:</b>	Human Resources Business Partner	<b>Class Number:</b>	14112
<b>FLSA:</b>	Exempt	<b>Pay Grade:</b>	11A
<b>Dept:</b>	Human Resources and Sheriff's Department	<b>EXHIBIT A</b>	

### Classification Function

The purpose of this classification is to provide Human Resources consultation to County agencies in achieving agency goals, and ensuring the proper application of civil service laws, rules, collective bargaining agreements, and related policies and procedures.

### Distinguishing Characteristics

This is an advanced journey level classification with responsibility for collaborating with Human Resources Managers and agencies to plan, engage, and strategize Human Resources outcomes. The employee works within a framework of established regulations, policies, procedures, and collective bargaining unit agreements (CBA). The incumbent is expected to rely on experience to independently exercise judgment in performing work and ensure that assigned activities are planned and completed in a timely and efficient manner. This classification differs from the Human Resources Generalist in that this classification has more complex work, requires more work experience, and serves as a lead worker.

### Essential Job Functions

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

40% +/- 10%

- Works collaboratively with the Manager, Human Resources to plan, engage, and strategize Human Resource outcomes for their assigned agency; works along-side Manager, Human Resources to plan Human Resources activities for agencies, departments, and individual stakeholders; leads projects, committees, teams, initiatives, and other various aspects of Human Resources service delivery.

30% +/- 10%

- Partners with agency management to recommend and develop programs and procedures that improve the effectiveness and efficiency of agency operations; analyzes the effects of new laws or administrative regulations on Human Resource programs; works with the Manager, Human Resources and the Human Resources Leadership Team to develop and implement strategies and practices in alignment with assigned agency objectives and goals; identifies and resolves Human Resource issues and concerns.; serves as a liaison between employees, management, and training; Supports Human Resource services for assigned County agency in the area of employment and benefits; ensures compliance with and provides interpretation of Equal Employment Opportunity (EEO) guidelines relating to personnel processes; communicates with staff about employment benefit programs; participates in new employee orientation program.

10% +/- 5%

- Assists with employee corrective action process and administration of CBAs under the guidance of the Labor Relations unit; gathers statements; investigates complaints; conducts pre-disciplinary hearings regarding performance and leave issues.

10% +/- 5%

- Serves as a lead worker; reviews and coordinates the work of Human Resources employees assigned to the agency; partners with Manager, Human Resources in training Human Resources employees assigned to the agency; sits in on employment interviews; acts as Manager, Human Resources when the Manager, Human Resources is out of office.

10% +/- 5%

- Performs supporting administrative duties; represents the assigned agency for all Human Resources related activities and meetings; reviews and approves Family and Medical Leave Act (FMLA) requests; updates organizational charts; researches, analyzes, and presents data; writes reports; gives presentations to management; troubleshoots data and reports; provides reports requested by department directors or managers.

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

- Bachelor's degree in Human Resources management, labor relations, business management, or a related field of study with five (5) years of Human Resources experience; or any equivalent combination of training, education, and experience.

### **Additional Requirements**

- No special license or certification is required.

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

#### **Physical Requirements**

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

#### **Technology Requirements**

- Ability to operate a variety of software including email software (Microsoft Outlook), spreadsheet software (Microsoft Excel), and word processing software (Microsoft Word).

### **Supervisory Responsibilities**

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

### **Mathematical Ability**

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

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

- Requires the ability to perform mid-level data analysis including the ability to audit, deduce, assess, conclude, and appraise. Requires discretion in determining and referencing such to established criteria to define consequences and develop alternatives.
- Ability to comprehend a variety of informational documents including CBAs, personnel files, FMLA requests, medical documentation, seniority reports, discipline documents, time adjustment forms, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including the Employee Handbook, Employment Laws, Ohio Revised Code, and Benefits Manual.
- Ability to prepare project management plans, Performance Improvement Plans (PIPs), policies, procedures, templates, organization charts, reports, memos, request for leave of absence notifications, FMLA designations, and other job-related documents using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.
- Ability to convince and influence others, to record and deliver information, to explain procedures, and to follow instructions.
- Ability to use and interpret Human Resources terminology and language.
- Ability to communicate effectively with HR employees, department leadership, department employees, executive staff, unions, and fiscal employees.

### **Environmental Adaptability**

- Work is typically performed in an office environment.

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



## CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

<b>Class Title:</b>	Human Resources Generalist	<b>Class Number:</b>	14111
<b>FLSA:</b>	Exempt	<b>Pay Grade:</b>	9A
<b>Dept:</b>	Human Resources and Sheriff's Department <b>EXHIBIT B</b>		

### Classification Function

The purpose of this classification is to provide comprehensive personnel services for County departments in various areas in Human Resources.

### Distinguishing Characteristics

This is a journey level classification with responsibility for providing Human Resource (HR) services to employees and HR department and completing research and analysis regarding work issues, development plans, operational strategies, compensation issues, and HR policies and procedures. This class works under regular guidance within a framework of established regulations, policies, and procedures. The employee is expected to independently exercise judgment in performing work and ensure that assigned activities are planned and completed in a timely and efficient manner.

### Essential Job Functions

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

- 30% +/- 10%
- Performs human resource services for assigned County agency/agencies and serves as a liaison to managers and employees; provides strategic analysis, advice, and counsel to managers and employees regarding work issues, development plans, operational strategies, human resource policies and procedures, rights, benefits, and opportunities for career advancement; responds to HR concerns, requests, and complaints; addresses and makes determinations on Family Medical Leave Act (FMLA) requests and other employee actions; determines how issues should be filed, addressed, and if and when issue elevation is necessary; follows up on HR inquiries to ensure they have been fully addressed.
- 10% +/- 5%
- Gathers and analyzes HR related data and information to prepare reports analyzing HR trends; utilizes data to develop potential solutions to increase the effectiveness and efficiency of HR service processing; provides reports and recommendations to department management.
- 10% +/- 5%
- Strategizes with various HR teams to plan processes and solutions to various personnel matters; assists with identification and analysis of human resource needs; participates in planning methods, systems, and processes to best meet human resource needs; acts as liaison between centralized HR and assigned departments.
- 10% +/- 5%
- Develops job descriptions for unclassified positions; meets with Subject Matter Experts (SMEs) to collect job analysis information; makes edits to exiting job descriptions to reflect changes to job duties as needed; compiles salary survey data for County positions; compiles data for various compensation needs; collaborates with other HR staff regarding compensation related issues.

10% +/- 5%

- Participates in planning and implementation of HR programs and projects; assists with reviews of programs and procedures to evaluate and improve the effectiveness, efficiency, and utility of operations; assists with rollout and implementation of HR programs.

10% +/- 5%

- Works collaboratively with Employee Relations to confer and strategize outcomes related to the employee discipline process; gathers statements; investigates complaints; conducts pre-disciplinary hearings as assigned; suggests corrective actions to solve problem areas.

10% +/- 5%

- Coordinates and reviews the work of lower level human resource associates; acts as a resource for work, data issues, and other HR actions; provides guidance and development.

5% +/- 2%

- Utilizes Enterprise Resource Planning (ERP) system to update employee pay rates and compensation structure information including, but not limited to, salary ranges, job and position information, and manager structure; produces ongoing reporting from ERP system of various compensation trend analysis and provides to management; produces various standard and ad hoc reports.

5% +/- 2%

- Performs related administrative responsibilities; prepares and maintains various related reports, records, and other documents; responds to emails and phone calls; attends various trainings, conferences, and meetings; represents the HR department and assigned agencies at various related activities and meetings; initiates FMLA requests; updates organizational charts; develops standard and ad hoc reports, templates, dashboards, scorecards, and metrics.

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

- Bachelor's degree in Human Resources, Business Administration, or related field and three (3) years of human resources experience; or any equivalent combination of training, education, and experience.
- Valid Ohio driver license and proof of automobile insurance.

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

- No special license or certification is required.

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

#### **Physical Requirements**

- Ability to operate a variety of automated office machines including computer and copier.

#### **Supervisory Responsibilities**

- No supervisory responsibilities.

#### **Mathematical Ability**

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

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

- Requires the ability to perform mid-level data analysis including the ability to audit, deduce, assess, conclude and appraise. Requires discretion in determining and referencing such to established criteria to define consequences and develop alternatives.
- Ability to comprehend a variety of informational documents including organizational charts, project management plans, personnel action forms, classification specifications, position descriptions, grievances, disciplinary reports, personnel files, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including Employee Handbook, Ohio Revised Code, Benefits Manual, Collective Bargaining Agreements, and State and Federal Human Resource Laws and Regulations.
- Ability to prepare personnel action reports, organizational charts, various human resource reports, correspondence, and other job-related documents using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.
- Ability to convince and influence others, to record and deliver information, to explain procedures, to follow instructions.
- Ability to use and interpret human resources and relevant legal terminology and language.
- Ability to communicate effectively with County employees, outside agencies, and general public.

### **Environmental Adaptability**

- Work is typically performed in an office environment.

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# CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

<b>Class Title:</b>	Human Resources Associate	<b>Class Number:</b>	14101
<b>FLSA:</b>	Non-Exempt	<b>Pay Grade:</b>	5A
<b>Dept:</b>	Human Resources and Sheriff's Department <b>EXHIBIT C</b>		

## Classification Function

The purpose of this classification is to provide administrative support for day-to-day operations of the County's Human Resources Department.

## Distinguishing Characteristics

This is an entry level classification with responsibility for providing administrative support for day-to-day operations of the County's Human Resources Department including talent acquisition, training and development, compensation, labor relations, employee services, payroll, and data entry and maintenance. This classification works under close supervision and within a framework of policies, procedures, and regulations.

## Essential Job Functions

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

- 25% +/- 10%
- Completes simple tasks to assist with coordinating the administration of various HR processes including but not limited to: talent acquisition, benefits administration, training activities, payroll processing, employee relations cases, and tracking participation in HR events.
- 15% +/- 5%
- Provides basic support with HRIS functions; enters and maintains data entered into HRIS including personnel files, organizational charts, job descriptions, benefits changes and updates, basic payroll updates, and other HR & personnel information; analyzes and troubleshoots basic data related issues in the HRIS; tests system changes and upgrades by inputting new data and reviewing outputs against test scripts; assists with developing test scripts; generates data reports using HRIS.
- 15% +/- 5%
- Gathers, tracks, and inputs information related to various HR actions; assists with gathering information from claimants; files and processes completed forms; monitors actions, HR filings, and audits through completion; responds to basic HR requests, questions, and data issues; responds to records requests; provides basic interpretation of HR policies, procedures, programs, and regulations.
- 15% +/- 5%
- Assists with various HR investigations and interactions regarding County employee procedures including but not limited to grievances, arbitration, and position audits; reviews relevant written documentation; makes requests for clarification and additional information; provides support to senior HR employees with evaluation of evidence and information and drafting written responses.
- 15% +/- 5%
- Generates HR data reports to assists with the evaluation of various HR programs and achievement of HR strategic goals.

15% +/- 5%

- Performs related administrative responsibilities; assists with producing basic reports, records, memos, routine forms, and data reports; represents the department at various administrative staff meetings; provides support with planning and coordinating various HR events and presentations; assists with development of presentation materials for events and presentations; provides front desk support as necessary.

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

- Associates degree in business administration, human resources, or related field with one (1) year of administrative or general business experience; or any equivalent combination of training and experience.

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

- No special license or certification is required.

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

#### **Physical Requirements**

- Ability to operate a variety of automated office machines including computer and copier.

#### **Supervisory Responsibilities**

- No supervisory responsibilities.

#### **Mathematical Ability**

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

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

- Requires the ability to perform basic level of data analysis including the ability to review, classify, categorize, prioritize and/or reference data, statutes and/or guidelines and/or group, rank, investigate and problem solve. Requires discretion in determining and referencing such to established standards to recognize interactive effects and relationships.
- Ability to comprehend a variety of informational documents including worker's compensation claims, payroll reports, applications, ADA requests, grievance forms, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including the Employee Handbook, Ohio Revised Code, and Employment Laws.
- Ability to prepare basic HRIS reports, worker's compensation claims reports, attendance sheets, memos, PowerPoint Presentations, personnel reports, correspondence, and other job-related documents using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.
- Ability to convince and influence others, to record and deliver information, to explain procedures, to follow instructions.
- Ability to use and interpret human resources terminology and language.

## Human Resources Associate

- Ability to communicate effectively with HR employees, department management, external candidates, union representatives, and other County employees.

### **Environmental Adaptability**

- Work is typically performed in an office environment.

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## CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

<b>Class Title:</b>	Senior Human Resources Associate	<b>Class Number:</b>	14102
<b>FLSA:</b>	Non-Exempt	<b>Pay Grade:</b>	6A
<b>Dept:</b>	Human Resources and Sheriff's Department	<b>EXHIBIT D</b>	

### Classification Function

The purpose of this classification is to provide administrative support for day-to-day operations of the County's Human Resources Department and perform more complex HR related tasks such as the initial review and research of information, producing basic reports and memos, and reviewing the work of lower level HR Associates.

### Distinguishing Characteristics

This is a journey level classification with responsibility for providing administrative support for day-to-day operations of the County's Human Resources Department including talent acquisition, training and development, compensation, labor relations, employee services, and data entry and maintenance. This classification works under supervision and within a framework of policies, procedures, and regulations. The Senior HR Associate is distinguished from the HR Associate in that it works with a greater degree of independence on simple to moderately complex HR tasks and is expected to use a greater level of judgment in performing work.

### Essential Job Functions

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

- 20% +/- 10%
- Completes simple to more complex tasks to assist with coordinating the administration of various HR processes including but not limited to: talent acquisition, benefits administration, training activities, payroll processing, employee relations cases, and tracking participation in HR events.
- 20% +/- 10%
- Gathers, tracks, and performs initial evaluation of information related to various HR actions; gathers information from claimants; researches information required to complete forms, paperwork, and filings; files and processes completed forms; monitors claims, HR filings, and audits through completion; responds to basic through moderately complex HR requests, questions, and data issues; responds to records requests; provides interpretation of HR policies, procedures, programs, and regulations.
- 15% +/- 5%
- Assists with various HR investigations and interactions regarding County employee procedures including but not limited to grievances, arbitration, and position audits; analyzes relevant written documentation; makes requests for clarification and additional information; occasionally participates as a hearing officer in simple investigative cases; write summary recommendations based on evaluation of evidence; provides support to senior HR employees with evaluation of evidence and information and drafting written responses.

15% +/- 5%

- Generates HR data reports to assist with the evaluation of various HR programs and achievement of HR strategic goals; develops, updates, and provides basic interpretation of various spreadsheets to support the day-to-day work of more senior HR professionals; analyzes and identifies potential barriers or trends that are inhibiting various HR processes; brings issues and potential solutions to the attention of senior staff.

10% +/- 5%

- Provides basic support with HRIS functions; enters and maintains data entered into HRIS including personnel files, organizational charts, job descriptions, benefits changes and updates, basic payroll updates, and other HR & personnel information; analyzes and troubleshoots basic data related issues in the HRIS; tests system changes and upgrades by inputting new data and reviewing outputs against test scripts; assists with developing test scripts; generates data reports using HRIS.

10% +/- 5%

- Provides informal review of work and basic training to HR Associates; initially reviews work; identifies and recommends improvements; provides training on various County policies and regulations and HR processes; reviews adherence to department's procedures.

10% +/- 5%

- Performs related administrative responsibilities; assists with producing basic reports, records, memos, routine forms, and data reports; represents the department at various administrative staff meetings; provides support with planning and coordinating various HR events and presentations; assists with development of presentation materials for events and presentations; creates and facilitates simple presentations and meetings; provides front desk support as necessary.

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

- Associates degree in business administration, human resources, or related field with three (3) years of administrative or general business experience including two (2) years in Human Resources; or any equivalent combination of training and experience.

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

- No special license or certification is required.

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

#### **Physical Requirements**

- Ability to operate a variety of automated office machines including computer and copier.

#### **Supervisory Responsibilities**

- No supervisory responsibilities.

#### **Mathematical Ability**

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



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

- Requires the ability to perform basic level of data analysis including the ability to review, classify, categorize, prioritize and/or reference data, statutes and/or guidelines and/or group, rank, investigate and problem solve. Requires discretion in determining and referencing such to established standards to recognize interactive effects and relationships.
- Ability to comprehend a variety of informational documents including worker's compensation claims, payroll reports, applications, ADA requests, grievance forms, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including the Employee Handbook, Ohio Revised Code, and Employment Laws.
- Ability to prepare basic HRIS reports, worker's compensation claims reports, attendance sheets, memos, PowerPoint Presentations, personnel reports, correspondence, spreadsheets, and other job-related documents using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.
- Ability to convince and influence others, to record and deliver information, to explain procedures, to follow instructions.
- Ability to use and interpret human resources terminology and language.
- Ability to communicate effectively with HR employees, department management, external candidates, union representatives, and other County employees.

### **Environmental Adaptability**

- Work is typically performed in an office environment.

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

## CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

<b>Class Title:</b>	Talent Acquisition & Employment Specialist	<b>Class Number:</b>	14141
<b>FLSA:</b>	Exempt	<b>Pay Grade:</b>	10A
<b>Dept:</b>	Human Resources and Sheriff's Department	<b>EXHIBIT E</b>	

### Classification Function

The purpose of this classification is to identify, develop, and implement talent acquisition and employment projects and programs to meet the County's current and future staffing needs.

### Distinguishing Characteristics

This is a journey level classification with responsibility for developing and managing talent acquisition projects and assisting with talent acquisition programs under general supervision from the Manager, Talent Acquisition & Employment. The employee in this class is expected to use judgment and ensure that work activities are performed in a timely manner and according to policies, procedures, and related regulations. The incumbents exercise discretion in applying procedures to resolve issues.

### Essential Job Functions

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

50% +/- 10%

- Develops and coordinates talent acquisition projects in conjunction with the appointing authority for unclassified positions and classified positions post Personnel Review Commission certification lists; coordinates with hiring managers and other subject matter experts to develop an understanding of job requirements; utilizes class plan to choose appropriate classification to fill a vacant/new position; works with hiring managers to identify departmental skill gaps and identify and/or create entry employment opportunities to meet needs; assists in identifying and/or creating mechanisms to retain employees; coordinates and facilitates applicant screening processes for bargaining and unclassified positions; ensures that candidates meet the minimum qualifications by screening applications; forwards suitable candidates to hiring manager and makes recommendations if applicable; communicates with candidates regarding test notices, rejection notices, invitations to interview, offer letters; tracks vacancies to determine status and ensure timelines are met; tracks and monitors the filling of positions based on the talent acquisition goals; prepares hiring reports, hiring recommendation reports, days-to-hire reports, and other reports as needed; prepares new-hire and termination paperwork; responds to inquiries from stakeholders.

35% +/- 10%

- Supports organization-wide hiring needs in alignment with the County's mission and vision, strategic plan, and Diversity and Inclusion initiatives; plans for future hiring needs by building applicant sources; identifies and solicits possible internship, cooperative education, or other training programs by researching and contacting local schools, professional groups, etc. to assist in early talent identification; develops and coordinates talent acquisition outreach projects and programs, such as job fairs, veteran contacts, and vocational programs; networks with professionals in both public and private sector to enhance talent acquisition opportunities/resources (e.g. educational institutions, employment agencies, professional groups, unemployment agencies, welfare co-work, community leaders, etc.); assists in developing online and offline outreach strategies to engage prospective candidates and representatives from community-based organizations.

15% +/- 5%

- Assists in the development, planning, implementation, and evaluation of existing and new talent acquisition programs; assembles functional work teams to initiate, coordinate and lead programs and to continually evaluate program effectiveness; develops mechanisms to capture and report talent acquisition program metrics to continually evaluate program effectiveness; assists in developing survey tools and analyzing related data to understand new employee experiences; keeps updated on new talent acquisition processes for professional development purposes; maintains accurate employment data for talent acquisition purposes; collects and interprets data and makes recommendations based on hiring patterns, terminations, turnover data, skill set availability, and local, state, and federal unemployment rate.

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

- Bachelor's degree in human resources, labor and employee relations, business management, or a related field with three (3) years of experience in project management including communication and implementation related to talent acquisition, compensation, benefits, training, employee and labor relations, performance management, or organizational development; or an equivalent combination of education, training, and experience.

### **Additional Requirements**

- No special license or certification is required.

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

#### **Physical Requirements**

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

#### **Technology Requirements**

- Ability to operate a variety of software including email software (Microsoft Outlook), spreadsheet software (Microsoft Excel), presentation software (Microsoft PowerPoint), word processing software (Microsoft Word), and human resource information system software.

#### **Mathematical Ability**

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

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

- Requires the ability to perform mid-level data analysis including the ability to audit, deduce, assess, conclude, and appraise. Requires discretion in determining and referencing such to established criteria to define consequences and develop alternatives.
- Ability to comprehend a variety of informational documents including vacancy reports, time to fill reports, closure orientation, background check information, new hire paperwork, resumes/applications, classification specifications, job descriptions, temporary work level assignments documents, assessment scores, personnel request forms, PRC guidelines to minimums and timelines, and other reports and records.

## Talent Acquisition & Employment Specialist

- Ability to comprehend a variety of books and manuals including the Employee Handbook, fair adverse action process, Ohio Revised Code, Personnel Policies and Procedures Manual, Union Collective Bargaining Agreements, current HR policies, laws, regulations.
- Ability to prepare charts, graphs, hiring request forms, hiring recommendations, vacancy reports, recruitment plans, written updates to agency directors and hiring managers, correspondence and other job-related documents using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.
- Ability to represent the County in various environments, convince and influence others, to record and deliver information, to explain procedures, and to follow instructions.
- Ability to use and interpret human resource terminology and language.
- Ability to communicate with supervisor, co-workers, management from other departments, other county employees, outside agencies, job candidates, and the general public.

### **Environmental Adaptability**

- Work is typically performed in an office environment.

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## CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

<b>Class Title:</b>	Employee and Labor Relations Specialist 1	<b>Class Number:</b>	14061
<b>FLSA:</b>	Exempt	<b>Pay Grade:</b>	13A
<b>Department:</b>	Human Resources and Sheriff's Department	<b>EXHIBIT F</b>	

### Classification Function

The purpose of this classification is to assist with the employee grievance procedure and to train, investigate, and represent the County in matters pertaining to employment and labor.

### Distinguishing Characteristics

This is a journey level classification with responsibility for administering employment and labor relations programs under a framework of well-defined policies, procedures, regulations, and guidelines. The incumbents exercise discretion in applying procedures to resolve issues. The employees in this class work under general supervision, progressing to more independence as experience is acquired. This class is distinguished from the Employee and Labor Relations Specialist 2 in that the latter has more extensive experience, manages more complex projects, and performs work with more independence.

### Essential Job Functions

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

- 50% +/- 10%
  - Participates in the employee discipline process; presides as a hearing officer in pre-disciplinary conferences for employees alleged to have violated work rules or other County policies; conducts pre-disciplinary conferences by presenting a comprehensive series of questions to accused employee; interviews witnesses; reviews written documentation and personnel files; evaluates evidence and prepares a written recommendation concerning the appropriate level of discipline; suggests improvements in operations as warranted.
- 35% +/- 10%
  - Represents the County in other matters pertaining to labor and employment; serves as Human Resources support to the management team in the negotiation of collective bargaining successor agreements; attends meetings with union and management representatives; hears grievances at the pre-arbitration step; assists the County attorneys in the preparation of defense of employment cases; may serve as the Human Resources representative at the Personnel Review Committee in the matter of appeals by non-bargaining unit employees from orders of removal and suspension.
- 10% +/- 5%
  - Performs Title VII, general complaint, and/or special investigations; investigates the relationship existing between employer and employee regarding unsafe or unfair working conditions; conducts investigations in response to complaints filed by employees; facilitates the Americans with Americans Act (ADA) interactive process; issues written findings of investigations.
- 5% +/- 2%
  - Performs supporting administrative duties; serves as liaison between the Human Resource Department and the County Prosecutor's Office; processes personnel actions; prepares personnel requisitions.

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

- Bachelor's degree in human resources, labor relations, or related field with five (5) years of labor relations or human resources experience; or an equivalent combination of education, training, and experience.

### **Additional Requirements**

- No special license or certification is required.

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

#### **Physical Requirements**

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

#### **Technology Requirements**

- Ability to operate a variety of software including email software (Microsoft Outlook), enterprise resource planning software (INFOR), spreadsheet software (Microsoft Excel), word processing software (Microsoft Word).

#### **Supervisory Requirements**

- No supervisory responsibilities required.

#### **Mathematical Ability**

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

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

- Requires the ability to perform mid to upper-level data analysis including the ability to coordinate, strategize, systemize, and correlate, using discretion in determining time, place and/or sequence of operations within an organizational framework. Requires the ability to implement decisions based on such data and overseeing the execution of these decisions.
- Ability to comprehend a variety of informational documents including employee seniority lists, employee complaint forms, ADA request forms, labor relations forms, attendance reports, absent without leave summaries, grievances, transcripts of depositions, witness statements, incident reports, time sheets, collective bargaining agreements, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including personnel policy manuals, Fair Labor Standards Act, and the Ohio Revised Code.
- Ability to prepare correspondence, memos, grievance responses, Pre-Disciplinary Conferences reports, investigation reports, ADA letters, disciplinary reports, and other job-related documents using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.

## Employee and Labor Relations Specialist 1

- Ability to engage in formal bargaining process, to convince and influence others, to record and deliver information, to explain procedures, and to follow instructions.
- Ability to use and interpret labor law and human resources terminology and language.
- Ability to communicate effectively with other human resource staff, supervisors, directors, the Law Department, union representatives, managers, other County employees, and the general public.

### **Environmental Adaptability**

- Work is typically performed in an office environment.

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## CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

<b>Class Title:</b>	Employee and Labor Relations Specialist 2	<b>Class Number:</b>	14062
<b>FLSA:</b>	Exempt	<b>Pay Grade:</b>	14A
<b>Department:</b>	Human Resources and Sheriff's Department <b>EXHIBIT G</b>		

### Classification Function

The purpose of this classification is to assist in coordinating and representing the County in the administration of employment and labor relations programs and participate in employee grievance procedures.

### Distinguishing Characteristics

This is an advanced-journey level classification with responsibility for administering employment and labor relations programs under a framework of policies, procedures, regulations, and guidelines. The incumbents exercise discretion in applying procedures to resolve issues. This class is distinguished from the lower level classification in that the latter has less experience and works under more direct supervision.

### Essential Job Functions

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

30% +/- 10%

- Assists in the centralization and creation of employment and labor relations programs; establishes program goals for unemployment compensation cost containment, coordinates review of family medical leave act; coordinates various departmental activity, status, and compliance reports; coordinates processing of interdepartmental charges; coordinates interaction with Ohio Bureau of Employment Services (OBES) and Ohio Workers Compensation Commission.

25% +/- 10%

- Participates in the employee discipline process; presides as hearing officer in pre-disciplinary conferences for employees alleged to have violated work rules or other County policies; conducts pre-disciplinary conference by presenting a comprehensive series of questions to accused employee; interviews witnesses; reviews written documentation and personnel files; evaluates evidence and prepares a written recommendation concerning the appropriate level of discipline; suggests improvements in operations as warranted.

20% +/- 10%

- Represents the County in other matters pertaining to labor and employment; appears for the County and advocates on its behalf at the OBES in the matter of appeals from decisions regarding unemployment compensation claims, and at arbitration of employment disputes pursuant to collective bargaining agreements particularly those involving removal or complex issues and at State Employee Relations Board; may serve as lead Human Resources support of the management team in the negotiation of collective bargaining agreements particularly for those affecting larger bargaining units and for initial labor agreements; attends meetings with union and management representatives; assists the County attorneys in the preparation of defense of employment cases; may serve as the Human Resources representative at the Personnel Review Committee in the matter of appeals by non-bargaining unit employees from orders of removal and suspension; provides analysis, advice and counsel regarding other work issues, development plans and human resources policies and procedures.



10% +/- 5%

- May perform special investigations; investigates relationship existing between employer and employee regarding unsafe or unfair working conditions, falsification of County records, abuse of authority, etc.; conducts investigations in response to complaints filed by employees; issues written findings of investigations; may conduct employment-related training on various issues (i.e. OSHA).

10% +/- 5%

- May provide supervision of assigned staff; prioritizes, assigns, reviews, and coordinates work; consults with staff to review work requirements, status, and problems; assists staff with complex or problem situations; conducts staff meetings; promotes teamwork; prepares employee performance evaluations as scheduled or required; interviews and recommends new hires; manages the development team by ensuring that project tasks are in line with each employee's skill level; identifies opportunities for improvement and makes constructive suggestions.

5% +/-2%

- Performs administrative duties; serves as liaison between the Human Resource Department and the County Prosecutor's Office; processes personnel actions; prepares personnel requisitions; coordinates training.

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

- Bachelor's degree in human resources, labor relations or related field with six (6) years of labor relations or human resources experience; or any equivalent combination of education, training, and experience.

### **Additional Requirements**

- No special license or certification is required.

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

#### **Physical Requirements**

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

#### **Technology Requirements**

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

#### **Supervisory Responsibilities**

- No supervisory responsibilities required.

#### **Mathematical Ability**

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

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

- Requires the ability to perform mid to upper-level data analysis including the ability to coordinate, strategize, systemize and correlate, using discretion in determining time, place and/or sequence of operations within an organizational framework. Requires the ability to implement decisions based on such data, and overseeing the execution of these decisions.
- Ability to comprehend a variety of informational documents including labor relations forms, absent without leave summaries, grievances, transcripts of depositions, union contracts, budgets, witness statements, incident reports, log books, time sheets, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including personnel policy manuals, Family Medical Leave Act, Fair Labor Standards Act, American with Disabilities Act, and the Ohio Revised Code.
- Ability to prepare correspondence, memos, grievance responses, edited collective bargaining agreements, reports, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.
- Ability to engage in formal bargaining process, to convince and influence others, to record and deliver information, to explain procedures, and to follow instructions.
- Ability to use and interpret labor law terminology and human resources language.
- Ability to communicate effectively with other human resource staff, supervisors, directors, attorneys, County Prosecutor, judges, union representatives, managers, other County employees, and the general public.

### **Environmental Adaptability**

- Work is typically performed in an office environment.

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## CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

<b>Class Title:</b>	Compliance Coordinator	<b>Class Number:</b>	14211
<b>FLSA:</b>	Exempt	<b>Pay Grade:</b>	12A
<b>Dept:</b>	Human Resources and Sheriff's Department	<b>EXHIBIT H</b>	

### Classification Function

The purpose of this classification is to serve a subject matter expert that facilitates, coordinates, organizes and plans multi-program projects for the County's compliance with the Americans with Disabilities Act ("ADA"), Family Medical Leave Act ("FMLA"), and Title VII of the Civil Rights Act ("Title VII"). Manage these programs as part of a centralized County management analysis enterprise, and coordinate planning activities for programs, ensuring sufficient resources are available and involved. Also, to provide guidance and training to supervisors, managers, Human Resources staff, and union leadership (stakeholders) on best practices to comply with these regulations.

### Distinguishing Characteristics

This is a senior-level professional classification that provides methodical and project managerial duties while ensuring compliance to federal, state, and local labor regulations for County employees and the inmate population when applicable. This classification receives general supervision and works under direction from the Director of Employee and Labor Relations as new or unusual situations arise. This classification is expected to exercise discretion in applying policies and procedures to resolve organizational and compliance problems and to ensure that assigned projects and activities are completed in a timely and efficient manner. The employee in this class establishes policies, procedures and roles for project administration, project execution, and program compliance and development.

### Essential Job Functions

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

30% +/- 10%

- Oversees various projects related to ADA, FMLA and Title VII programs to mitigate risk, ensure that adherence of compliance requirements are met and that program-related compliance projects are completed on time and on budget; assesses the County's needs and recommends solutions; prepares project plans; through project management, determines organizational and personnel requirements for compliance project teams; creates and executes project plans and revises as necessary in order to meet changing needs of the County and regulatory requirements; reviews project plans, procedures and status reports for compliance with government regulations, County standards and adherence to plans and objectives; identifies compliance improvement opportunities and implements changes for program performance; keeps administration informed of program status; facilitates meetings; facilitates program compliance issue resolutions.

20% +/- 10%

- Serves as lead organizational ADA coordinator to the County's Employee & Labor Relations staff and County Corrections for ADA requests and compliance matters for employees and the County's inmate population; facilitates the process for ADA requests and inquiries; reviews necessary documentation for ADA requests; makes recommendations to address ADA needs; works with law department to ensure all legalities are addressed; coordinates between different departments and stakeholders the provision of reasonable accommodation to satisfy ADA requirements; generates ad hoc and annual mandated reports on County ADA accommodations.

20% +/- 10%

- Develops, facilitates, and reviews the County's policies and procedures for Family Medical Leave ("FML") and ensures they are in accordance with the FMLA and other applicable regulations; provides overall guidance to HR staff and management in processing FML; ensures appropriate administration of FMLA policy; generates reports and aligns outcomes to organizational objectives; provides guidance HR staff on all FMLA issues; leads in developing FML goals objectives and systems; maintains compliance with standards and state/federal regulations.

20% +/- 10%

- Serves as lead investigation coordinator to the County's Employee & Labor Relations staff in response to Title VII complaints filed by employees; coordinates the investigation process; reviews investigative reports; issues written findings of investigations; makes recommendations in accordance with applicable local, state, and federal regulations.

5% +/- 2%

- Reviews the effectiveness and implementation of the County's policies, practices, and training regarding compliance with the ADA, Title VII, and FMLA labor regulations; makes recommendations to management on changes to policies and procedures to improve compliance; conducts training with staff on best practices regarding compliance with the ADA, Title VII, and FMLA; develops and maintains written materials and other informational pieces to broadly disseminate information.

5% +/- 2%

- Maintains expertise in ADA, Title VII, FMLA best practices; analyzes and interprets decisions, rulings, and resolutions on ADA issues and reasonable accommodation; attends trainings; reviews changes to laws and best practices; communicates with ADA and FMLA special interest groups.

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

- Bachelor's degree in human resources, labor relations, business administration, project management or any related field with five (5) years of FMLA compliance, Title VII investigation, and ADA program management and two (2) years of supervisory or project management; or any equivalent combination of training and experience.

### **Additional Requirements**

- No special license or certification is required.

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

#### **Physical Requirements**

- Ability to operate a variety of automated office machines including computer and copier.

#### **Supervisory Responsibilities**

- Ability review the work of other employees and to maintain standards.

#### **Mathematical Ability**

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

## **Language Ability & Interpersonal Communication**

- Requires the ability to perform mid to high level data analysis requiring managing of data and people deciding the time, sequence of operations or events within the context of a process, system or organization. Involves determining the necessity for revising goals, objectives, policies, procedures, or functions based on the analysis of data/information and includes performance reviews pertinent to objectives, functions, and requirements.
- Ability to comprehend a variety of informational documents including ADA requests, FMLA reports, investigative reports, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including the Ohio Revised Code (ORC), American with Disabilities Act (ADA) and American with Disabilities Act Amendments Act (ADAA), Family Medical Leave Act (FMLA), and Title VII of the Civil Rights Act.
- Ability to prepare various FMLA reports, investigative reports, departmental policies and procedures, ADA compliance strategies, and other related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to convince and influence others, record and deliver information, to explain procedures and to follow instructions.
- Ability to develop and maintain effective working relationships with County management, County employees, and Corrections leadership.
- Ability to use and interpret human resource labor relations terminology and language.
- Ability to communicate with supervisors, management, county employees, corrections leadership, legal department, and Human Resources staff.

## **Environmental Adaptability**

- Work is typically performed in an office environment but may involve exposure to bright/dim lights or machinery when performing investigations.

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# CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

<b>Class Title:</b>	Payroll Officer	<b>Class Number:</b>	14181
		<b>Pay Grade:</b>	6

## EXHIBIT I

<b>Departments:</b>	Human Resources and Sheriff's Department
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### Classification Function

The purpose of this classification is to assist the Payroll Administrator prepare and maintain payroll for an assigned functional area and serve as a lead worker over lower-level personnel technicians.

### Essential Job Functions

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

- Assist Payroll Administrator prepare and maintain payroll for an assigned functional area (e.g.-establishes master payroll files for department's payroll and human resources computer system; performs maintenance of payroll information including wage changes, name and address changes or credit union information; complies payroll figures from payroll forms, time sheets, leave forms and overtime forms; determines accuracy of payroll reports; prepares payroll figures for data processing using time reports, transaction sheets and deductions and other earnings transaction sheets; validates payroll register; maintains records of employee leave balances such as sick leave and vacation leave; distributes pay warrants to Department employees on a bi-weekly basis; prepares personnel actions for various employment activities including hiring, discipline, status changes, leaves of absence; tracks schedule of automatic certifications and prepares personnel action to grant automatic certification).
- Acts as department liaison for benefits program information (e.g.- maintains and updates Flex program information; responds to routine inquiries employees may have regarding benefits programs).
- Performs miscellaneous duties (e.g.- completes employment verifications; processes payroll deductions by mailing out union deductions, savings bonds, child support amounts and court vouchers; prepares special reports assists with various audits).

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

Vocational education in business administration or human resources with two years of human resource experience; or any equivalent combination of training and experience.

#### Additional Requirements

No special license or certification is required.

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

#### Physical Requirements

- Ability to operate a variety of automated office machines including personal computer, computer terminal, printer, copier, typewriter, and calculator.

#### Mathematical Ability

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

#### Language Ability & Interpersonal Communication

- Ability to comprehend a variety of informational documents including personnel records, withholding forms, payroll records, PERS forms, benefits forms, personnel action forms, position descriptions, master time sheets, employee leave forms, personnel files and other reports and records.
- Ability to comprehend a variety of reference books and manuals including Benefits Manual, collective bargaining agreements, software manuals, Ohio Revised Code and personnel policy manuals.
- Ability to prepare time reports, transaction forms, deductions and other earnings forms, master payroll records, special projects reports, workers' compensation forms, PERS forms, employment verifications and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to convince and influence others, to record and deliver information, to explain procedures, to follow instructions.
- Ability to use and interpret human resources terminology and language.
- Ability to communicate with supervisors, Auditor's Office, Board of Commissioner's personnel, County employees, general public, Human Resource Director, and other personnel officers.

**Environmental Adaptability**

- Work is typically performed in an office environment.

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# CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

<b>Class Title:</b>	Time and Attendance Administrator	<b>Class Number:</b>	14021
<b>FLSA:</b>	Exempt	<b>Pay Grade:</b>	11A
<b>Dept:</b>	Human Resources and Sheriff's Department <b>EXHIBIT J</b>		

## Classification Function

The purpose of this classification is to administer, coordinate, prepare, and audit time and attendance and accumulated leave balances for County agencies using the countywide Enterprise Resource Planning (ERP) system.

## Distinguishing Characteristics

This is an advanced journey-level position that is responsible for the day-to-day administration of employee time and attendance information for the County. Incumbents work under general supervision and within a framework of established regulations, policies, and procedures. Employees in this position are expected to work with a high degree of independence, judgment, and initiative and serves as a lead worker over lower level Time and Attendance personnel.

## Essential Job Functions

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

- 25% +/- 10%
- Coordinates and prepares payroll and accumulated leave balances in County agencies using the countywide human resource ERP system; serves as a lead worker to lower level Time and Attendance personnel; ensures accuracy of master payroll files for agencies' ERP; ensures accuracy of agencies' payroll information including name and address changes, deductions, and withholdings; validates payroll register and communicates any revisions to the Fiscal Office; ensures accuracy of agency's employee accumulated leave balances such as sick leave and vacation leave and generates report of leave balances; coordinates distribution of pay warrants to agency employees on a bi-weekly basis; supports processing of various exceptions and manual payroll checks; balances and transmits final gross time and attendance file to Fiscal Office; serves as liaison to the County Fiscal Office; performs various duties related to time and attendance including tax deductions, child support, and court vouchers.
- 25% +/- 10%
- Participates in audits and ensures accuracy and integrity of all time and attendance data; audits changes to time and attendance data including tax updates, deductions, and garnishments; oversees and identifies data inputting issues with the County's workforce management/time collection system and makes adjustments as necessary; oversees compliance with statutory reporting and filing requirements and ensures employee adherence to reporting requirements and County procedures; works with manager to perform and submit audits requested by internal and state auditors and other regulatory bodies; gathers, organizes, and analyzes responses and data; prepares and submits audit reports.
- 20% +/- 10%
- Researches and resolves questions from managers and employees related to the processing of time and attendance information; analyzes and solves issues regarding accruals, banking, garnishments, employment verification, retroactive pay calculations, and other changes.

20% +/- 10%

Effective Date: 9.26.2000  
Last Modified: 4.5.2019



## **Time and Attendance Administrator**

- Creates, analyzes, and distributes various management and statistical reports, statements, and summaries related to time and attendance; prepares reports related to unemployment claims, vacation, and bonus calculations; sets up tables for all payroll cycles; writes and edits desktop procedures; balances and transmits all payrolls; assists with the processing of manual payroll checks and year-end processing of W2s and 1095s.

10% +/- 5%

- Performs related administrative responsibilities; prepares and maintains various related reports, records, and other documents; responds to emails and phone calls; attends various trainings and meetings; assists with providing training, guidance, and development to lower level Time and Attendance personnel.

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

- Associates degree in business administration, finance, analytics, human resources, or related field with seven (7) years of time and attendance, payroll processing, or human resources experience; or any equivalent combination of training and experience.

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

- No special license or certification is required.

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

#### **Physical Requirements**

- Ability to operate a variety of automated office machines including computer, copier, and calculator.

#### **Supervisory Responsibilities**

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

#### **Mathematical Ability**

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

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

- Requires the ability to perform mid-level data analysis including the ability to audit, deduce, assess, conclude and appraise. Requires discretion in determining and referencing such to established criteria to define consequences and develop alternatives.
- Ability to comprehend a variety of informational documents including time and attendance records, personnel records, withholding forms, Public Employees Retirement System (PERS) forms, benefits forms, personnel action forms, payroll records, master time sheets, time sheets, employee leave forms, overtime forms, administrative leave forms, bargaining contracts, and other reports and records.

## **Time and Attendance Administrator**

- Ability to comprehend a variety of reference books and manuals including Benefits Manual, collective bargaining agreements, personnel policy manuals, and HR laws and tax laws applicable to payroll.
- Ability to prepare time and attendance reports, transaction forms, deductions and other earnings forms, master payroll records, special projects reports, worker's compensation forms, PERS forms, unemployment forms, tax forms, and other job-related documents using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.
- Ability to convince and influence others, to record and deliver information, to explain procedures, to follow instructions.
- Ability to use and interpret accounting and human resources terminology and language.
- Ability to communicate with management, internal and State auditors, other County employees, union leadership, bank associates, and insurance carriers.

## **Environmental Adaptability**

- Work is typically performed in an office environment.

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

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0330

Sponsored by: <b>Councilmember Baker</b>	<b>A Resolution</b> awarding a total sum, not to exceed \$225,000, to the Westshore Council of Governments for the Westshore Consolidated Dispatch Operational Plan from the District 1 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.
--	---

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

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

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

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

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

**WHEREAS**, the Cuyahoga County Council desires to provide funding from the District 1 ARPA Community Grant Fund in the amount of \$225,000 to the Westshore Council of Governments for the Westshore Consolidated Dispatch Operational Plan; and

**WHEREAS**, the Westshore Council of Governments estimates approximately 165,310 people will be served annually through this award; and

**WHEREAS**, the Westshore Council of Governments estimates approximately 57 permanent and temporary jobs will be created or retained through this project; and

**WHEREAS**, the Westshore Council of Governments estimates the total cost of the project is \$225,000; and

**WHEREAS**, the Westshore Council of Governments is estimating the start date of the project will be January 2023 and the project will be completed by June 2023; and

**WHEREAS**, the Westshore Council of Governments requested \$225,000 from the District 1 ARPA Community Grant Fund to complete this project; and

**WHEREAS**, the Cuyahoga County Council desires to provide funding in the amount of \$225,000 to the Westshore Council of Governments to ensure this project is completed; and

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

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

**SECTION 1.** That the Cuyahoga County Council hereby awards a not-to-exceed amount of \$225,000 to the Westshore Council of Governments from the General Fund made available by the American Rescue Plan Act revenue replacement provision for the Westshore Consolidated Dispatch Operational Plan.

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

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

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

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

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

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

it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

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

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

Yeas:

Nays:

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

First Reading/Referred to Committee: September 28, 2022

Committee(s) Assigned: Public Safety & Justice Affairs

Journal \_\_\_\_\_

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

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0333

Sponsored by: <b>Councilmember Sweeney</b>	<b>A Resolution</b> awarding a total sum, not to exceed \$100,000, to the City of Parma Heights for the Greenbrier Commons Facility Renovations Project from the District 3 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.
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**WHEREAS**, Cuyahoga County received \$239,898,257 from the Federal Government through the American Rescue Plan Act (“ARPA”); and

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

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

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

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

**WHEREAS**, the Cuyahoga County Council desires to provide funding from the District 3 ARPA Community Grant Fund in the amount of \$100,000 to the City of Parma Heights for the Greenbrier Commons Facility Renovations Project; and

**WHEREAS**, the City of Parma Heights estimates approximately 20,863 people will be served annually through this award; and

**WHEREAS**, the City of Parma Heights estimates the total cost of the project is \$100,000; and

**WHEREAS**, the City of Parma Heights is estimating the start date of the project will be October 2022 and the project will be completed by November 2022; and

**WHEREAS**, the City of Parma Heights requested \$100,000 from the District 4 ARPA Community Grant Fund to complete this project; and

**WHEREAS**, the Cuyahoga County Council desires to provide funding in the amount of \$100,000 to the City of Parma Heights to ensure this project is completed; and

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

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

**SECTION 1.** That the Cuyahoga County Council hereby awards a not-to-exceed amount of \$100,000 to the City of Parma Heights from the General Fund made available by the American Rescue Plan Act revenue replacement provision for the Greenbrier Commons Facility Renovations Project.

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

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

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

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

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

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

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

On a motion by Ms. Simon, seconded by Ms. Turner, the foregoing Resolution was duly adopted.

Yeas: Sweeney, Tuma, Gallagher, Schron, Conwell, Turner, Stephens, Simon,  
Baker, Miller and Jones

Nays: None

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

First Reading/Referred to Committee: September 28, 2022

Committee(s) Assigned: Public Works, Procurement & Contracting

Journal CC048

October 25, 2022



# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0334

Sponsored by: <b>Councilmember Simon</b>	<b>A Resolution</b> awarding a total sum, not to exceed \$173,930, to the City of Lyndhurst for the purpose of purchasing snow removal equipment from the District 11 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.
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**WHEREAS**, Cuyahoga County received \$239,898,257 from the Federal Government through the American Rescue Plan Act (“ARPA”); and

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

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

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

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

**WHEREAS**, the Cuyahoga County Council desires to provide funding from the District 11 ARPA Community Grant Fund in the amount of \$173,930 to the City of Lyndhurst for the purpose of purchasing snow removal equipment; and

**WHEREAS**, the City of Lyndhurst estimates the total cost of the project is \$209,040; and

**WHEREAS**, the City of Lyndhurst indicates the other funding source(s) for this project includes \$35,110 from the City of Lyndhurst’s Capital Budget; and

**WHEREAS**, the City of Lyndhurst is estimating the start date of the project will be June 2022 and the project will be completed by December 2022; and

**WHEREAS**, the City of Lyndhurst requested \$173,930 from the District 11 ARPA Community Grant Fund to complete this project; and

**WHEREAS**, the Cuyahoga County Council desires to provide funding in the amount of \$173,930 to the City of Lyndhurst to ensure this project is completed; and

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

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

**SECTION 1.** That the Cuyahoga County Council hereby awards a not-to-exceed amount of \$173,930 to the City of Lyndhurst from the General Fund made available by the American Rescue Plan Act revenue replacement provision for the purpose of purchasing snow removal equipment.

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

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

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

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

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

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

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

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

Yeas:

Nays:

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

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

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

First Reading/Referred to Committee: September 28, 2022

Committee(s) Assigned: Public Works, Procurement & Contracting

Journal \_\_\_\_\_

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

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0348

Sponsored by: <b>Councilmember Schron</b>	<b>A Resolution</b> awarding a total sum, not to exceed \$127,500, to the Village of Glenwillow for the Pettibone Road Sanitary Sewer Extension Phase 2 Project from the District 6 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.
---	---

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

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

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

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

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

**WHEREAS**, the Cuyahoga County Council desires to provide funding from the District 6 ARPA Community Grant Fund in the amount of \$127,500 to the Village of Glenwillow for the Pettibone Road Sanitary Sewer Extension Phase 2 Project; and

**WHEREAS**, the Village of Glenwillow estimates approximately 7 households will be served annually through this award; and

**WHEREAS**, the Village of Glenwillow estimates the total cost of the project is \$255,000; and

**WHEREAS**, the Village of Glenwillow indicates the other funding source(s) for this project includes:

- A. \$63,750 from an Ohio Public Works Commission loan
- B. \$63,750 from an Ohio Public Works Commission grant; and

**WHEREAS**, the Village of Glenwillow is estimating the start date of the project will be December 2022 and the project will be completed by December 2023; and

**WHEREAS**, the Village of Glenwillow requested \$127,500 from the District 6 ARPA Community Grant Fund to complete this project; and

**WHEREAS**, the Cuyahoga County Council desires to provide funding in the amount of \$127,500 to the Village of Glenwillow to ensure this project is completed; and

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

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

**SECTION 1.** That the Cuyahoga County Council hereby awards a not-to-exceed amount of \$127,500 to the Village of Glenwillow from the General Fund made available by the American Rescue Plan Act revenue replacement provision for the Pettibone Road Sanitary Sewer Extension Phase 2 Project.

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

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

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

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

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

**SECTION 7.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of

the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

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

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

Yeas:

Nays:

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

First Reading/Referred to Committee: October 11, 1022

Committee(s) Assigned: Public Works, Procurement & Contracting

Journal \_\_\_\_\_

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

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0349

Sponsored by: <b>Councilmember Schron</b>	<b>A Resolution</b> awarding a total sum, not to exceed \$117,750, to the Village of Glenwillow for the Tinker’s Creek Trail North 2 Project from the District 6 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.
---	--

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

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

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

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

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

**WHEREAS**, the Cuyahoga County Council desires to provide funding from the District 6 ARPA Community Grant Fund in the amount of \$117,750 to the Village of Glenwillow for the Tinker’s Creek Trail North 2 Project; and

**WHEREAS**, the Village of Glenwillow estimates approximately 4,600 people will be served annually through this award; and

**WHEREAS**, the Village of Glenwillow estimates the total cost of the project is \$470,000; and

**WHEREAS**, the Village of Glenwillow indicates the other funding source(s) for this project includes \$352,250 from the 2021 Ohio Department of Natural Resources Clean Ohio Trails Fund Award; and

**WHEREAS**, the Village of Glenwillow is estimating the start date of the project will be December 2022 and the project will be completed by July 2023; and

**WHEREAS**, the Village of Glenwillow requested \$117,750 from the District 6 ARPA Community Grant Fund to complete this project; and

**WHEREAS**, the Cuyahoga County Council desires to provide funding in the amount of \$117,750 to the Village of Glenwillow to ensure this project is completed; and

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

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

**SECTION 1.** That the Cuyahoga County Council hereby awards a not-to-exceed amount of \$117,750 to the Village of Glenwillow from the General Fund made available by the American Rescue Plan Act revenue replacement provision for the Tinker's Creek Trail North 2 Project.

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

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

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

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

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

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



under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

**SECTION 8.** It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by \_\_\_\_\_, seconded by \_\_\_\_\_, the foregoing Resolution was duly adopted.

Yeas:

Nays:

_____	_____
County Council President	Date

_____	_____
County Executive	Date

_____	_____
Clerk of Council	Date

First Reading/Referred to Committee: October 11, 2022

Committee(s) Assigned: Public Works, Procurement & Contracting

Journal \_\_\_\_\_

\_\_\_\_\_, 20 \_\_\_\_\_

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0350

Sponsored by: <b>Councilmember Schron</b>	<b>A Resolution</b> awarding a total sum, not to exceed \$250,000, to the Cuyahoga County Public Library for the Solon Innovation Center Project from the District 6 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.
---	--

**WHEREAS**, Cuyahoga County received \$239,898,257 from the Federal Government through the American Rescue Plan Act (“ARPA”); and

**WHEREAS**, Cuyahoga County calculated 100% of the ARPA dollars as loss revenue under the U.S. Department of the Treasury Final Rule; and

**WHEREAS**, since all the ARPA dollars have been calculated as loss revenue, the ARPA dollars have been deposited in the County’s General Fund; and

**WHEREAS**, the County Executive and County Council have authorized \$86 million of the ARPA dollars for community grants to benefit the residents of Cuyahoga County (the “ARPA Community Grant Fund”); and

**WHEREAS**, of the \$86 million for community grants, \$66 million have been encumbered for equal distribution to each County Council District; and

**WHEREAS**, the Cuyahoga County Council desires to provide funding from the District 6 ARPA Community Grant Fund in the amount of \$250,000 to the Cuyahoga County Public Library for the Solon Innovation Center Project; and

**WHEREAS**, the Cuyahoga County Public Library estimates approximately 220,000 people will be served annually through this award; and

**WHEREAS**, the Cuyahoga County Public Library estimates the total cost of the project is \$5,200,000; and

**WHEREAS**, the Cuyahoga County Public Library indicates the other funding source(s) for this project includes:

- A. \$2,000,000 from the Cuyahoga County Public Library
- B. \$1,000,000 from the City of Solon
- C. \$1,350,000 from fundraising and partnerships

D. \$600,000 from Congressionally directed spending; and

**WHEREAS**, the Cuyahoga County Public Library is estimating the start date of the project will be 2023 and the project will be completed by early 2024; and

**WHEREAS**, the Cuyahoga County Public Library requested \$250,000 from the District 6 ARPA Community Grant Fund to complete this project; and

**WHEREAS**, the Cuyahoga County Council desires to provide funding in the amount of \$250,000 to the Cuyahoga County Public Library to ensure this project is completed; and

**WHEREAS**, this Council by a vote of at least eight (8) members determines that it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue to provide for the usually, daily operations of the County.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**

**SECTION 1.** That the Cuyahoga County Council hereby awards a not-to-exceed amount of \$250,000 to the Cuyahoga County Public Library from the General Fund made available by the American Rescue Plan Act revenue replacement provision for the Solon Innovation Center Project.

**SECTION 2.** If any specific appropriation is necessary to effectuate this agreement, the Director of the Office of Budget and Management is authorized to submit the requisite documentation to financial reporting to journalize the appropriation.

**SECTION 3.** That the County Council staff is authorized to prepare all documents to effectuate said award.

**SECTION 4.** That the County Executive is authorized to execute all necessary agreements and documents consistent with said award and this Resolution.

**SECTION 5.** If requested or necessary, the Agency of the Inspector General or Department of Internal Audit is authorized to investigate, audit, or review any part of this award.

**SECTION 6.** To the extent that any exemptions are necessary under the County Code and contracting procedures, they shall be deemed approved by the adoption of this Resolution.

**SECTION 7.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health or safety in the County; and any additional reasons set forth in the preamble. Provided

that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

**SECTION 8.** It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by \_\_\_\_\_, seconded by \_\_\_\_\_, the foregoing Resolution was duly adopted.

Yeas:

Nays:

\_\_\_\_\_  
County Council President                      Date

\_\_\_\_\_  
County Executive                              Date

\_\_\_\_\_  
Clerk of Council                              Date

First Reading/Referred to Committee: October 11, 2022  
Committee(s) Assigned: Economic Development & Planning

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_\_\_

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0352

Sponsored by: <b>Councilmember Schron</b>	<b>A Resolution</b> awarding a total sum, not to exceed \$250,000, to the Village of Walton Hills for the Northfield Road Sidewalk Project from the District 6 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.
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**WHEREAS**, Cuyahoga County received \$239,898,257 from the Federal Government through the American Rescue Plan Act (“ARPA”); and

**WHEREAS**, Cuyahoga County calculated 100% of the ARPA dollars as loss revenue under the U.S. Department of the Treasury Final Rule; and

**WHEREAS**, since all the ARPA dollars have been calculated as loss revenue, the ARPA dollars have been deposited in the County’s General Fund; and

**WHEREAS**, the County Executive and County Council have authorized \$86 million of the ARPA dollars for community grants to benefit the residents of Cuyahoga County (the “ARPA Community Grant Fund”); and

**WHEREAS**, of the \$86 million for community grants, \$66 million have been encumbered for equal distribution to each County Council District; and

**WHEREAS**, the Cuyahoga County Council desires to provide funding from the District 6 ARPA Community Grant Fund in the amount of \$250,000 to the Village of Walton Hills for the Northfield Road Sidewalk Project; and

**WHEREAS**, the Village of Walton Hills estimates approximately 5,000,000 people will be served annually through this award; and

**WHEREAS**, the Village of Walton Hills estimates the total cost of the project is \$630,000; and

**WHEREAS**, the Village of Walton Hills indicates the other funding source(s) for this project includes \$380,000 from the Village of Walton Hills; and

**WHEREAS**, the Village of Walton Hills is estimating the start date of the project will be December 2022 and the project will be completed by December 2023; and

**WHEREAS**, the Village of Walton Hills requested \$250,000 from the District 6 ARPA Community Grant Fund to complete this project; and

**WHEREAS**, the Cuyahoga County Council desires to provide funding in the amount of \$250,000 to the Village of Walton Hills to ensure this project is completed; and

**WHEREAS**, this Council by a vote of at least eight (8) members determines that it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue to provide for the usually, daily operations of the County.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**

**SECTION 1.** That the Cuyahoga County Council hereby awards a not-to-exceed amount of \$250,000 to the Village of Walton Hills from the General Fund made available by the American Rescue Plan Act revenue replacement provision for the Northfield Road Sidewalk Project.

**SECTION 2.** If any specific appropriation is necessary to effectuate this agreement, the Director of the Office of Budget and Management is authorized to submit the requisite documentation to financial reporting to journalize the appropriation.

**SECTION 3.** That the County Council staff is authorized to prepare all documents to effectuate said award.

**SECTION 4.** That the County Executive is authorized to execute all necessary agreements and documents consistent with said award and this Resolution.

**SECTION 5.** If requested or necessary, the Agency of the Inspector General or Department of Internal Audit is authorized to investigate, audit, or review any part of this award.

**SECTION 6.** To the extent that any exemptions are necessary under the County Code and contracting procedures, they shall be deemed approved by the adoption of this Resolution.

**SECTION 7.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least

eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

**SECTION 8.** It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by \_\_\_\_\_, seconded by \_\_\_\_\_, the foregoing Resolution was duly adopted.

Yeas:

Nays:

\_\_\_\_\_  
County Council President                      Date

\_\_\_\_\_  
County Executive                              Date

\_\_\_\_\_  
Clerk of Council                              Date

First Reading/Referred to Committee: October 11, 2022

Committee(s) Assigned: Public Works, Procurement & Contracting

Journal \_\_\_\_\_

\_\_\_\_\_, 20\_\_\_\_

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0353

Sponsored by: <b>Councilmember Schron</b>	<b>A Resolution</b> awarding a total sum, not to exceed \$220,000, to the Village of Gates Mills for the Mayfield Road Culvert Replacement Project from the District 6 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.
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**WHEREAS**, Cuyahoga County received \$239,898,257 from the Federal Government through the American Rescue Plan Act (“ARPA”); and

**WHEREAS**, Cuyahoga County calculated 100% of the ARPA dollars as loss revenue under the U.S. Department of the Treasury Final Rule; and

**WHEREAS**, since all the ARPA dollars have been calculated as loss revenue, the ARPA dollars have been deposited in the County’s General Fund; and

**WHEREAS**, the County Executive and County Council have authorized \$86 million of the ARPA dollars for community grants to benefit the residents of Cuyahoga County (the “ARPA Community Grant Fund”); and

**WHEREAS**, of the \$86 million for community grants, \$66 million have been encumbered for equal distribution to each County Council District; and

**WHEREAS**, the Cuyahoga County Council desires to provide funding from the District 6 ARPA Community Grant Fund in the amount of \$220,000 to the Village of Gates Mills for the Mayfield Road Culvert Replacement Project; and

**WHEREAS**, the Village of Gates Mills estimates approximately 11,680,000 people will be served annually through this award; and

**WHEREAS**, the Village of Gates Mills estimates the total cost of the project is \$400,000; and

**WHEREAS**, the Village of Gates Mills indicates the other funding source(s) for this project includes \$180,000 from the Village of Gates Mills Capital Improvement Fund/Local Fiscal Recovery Fund; and



**WHEREAS**, the Village of Gates Mills is estimating the start date of the project will begin when funding is secured and the project will be completed within 32-34 weeks from project start; and

**WHEREAS**, the Village of Gates Mills requested \$220,000 from the District 6 ARPA Community Grant Fund to complete this project; and

**WHEREAS**, the Cuyahoga County Council desires to provide funding in the amount of \$220,000 to the Village of Gates Mills to ensure this project is completed; and

**WHEREAS**, this Council by a vote of at least eight (8) members determines that it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue to provide for the usually, daily operations of the County.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**

**SECTION 1.** That the Cuyahoga County Council hereby awards a not-to-exceed amount of \$220,000 to the Village of Gates Mills from the General Fund made available by the American Rescue Plan Act revenue replacement provision for the Mayfield Road Culvert Replacement Project.

**SECTION 2.** If any specific appropriation is necessary to effectuate this agreement, the Director of the Office of Budget and Management is authorized to submit the requisite documentation to financial reporting to journalize the appropriation.

**SECTION 3.** That the County Council staff is authorized to prepare all documents to effectuate said award.

**SECTION 4.** That the County Executive is authorized to execute all necessary agreements and documents consistent with said award and this Resolution.

**SECTION 5.** If requested or necessary, the Agency of the Inspector General or Department of Internal Audit is authorized to investigate, audit, or review any part of this award.

**SECTION 6.** To the extent that any exemptions are necessary under the County Code and contracting procedures, they shall be deemed approved by the adoption of this Resolution.

**SECTION 7.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council,

it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

**SECTION 8.** It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by \_\_\_\_\_, seconded by \_\_\_\_\_, the foregoing Resolution was duly adopted.

Yeas:

Nays:

\_\_\_\_\_  
County Council President

\_\_\_\_\_  
Date

\_\_\_\_\_  
County Executive

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Date

First Reading/Referred to Committee: October 11, 2022

Committee(s) Assigned: Public Works, Procurement & Contracting

Journal \_\_\_\_\_

\_\_\_\_\_, 20\_\_\_\_

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0354

Sponsored by: <b>Councilmember Schron</b>	<b>A Resolution</b> awarding a total sum, not to exceed \$250,000, to the City of Seven Hills for the North Park Pavilion Project from the District 6 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.
---	---

**WHEREAS**, Cuyahoga County received \$239,898,257 from the Federal Government through the American Rescue Plan Act (“ARPA”); and

**WHEREAS**, Cuyahoga County calculated 100% of the ARPA dollars as loss revenue under the U.S. Department of the Treasury Final Rule; and

**WHEREAS**, since all the ARPA dollars have been calculated as loss revenue, the ARPA dollars have been deposited in the County’s General Fund; and

**WHEREAS**, the County Executive and County Council have authorized \$86 million of the ARPA dollars for community grants to benefit the residents of Cuyahoga County (the “ARPA Community Grant Fund”); and

**WHEREAS**, of the \$86 million for community grants, \$66 million have been encumbered for equal distribution to each County Council District; and

**WHEREAS**, the Cuyahoga County Council desires to provide funding from the District 6 ARPA Community Grant Fund in the amount of \$250,000 to the City of Seven Hills for the North Park Pavilion Project; and

**WHEREAS**, the City of Seven Hills estimates approximately 6 permanent and temporary jobs will be created or retained through this project; and

**WHEREAS**, the City of Seven Hills estimates the total cost of the project is \$935,000; and

**WHEREAS**, the City of Seven Hills indicates the other funding source(s) for this project includes a non-expiring Park and Recreation Levy as well as general fund monies; and

**WHEREAS**, the City of Seven Hills is estimating the start date of the project will be late 2022/early 2023 and the project will be completed in 2023; and

**WHEREAS**, the City of Seven Hills requested \$250,000 from the District 6 ARPA Community Grant Fund to complete this project; and

**WHEREAS**, the Cuyahoga County Council desires to provide funding in the amount of \$250,000 to the City of Seven Hills to ensure this project is completed; and

**WHEREAS**, this Council by a vote of at least eight (8) members determines that it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue to provide for the usually, daily operations of the County.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**

**SECTION 1.** That the Cuyahoga County Council hereby awards a not-to-exceed amount of \$250,000 to the City of Seven Hills from the General Fund made available by the American Rescue Plan Act revenue replacement provision for the North Park Pavilion Project.

**SECTION 2.** If any specific appropriation is necessary to effectuate this agreement, the Director of the Office of Budget and Management is authorized to submit the requisite documentation to financial reporting to journalize the appropriation.

**SECTION 3.** That the County Council staff is authorized to prepare all documents to effectuate said award.

**SECTION 4.** That the County Executive is authorized to execute all necessary agreements and documents consistent with said award and this Resolution.

**SECTION 5.** If requested or necessary, the Agency of the Inspector General or Department of Internal Audit is authorized to investigate, audit, or review any part of this award.

**SECTION 6.** To the extent that any exemptions are necessary under the County Code and contracting procedures, they shall be deemed approved by the adoption of this Resolution.

**SECTION 7.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the

Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

**SECTION 8.** It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by \_\_\_\_\_, seconded by \_\_\_\_\_, the foregoing Resolution was duly adopted.

Yeas:

Nays:

\_\_\_\_\_  
County Council President

\_\_\_\_\_  
Date

\_\_\_\_\_  
County Executive

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Date

First Reading/Referred to Committee: October 11, 2022

Committee(s) Assigned: Community Development

Journal \_\_\_\_\_

\_\_\_\_\_, 20\_\_\_\_

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0355

Sponsored by: <b>Councilmember Schron</b>	<b>A Resolution</b> awarding a total sum, not to exceed \$30,000, to the Village of Gates Mills for the Public Restroom Renovation Project from the District 6 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.
---	--

**WHEREAS**, Cuyahoga County received \$239,898,257 from the Federal Government through the American Rescue Plan Act (“ARPA”); and

**WHEREAS**, Cuyahoga County calculated 100% of the ARPA dollars as loss revenue under the U.S. Department of the Treasury Final Rule; and

**WHEREAS**, since all the ARPA dollars have been calculated as loss revenue, the ARPA dollars have been deposited in the County’s General Fund; and

**WHEREAS**, the County Executive and County Council have authorized \$86 million of the ARPA dollars for community grants to benefit the residents of Cuyahoga County (the “ARPA Community Grant Fund”); and

**WHEREAS**, of the \$86 million for community grants, \$66 million have been encumbered for equal distribution to each County Council District; and

**WHEREAS**, the Cuyahoga County Council desires to provide funding from the District 6 ARPA Community Grant Fund in the amount of \$30,000 to the Village of Gates Mills for the Public Restroom Renovation Project; and

**WHEREAS**, the Village of Gates Mills estimates approximately 2,300 people will be served annually through this award; and

**WHEREAS**, the Village of Gates Mills estimates the total cost of the project is \$30,000; and

**WHEREAS**, the Village of Gates Mills is estimating the start date of the project will be October 2022 and the project will be completed by December 2022; and

**WHEREAS**, the Village of Gates Mills requested \$30,000 from the District 6 ARPA Community Grant Fund to complete this project; and

**WHEREAS**, the Cuyahoga County Council desires to provide funding in the amount of \$30,000 to the Village of Gates Mills to ensure this project is completed; and

**WHEREAS**, this Council by a vote of at least eight (8) members determines that it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue to provide for the usually, daily operations of the County.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**

**SECTION 1.** That the Cuyahoga County Council hereby awards a not-to-exceed amount of \$30,000 to the Village of Gates Mills from the General Fund made available by the American Rescue Plan Act revenue replacement provision for the Public Restroom Renovation Project.

**SECTION 2.** If any specific appropriation is necessary to effectuate this agreement, the Director of the Office of Budget and Management is authorized to submit the requisite documentation to financial reporting to journalize the appropriation.

**SECTION 3.** That the County Council staff is authorized to prepare all documents to effectuate said award.

**SECTION 4.** That the County Executive is authorized to execute all necessary agreements and documents consistent with said award and this Resolution.

**SECTION 5.** If requested or necessary, the Agency of the Inspector General or Department of Internal Audit is authorized to investigate, audit, or review any part of this award.

**SECTION 6.** To the extent that any exemptions are necessary under the County Code and contracting procedures, they shall be deemed approved by the adoption of this Resolution.

**SECTION 7.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

**SECTION 8.** It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by \_\_\_\_\_, seconded by \_\_\_\_\_, the foregoing Resolution was duly adopted.

Yeas:

Nays:

\_\_\_\_\_  
County Council President

\_\_\_\_\_  
Date

\_\_\_\_\_  
County Executive

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Date

First Reading/Referred to Committee: October 11, 2022

Committee(s) Assigned: Public Works, Procurement & Contracting

Journal \_\_\_\_\_

\_\_\_\_\_, 20\_\_\_\_



# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0357

Sponsored by: <b>Councilmember Schron</b>	<b>A Resolution</b> awarding a total sum, not to exceed \$250,000, to the City of Brecksville for the Oakes Road-Valley Parkway Connector Trail Project from the District 6 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.
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**WHEREAS**, Cuyahoga County received \$239,898,257 from the Federal Government through the American Rescue Plan Act (“ARPA”); and

**WHEREAS**, Cuyahoga County calculated 100% of the ARPA dollars as loss revenue under the U.S. Department of the Treasury Final Rule; and

**WHEREAS**, since all the ARPA dollars have been calculated as loss revenue, the ARPA dollars have been deposited in the County’s General Fund; and

**WHEREAS**, the County Executive and County Council have authorized \$86 million of the ARPA dollars for community grants to benefit the residents of Cuyahoga County (the “ARPA Community Grant Fund”); and

**WHEREAS**, of the \$86 million for community grants, \$66 million have been encumbered for equal distribution to each County Council District; and

**WHEREAS**, the Cuyahoga County Council desires to provide funding from the District 6 ARPA Community Grant Fund in the amount of \$250,000 to the City of Brecksville for the Oakes Road-Valley Parkway Connector Trail Project; and

**WHEREAS**, the City of Brecksville estimates approximately 9,977 people will be served annually through this award; and

**WHEREAS**, the City of Brecksville estimates approximately 10 permanent and temporary jobs will be created or retained through this project; and

**WHEREAS**, the City of Brecksville estimates the total cost of the project is \$339,000; and

**WHEREAS**, the City of Brecksville indicates the other funding source(s) for this project includes \$64,000 from the City of Brecksville and \$25,000 from the Ohio Department of Natural Resources’ Urban Canopy Restoration Grant Program; and

**WHEREAS**, the City of Brecksville is estimating the start date of the project will be October 2022 and the project will be completed by July 2023; and

**WHEREAS**, the City of Brecksville requested \$250,000 from the District 6 ARPA Community Grant Fund to complete this project; and

**WHEREAS**, the Cuyahoga County Council desires to provide funding in the amount of \$250,000 to the City of Brecksville to ensure this project is completed; and

**WHEREAS**, this Council by a vote of at least eight (8) members determines that it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue to provide for the usually, daily operations of the County.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**

**SECTION 1.** That the Cuyahoga County Council hereby awards a not-to-exceed amount of \$250,000 to the City of Brecksville from the General Fund made available by the American Rescue Plan Act revenue replacement provision for the Oakes Road-Valley Parkway Connector Trail Project.

**SECTION 2.** If any specific appropriation is necessary to effectuate this agreement, the Director of the Office of Budget and Management is authorized to submit the requisite documentation to financial reporting to journalize the appropriation.

**SECTION 3.** That the County Council staff is authorized to prepare all documents to effectuate said award.

**SECTION 4.** That the County Executive is authorized to execute all necessary agreements and documents consistent with said award and this Resolution.

**SECTION 5.** If requested or necessary, the Agency of the Inspector General or Department of Internal Audit is authorized to investigate, audit, or review any part of this award.

**SECTION 6.** To the extent that any exemptions are necessary under the County Code and contracting procedures, they shall be deemed approved by the adoption of this Resolution.

**SECTION 7.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of

the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

**SECTION 8.** It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by \_\_\_\_\_, seconded by \_\_\_\_\_, the foregoing Resolution was duly adopted.

Yeas:

Nays:

\_\_\_\_\_  
County Council President

\_\_\_\_\_  
Date

\_\_\_\_\_  
County Executive

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Date

First Reading/Referred to Committee: October 11, 2022

Committee(s) Assigned: Public Works, Procurement & Contracting

Journal \_\_\_\_\_

\_\_\_\_\_, 20\_\_\_\_

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0358

Sponsored by: <b>Councilmember Schron</b>	<b>A Resolution</b> awarding a total sum, not to exceed \$250,000, to the City of Mayfield Height for the Aquatic and Community Center Project from the District 6 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.
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**WHEREAS**, Cuyahoga County received \$239,898,257 from the Federal Government through the American Rescue Plan Act (“ARPA”); and

**WHEREAS**, Cuyahoga County calculated 100% of the ARPA dollars as loss revenue under the U.S. Department of the Treasury Final Rule; and

**WHEREAS**, since all the ARPA dollars have been calculated as loss revenue, the ARPA dollars have been deposited in the County’s General Fund; and

**WHEREAS**, the County Executive and County Council have authorized \$86 million of the ARPA dollars for community grants to benefit the residents of Cuyahoga County (the “ARPA Community Grant Fund”); and

**WHEREAS**, of the \$86 million for community grants, \$66 million have been encumbered for equal distribution to each County Council District; and

**WHEREAS**, the Cuyahoga County Council desires to provide funding from the District 6 ARPA Community Grant Fund in the amount of \$250,000 to the City of Mayfield Height for the Aquatic and Community Center Project; and

**WHEREAS**, the City of Mayfield Height estimates approximately 100,000 people will be served annually through this; and

**WHEREAS**, the City of Mayfield Height estimates approximately 2 to 4 permanent and temporary jobs will be created or retained through this project; and

**WHEREAS**, the City of Mayfield Height estimates the total cost of the project is \$1,701,360; and

**WHEREAS**, the City of Mayfield Height indicates the other funding source(s) for this project includes Issue 9 income tax revenues, grants, and NEORSD Community Cost Share monies; and

**WHEREAS**, the City of Mayfield Height is has indicated that the project has already begun and the project will be completed by September 2023; and

**WHEREAS**, the City of Mayfield Height requested \$250,000 from the District 6 ARPA Community Grant Fund to complete this project; and

**WHEREAS**, the Cuyahoga County Council desires to provide funding in the amount of \$250,000 to the City of Mayfield Height to ensure this project is completed; and

**WHEREAS**, this Council by a vote of at least eight (8) members determines that it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue to provide for the usually, daily operations of the County.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**

**SECTION 1.** That the Cuyahoga County Council hereby awards a not-to-exceed amount of \$250,000 to the City of Mayfield Height from the General Fund made available by the American Rescue Plan Act revenue replacement provision for the Aquatic and Community Center Project.

**SECTION 2.** If any specific appropriation is necessary to effectuate this agreement, the Director of the Office of Budget and Management is authorized to submit the requisite documentation to financial reporting to journalize the appropriation.

**SECTION 3.** That the County Council staff is authorized to prepare all documents to effectuate said award.

**SECTION 4.** That the County Executive is authorized to execute all necessary agreements and documents consistent with said award and this Resolution.

**SECTION 5.** If requested or necessary, the Agency of the Inspector General or Department of Internal Audit is authorized to investigate, audit, or review any part of this award.

**SECTION 6.** To the extent that any exemptions are necessary under the County Code and contracting procedures, they shall be deemed approved by the adoption of this Resolution.

**SECTION 7.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of

the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

**SECTION 8.** It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by \_\_\_\_\_, seconded by \_\_\_\_\_, the foregoing Resolution was duly adopted.

Yeas:

Nays:

\_\_\_\_\_  
County Council President

\_\_\_\_\_  
Date

\_\_\_\_\_  
County Executive

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Date

First Reading/Referred to Committee: October 11, 2022

Committee(s) Assigned: Community Development

Journal \_\_\_\_\_

\_\_\_\_\_, 20\_\_\_\_

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0359

Sponsored by: <b>Councilmember Schron</b>	<b>A Resolution</b> awarding a total sum, not to exceed \$250,000, to Oakwood Village for the Fair Oaks Road Rehabilitation Project from the District 6 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.
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**WHEREAS**, Cuyahoga County received \$239,898,257 from the Federal Government through the American Rescue Plan Act (“ARPA”); and

**WHEREAS**, Cuyahoga County calculated 100% of the ARPA dollars as loss revenue under the U.S. Department of the Treasury Final Rule; and

**WHEREAS**, since all the ARPA dollars have been calculated as loss revenue, the ARPA dollars have been deposited in the County’s General Fund; and

**WHEREAS**, the County Executive and County Council have authorized \$86 million of the ARPA dollars for community grants to benefit the residents of Cuyahoga County (the “ARPA Community Grant Fund”); and

**WHEREAS**, of the \$86 million for community grants, \$66 million have been encumbered for equal distribution to each County Council District; and

**WHEREAS**, the Cuyahoga County Council desires to provide funding from the District 6 ARPA Community Grant Fund in the amount of \$250,000 to Oakwood Village for the Fair Oaks Road Rehabilitation Project; and

**WHEREAS**, Oakwood Village estimates approximately 3,667 people will be served annually through this award; and

**WHEREAS**, Oakwood Village estimates approximately 400 permanent and temporary jobs will be created or retained through this project; and

**WHEREAS**, Oakwood Village estimates the total cost of the project is \$1,500,000; and

**WHEREAS**, Oakwood Village indicates the other funding source(s) for this project includes:

- A. \$500,000 from the Ohio Public Works Commission 20 Year Loan;
- B. \$299,999 from the Ohio Public Works Commission Grant
- C. \$450,001 from Oakwood Village; and

**WHEREAS**, Oakwood Village is estimating the start date of the project will be April 2023 and the project will be completed by August 2023; and

**WHEREAS**, Oakwood Village requested \$250,000 from the District 6 ARPA Community Grant Fund to complete this project; and

**WHEREAS**, the Cuyahoga County Council desires to provide funding in the amount of \$250,000 to Oakwood Village to ensure this project is completed; and

**WHEREAS**, this Council by a vote of at least eight (8) members determines that it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue to provide for the usually, daily operations of the County.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**

**SECTION 1.** That the Cuyahoga County Council hereby awards a not-to-exceed amount of \$250,000 to Oakwood Village from the General Fund made available by the American Rescue Plan Act revenue replacement provision for the Fair Oaks Road Rehabilitation Project.

**SECTION 2.** If any specific appropriation is necessary to effectuate this agreement, the Director of the Office of Budget and Management is authorized to submit the requisite documentation to financial reporting to journalize the appropriation.

**SECTION 3.** That the County Council staff is authorized to prepare all documents to effectuate said award.

**SECTION 4.** That the County Executive is authorized to execute all necessary agreements and documents consistent with said award and this Resolution.

**SECTION 5.** If requested or necessary, the Agency of the Inspector General or Department of Internal Audit is authorized to investigate, audit, or review any part of this award.

**SECTION 6.** To the extent that any exemptions are necessary under the County Code and contracting procedures, they shall be deemed approved by the adoption of this Resolution.

**SECTION 7.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health or



safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

**SECTION 8.** It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by \_\_\_\_\_, seconded by \_\_\_\_\_, the foregoing Resolution was duly adopted.

Yeas:

Nays:

\_\_\_\_\_  
County Council President                      Date

\_\_\_\_\_  
County Executive                                      Date

\_\_\_\_\_  
Clerk of Council                                      Date

First Reading/Referred to Committee: October 11, 2022

Committee(s) Assigned: Public Works, Procurement & Contracting

Journal \_\_\_\_\_

\_\_\_\_\_, 20\_\_\_\_

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0360

Sponsored by: <b>Councilmember Schron</b>	<b>A Resolution</b> awarding a total sum, not to exceed \$250,000, to the Village of Moreland Hills for the Jackson Road Rehabilitation Project from the District 6 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.
Co-sponsored by: <b>Councilmember Turner</b>	

**WHEREAS**, Cuyahoga County received \$239,898,257 from the Federal Government through the American Rescue Plan Act (“ARPA”); and

**WHEREAS**, Cuyahoga County calculated 100% of the ARPA dollars as loss revenue under the U.S. Department of the Treasury Final Rule; and

**WHEREAS**, since all the ARPA dollars have been calculated as loss revenue, the ARPA dollars have been deposited in the County’s General Fund; and

**WHEREAS**, the County Executive and County Council have authorized \$86 million of the ARPA dollars for community grants to benefit the residents of Cuyahoga County (the “ARPA Community Grant Fund”); and

**WHEREAS**, of the \$86 million for community grants, \$66 million have been encumbered for equal distribution to each County Council District; and

**WHEREAS**, the Cuyahoga County Council desires to provide funding from the District 6 ARPA Community Grant Fund in the amount of \$250,000 to the Village of Moreland Hills for the Jackson Road Rehabilitation Project; and

**WHEREAS**, the Village of Moreland Hills estimates approximately 840,960 people will be served annually through this award; and

**WHEREAS**, the Village of Moreland Hills estimates the total cost of the project is \$550,000; and

**WHEREAS**, the Village of Moreland Hills indicates the other funding source(s) for this project includes \$300,000 from the Village of Moreland Hills; and

**WHEREAS**, the Village of Moreland Hills is estimating the start date of the project will be April 2023 and the project will be completed by August 2023; and

**WHEREAS**, the Village of Moreland Hills requested \$250,000 from the District 6 ARPA Community Grant Fund to complete this project; and

**WHEREAS**, the Cuyahoga County Council desires to provide funding in the amount of \$250,000 to the Village of Moreland Hills to ensure this project is completed; and

**WHEREAS**, this Council by a vote of at least eight (8) members determines that it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue to provide for the usually, daily operations of the County.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**

**SECTION 1.** That the Cuyahoga County Council hereby awards a not-to-exceed amount of \$250,000 to the Village of Moreland Hills from the General Fund made available by the American Rescue Plan Act revenue replacement provision for the Jackson Road Rehabilitation Project.

**SECTION 2.** If any specific appropriation is necessary to effectuate this agreement, the Director of the Office of Budget and Management is authorized to submit the requisite documentation to financial reporting to journalize the appropriation.

**SECTION 3.** That the County Council staff is authorized to prepare all documents to effectuate said award.

**SECTION 4.** That the County Executive is authorized to execute all necessary agreements and documents consistent with said award and this Resolution.

**SECTION 5.** If requested or necessary, the Agency of the Inspector General or Department of Internal Audit is authorized to investigate, audit, or review any part of this award.

**SECTION 6.** To the extent that any exemptions are necessary under the County Code and contracting procedures, they shall be deemed approved by the adoption of this Resolution.

**SECTION 7.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive

under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

**SECTION 8.** It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by \_\_\_\_\_, seconded by \_\_\_\_\_, the foregoing Resolution was duly adopted.

Yeas:

Nays:

\_\_\_\_\_  
County Council President                      Date

\_\_\_\_\_  
County Executive                              Date

\_\_\_\_\_  
Clerk of Council                              Date

First Reading/Referred to Committee: October 11, 2022

Committee(s) Assigned: Public Works, Procurement & Contracting

Additional Sponsorship Requested: October 11, 2022

Journal \_\_\_\_\_

\_\_\_\_\_, 20\_\_\_\_

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0362

Sponsored by: <b>Councilmembers Schron, Simon, Jones, and Miller</b>	<b>A Resolution</b> awarding a total sum, not to exceed \$300,000.00, to the Chagrin Documentary Film Festival for the purpose of purchasing and renovating permanent office and event space; and declaring the necessity that this Resolution become immediately effective.
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**WHEREAS**, the Cuyahoga County Community Development Fund is funded by the gross casino revenues distributed to Cuyahoga County; and

**WHEREAS**, the Chagrin Documentary Film Festival is located in Chagrin Falls and has requested \$300,000.00 to complete the purchase of a two-story building in downtown Chagrin Falls and renovate space to have permanent office and event space; and

**WHEREAS**, the Chagrin Documentary Film Festival has said this space will allow for year-round films and discussions that engage, enrich, and educate participants of diverse backgrounds and demographics with the inspiration of documentary film; and

**WHEREAS**, the Chagrin Documentary Film Festival has been ongoing for over 12 years and has had tremendous success and growth over the years; and

**WHEREAS**, the most recent Chagrin Documentary Film Festival drew more than 37,000 viewers from 170 Ohio zip codes and 27 states and had an estimated \$1.2 million economic impact to Cuyahoga County businesses and restaurant; and

**WHEREAS**, the Cuyahoga County Council desires to provide funding from the Community Development Fund in the amount of \$300,000.00 to the Chagrin Documentary Film Festival to fund the purchase of and renovation of permanent office and event space; and

**WHEREAS**, this Council by a vote of at least eight (8) members determines that it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue to provide for the usually, daily operations of the County.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**

**SECTION 1.** That the Cuyahoga County Council hereby awards a not-to-exceed amount of \$300,000.00 to the Chagrin Documentary Film Festival for the purpose of purchasing and renovating permanent office and event space for various projects from the Cuyahoga County Community Development Fund.

**SECTION 2.** That County Council staff is authorized to prepare all documents to effectuate said award.

**SECTION 3.** To the extent that any exemptions are necessary under the County Code and contracting procedures, they shall be deemed approved by the adoption of this Resolution.

**SECTION 4.** That the County Executive is authorized to execute all necessary agreements and documents consistent with said award and this Resolution.

**SECTION 5.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health, or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, this Resolution shall become immediately effective.

**SECTION 6.** It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by \_\_\_\_\_, seconded by \_\_\_\_\_, the foregoing Resolution was duly adopted.

Yeas:

Nays:

\_\_\_\_\_  
County Council President

\_\_\_\_\_  
Date

\_\_\_\_\_  
County Executive

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Date

First Reading/Referred to Committee: October 11, 2022

Committee(s) Assigned: Community Development

Additional Sponsorship Requested in Committee: October 17, 2022

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0398

Sponsored by: <b>County Executive Budish/Departments of Public Works, Human Resources and Law</b>	<b>A Resolution</b> approving a Collective Bargaining Agreement between Cuyahoga County and International Union of Operating Engineers, Local 18-S, (Technicians) representing approximately 6 employees in the Department of Public Works for the period January 1, 2023 to December 31, 2025; directing that funds necessary to implement the Collective Bargaining Agreement be budgeted and appropriated; authorizing the County Executive to execute the agreement and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the Cuyahoga County Department of Law has been engaged in negotiations with the Local 18-S Technicians Union in an effort to negotiate a successor collective bargaining agreement (“CBA”) that includes approximately 6 employees in the Cuyahoga County Department of Public Works; and,

WHEREAS, the parties have met on multiple occasions in a consolidated effort to negotiate new terms and have reached a tentative agreement on a single successor collective bargaining agreement; and,

WHEREAS, on or about November 1, 2022, the members of the bargaining unit met and voted to ratify the proposed successor collective bargaining agreement in full; and,

WHEREAS, O.R.C. 4117.10 (B) requires that a public employer submit a request for funds necessary to implement an agreement, and for approval of any other matter requiring the approval of the appropriate legislative body to the legislative body within thirty days of the date on which the parties finalize the agreement, unless otherwise specified or if the legislative body is not in session at the time, then within fourteen days after it convenes; and,

WHEREAS, O.R.C. 4117.10(B) further states that the legislative body must approve or reject the submission as a whole, and the submission is deemed approved



if the legislative body fails to act within thirty days after the public employer submits the agreement; and,

WHEREAS, the Department of Law and the County Executive are recommending that Council approve the proposed Collective Bargaining Agreement for the period of 1/1/2023 – 12/31/2025; and,

WHEREAS, it is necessary that this Resolution become immediately effective to ensure the efficient operation of the Cuyahoga County Department of Public Works.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**

**SECTION 1.** The Cuyahoga County Council hereby approves the Collective Bargaining Agreement between Cuyahoga County and The International Union of Operating Engineers, Local 18-S Technicians, representing approximately 6 employees in the Cuyahoga County Department of Public Works for the period of 1/1/2023 – 12/31/2025, and authorizes the County Executive to execute all documents consistent with this Resolution.

**SECTION 2.** Funds necessary to implement the CBA between the County and The International Union of Operating Engineers, Local 18-S Technicians shall be budgeted and appropriated.

**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

Journal CC048  
November 9, 2022

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0399

<b>Sponsored by: County Executive Budish/Departments of Law and Health and Human Services/ Cuyahoga Job and Family Services, Division of Children and Family Services, and Division of Senior and Adult Services</b>	<b>A Resolution</b> approving a Memorandum of Agreement which amends a Collective Bargaining Agreement between Cuyahoga County and The American Federation of State, County, and Municipal Employees, Ohio Council 8, AFLCIO, Local 1746 for a collective bargaining agreement covering approximately 1,218 employees at the Cuyahoga Job and Family Services, Division of Children and Family Services, and Division of Senior and Adult Services for the period 7/1/2020 - 6/30/2023 to establish a Clerical Specialist 2 position, assign a pay range and provide for retroactive compensation; directing that funds necessary to implement the amendment be budgeted and appropriated; 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, Cuyahoga County and The American Federation of State, County, and Municipal Employees, Ohio Council 8, AFLCIO, Local 1746 (“the Union) have agreed to amend the Collective Bargaining Agreement (CBA) to establish the position of Clerical Specialist 2, assign a pay range, and provide for retroactive compensation, in accordance with the “Memorandum of Agreement.”

WHEREAS, the parties desire to amend the CBA under the terms of the attached Agreement to Amend the Collective Bargaining Agreement which has been ratified and approved by the Union members; and

WHEREAS, O.R.C. 4117.10 (B) requires that a public employer submit a request for funds necessary to implement an agreement, and for approval of any other matter requiring the approval of the appropriate legislative body to the legislative body within fourteen (14) days of the date on which the parties finalize the agreement, unless otherwise specified, but if the appropriate legislative body is not in session at the time, then within fourteen (14) days after it convenes; and

WHEREAS, O.R.C. 4117.10(B) further states that the legislative body must approve or reject the submission as a whole, and the submission is deemed approved if the legislative body fails to act within thirty (30) days after the public employer submits the agreement; and

WHEREAS, it is necessary that this Resolution become effective immediately to ensure the efficient operation of the County.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**

**SECTION 1.** The Cuyahoga County Council hereby approves the Memorandum of Agreement amending the Collective Bargaining Agreement between Cuyahoga County and The American Federation of State, County, and Municipal Employees, Ohio Council 8, AFLCIO, Local 1746 for a collective bargaining agreement covering approximately 1,218 employees at the Cuyahoga Job and Family Services, Division of Children and Family Services, and Division of Senior and Adult Services for the period 7/1/2020 - 6/30/2023 in accordance with the Memorandum of Agreement reflecting establishment of a Clerical Specialist 2 position, assigning a pay range to that position and providing for retroactive compensation.

**SECTION 2.** Funds necessary to implement the amendment of the CBA shall be budgeted and approved.

**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 (8) members of the 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 (8) 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

Journal CC048  
November 9, 2022

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0400

Sponsored by: <b>County Executive Budish/Fiscal Officer/Office of Budget and Management</b>	<b>A Resolution</b> amending the 2022/2023 Biennial Operating Budget for 2022 by providing for additional fiscal appropriations from the General Fund and other funding sources, for appropriation transfers between budget accounts and for cash transfers between budgetary funds, to meet the budgetary needs of various County departments, offices and agencies, amending Resolution No. R2022-0140 dated 6/7/2022 and Resolution No. R2022-0364 dated 10/11/2022; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, on December 7, 2021, the Cuyahoga County Council adopted the Biennial Operating Budget and Capital Improvements Program for 2022/2023 (Resolution No. R2021-0238) establishing the 2022/2023 biennial budget for all County departments, offices and agencies; and

WHEREAS, it is necessary to adjust the Biennial Operating Budget for 2022 to reflect budgetary funding increases, funding reductions, to transfer budget appropriations and to transfer cash between budgetary funds, to accommodate the operational needs of certain County departments, offices and agencies; and

WHEREAS, it is further necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue and to provide for the usual, daily operation of County departments, offices, and agencies.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**

**SECTION 1.** That the 2022/2023 Biennial Operating Budget for 2022 be amended to provide for the following additional appropriation increases and decreases:

**Fund Nos./Budget Accounts****Journal Nos.**

A. 5715 – Sanitary Engineer **BA2218063**  
PW715300 – Sanitary Debt Service  
Other Expenses \$ 820,921.00

5715 – Sanitary Engineer  
PW715500 – Sanitary Construction  
Other Expenses \$ 9,927.00

The Office of Budget and Management requests an appropriation increase of \$830,048 within the Sanitary Engineer Fund. Appropriation is required to perform annual cash transfers of sewer special assessment revenue to the General Obligation Debt Retirement Fund. Sewer notes and bonds issued between 1999-2004 were refunded by General Obligation bonds in 2012 and 2020 and require transfer of revenue collected to align with debt service expenses for accounting purposes. Levied special assessments expire in 2024. Funding source is the Sanitary Engineer Fund.

B. 4600 – Capital Projects **BA2226043**  
PW600100 – Capital Projects  
Other Expenses \$ 600,000.00

The Department of Public Works is requesting an appropriation increase of \$600,000 for the Jail II Elevator Upgrades capital project (activity CFJL20000601). This project will result in the upgrade of elevator cars 1-5 within Jail II at the Justice Center. The total cost of the project is estimated at \$2.36 million; \$420,070.07 has been spent as of October 19, 2022. This request is included on the 2022 Capital Improvements Plan and will be funded by the General Fund Capital Improvements Subsidy.

C. 4600 – Capital Projects **BA2226044**  
PW600100 – Capital Projects  
Personal Services \$ 90,000.00  
Other Expenses \$ 460,000.00

The Department of Public Works is requesting appropriations in the amount of \$550,000 for the purpose of establishing the Board of Elections Standby Generator capital project (activity CFBOE0000601). This project will result in the purchase and installation of a standby generator for the Board of Elections facility. This request has been added to the 2022 Capital Improvements Plan and will be funded by the General Fund Capital Improvements Subsidy.

D. 4605 – Road Capital Projects **BA2226045**  
PW605100 – ODOT-LPA  
Other Expenses \$ 33,000,000.00

The Department of Public Works is requesting appropriations of \$33,000,000 for the Pleasant Valley Bridges Project. This is an LPA project that is 27% federally funded,

29% OPWC funded and 44% funded by Cuyahoga County via the \$7.50 fund. The project is located in the Cities of Pleasant Valley and Valley View and is scheduled to be sold during the fiscal year 2023. Funding sources include federal, OPWC and Motor Vehicle Gas Tax (\$7.50 fund) funds.

E.	4605 – Road Capital Projects		<b>BA2226046</b>
	PW605100 – ODOT-LPA		
	Other Expenses	\$	1,430,000.00

The Department of Public Works is requesting appropriations of \$1,430,000 for the Wilson Mills Resurfacing Project. This is an LPA project that is 48% federally funded, 26% funded by Cuyahoga County via the \$5.50 fund and 26% funded by the municipality. The project is located in the Cities of Highland Heights and Mayfield Village and is scheduled to be sold during the fiscal year 2023. Finding sources include federal, Motor Vehicle Gas Tax (\$5.50 fund) and municipal funds.

F.	4605 – Road Capital Projects		<b>BA2226047</b>
	PW605100 – ODOT-LPA		
	Other Expenses	\$	1,650,000.00

The Department of Public Works is requesting appropriations of \$1,650,000 for the Warrensville Center Bridge Project. This is an LPA project that is 42% federally funded, 26% OPWC funded and 32% funded by Cuyahoga County via the \$5.00 fund. The project is located in the City of Shaker Heights and is scheduled to be sold during the fiscal year 2023. . Funding sources include federal, OPWC and Motor Vehicle Gas Tax (\$5.50 fund) funds.

G.	2285 – Other Judicial		<b>BA2227691</b>
	DR285105 – Dom Relations Other Jud Grants		
	Other Expenses	\$	100,000.00

The Domestic Relations Court is requesting appropriation in the amount of \$100,000 for the Parenting After Violence (PAVE) Curriculum Development Program. The funding source is the State Justice Institute and covers the period of August 29, 2022 through August 31, 2024. This is a new grant and was approved by the Board of Control on October 17, 2022 (Consent Item Approval No. CON2022-78). This grant is reimbursable and does require a 50,000.00 in-kind match. Funding source is a grant from the State Justice Institute.

H.	2285 – Other Judicial		<b>BA2227692</b>
	SH285115 – State Criminal Alien Asst Prog		
	Other Expenses	\$	100,466.00

The Cuyahoga County Sheriff Department requests an appropriation increase of \$100,466 in the FY2020 State Criminal Alien Assistance Grant to cover computer equipment being paid for from this grant. By adding this equipment, this will improve communication(s) between correction staff, stakeholders, and other law enforcement agencies. The current process is labor intensive, inconsistent, and often a key factor in project delays. Quickly disseminating information increases safety of staff and inmates. Employees will be able to exchange information not only within the CCCC and outside



agencies/stakeholders. The grant period is from July 1, 2022 through December 27, 2022 and the funding is from the Federal Department of Justice with no cash match requirement.

I.	2285 – Other Judicial	<b>BA2227693</b>
	PJ285145 – JJDP Block Grant	
	Other Expenses	\$ 190,000.00

The Department of Public Safety and Justice Services is requesting appropriation of \$190,000 for Juvenile Justice and Delinquency Prevention throughout Cuyahoga County. The FY22 JJDP Formula Block Grant covers the period of October 1, 2022 through June 30, 2024. This continuation grant was approved by the Board of Control on October 17, 2022 (Consent Item Approval No. CON2022-80). The funding source is the US Department of Justice, Office of Justice Delinquency and Prevention Block Grant. This grant is reimbursable and there is no cash match requirement.

J.	2285 – Other Judicial	<b>BA2227694</b>
	PJ285150 – Juvenile Justice Admin.	
	Personal Services	\$ 10,000.00

The Department of Public Safety and Justice Services is requesting appropriations of \$10,000 for the FY2022 Racial and Ethnic Disparities Planning Program in connection with the Juvenile Justice and Delinquency Prevention Title II Formula Block Grant. The grant period is October 1, 2022 through December 31, 2023. This continuation grant was approved by the Board of Control on October 17, 2022 (Consent Item Approval No. CON2022-79). The funding source is the Ohio Department of Youth Services. This grant is reimbursable and there is no cash match requirement.

K.	2325 – Victim Assistance	<b>BA2227695</b>
	PJ325120 – VAWA Block Grant	
	Other Expenses	\$ 520,095.18

The Department of Public Safety and Justice Services is requesting appropriations of \$520,095.18 for the FY22 Stop Violence Against Women Act (VAWA) Grant. The funds will be used to help support women who have been victims of violence. The grant period is 01/01/2023 through 03/31/2024. This continuation grant was approved by the Board of Control on 10/24/202. The funding source is the Ohio Department of Public Safety, Office of Criminal Justice Services (OCJS). This grant is reimbursable and there is no cash match requirement.

**SECTION 2.** That the 2022/2023 Biennial Operating Budget for 2022 be amended to provide for the following appropriation transfers:

<u><b>Fund Nos./Budget Accounts</b></u>	<u><b>Journal Nos.</b></u>
A. FROM: 1100 – General Fund	<b>BA2218066</b>
EX100110 – County Executive Transition	
Other Expenses	\$ 200,000.00
TO: 1100 – General Fund	

EX100110 – County Executive Transition		
Personal Services	\$	200,000.00

The Office of Budget and Management requests an appropriation adjustment of \$200,000 from other expenditures to personal services for the County Executive transition. Funding source is County General Fund.

B. FROM: 4605 – Road Capital Projects		<b>BA2226048</b>
PW605105 – Oh Dpt of Pub Wrks Integrating		
Other Expenses	\$	5,830,000.00

TO: 4605 – Road Capital Projects		
PW605100 – ODOT-LPA		
Other Expenses	\$	5,830,000.00

The Department of Public Works is requesting appropriation transfer of \$5,830,000 for the Warrensville Center Bridge Project. This is an LPA project that was initially only to receive OPWC funding but has now received federally funding. This request is to move the project from a OPWC activity into an ODOT activity. This project is now 42% federally funded, 26% OPWC funded and 32% funded by Cuyahoga County via the \$5.00 fund. The project is located in the City of Shaker Heights and is scheduled to be sold during the fiscal year 2023.

C. FROM: 1100 – General Fund		<b>BA2226051</b>
VC100100 – Veterans Service Commission		
Personal Services	\$	250,000.00

TO: 1100 – General Fund		
VC100100 – Veterans Service Commission		
Other Expenses	\$	250,000.00

The Veterans Service commission requests an appropriation transfer of \$250,000 from personal services to other expenses. This transfer is to provide rental and mortgage assistance to veterans in need. Funding source is General Fund.

**SECTION 3.** That the 2022/2023 Biennial Operating Budget for 2022 be amended to provide for the following cash transfers between County funds:

<u>Fund Nos./Budget Accounts</u>		<u>Journal Nos.</u>
A. FROM: 5715 – Sanitary Engineer		<b>CT2218064</b>
PW715200 – Sanitary Operating		
Trans Out – Transfer Out	\$	1,759.72
5715 – Sanitary Engineer		
PW715300 – Sanitary Debt Service		
Trans Out – Transfer Out	\$	820,920.36
5715 – Sanitary Engineer		

PW715500 – Sanitary Construction		
Trans Out – Transfer Out	\$	9,926.83

TO: 3500 – Debt Service		
FS500100 – Bond Retirement-General		
Trans In – Transfer In	\$	832,606.91

The Office of Budget and Management requests a cash transfer of \$832,606.91 from Public Works - Sanitary Engineer Fund to the Debt Retirement Fund. Transfer is property tax special assessment revenue levied and collected for sewer improvement projects originating with bonds and notes issued in 1999-2004 and refunded in 2012 and in 2020. With the refunds, the sewer debt was consolidated into General Obligation debt and requires annual transfer of revenue collections to align with where debt service payments are posted. Transfer for Fiscal Year 2022 includes \$242,675.67 of payments made by the Village of Orange in 2020 and 2021 that were not transferred during those fiscal years. Levied special assessments expire in 2024.

**SECTION 4.** That items approved in Resolution No. R2022-0140 dated June 7, 2022 and Resolution No. R2022-0364 dated October 11, 2022 be rescinded as follows to reconcile appropriations for the year 2022 in the County's financial system:

**Resolution No. R2022-0140 dated 6/7/2022:**

**Original Items to be Rescinded - Section 3**

Z. FROM: 2285 – Other Judicial		<b>CT2227634</b>
SH285170 – Border/Port Security Grants		
Trans Out – Transfer Out	\$	5,565.05
TO: 1100 – General Fund		
SH100115 - Law Enforcement - Sheriff		
Trans In – Transfer In	\$	5,565.05

The Office of Budget and Management, on behalf of The Sheriff's Department, requests a cash transfer of \$5,565.05 to close the FY15 Port Security Grant (activity EMW2015PU00284S). This cash transfer represents unspent match funds that were required when the grant was accepted. An appropriation increase to move excess receipts to General Fund (Section 1, Item V) is included on the fiscal agenda.

**Resolution No. R2022-0364 dated 10/11/2022:**

**Original Items to be Rescinded - Section 1**

B. 2215 – Children Services		<b>BA2222813</b>
HS215100 – Client Support Services		
Other Expenses	\$	3,300,000.00

The Office of Budget and Management on behalf of Health and Human Services - Division of Children and Family Services requests an appropriation increase of

\$3,300,000 to appropriate funds for Year 4 of the Say Yes to Education program. This appropriation represents Cleveland Metropolitan School District's portion of Year 4 which will be fully reimbursed to the County. Funding source is the Cleveland Metropolitan School District.

**Resolution No. R2022-0364 dated 10/11/2022:**

**Original Items to be Corrected - Section 1**

B.	2215 – Children Services	BA2222813
	HS215110 – Purch. Congregate & Foster Care	
	Other Expenses	\$ 3,300,000.00

The Office of Budget and Management on behalf of Health and Human Services - Division of Children and Family Services requests an appropriation increase of \$3,300,000 to appropriate funds for Year 4 of the Say Yes to Education program. This appropriation represents Cleveland Metropolitan School District's portion of Year 4 which will be fully reimbursed to the County. Funding source is the Cleveland Metropolitan School District.

**SECTION 4.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health, or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

**SECTION 5.** It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by \_\_\_\_\_, seconded by \_\_\_\_\_, the foregoing Resolution was duly adopted.

Yeas:

Nays:

\_\_\_\_\_  
County Council President

\_\_\_\_\_  
Date

\_\_\_\_\_  
County Executive

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Date

Journal CC048  
November 9, 2022



To: Andria Richardson, Clerk of County Council

From: Walter Parfejewiec, Office of Budget and Management

Date: November 1, 2022

Re: Fiscal Agenda – 11/9/2022 - Proposed

cc: Michael Chambers, Fiscal Office; Shawntaye McCurdy, OBM; Mary Louise Madigan, Communications

The Office of Budget & Management requests that the members of County Council consider the attached fiscal resolution for approval on first reading at the meeting on **November 9, 2022**. The requested fiscal items, including additional appropriation increases and decreases, are necessary to reconcile the originally adopted 2022 Budget. Items of note on this agenda include:

- Request to provide appropriation increase/decrease as requested
- Request grant appropriation as requested
- Appropriation Transfer as requested
- Cash Transfers as requested

**Additional Appropriation Summary** – Additional appropriation is requested to cover expenditures that exceed the original estimate and must be supported by a revenue source. A reduction in appropriation is requested in conjunction with the close-out of a program, grant, or decertification of an encumbrance.

Department	Amount Requested	Item	Funding Source	Purpose
Public Works	\$830,848.00	A	Special Revenue – No General/HHS Levy Fund Impact	Appropriation Increase
Public Works	\$600,000.00	B	CIP – General Fund	Appropriation Increase
Public Works	\$550,000.00	C	CIP – General Fund	Appropriation Increase
Public Works	\$33,000,000.00	D	Special Revenue – No General/HHS Levy Fund Impact	Appropriation Increase

Public Works	\$1,430,000.00	E	Special Revenue – No General/HHS Levy Fund Impact	Appropriation Increase
Public Works	\$1,650,000.00	F	Special Revenue – No General/HHS Levy Fund Impact	Appropriation Increase
Domestic Relations	\$100,000.00	G	Grant – No General/HHS Levy Fund Impact	Appropriation Increase
Sheriff	\$100,466.00	H	Grant – No General/HHS Levy Fund Impact	Appropriation Increase
Public Safety and Justice Services	\$190,000.00	I	Grant – No General/HHS Levy Fund Impact	Appropriation Increase
Public Safety and Justice Services	\$10,000.00	J	Grant – No General/HHS Levy Fund Impact	Appropriation Increase
Public Safety and Justice Services	\$520,095.18	K	Grant – No General/HHS Levy Fund Impact	Appropriation Increase

**Appropriation Transfer Summary** – Transfers between budget accounts in the same fund or between different resolution categories within the same budget account.

Department	Amount Requested	Item	Funding Source	Purpose
Executive	\$200,000.00	A	General Fund	Appropriation Transfer
Public Works	\$5,830,000.00	B	Special Revenue – No General/HHS Levy Fund Impact	Appropriation Transfer
Veterans Service Commission	\$250,000.00	C	General Fund	Appropriation Transfer

**Cash Transfer Summary** – Operating transfers support operating expenditures transfer cash from one fund to another. Transfers post as an expenditure and sufficient appropriation must be available to process the transaction.

Department	Amount Requested	Item	Funding Source	Purpose
Public Works	\$832,606.91	A	Special Revenue – No General/HHS Levy Fund Impact	Cash Transfer

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0401

Sponsored by: <b>County Executive Budish/Fiscal Officer/Office of Budget and Management</b>	<b>A Resolution</b> adopting the 2022/2023 Biennial Operating Budget and Capital Improvements Program Annual Update for 2023 and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, Article 2, Section 3, Subsections 9 and 10 of the Cuyahoga County Charter directs the County Executive to submit to the Council prior to the beginning of each biennium, a proposed operating budget and a capital improvements program for the upcoming biennium; and

WHEREAS, Article 3, Section 9, Subsection 5 of the Cuyahoga County Charter gives County Council the power to adopt and amend the County's annual tax budget, biennial operating budget and biennial capital improvements program and to make appropriations for the County; and

WHEREAS, Sections 2.03 and 3.09 of the Cuyahoga County Charter and Chapter 701 of the Cuyahoga County Code provide for the adoption and amendment of a biennial operating budget and capital improvements program.

WHEREAS, Chapter 701.01(D) of the Cuyahoga County Code states that “not later than at the first County Council meeting in November of each even-numbered year, the County Executive shall submit to Council a report, updating the information provided in Subsection (C) above for the biennium. If the report includes changes to the budget or capital improvements program, the County Executive shall submit appropriate legislation along with the report”; and

WHEREAS, County Council adopted the 2022/2023 Biennial Operating Budget and Capital Improvements Program through Resolution No. R2021-0238 on December 7, 2021; and

WHEREAS, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue and to provide for the usual, daily operation of County departments, offices and agencies.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**

**SECTION 1.** The Cuyahoga County Council hereby adopts the 2022/2023 Biennial Operating Budget and Capital Improvements Program Annual Update for 2023 attached hereto and incorporated herein, as Exhibit A.



**SECTION 2.** That the Clerk of Council be, and she is, hereby instructed to transmit one certified copy of this Resolution to the County Budget Commission, the County Fiscal Officer, and the Director of the Office of Budget and Management.

**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 any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by \_\_\_\_\_, seconded by \_\_\_\_\_, the foregoing Resolution was duly adopted.

Yeas:

Nays:

\_\_\_\_\_  
County Council President

\_\_\_\_\_  
Date

\_\_\_\_\_  
County Executive

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Date

First Reading/Referred to Committee:

Committee(s) Assigned:

Journal \_\_\_\_\_  
\_\_\_\_\_, 2022

# Executive's Recommended 2022 – 2023 Biennial Budget Update



*“Strong economic fundamentals...”  
“Structurally balanced operations...”  
“Good financial policies and  
practices...”*

*“Healthy  
financial position  
supported by strong fiscal  
management...”*  
**MOODY'S**  
*- Moody's Investor Service*

**COUNTY EXECUTIVE**  
Armond Budish

**FISCAL OFFICER**  
Michael Chambers, CPA

**OFFICE OF BUDGET AND MANAGEMENT**  
Walter Parfejewiec

As required by Chapter 701.01 of the County Code, the following is a comprehensive update to year two of the 2022-2023 biennial budget.

**General assumptions** that went into the budget update include:

- \$5.0 million or 1.0% increase in salaries for the additional cost-of-living adjustments provided in 2022
- \$6.7 million for the 6.44% Market Wage Adjustment
- \$5.1 million or 1.0% additional increase in salaries for a cost-of-living adjustments for 2023
- \$2.8 million or 3.0% increase in employer's share of health coverage costs

### **General Operating Fund**

The General Operating Fund is the main operating fund in the County budget and the County's primary unrestricted fund. As such, the County's financial strength is positively correlated with the health of the General Operating Fund and the County's Financial Policies seek to ensure that the General Operating Fund remains on strong financial footing, so the County can meet its obligations to its citizens.

<b>General Operating Fund</b>	<b>2023 Adopted</b>	<b>2023 Adjustment</b>	<b>2023 Recommended</b>
Projected Beginning Cash Balance	\$309,370,375		\$309,370,375
Operating Revenue	\$506,830,786	\$31,454,714	\$538,285,500
Operating Expenditures	\$452,420,091	\$25,998,098	\$478,418,189
Subsidies to Other Funds	\$66,565,361	\$3,070,004	\$69,635,365
Projected Ending Cash Balance	\$297,215,709	\$2,386,102	\$299,602,321

**For 2023, the General Operating Fund is projected to end the year with an operating deficit – defined as expenditures greater than total revenue – of approximately \$9.8 million.** Please note that the calculation of expenditures includes both the operating expenditures in the General Operating Fund and the transfers to support operating expenditures in the various special revenue funds. **Revenue is projected to total just under \$538.3 million in 2023.** The recommendation is to increase revenue by approximately \$31.5 million, or 6.2%, more than what was anticipated in the adopted budget. **Expenditures are projected to total under \$548.1 million** The recommendation is to increase expenditures by \$29.1 million, or 5.6%, over the adopted budget.

### **Revenue**

#### ***Sales Tax***

**Sales Tax revenue is projected to total \$324.1 million in 2023.** This projection is based on actual sales tax collections from January to September of 2022. The recommendation is to increase Sales Taxes by \$11.2 million or 3.7% from the 2023 adopted budget. The County's share of sales tax receipts is split between the General Fund and debt service on the 2014, 2016, and 2017 Sales Tax Revenue Bonds. **The portion of Sales Tax revenue that is allocated to the General Operating Fund** is estimated to total \$312.6 million in 2023. This estimate is also based on actual sales tax collections from January to September of 2022. Sales Taxes are approximately 58.1% of the fund's total revenue (based on 3rd Quarter estimates). **The portion of Sales Tax revenue that is allocated to Debt Service** totals \$11.3 million in 2023.

#### ***Property Tax***

**Property Tax** revenue to the General Fund is estimated to total \$33 million. The recommendation is to increase Property Tax revenue by \$2 million or 6.3% from what was estimated in the adopted budget. The 2023

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Alternative Tax Budget allocates 1.45 inside millage (1.10 mills to the General Fund and 0.35 mills to the General Obligation Bond Retirement Fund).

#### ***Fines and Forfeitures***

**Fines and Forfeiture** revenue is projected to total \$8.9 million. The recommendation is to decrease Fines and Forfeiture revenue by \$.2 million or 1.8% less than what was included in the adopted budget.

#### ***Charges for Services***

**Charges for Services** revenue is projected to total \$98.6 million in 2023. The recommendation is to increase Charges for Services by \$7.9 million or 8.7% more than what was estimated in the adopted budget. The 2023 adopted budget included a \$3 million decrease in 2023 due to the inability of the Board of Elections to charge political subdivisions in odd-numbered years but this is offset by an anticipated increases Fiscal Office fees (including Auditor, Treasurer, Conveyance and Recording fees) and Sheriff's fees.

#### ***Other Intergovernmental***

**Other Intergovernmental** revenue is projected to total \$63.1 million in 2023. The recommendation is to increase Intergovernmental revenue by \$8.4 million or 15.3% more than what was estimated in the adopted budget. This reflects the reimbursement received from the **State Public Defender's Office** for indigent defense, trial transcript, and guardian ad litem expenditures. The Ohio Public Defender reimbursements decreased to 90% effective July 2022. The 2023 adopted budget assumed reimbursement at 90%. This also includes revenue derived from the **Local Government Fund** (LGF) which is projected to total \$25.6 million in 2023 or \$4 million more than what was anticipated in the 2023 adopted budget.

#### ***Investment Earnings***

**Investment Earnings** are estimated to total \$9.2 million in 2023. The recommendation is to increase Investment Earnings by \$1.4 million or 17.9% more than what was estimated in the adopted budget. Presently, the value of the County's investment portfolio totals \$914.5 million.

#### ***Other Revenue/Taxes***

**Other Revenue/Taxes** is projected to total \$12.8 million in 2023. The recommendation is to increase Other Revenue/Taxes by \$.8 million or 6.4% more than what was estimated in the adopted budget. This projection includes:

- \$1.7 million combined cash transfer from the Road & Bridge and Sanitary Sewer Funds to repay the advance made from the General Fund for the purchase and renovation of the Harvard Road Garage
- \$1.5 million transfer from the Garage Fund to repay the General Fund for debt service payments on the 2016 Sales Tax Revenue Bonds issued for renovations at the Huntington Park Garage
- \$9.6 million in projected Bed Taxes collections. This is \$.8 million or 9% more than what was estimated in the adopted budget

#### **Expenditures**

The General Fund supports programs and services in nearly every facet of County government, supporting agencies under the authority of the County Executive, those under other elected officials (e.g. courts, Prosecutor), and those controlled by independent Boards and Commissions. **Expenditures for the General Fund are projected to be \$478.0 million** The recommendation is to increase expenditures by \$25.6 million or 5.7% more than the adopted budget. In addition to some minor technical budget adjustments, this increase includes:

- \$2.6 million for the additional 1% cost-of-living adjustment approved in 2022
- \$2.6 million for the 6.44% Market Wage Adjustment
- \$2.6 million for the additional 1% cost-of-living adjustment for 2023
- \$1.2 million for the 3.0% increase in employer's share of health coverage costs
- \$388,634 for Law Department (higher insurance premiums)
- \$1.9 million for Sheriff (increases for new Human Resources staff, ammunition, surveillance & access control, new radios and new vehicles)

The remainder of the increase is for items Council approved in 2022 that will carry into 2023 including:

- \$6.4 million Sheriff (Jail Medical contract)
- \$114,000 Court of Appeals (InfoPro Solutions contract)
- \$566,298 Fiscal Office (Protiviti contract, Memorial Day Flags, Cloud Based Call Center contract, staff for County Plastic Bag Ban)
- \$959,000 Information Technology (Incident response contract and additional Microsoft and Zoom licenses)
- \$145,000 Law Department (Lexis Nexis contract)
- \$2.7 million Medical Examiner (staff increases, body transport and medical supplies)
- \$198,970 Personnel Review Commission (space occupied at Westshore Training Center)
- \$692,959 Veterans Service Commission (to match Board approved budget)

### **Subsidies to Other Funds**

**General Fund subsidies to other County funds are projected to total \$69.6 million in 2023.** The recommendation is to increase subsidies by \$3.0 million or 4.6% higher than what was included in the adopted budget. The larger budget adjustments include:

- **Gateway** (Series 1992A, 2010C, 2020C) **Debt Service** - \$1.8 million over adopted budget due misinterpretation of indenture language.
- **Flats East Bank Guarantee** – \$1.1 million required to be appropriated by the indenture

### **Reserves on Balance**

There are \$7 million in reserves on balance in the General Operating Fund for 2023, including:

- **County Hotel - \$7 million** (Hilton Hotel)

### **Ending Cash Balance**

2023 General Fund revenue and expenditures are projected to total \$538.3 million and \$548.1 million, respectively. **The ending cash balance in the General Fund is projected to total \$299.6 million, which is \$175 million over the 2021 cash reserve requirement.** It is anticipated that the County will be in compliance with **Section 706.01 of the County Code, which requires a minimum of a 25% cash balance.**

See attached General Fund Budget Schedules.

### **Health and Human Services Levy Funds**

The County maintains two Health and Human Services levies:

- Health and Human Services – **4.8 mills**. This levy was approved by the voters in May, 2016 for the period of eight years (expires December 2024).
- Health and Human Services – **4.7 mills**. This levy was approved in April, 2020 for the period of eight years (expires December 2028).

HHS Levy Fund	2023 Adopted	2023 Adjustment	2023 Recommended
Projected Beginning Cash Balance	\$38,178,086		\$38,178,086
Operating Revenue	\$276,709,711	\$2,146,209	\$278,855,920
Operating Expenditures	\$4,080,000	\$5,003	\$4,085,003
Subsidies to Other Funds	\$274,978,395	\$7,420,795	\$282,399,190
Projected Ending Cash Balance	\$35,829,402	-\$5,279,589	\$30,549,813

**For 2023, the Health and Human Services Levy Fund is projected to end the year with an operating deficit – defined as expenditures greater than total revenue – of approximately \$7.6 million. Revenue is projected to total 278.9 million in 2023.** The recommendation is to increase revenue by approximately \$2.1 million, or 0.8%, more than what was anticipated in the adopted budget. **Expenditures are projected to total under \$286.5 million** The recommendation is to increase expenditures by \$7.4 million, or 2.7%, over the adopted budget.

### Revenue

**For 2023, overall revenue is projected to total \$278.9 million.** The recommendation is to increase revenue by \$2.1 million or .8% more than the adopted budget.

**Revenue generated by the County's two levies** is projected to total \$262.8 million. The recommendation is to increase Property Tax revenue by \$2.7 million or 1% more than what was assumed in the adopted budget.

**Other Intergovernmental** revenue is projected to total \$16.1 million, which is what was assumed in the adopted budget. This is revenue received from the Public Assistance and State Homestead credit. The homestead exemption allows low-income senior citizens and permanently and totally disabled Ohioans, to reduce their property tax bills, by shielding some of the market value of their homes from taxation. The exemption, which takes the form of a credit on property tax bills, allows qualifying homeowners to exempt up to \$25,000 of the market value of their homes from all local property taxes. The state of Ohio reimburses school districts and local governments for the amount of revenue taxpayers save through the homestead exemption.

### Subsidies to Other Funds

Subsidies from the HHS Levy Fund include the County's support for the Alcohol, Drug Addiction, and Mental Health Services (ADAMHS) Board of \$43.5 million and MetroHealth System of \$32.5 million in 2023, as well as subsidies to other County funds to support operating expenditures. The subsidies provided to other County funds represent the difference between Federal, State, and other program revenue and the cost of operations for agencies and departments that provide health and human services throughout the County. **HHS Levy expenditures represent approximately 27% of total County spending in the areas of social services, health and safety, and justice and public safety.**

**For 2023, the HHS Levy subsidies are projected to total \$280.7 million.** The recommendation is to increase HHS Levy subsidies by \$5.7 million or 2.1% more than the adopted budget. In addition to some minor technical adjustments, this increase includes:



- \$.7 million for the additional 1% cost of living adjustment approved in 2022
- \$1.7 million for the Market Wage Adjustment
- \$.7 million for the additional 1% cost-of-living adjustment for 2023
- \$.4 million for the 3.0% increase in employer's share of health coverage costs
- \$2.9 million for Social Worker increases
- \$1.0 million for Juvenile Court space maintenance charges

### **Ending Cash Balance**

2023 Health & Human Services Levy revenue and expenditures are projected to total \$278.9 million and \$286.5 million, respectively. **The ending cash balance in the Health & Human Services Levy Fund is projected to total \$30.5 million, which is \$3.8 million over the 2022 cash reserve requirement. Section 706.01 of the County Code, which requires a minimum of a 10% cash balance.**

See attached Health and Human Services Budget Schedules.

### **All Funds**

The All Funds budget captures the County's total annual operating activity, excluding grants and capital projects. This includes not only the General and Health and Human Services Levy Funds, but also all the special revenue (restricted) funds.

<b>All Funds</b>	<b>2021 Adopted</b>	<b>2021 Adjustment</b>	<b>2021 Recommended</b>
Projected Beginning Cash Balance	\$1,052,550,373		\$1,052,550,373
Operating Revenue	\$1,539,373,167	\$96,043,660	\$1,635,416,827
Total Expenditures	\$1,542,130,850	\$102,521,291	\$1,644,652,141
Projected Ending Cash Balance	\$1,049,792,690	-\$6,477,631	\$1,043,315,059

### **Revenue**

**For 2023, All Funds revenue is projected to total \$1.635 billion.** The recommendation is to increase All Funds revenue by \$96.0 million or 6.2% more than what was estimated in the adopted budget.

- General Fund - \$31.5 million increase
- Health and Human Services Levy Fund - \$2.1 million increase
- Human Services Fund - \$8.0 million (\$4.7 million federal reimbursement for Health and Human Services staff COLAs, social worker rate adjustments and Health Coverage costs and \$3.3 million from Cleveland Metropolitan School District for Say Yes to Education)
- Workforce Development Fund - \$4.5 million increase (budget correction to properly reflect funding from ODJFS)
- Fiscal Office - \$50 million increase (budget correction for collection of Excise Taxes \$23 million and Lodging Taxes \$27 million)

### **Expenditures**

**For 2023, All Funds expenditures are projected to total \$1.644 billion.** The recommendation is to increase All Funds expenditures by \$102.5 million, or 6.6%, more than what was estimated in the adopted budget.

- 
- General Fund - \$29.1 million increase
  - Health and Human Services Levy Fund - \$7.4 million increase (additional subsidies for Juvenile Court, TASC, Family Justice Center, Witness Victims and Department of Health and Human Services)
  - Human Services Fund – \$6.5 million increase (\$3.2 million for Health and Human Services staff COLAs, social worker rate adjustments and health coverage costs and \$3.3 million increase (Say Yes to Education)
  - Workforce Development - \$4.5 million increase (to properly reflect funding from ODJFS)
  - Fiscal Office - \$50 million increase (to distribute Excise Taxes \$23 million and Lodging Taxes \$27 million)

See attached All Funds budget schedules.



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# **2020-2021 Biennial Budget Update**

## **Budget Schedules**

All Funds (Summary)

All Funds (by Department)

General Fund (Summary)

General Fund (by Department)

General Fund (Subsidies)

Health and Human Services Levy Fund (Summary)

Health and Human Services Levy (Subsidies)

Cuyahoga County  
2023 Budget Update  
All Funds

All Funds	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget
<b>Beginning Balance</b>	<b>1,052,550,373</b>	<b>0</b>	<b>1,052,550,373</b>
<b>Operating Revenue</b>			
Charges for Services	354,869,563	7,934,233	362,803,796
Fines & Forfeitures	12,701,228	(159,978)	12,541,250
Interest Earnings	8,470,505	1,392,571	9,863,076
Intergovernmental	359,873,771	16,963,784	376,837,555
Licenses & Permits	2,097,638	(3,328)	2,094,310
Other Revenue	26,797,667	3,285,382	30,083,049
Other Taxes	45,098,619	50,790,739	95,889,358
Property Tax	416,589,490	4,664,890	421,254,380
Sales Tax	312,874,686	11,175,368	324,050,054
<b>Total Operating Revenue</b>	<b>1,539,373,167</b>	<b>96,043,660</b>	<b>1,635,416,827</b>
<b>Operating Expenditures</b>			
Personal Services	599,774,969	19,559,898	619,334,867
Other Expenditures	942,355,881	82,961,393	1,025,317,274
<b>Total Operating Expenditures</b>	<b>1,542,130,850</b>	<b>102,521,291</b>	<b>1,644,652,141</b>
<b>Other Financing Uses</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Cash Obligations</b>	<b>1,542,130,850</b>	<b>102,521,291</b>	<b>1,644,652,141</b>
<b>Ending Cash Balance</b>	<b>1,049,792,690</b>	<b>(6,477,631)</b>	<b>1,043,315,059</b>
<b>Reserves on Cash Balance</b>			
County Hotel	7,000,000		7,000,000
Computer Refresh	750,000		750,000
<b>Total Reserves on Balance</b>	<b>7,750,000</b>	<b>0</b>	<b>7,750,000</b>

**Cuyahoga County**  
**2023 Budget Update**  
**All Funds by Department**

	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget
<b>All Funds</b>			
<b>County Executive Agencies</b>			
Executive	2,158,832	223,238	2,382,070
Clerk of Courts	8,400,227	129,234	8,529,461
Development	15,468,602	178,104	15,646,706
Fiscal	192,069,473	57,567,630	249,637,103
Health and Human Services	386,908,577	14,026,118	400,934,695
Human Resources	137,244,150	(729,208)	136,514,942
Information Technology	24,946,566	1,771,406	26,717,972
Innovation	777,478	25,656	803,134
Law Department	4,324,852	569,747	4,894,599
Medical Examiner	14,306,043	3,270,125	17,576,168
Public Safety & Justice Serv.	9,842,528	392,004	10,234,532
Public Works	59,407,536	994,782	60,402,318
Public Works-County Airport	1,495,966	16,339	1,512,305
Public Works-Road & Bridge	43,510,192	523,543	44,033,735
Public Works-Sanitary Eng.	33,717,545	381,903	34,099,448
Sheriff	137,796,018	12,060,376	149,856,394
<b>Total County Executive Agencies</b>	<b>1,072,374,585</b>	<b>91,400,997</b>	<b>1,163,775,582</b>
<b>Elected Officials</b>			
Common Pleas Court	65,194,801	918,765	66,113,566
Community Based Correction Bd	5,552,456	0	5,552,456
County Council	2,384,195	181,559	2,565,754
Court of Appeals	967,462	114,000	1,081,462
Domestic Relations Court	10,876,651	168,800	11,045,451
Juvenile Court	63,110,850	1,786,278	64,897,128
Probate Court	8,709,344	129,304	8,838,648
Prosecutor	46,668,319	838,707	47,507,026
<b>Total Elected Officials</b>	<b>203,464,078</b>	<b>4,137,415</b>	<b>207,601,493</b>
<b>Boards and Commissions</b>			
ADAMHS Board	75,431,435	0	75,431,435
Board of Develop. Disabilities	151,720,899	0	151,720,899
Board of Elections	15,217,154	643,151	15,860,305
Board of Revision	2,673,729	123,791	2,797,520
Inspector General	1,133,431	74,344	1,207,775
Internal Audit	845,104	53,374	898,478
Law Library	531,790	21,596	553,386
Personnel Review Commission	2,029,025	344,466	2,373,491
Planning Commission	2,864,629	132,208	2,996,837
Public Defender	18,093,948	336,976	18,430,924
Soldiers and Sailors Monument	380,770	13,230	394,000
Solid Waste Management Dist.	2,195,060	14,595	2,209,655
Veterans Service Commission	7,759,341	760,572	8,519,913
Workforce Development	11,761,864	4,464,576	16,226,440
<b>Total Board and Commissions</b>	<b>292,638,179</b>	<b>6,982,879</b>	<b>299,621,058</b>
<b>Total All Funds</b>	<b>1,568,476,842</b>	<b>102,521,291</b>	<b>1,670,998,133</b>

Cuyahoga County  
2023 Budget Update  
General Fund

General Fund	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget
<b>Beginning Balance</b>	<b>309,370,375</b>	<b>0</b>	<b>309,370,375</b>
<b>Operating Revenue</b>			
Charges for Services	90,712,905	7,934,233	98,647,138
Fines & Forfeitures	9,015,905	(159,978)	8,855,927
Interest Earnings	7,800,000	1,392,571	9,192,571
Intergovernmental	54,742,388	8,388,694	63,131,082
Licenses & Permits	102,974	(3,328)	99,646
Other Revenue	3,242,570	(14,618)	3,227,952
Other Taxes	8,808,617	790,739	9,599,356
Property Tax	31,002,860	1,951,034	32,953,894
Sales Tax	301,402,567	11,175,368	312,577,935
<b>Total Operating Revenue</b>	<b>506,830,786</b>	<b>31,454,714</b>	<b>538,285,500</b>
<b>Operating Expenditures</b>			
Personal Services	296,047,663	8,356,330	304,403,993
Other Expenditures	156,372,428	17,641,768	174,014,196
<b>Total Operating Expenditures</b>	<b>452,420,091</b>	<b>25,998,098</b>	<b>478,418,189</b>
<b>Other Financing Uses</b>	<b>66,565,361</b>	<b>3,070,004</b>	<b>69,635,365</b>
<b>Total Cash Obligations</b>	<b>518,985,452</b>	<b>29,068,102</b>	<b>548,053,554</b>
<b>Ending Cash Balance</b>	<b>297,215,709</b>	<b>2,386,612</b>	<b>299,602,321</b>
<i>Cash Reserve Requirement</i>			
<b>Reserves on Cash Balance</b>			
County Hotel	7,000,000		7,000,000
<b>Total Reserves on Balance</b>	<b>7,000,000</b>	<b>0</b>	<b>7,000,000</b>

**Cuyahoga County**  
**2023 Budget Update**  
**General Fund by Department**

<b>General Fund</b>	<b>2023 Adopted Budget</b>	<b>2023 Recommended Adjustments</b>	<b>2023 Recommended Budget</b>
<b>County Executive Agencies</b>			
Clerk of Courts	8,400,227	129,234	8,529,461
County Executive	2,146,694	83,238	2,229,932
Economic Development	7,311,643	73,930	7,385,573
Fiscal	37,737,042	4,029,431	41,766,473
Human Resources	5,304,903	(797,387)	4,507,516
Information Technology	24,422,384	1,742,211	26,164,595
Innovation and Performance	777,478	25,656	803,134
Law Department	4,324,852	569,747	4,894,599
Medical Examiner	14,306,043	3,270,125	17,576,168
Public Safety & Justice Services	2,466,662	140,912	2,607,574
Public Works	8,283,268	54,713	8,337,981
Sheriff	126,182,663	11,521,528	137,704,191
<b>Total County Executive Agencies</b>	<b>241,663,859</b>	<b>20,843,337</b>	<b>262,507,196</b>
<b>Elected Officials</b>			
Common Pleas	62,122,562	865,082	62,987,644
County Council	2,384,195	181,559	2,565,754
Court of Appeals	952,462	114,000	1,066,462
Domestic Relations	10,861,651	168,800	11,030,451
Juvenile Court	38,684,084	585,747	39,269,831
Probate Court	7,508,784	129,304	7,638,088
Prosecutor	42,566,477	797,973	43,364,450
<b>Total Elected Officials</b>	<b>165,080,215</b>	<b>2,842,465</b>	<b>167,922,680</b>
<b>Boards and Commissions</b>			
Board of Elections	15,217,154	643,151	15,860,305
Inspector General	1,096,392	74,344	1,170,736
Internal Audit	845,104	53,374	898,478
Personnel Review Commission	2,029,025	344,466	2,373,491
Planning Commission	2,864,629	132,208	2,996,837
Public Defender	15,558,603	290,951	15,849,554
Soldiers and Sailors Monument	305,770	13,230	319,000
Veterans Service Commission	7,759,341	760,572	8,519,913
<b>Total Board and Commissions</b>	<b>45,676,018</b>	<b>2,312,296</b>	<b>47,988,314</b>
<b>Total General Fund</b>	<b>452,420,092</b>	<b>25,998,098</b>	<b>478,418,190</b>

**Cuyahoga County**  
**2023 Budget Update**  
**General Fund Subsidies**

	<b>2023 Adopted Budget</b>	<b>2023 Recommended Adjustments</b>	<b>2023 Recommended Budget</b>
Gateway Arena	1,045,067	1,770,635	2,815,702
Brownfield Debt Service	1,057,844	35,091	1,092,935
Shaker Square Series 2000A	158,500	(61,446)	97,054
Community Redevelopment Debt Service	270,967	750	271,717
Medical Mart 2010	26,285,050	5,999	26,291,049
County Hotel Debt	20,745,444	0	20,745,444
Medical Mart Refunding	681,100	0	681,100
2017 Sales Tax Bonds	1,409,750	0	1,409,750
Flats East Bank Guarantee	0	1,143,975	1,143,975
Centralized Custodial	4,200,000	0	4,200,000
Emergency Management	811,774	0	811,774
Cuyahoga Reg Info System	225,465	0	225,465
Capital Improvements-Facilities	6,800,000	0	6,800,000
Dog & Kennel	199,400	0	199,400
Soil & Water Conservation	125,000	0	125,000
Public Utility (Microgrid)	0	175,000	175,000
Progressive Field Lease Agreement	2,550,000	0	2,550,000
<b>Total General Fund Subsidies</b>	<b>66,565,361</b>	<b>3,070,004</b>	<b>69,635,365</b>

Cuyahoga County  
2023 Budget Update  
Health and Human Services Levy Fund Analysis

	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget
<b>Health &amp; Human Services Levy Fund</b>			
<b>Beginning Balance</b>	<b>38,178,086</b>	<b>0</b>	<b>38,178,086</b>
<b>Operating Revenue</b>			
Intergovernmental	16,625,298	(567,647)	16,057,651
Other Revenue	0	0	0
Property Tax	260,084,413	2,713,856	262,798,269
<b>Total Operating Revenue</b>	<b>276,709,711</b>	<b>2,146,209</b>	<b>278,855,920</b>
<b>Operating Expenditures</b>			
Personal Services	0	0	0
Other Expenditures	4,080,000	5,003	4,085,003
<b>Total Operating Expenditures</b>	<b>4,080,000</b>	<b>5,003</b>	<b>4,085,003</b>
<b>Other Financing Uses</b>	<b>274,978,395</b>	<b>7,420,795</b>	<b>282,399,190</b>
<b>Total Cash Obligations</b>	<b>279,058,395</b>	<b>7,425,798</b>	<b>286,484,193</b>
<b>Ending Cash Balance</b>	<b>35,829,402</b>	<b>(5,279,589)</b>	<b>30,549,813</b>
<i>Cash Reserve Requirement</i>			

**Cuyahoga County**  
**2023 Budget Update**  
**Health and Human Services Levy Subsidies**

	<b>2023 Adopted Budget</b>	<b>2023 Recommended Adjustments</b>	<b>2023 Recommended Budget</b>
<b>HHS Levy Subsidy</b>			
<b>HHS Levy Revenue</b>			
HHS 4.8 Mill Levy	133,787,459	1,175,475	134,962,934
HHS 4.7 Mill Levy	142,922,252	970,734	143,892,986
<b>Total HHS Leavy Revenue</b>	<b>276,709,711</b>	<b>2,146,209</b>	<b>278,855,920</b>
<b>HHS Levy Subsidies</b>			
ADAMHS	43,463,660	0	43,463,660
Common Pleas-Juvenile Division	21,022,411	1,200,532	22,222,943
Common Pleas-TASC	1,216,883	43,546	1,260,429
Family Justice Center	230,741	7,102	237,843
HHS Administration	5,095,992	195,912	5,291,904
HHS CJFS	8,521,831	196,380	8,718,211
HHS CSEA	7,279,243	233,621	7,512,864
HHS DCFS	91,485,432	4,268,232	95,753,664
HHS DSAS	21,689,817	931,283	22,621,100
HHS Early Childhood	19,275,419	56,510	19,331,929
HHS FCFC	5,485,693	64,436	5,550,129
HHS Homeless	10,743,275	41,194	10,784,469
HHS Other Programs	676,120	0	676,120
HHS Re-Entry	2,829,054	42,373	2,871,427
MetroHealth	32,472,000	0	32,472,000
Ohio State Extension	222,300	0	222,300
Public Safety-Witness Victims	2,268,524	139,673	2,408,197
Workforce Development	1,000,000	0	1,000,000
<b>Total HHS Levy Subsidies</b>	<b>274,978,395</b>	<b>7,420,795</b>	<b>282,399,190</b>
<b>Operating Surplus/Deficit</b>	<b>1,731,316</b>	<b>(5,274,586)</b>	<b>(3,543,270)</b>



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## **2020-2021 Biennial Budget Update**

### **Departmental Budget Summaries**

## Alcohol, Drug Addiction and Mental Health Services Board (ADAMHS)

The Alcohol, Drug Addiction and Mental Health Services (ADAMHS) Board of Cuyahoga County is responsible for the planning, funding, and monitoring of public mental health, alcohol and other drug addiction services delivered to residents of Cuyahoga County. The Board's mission is to promote and enhance the quality of life for residents of our community through a commitment to excellence in mental health, alcohol, drugs, and other addiction services. The ADAMHS Board provides crisis intervention, wellness treatment, detoxification, prevention, pharmacological management, residential and sober housing, recovery peer support and vocational and employment services for those in need throughout Cuyahoga County.

### Strategic Priorities & Key Performance Measures

- Goal 7.1: Provide a safety net for children, families, adults, and older persons to meet their immediate, basic needs.
- Goal 7.6: Drive collaborative efforts to prevent and treat opioid addiction.
- Goal 8.2: Provide pre-arrest diversion and other alternatives to decrease the number of mentally ill residents in Jail.
- Goal 11.2: Work with partners to align, scale, and sustain efforts to achieve systems-level solutions.

INDICATOR	2020 Actuals	2021 Estimates*	2022 Target	2023 Target	2024 Target
Mental Health Treatment & Recovery Services	3,483	4,000	4,000	4,000	4,000
Addiction Treatment & Recovery Services	2,756	3,500	3,500	3,500	3,500
Crisis Services & Intervention Services	18,083	15,000	15,000	15,000	15,000
Vocational & Employment Services (Individuals Employed)	2,993	3,000	3,000	3,000	3,000

\*2021 Actuals not available until Apr. 2022

### Source of Funding and How it is Spent

SOURCES OF FUNDING	2021 Actuals	2022 Adopted Budget	2022 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
All Funds	\$53,162,261	\$75,431,435	\$75,431,435	\$75,431,435	\$0	\$75,431,435
HHS Levy Fund	\$43,463,659	\$43,463,659	\$43,463,659	\$43,463,659	\$0	\$43,463,659
General Fund	\$0	\$0	\$0	\$0	\$0	\$0
Special Revenue Fund	\$9,698,602	\$31,967,776	\$31,967,776	\$31,967,776	\$0	\$31,967,776

EXPENDITURE CATEGORY	2021 Actuals	2022 Adopted Budget	2022 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
Personnel Services	\$4,232,350	\$5,247,161	\$5,247,161	\$5,247,161	\$0	\$5,247,161
Other Expenditures	\$48,929,911	\$70,184,274	\$70,184,274	\$70,184,274	\$0	\$70,184,274
<b>Total</b>	<b>\$53,162,261</b>	<b>\$75,431,435</b>	<b>\$75,431,435</b>	<b>\$75,431,435</b>	<b>\$0</b>	<b>\$75,431,435</b>

### 2023 Recommended Adjustments to Budget

## Board of Developmental Disabilities

The mission of the Cuyahoga County Board of Developmental Disabilities (BoDD) is to support and empower people with developmental disabilities to live, learn, work, and play in the community.



### Strategic Priorities & Key Performance Measures

- Goal 7.1: Provide a safety net for children, families, adults, and older persons to meet their immediate basic needs.

INDICATOR	2021 Actual	2022 Target	2023 Target	2024 Target
# New Clients Served	4,325	4,900	4,500	4,500
# Clients receiving job training	997	1,200	1,200	1,200
Adult - # Clients gainfully employed as a result of our services	1,520	2,300	2,000	2,000
Average Wage (Adult / Young Adult)	\$21.29/\$14.61	\$17.40 / \$13.55	\$20.00/\$13.75	\$20.00/\$13.75

### Source of Funding and How it is Spent

SOURCES OF FUNDING	2021 Actuals	2022 Adopted Budget	2022 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
All Funds	\$160,056,997	\$151,720,899	\$151,720,899	\$151,720,899	\$	\$151,720,899
HHS Levy Fund	\$0	\$0	\$0	\$0	\$	\$0
General Fund	\$0	\$0	\$0	\$0	\$	\$0
Special Revenue Fund	\$160,056,997	\$151,720,899	\$151,720,899	\$151,720,899	\$	\$151,720,899

EXPENDITURE CATEGORY	2021 Actuals	2022 Adopted Budget	2022 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
Personnel Services	\$49,252,368	\$51,535,255	\$51,535,255	\$51,535,255	\$	\$51,535,255
Other Expenditures	\$110,804,629	\$100,185,644	\$100,185,644	\$100,185,644	\$	\$100,185,644
<b>Total</b>	<b>\$160,056,997</b>	<b>\$151,720,899</b>	<b>\$151,720,899</b>	<b>\$151,720,899</b>	<b>\$</b>	<b>\$151,720,899</b>
FTE Count	521	495	495	495	0	495

### 2023 Recommended Adjustments to Budget

## Board of Elections

The mission of the Cuyahoga County Board of Elections is to serve the citizens of Cuyahoga County by faithfully conducting the election process through which they choose their representatives.

### Strategic Priorities & Key Performance Measures

- Goal 9.1: Promote awareness of voting rights and registration

INDICATOR	2020 Actuals	2021 Actuals	2022 Target	2023 Target
Registered Voters	889,095	896,000	896,000	896,000
Voter Turnout	631,199	332,000	462,000	332,000
Turnout Percentage	71%	37%	52%	37%
Vote by Mail Requests	394,740	132,000	189,000	132,000
Early In-Person Voters	52,826	4,000	21,000	4,000
Election Day Turnout	241,214	200,000	273,000	200,000

### Source of Funding and How it is Spent

SOURCES OF FUNDING	2021 Actuals	2022 Adopted Budget	2022 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
All Funds	\$14,727,139	\$17,521,400	\$19,458,125	\$15,217,154	\$643,151	\$15,860,305
HHS Levy Fund	\$0	\$0	\$0	\$0	\$0	\$0
General Fund	\$13,649,566	\$17,521,400	\$19,458,125	\$15,217,154	\$643,151	\$15,860,305
Special Revenue Fund	\$1,077,573	\$0	\$0	\$0	\$0	\$0

EXPENDITURE CATEGORY	2021 Actuals	2022 Adopted Budget	2022 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
Personnel Services	\$8,158,939	\$9,625,569	\$13,442,482	\$9,409,358	\$643,151	\$10,052,509
Other Expenditures	\$6,568,200	\$7,895,831	\$6,015,643	\$5,807,796	\$0	\$5,807,796
<b>Total</b>	\$14,727,139	\$17,521,400	\$19,458,125	\$15,217,154	\$643,151	\$15,860,305
FTE Count	92	92	94	92	0	92

### 2023 Recommended Adjustments to Budget

- 1.0% increase for the additional cost-of-living adjustment approved in 2022
- 1.0% increase for the additional cost-of-living adjustment for 2023
- 3.0% increase in employer's share of health coverage costs
- 6.44% Market Wage Adjustment

## Clerk of Courts

The Clerk of Courts performs all statutory duties relative to: the filing, preservation, retrieval and public dissemination of all applicable court documents and records pertaining to the Common Pleas Court's General and Domestic Relations Divisions and the Court of Appeals, Eighth Appellate District; collect, hold in trust and disburse monies paid therewith; in a secure, timely and cost-effective manner.



### Strategic Priorities & Key Performance Measures

- Goal 11.2: Work with partners to align, scale, and sustain efforts to achieve systems-level solutions

INDICATOR	2020 Actuals	2021 Actuals	2022 Target	2023 Target	2024 Target
Civil Case Filings	17,013	17,384	22,500	22,500	22,500
Domestic Case Filings	3,949	4,590	4,900	4,900	4,900
Criminal Case Filings	7,686	11,277	12,000	12,000	12,000
Appeals Case Filings	859	971	1,300	1,300	1,300

### Source of Funding and How it is Spent

SOURCES OF FUNDING	2021 Actuals	2022 Adopted Budget	2022 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
All Funds	\$7,777,225	\$8,179,786	\$7,738,698	\$8,400,227	\$129,234	\$8,529,461
HHS Levy Fund	\$0	\$0	\$0	\$0	\$0	\$0
General Fund	\$7,777,225	\$8,179,786	\$7,738,698	\$8,400,227	\$129,234	\$8,529,461
Special Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0

EXPENDITURE CATEGORY	2021 Actuals	2022 Adopted Budget	2022 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
Personnel Services	\$5,702,601	\$5,541,699	\$5,636,682	\$5,762,140	\$129,234	\$5,891,374
Other Expenditures	\$2,074,624	\$2,638,087	\$2,102,016	\$2,638,087	\$0	\$2,638,087
<b>Total</b>	<b>\$7,777,225</b>	<b>\$8,179,786</b>	<b>\$7,738,698</b>	<b>\$8,400,227</b>	<b>\$129,234</b>	<b>\$8,529,461</b>
FTE Count	88	88	88	88	0	88

### 2023 Recommended Adjustments to Budget

- 1.0% increase for the additional cost-of-living adjustment approved in 2022
- 1.0% increase for the additional cost-of-living adjustment for 2023
- 3.0% increase in employer's share of health coverage costs
- 6.44% Market Wage Adjustment

## Common Pleas Court

The mission of the Court is to provide a forum for the fair, impartial and timely resolution of civil and criminal cases.

### Strategic Priorities & Key Performance Measures

- Goal 8.1: Advocate to decrease pre-trial detention
- Goal 8.2: Provide pre-arrest diversion and other alternatives to decrease the number of mentally ill residents in jail
- Goal 8.3: Provide re-entry and employment services to residents in county jails to reduce recidivism

INDICATOR	2020 Actuals	2021 Actuals	2022 Target	2023 Target	2024 Target
Civil Case Dispositions	15,175	17,472	17,472	17,472	17,472
Criminal Dispositions	9,090	10,182	10,182	10,182	10,182
Arraignment to Pleas (Avg. Days)	138	147	147	147	147
Foreclosure Dispositions	3,941	4,539	4,539	4,539	4,539

### Source of Funding and How it is Spent

SOURCES OF FUNDING	2021 Actuals	2022 Adopted Budget	2022 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
All Funds	\$56,465,833	\$62,850,551	\$58,520,274	\$65,194,801	\$918,765	\$66,113,566
HHS Levy Fund	\$200,276	\$353,612	\$1,222,073	\$1,216,883	\$43,546	\$1,260,429
General Fund	\$47,645,203	\$61,019,077	\$56,793,037	\$62,122,562	\$865,082	\$62,987,644
Special Revenue Fund	\$8,620,354	\$1,477,862	\$505,164	\$1,855,356	\$10,137	\$1,865,493

EXPENDITURE CATEGORY	2021 Actuals	2022 Adopted Budget	2022 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
Personnel Services	\$37,209,349	\$37,777,016	\$37,375,064	\$39,927,514	\$918,765	\$40,846,279
Other Expenditures	\$19,256,484	\$25,073,535	\$21,145,210	\$25,267,287	\$0	\$25,267,287
<b>Total</b>	<b>\$56,465,833</b>	<b>\$62,850,551</b>	<b>\$58,520,274</b>	<b>\$65,194,801</b>	<b>\$918,765</b>	<b>\$66,113,566</b>
FTE Count	493	514	514	514	0	514

### 2023 Recommended Adjustments to Budget

- 1.0% increase for the additional cost-of-living adjustment approved in 2022
- 1.0% increase for the additional cost-of-living adjustment for 2023
- 3.0% increase in employer's share of health coverage costs



Link to Website: [Common Pleas Court](#)

## County Council

The Cuyahoga County Council is an 11-member body elected by residents of each council district. The Council makes policy decisions for the effective functioning of County government and is a link between government agencies and citizens. It has legislative and taxing authority for the County and is a co-equal branch of the County government with the Executive.

### Strategic Priorities & Key Performance Measures

- Goal 9.2: Ensure, proactive, regular two-way communication with residents, businesses, and partner

INDICATOR	2020 Actuals	2021 Actuals	2022 Target	2023 Target
# of Visits to Council Websites	201,473	146,105	153,410	161,081
# of Users to Council's Website	85,604	42,010	44,111	46,316
# of Users to Council Events-Calendar	10,161	7,418	7,789	8,178
# of Users to Councils Homepage	4,021	3,718	3,904	4,099

### Source of Funding and How it is Spent

SOURCES OF FUNDING	2021 Actuals	2022 Adopted Budget	2022 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
All Funds)	\$2,191,671	\$2,325,703	\$2,209,511	\$2,384,195	\$181,559	\$2,565,754
HHS Levy Fund	\$0	\$0	\$0	\$0	\$0	\$0
General Fund	\$2,097,785	\$2,191,671	\$	\$2,384,195	\$181,559	\$2,565,754
Special Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0

EXPENDITURE CATEGORY	2021 Actuals	2022 Adopted Budget	2022 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
Personnel Services	\$2,077,997	\$2,161,643	\$2,092,318	\$2,220,135	\$181,559	\$2,401,694
Other Expenditures	\$113,674	\$164,060	\$117,193	\$164,060	\$0	\$164,060
<b>Total</b>	<b>\$2,191,671</b>	<b>\$2,325,703</b>	<b>\$2,209,511</b>	<b>\$2,384,195</b>	<b>\$181,559</b>	<b>\$2,565,754</b>
FTE Count	21	21	21	21	0	21

### 2023 Recommended Adjustments to Budget

- 1.0% increase for the additional cost-of-living adjustment approved in 2022
- 1.0% increase for the additional cost-of-living adjustment for 2023
- 3.0% increase in employer's share of health coverage costs
- 6.44% Market Wage Adjustment



## County Executive

"I believe that the very foundation of the Cuyahoga County charter is the aspiration that our prosperity will be shared. Our charter makes it clear that this County Government must promote 'the economic well-being and prosperity of the county and all of its residents'. All residents, not just some, all must prosper on a fair and equitable basis. The only way we deliver on our fundamental government purpose, to promote the economic well-being of the county and ALL our residents is together. When we stand together, we do not let anyone fall by the wayside, especially those in need. When we see that we are one community there is nothing we cannot achieve. Every single person, business, organization, and young mind represents an opportunity to add to our strength. The success of Cuyahoga County delivering on the responsibilities depends on ALL of us, and when we succeed, we all thrive."

– Cuyahoga County Executive Armond Budish



### Strategic Priorities & Key Performance Measures

- Goal 10.3: Strengthen and expand relationships with new and existing community partners
- Goal 11.5: Speak out on issues, policies, and decisions at the state and federal level

### Source of Funding and How it is Spent

SOURCES OF FUNDING	2021 Actuals	2022 Adopted Budget	2022 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
All Funds	\$2,226,595	\$2,106,577	\$2,749,410	\$2,158,832	\$223,238	\$2,382,070
HHS Levy Fund	\$0	\$0	\$0	\$0	\$0	\$0
General Fund	\$2,111,859	\$2,094,439	\$2,264,646	\$2,146,694	\$83,238	\$2,229,932
Special Revenue Fund	\$154,736	\$12,138	\$484,764	\$12,138	\$140,000	\$152,138

EXPENDITURE CATEGORY	2021 Actuals	2022 Adopted Budget	2022 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
Personnel Services	\$1,921,268	\$1,866,505	\$1,972,795	\$1,918,760	\$83,238	\$2,001,998
Other Expenditures	\$345,327	\$240,072	\$776,615	\$240,072	\$140,000	\$380,072
<b>Total</b>	<b>\$2,266,595</b>	<b>\$2,106,577</b>	<b>\$2,749,410</b>	<b>\$2,158,832</b>	<b>\$223,238</b>	<b>\$2,382,070</b>
FTE Count	18	15	17	15	2	17

### 2023 Recommended Adjustments to Budget

- 1.0% increase for the additional cost-of-living adjustment approved in 2022
- 1.0% increase for the additional cost-of-living adjustment for 2023
- 3.0% increase in employer's share of health coverage costs
- 6.44% Market Wage Adjustment
- (Sustainability) Bike/Scooter Program- \$140,000



## Department of Development

To improve the County's global competitiveness through economic growth and ensure that Cuyahoga County is a vibrant, healthy, and welcoming place.

### Strategic Priorities & Key Performance Measures

- Goal 1.2: Lead the Cuyahoga County Economic Development Commission and implement its five-year economic development plan
- Goal 2.2: Participate in collaborative efforts to attract, retain, and grow businesses
- Goal 3.3: Leverage strategic partners to implement a county-wide housing plan

INDICATOR	2020 Actuals	2021 Actual	2022 Target	2023 Target
Jobs Created and Retained	4,383	1,500	1,500	1,500
Economic Development Loan Volume	\$21,042,300	\$29,275,860	\$12,000,000	\$12,000,000
Small Businesses Supported	208	200	200	200
Skill-Up Businesses Engaged	154	189	200	200

### Source of Funding and How it is Spent

SOURCES OF FUNDING	2021 Actuals	2022 Adopted Budget	2022 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
All Funds	\$41,383,396	\$13,413,488	\$13,413,488	\$15,468,602	\$178,104	\$15,646,706
HHS Levy Fund	\$0	\$0	\$0	\$0	\$0	\$0
General Fund	\$11,231,917	\$6,535,459	\$6,535,459	\$7,311,643	\$73,930	\$7,385,573
Special Revenue Fund	\$30,151,479	\$6,878,029	\$6,878,029	\$8,156,959	\$104,174	\$8,261,133

EXPENDITURE CATEGORY	2021 Actuals	2022 Adopted Budget	2022 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
Personnel Services	\$1,345,788	\$1,006,957	\$1,006,957	\$1,062,071	\$178,104	\$1,240,175
Other Expenditures	\$40,037,608	\$12,406,531	\$12,406,531	\$14,406,531	\$0	\$14,406,531
<b>Total</b>	<b>\$41,383,396</b>	<b>\$13,413,488</b>	<b>\$13,413,488</b>	<b>\$15,468,602</b>	<b>\$178,104</b>	<b>\$15,646,706</b>
FTE Count	33	24	24	24	0	24

### 2023 Recommended Adjustments to Budget

- 1.0% increase for the additional cost-of-living adjustment approved in 2022
- 1.0% increase for the additional cost-of-living adjustment for 2023
- 3.0% increase in employer's share of health coverage costs
- 6.44% Market Wage Adjustment

Link to Website: [Department of Development](#)



## Domestic Relations

The mission of the Cuyahoga County Domestic Relations Court is to help families restructure their lives by reaching compassionate and just resolutions to parenting and property disputes. The major activities of the Domestic Relations Court include marriage termination, domestic violence, custody and visitation, child and spousal support, family services (family evaluation, mediation, home investigation) and self-represented services (help center and domestic violence).



### Strategic Priorities & Key Performance Measures

- Goal 7.4: Partner with parents to create a family centered child support program that promotes on-time and consistent support

INDICATOR	2021 Actual	2022 Target	2023 Target	2024 Target
New Filings including R/T/R*	6,277	6,277	6,277	7,079
Cases Disposes % Efficiency	99.36%	100.00%	100.00%	100.00%
Motions Filed % Efficiency	98.36%	100.00%	100.00%	100.00%
Self-Represented Filings	4,054	4,135	4,218	4,006
Child Support Actions Disposed	6,558	6,689	6,689	4,537
Help Center (Number of Self-Represented individuals that Helped)	17,547	17,547	17,898	17,898

\*R/T/R Reopen/Transferred/Reactivated

### Source of Funding and How it is Spent

SOURCES OF FUNDING	2021 Actuals	2022 Adopted Budget	2022 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
All Funds	\$9,563,328	\$10,601,609	\$9,786,367	\$10,876,651	\$168,800	\$11,045,451
HHS Levy Fund	\$0	\$0	\$0	\$0	\$0	\$0
General Fund	\$9,521,650	\$10,586,609	\$9,786,367	\$10,861,651	\$168,800	\$11,030,451
Special Revenue Fund	\$41,678	\$15,000	\$0	\$15,000	\$0	\$15,000

EXPENDITURE CATEGORY	2021 Actuals	2022 Adopted Budget	2022 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
Personnel Services	\$7,674,744	\$8,160,184	\$7,479,890	\$8,399,006	\$168,800	\$8,567,806
Other Expenditures	\$1,910,614	\$2,441,425	\$2,309,292	\$2,477,645	\$0	\$2,477,645
<b>Total</b>	<b>\$9,958,358</b>	<b>\$10,601,609</b>	<b>\$9,786,367</b>	<b>\$10,876,651</b>	<b>\$168,800</b>	<b>\$11,045,451</b>
FTE Count	86	88		88	0	88

### 2023 Recommended Adjustments to Budget

- 1.0% increase for the additional cost-of-living adjustment approved in 2022
- 1.0% increase for the additional cost-of-living adjustment for 2023
- 3.0% increase in employer's share of health coverage costs

## Eighth District Court of Appeals

The mission of the Eighth District Court of Appeals is to provide an impartial and accessible forum where appeals and original actions are timely and fairly decided under the law.

### Strategic Priorities & Key Performance Measures

- Goal 14.6: Build trust in government

INDICATOR	2020 Actuals	2021 Actuals	2022 Target	2023 Target	2024 Target
Cases pending Jan. 1	790	641	850	850	850
Electronic filings	6,192	6,101	6,700	6,700	6,700
Average days hearing to release	60	59	40	40	40
Terminations	968	932	1,300	1,300	1,300
Opinions per Judge	56	52	67	67	67

### Source of Funding and How it is Spent

SOURCES OF FUNDING	2021 Actuals	2022 Adopted Budget	2022 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
All Funds	\$706,272	\$967,462	\$750,448	\$967,462	\$114,000	\$1,081,462
HHS Levy Fund	\$0	\$0	\$0	\$0	\$0	\$0
General Fund	\$662,756	\$952,462	\$750,448	\$952,462	\$114,000	\$1,066,462
Special Revenue Fund	\$43,516	\$15,000	\$0	\$15,000	\$0	\$15,000

EXPENDITURE CATEGORY	2021 Actuals	2022 Adopted Budget	2022 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
Personnel Services	\$0	\$0	\$0	\$0	\$0	\$0
Other Expenditures	\$706,272	\$967,462	\$750,448	\$967,462	\$114,000	\$1,081,462
<b>Total</b>	<b>\$706,272</b>	<b>\$967,462</b>	<b>\$750,448</b>	<b>\$967,462</b>	<b>\$114,000</b>	<b>\$1,081,462</b>
FTE Count	0	0	0	0	0	0

\* The Court of Appeals has no full-time equivalents because the payroll expenses are paid in the State of Ohio budget

### 2023 Recommended Adjustments to Budget

- InfoPro Solutions contract – \$114,000



Link to Website: [Eighth District Court of Appeals](#)

## Fiscal Officer

The Fiscal Officer represents the best interest of the County taxpayers through performing diverse financial functions, including reporting financial activity and budget, assessment, County Dog Kennel services, and levy of taxes, providing consumer services, and overseeing County procurement. The Fiscal Officer is committed to operating conservatively and providing superior service to taxpayers, County agency and departments, and the public.

### Strategic Priorities & Key Performance Measures

- Goal 2.3: Promote and invest in entrepreneurship and inclusive innovation
- Goal 2.5: Demonstrate equity in county contracting
- Goal 13.2: Create a balanced budget that reflects county priorities
- Goal 13.3: Increase staff capacity to drive and support innovation and performance improvement efforts
- Goal 13.4: Create efficiencies and savings through continuous improvement
- Goal 13.7: Devise and implement a strategic revenue generation plan
- Goal 14.1: Consistently provide excellent customer service
- Goal 15.2: Create a positive, open, supportive culture that values staff, and promotes teamwork and inclusion



INDICATOR	2020 Actuals	2021 Actuals	2022 Target	2023 Target
Property Tax Collections Percentage	0%*	94.8%	95%	95%
Titles Issued	433,727	428,000	425,000	425,000
Lodging Tax Audits Conducted	9	14	10-15	10-15
Live Outcomes (Adoptions, Return to Owner, Transfers)	1,680	1688	1765	1820
Dog License/Registrations	60,438	64,201	63,990	65,845

\*Tax payments deferred due to COVID-19

### Source of Funding and How it is Spent

SOURCES OF FUNDING	2021 Actuals	2022 Adopted Budget	2022 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
All Funds	\$494,239,362	\$448,693,991	\$659,442,144	\$542,600,629	\$69,827,033	\$612,427,664
HHS Levy Fund	\$290,782,233	\$309,044,456	\$304,117,947	\$309,300,054	\$7,583,396	\$316,883,450
General Fund	\$132,958,772	\$112,782,561	\$308,057,085	\$110,035,564	\$9,004,926	\$119,040,490
Special Revenue Fund	\$70,498,357	\$26,866,974	\$47,267,112	\$123,265,011	\$53,238,711	\$176,503,722

EXPENDITURE CATEGORY	2020 Actuals	2021 Actuals	2022 Recommended Budget	2022 Adopted Budget	2023 Recommended Budget	2023 Adopted Budget
Personnel Services	\$32,942,836	\$23,482,565	\$25,015,355	\$29,753,508	\$2,543,754	\$32,297,262
Other Expenditures	\$461,296,526	\$425,219,059	634,426,789	\$511,744,386	\$65,302,294	\$577,046,680
<b>Total</b>	\$492,068,039	\$445,947,988	\$657,374,385	\$538,020,025	\$67,846,048	\$606,532,073
FTE Count	281	280	304	255	57	312

### 2023 Recommended Adjustments to Budget

- 1.0% increase for the additional cost-of-living adjustment approved in 2022
- 1.0% increase for the additional cost-of-living adjustment for 2023
- 3.0% increase in employer's share of health coverage costs
- 6.44% Market Wage Adjustment
- Protivity contract – \$400,000
- New P-Card process – \$75,000
- Memorial Day flags – \$62,784
- Cloud-based Call Center – \$10,000
- County plastic bag ban – \$93,514
- Convention Center naming rights – \$191,684
- Excise Taxes – \$23,000,000
- Lodging Taxes – \$27,000,000

Link to Website: [Fiscal Officer](#)

## Health & Human Services – Administration

The Department of Health and Human Services (DHHS) maintains the administrative costs for health and human services along with various program expenses such as the Emergency assistance, Wellness Plan, and HIV medication services. DHHS coordinates the service goals of human service systems with the County's mission to provide for the public's well-being, safety and self-sufficiency. The Department oversees budget expansion and corresponding contraction for systems to assure mandated services are funded.



### Strategic Priorities & Key Performance Measures

- Goal 4.1: Significantly reduce infant mortality
- Goal 5.3: Expand youth internship opportunities as first step towards careers

INDICATOR	2020 Actuals	2021 Actuals	2022 Target	2023 Target	2024 Target
Infant Mortality	101	97	105	105	94
Internship Opportunities	1,750	1,750	1,750	1,750	1,750

### Source of Funding and How it is Spent

SOURCES OF FUNDING	2021 Actuals	2022 Adopted Budget	2022 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
All Funds	\$16,378,422	\$22,891,768	\$17,720,642	\$23,675,230	\$391,824	\$24,067,054
HHS Levy Fund	\$3,824,254	\$4,312,530	\$4,312,530	\$5,095,992	\$195,912	\$5,291,904
General Fund	\$0	\$0	\$0	\$0	\$0	\$0
Special Revenue Fund	\$12,554,168	\$18,579,238	\$11,725,768	\$18,579,238	\$195,912	\$18,775,150

\*2021 variance between revenue and expenditures is due to spending down prior years cash balances.

EXPENDITURE CATEGORY	2021 Actuals	2022 Adopted Budget	2022 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
Personnel Services	\$5,916,097	\$6,557,815	\$5,845,867	\$6,741,277	\$391,824	\$7,133,101
Other Expenditures	\$10,681,596	\$16,333,953	\$11,874,775	\$16,933,953	\$0	\$16,933,953
<b>Total</b>	<b>\$16,597,693</b>	<b>\$22,891,768</b>	<b>\$17,720,642</b>	<b>\$23,675,230</b>	<b>\$391,824</b>	<b>\$24,067,054</b>
FTE Count	60	60	60	60	0	60

### 2023 Recommended Adjustments to Budget

- 1.0% increase for the additional cost-of-living adjustment approved in 2022
- 1.0% increase for the additional cost-of-living adjustment for 2023
- 3.0% increase in employer's share of health coverage costs
- 6.44% Market Wage Adjustment

## Health & Human Services – Division of Children and Family Services

The mission of Children and Family Services is to assure that children at risk of abuse and neglect are protected and nurtured within a family and with the support of the community as we strive to end the over-representation of people of color in the child welfare system.



### Strategic Priorities & Key Performance Measures

- Goal 7.3: Decrease the number of youths aging out of foster care without a permanent family

INDICATOR	2020 Actuals	2021 Actuals	2022 Target	2023 Target
Re-entries into foster care	12.60%	12.90%	<8.3%	<8.3%
Incidence of Repeat Maltreatment	9.00%	9.50%	<9.1%	<9.1%
Child Visits - Custody	93.19%	94.92%	>95%	>95%
Child Visits - Non-Custody	77.24%	75.56%	>95%	>95%
Parent Visits - Custody	36.13%	48.37%	>95%	>95%
Parent Visits - Non-Custody	50.63%	56.93%	>95%	>95%
Permanency in 12 months	32%	34.70%	>40.5%	>40.5%

### Source of Funding and How it is Spent

SOURCES OF FUNDING	2021 Actuals	2022 Adopted Budget	2022 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
All Funds	\$152,831,039	\$169,562,531	\$173,606,073	\$171,478,148	\$9,866,511	\$181,344,659
HHS Levy Fund	\$87,833,412	\$85,569,815	\$98,654,194	\$91,485,432	\$4,268,232	\$95,753,664
General Fund	\$0	\$0	\$0	\$0	\$0	\$0
Special Revenue Fund	\$64,997,628	\$67,662,908	\$70,818,992	\$79,992,716	\$5,598,279	\$85,590,995

\*2021 variance between revenue and expenditures is due to spending down prior years cash balances.

EXPENDITURE CATEGORY	2021 Actuals	2022 Adopted Budget	2022 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
Personnel Services	\$62,787,004	\$61,765,499	\$64,077,143	\$63,681,116	\$6,566,511	\$70,247,627
Other Expenditures	\$100,288,682	\$107,797,032	\$109,528,930	\$107,797,032	\$3,300,000	\$111,097,032
<b>Total</b>	<b>\$163,075,686</b>	<b>\$169,562,531</b>	<b>\$173,606,073</b>	<b>\$171,478,148</b>	<b>\$9,866,511</b>	<b>\$181,344,659</b>
FTE Count	730	840	840	840	0	840

### 2023 Recommended Adjustments to Budget

- 1.0% increase for the additional cost-of-living adjustment approved in 2022
- 1.0% increase for the additional cost-of-living adjustment for 2023
- 3.0% increase in employer's share of health coverage costs
- 6.44% Market Wage Adjustment
- Social Worker salary adjustment – \$4,357,629
- Say Yes to Education – \$3,300,000



## Health & Human Services - Division of Job and Family Services

CJFS promotes economic self-sufficiency and personal responsibility for families and individuals by providing access to jobs, benefits, and community services. Staff determine eligibility for a range of quality services that include Medicaid, Supplemental Nutrition Assistance Program (SNAP), Temporary Assistance for Needy Families (TANF), Prevention, Retention, and Contingency (PRC), Child Care Assistance, and Workforce Programs, in accordance with Federal, State, and County regulations.

### Strategic Priorities & Key Performance Measures

- Goal 5.3 – Expand youth internship opportunities as a first step toward careers
- Goal 7.1 – Provide a safety net for children, families, adults, and older persons to meet their immediate basic needs
- Goal 14.1 – Consistently provide an excellent customer experience

INDICATOR	2020 Actuals	2021 Actuals	2022 Target	2023 Target	2024 Target
Abandon Rate	26.70%	\$29	25%	23%	20%
Calls Abandoned	216,468	232,664	200,000	184,000	160,000
Calls Handled (Call Center)	602,725	557,700	600,000	616,000	640,000
Wait Time	14.1	14.6	15	13	12
Medicaid Enrollment	418,277	436,863	**	**	**
SNAP Enrollment*	283,654	267,631	**	**	**
TANF Enrollment*	18,063	14,394	**	**	**

\*Enrollment numbers reflect unique individuals served throughout the calendar year; actual monthly enrollment will vary significantly.

\*\*Exact enrollment numbers reflect the local economy and have been impacted by the pandemic, therefore, we cannot predict with hard numbers.

### Source of Funding and How it is Spent

SOURCES OF FUNDING	2021 Actuals	2022 Adopted Budget	2022 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
All Funds	\$84,272,184	\$80,222,231	\$80,222,231	\$81,881,580	\$1,963,798	\$83,845,378
HHS Levy Fund	\$9,998,013	\$8,472,925	\$8,472,925	\$8,521,831	\$196,380	\$8,718,211
General Fund	\$0	\$0	\$0	\$0	\$0	\$0
Special Revenue Fund	\$74,274,171	\$71,749,306	\$71,749,306	\$73,359,749	\$1,767,418	\$75,127,167

EXPENDITURE CATEGORY	2021 Actuals	2022 Adopted Budget	2022 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
Personnel Services	\$54,596,985	\$52,293,935	\$54,977,571	\$53,953,284	\$1,963,798	\$55,917,082
Other Expenditures	\$21,039,635	\$27,928,296	\$25,622,143	\$27,928,296	\$0	\$27,928,296
<b>Total</b>	<b>\$75,636,620</b>	<b>\$80,222,231</b>	<b>\$80,599,714</b>	<b>\$81,881,580</b>	<b>\$1,963,798</b>	<b>\$83,845,378</b>
FTE Count	727	752	669	752	0	752

### 2023 Recommended Adjustments to Budget

- 1.0% increase for the additional cost-of-living adjustment approved in 2022
- 1.0% increase for the additional cost-of-living adjustment for 2023
- 3.0% increase in employer's share of health coverage costs.
- 6.44% Market Wage Adjustment



Link to Website: [Job & Family Services](#)

## Health & Human Services – Division of Senior and Adult Services

The mission of the Division of Senior and Adult Services is to empower seniors and adults with disabilities to age successfully by providing resources and support that preserve their independence. Our vision is to demonstrate a leading model of government collaboration within the community, provide needed supportive services for older adults and adults with disabilities in Cuyahoga County, and strive for continuous improvement by measuring key performance outcomes.



### Strategic Priorities & Key Performance Measures

- Goal 7.5: Empower and support older persons to preserve their independence and help them age successfully

INDICATOR	2020 Actuals	2021 Actuals	2022 Target	2023 Target	2024 Target
Number of clients served through OPTIONS for Independent Living	1,935	2,131	2,200	2,200	2,200
Number of clients served through Home Support Services	445	415	400	400	400
Number of clients served through Information Services	1,427	853	1,000	1,500	2,000
Adult Protective Services	2,340	2,402	2,400	2,400	2,400
Clients Served - Community-Based Social Services	3,664	3,716	4,000	4,250	4,250
Services Provided - Transportation (one-way rides)	78,200	68,230	100,000	100,000	100,000
Services Provided - Home Delivered Meals	270,352	302,157	315,000	315,000	315,000
Services Provided - Congregate Meals	124,083	138,813	220,000	220,000	220,000

### Source of Funding and How it is Spent

SOURCES OF FUNDING	2021 Actuals	2022 Adopted Budget	2022 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
All Funds	\$21,830,933	\$23,562,172	\$23,562,172	\$23,812,744	\$931,284	\$24,744,028
HHS Levy Fund	\$20,519,333	\$20,687,615	\$20,687,615	\$21,698,817	\$931,284	\$22,621,100
General Fund	\$0	\$0	\$0	\$0	\$0	\$0
Special Revenue Fund	\$1,311,600	\$2,874,557	\$2,874,557	\$2,113,927	\$0	\$2,122,927

EXPENDITURE CATEGORY	2021 Actuals	2022 Adopted Budget	2022 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
Personnel Services	\$12,010,843	\$12,000,516	\$12,090,215	\$12,251,088	\$931,284	\$13,182,372
Other Expenditures	\$9,820,090	\$11,561,656	\$10,203,204	\$11,561,656	\$0	\$11,561,656
<b>Total</b>	<b>\$21,830,933</b>	<b>\$23,562,172</b>	<b>\$22,293,419</b>	<b>\$23,812,744</b>	<b>\$931,284</b>	<b>\$24,744,028</b>
FTE Count	144	151	151	151	0	151

### 2023 Recommended Adjustments to Budget

- 1.0% increase for the additional cost-of-living adjustment approved in 2022
- 1.0% increase for the additional cost-of-living adjustment for 2023
- 3.0% increase in employer's share of health coverage costs.
- 6.44% Market Wage Adjustment



## Health & Human Services – Family and Children First Council

The Family & Children First Council (FCFC) convenes partners to prepare children and youth for healthy, stable adulthood, by supporting programming and planning that increases the self-sufficiency and decision-making abilities of families, prevents children from becoming deeply involved in public systems, and better connects the services a child really needs.



### Strategic Priorities & Key Performance Measures

- Goal 5.1: Provide opportunities and needed support to children throughout their academic careers
- Goal 7.1: Provide a safety net for children, families, adults and older persons to meet their immediate, basic needs

INDICATOR	2020 Actuals	2021 Actuals	2022 Target	2023 Target	2024 Target
High School Graduation Rate	80%	74.3%	82%	83%	80%
No. of Internships	28	0	0	0	0
No. Enrolled in Wraparound Programming	254	246	240	240	240
No. of Out-of-School Time	1,950	2,590	2,800	3,200	3,000
No. of FAST families	30	147	100	140	125

### Source of Funding and How it is Spent

SOURCES OF FUNDING	2021 Actuals	2022 Adopted Budget	2022 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
All Funds	\$4,715,978	\$5,462,822	\$6,155,535	\$5,485,693	\$64,436	\$5,550,129
HHS Levy Fund	\$3,953,013	\$5,462,822	\$0	\$5,485,693	\$64,436	\$5,550,129
General Fund	\$0	\$0	\$0	\$0	\$0	\$0
Special Revenue Fund	\$762,965	\$0	\$224,198	\$0	\$0	\$0

\*2021 variance between revenue and expenditures is due to spending down prior years cash balances.

EXPENDITURE CATEGORY	2021 Actuals	2022 Adopted Budget	2022 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
Personnel Services	\$800,833	\$769,031	\$830,585	\$791,902	\$64,436	\$856,338
Other Expenditures	\$5,055,159	\$4,693,791	\$5,324,950	\$4,693,791	\$0	\$4,693,791
<b>Total</b>	<b>\$5,855,992</b>	<b>\$5,462,822</b>	<b>\$6,155,535</b>	<b>\$5,485,693</b>	<b>\$64,436</b>	<b>\$5,550,129</b>
FTE Count	7	8	8	8	0	8

### 2023 Recommended Adjustments to Budget

- 1.0% increase for the additional cost-of-living adjustment approved in 2022
- 1.0% increase for the additional cost-of-living adjustment for 2023
- 3.0% increase in employer's share of health coverage costs
- 6.44% Market Wage Adjustment

## Health & Human Services – Invest in Children

The mission of Invest in Children is to mobilize resources and research to ensure the well-being of all young children in Cuyahoga County. We provide a continuum of targeted services, prenatal to kindergarten, for children and their families; build awareness; advocate; and measure our impact. We aim to achieve equity in access to services and eliminate racial/ethnic disparities in child and family outcomes.



### Strategic Priorities & Key Performance Measures

- Goal 4.3: Expand access to high quality pre-school
- Goal 4.4: Co-create a plan to sustain universal access to early childhood education

INDICATOR	2020 Actuals	2021 Actuals	2022 Target	2023 Target	2024 Target
UPK Enrollment Rate - highest of year	89%	73%	75%	85%	85%
No. Provided w/ Early Childhood Mental Health Services	586	556	700	700	700
No. Families Served by MomsFirst	215	1	188	188	188
No. of Families Provided Newborn Home Visits	178	919	1,200	1,500	1,500

### Source of Funding and How it is Spent

SOURCES OF FUNDING	2021 Actuals	2022 Adopted Budget	2022 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
All Funds	\$15,338,419	\$23,040,730	\$19,145,281	\$23,067,669	(\$3,735,740)	\$19,331,929
HHS Levy Fund	\$12,822,565	\$19,248,480	\$19,248,480	\$19,275,419	\$56,510	\$19,331,929
General Fund	\$0	\$0	\$0	\$0	\$0	\$0
Special Revenue Fund	\$2,515,854	\$3,792,250	\$205,586	\$3,792,250	(\$3,792,250)	\$0

\*2021 variance between revenue and expenditures is due to spending down prior years cash balances.

EXPENDITURE CATEGORY	2021 Actuals	2022 Adopted Budget	2022 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
Personnel Services	\$906,506	\$945,502	\$975,421	\$972,441	\$56,510	\$1,028,951
Other Expenditures	\$17,091,033	\$22,095,228	\$18,169,860	\$22,095,228	(\$3,792,250)	\$18,302,978
<b>Total</b>	<b>\$17,997,539</b>	<b>\$23,040,730</b>	<b>\$19,145,281</b>	<b>\$23,067,669</b>	<b>(\$3,735,740)</b>	<b>\$19,331,929</b>
FTE Count	10	12	8	8	0	8

### 2023 Recommended Adjustments to Budget

- Special revenue appropriations (\$3.7M) moved to a separate grant accounting unit.
- 1.0% increase for the additional cost-of-living adjustment approved in 2022
- 1.0% increase for the additional cost-of-living adjustment for 2023
- 3.0% increase in employer's share of health coverage costs
- 6.44% Market Wage Adjustment

## Health & Human Services - Office of Child Support Services

The mission of the Cuyahoga County Office of Child Support Services is to be committed to the best interest of the children in the community by ensuring the financial responsibility of parents, supporting child well-being, and promoting healthy relationships.

### Strategic Priorities & Key Performance Measures

- Goal 7.4: Partner with parents to create a family-centered child support program that promotes on-time and consistent support

INDICATOR	2020 Actuals	2021 Actuals	2022 Target	2023 Target	2024 Target
Current Support Collected	64.68%	66.52%	64.80%	65.00%	65.00%

### Source of Funding and How it is Spent

SOURCES OF FUNDING	2021 Actuals	2022 Adopted Budget	2022 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
All Funds	\$35,781,166	\$42,210,997	\$37,618,068	\$42,798,041	\$668,188	\$43,466,229
HHS Levy Fund	\$7,048,668	\$8,142,668	\$7,954,769	\$7,279,243	\$233,621	\$7,512,864
General Fund	\$0	\$0	\$0	\$0	\$0	\$0
Special Revenue Fund	\$28,732,498	\$34,068,329	\$29,663,299	\$35,518,798	\$434,567	\$35,953,365

EXPENDITURE CATEGORY	2021 Actuals	2022 Adopted Budget	2022 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
Personnel Services	\$18,534,633	\$18,878,208	\$18,738,289	\$19,465,252	\$668,188	\$20,133,440
Other Expenditures	\$17,246,533	\$23,332,789	\$18,879,779	\$23,332,789	\$0	\$23,332,789
<b>Total</b>	<b>\$35,781,166</b>	<b>\$42,210,997</b>	<b>\$37,618,068</b>	<b>\$42,798,041</b>	<b>\$668,188</b>	<b>\$43,466,229</b>
FTE Count	250	265	265	265	0	265

### 2023 Recommended Adjustments to Budget

- 1.0% increase for the additional cost-of-living adjustment approved in 2022
- 1.0% increase for the additional cost-of-living adjustment for 2023
- 3.0% increase in employer's share of health coverage costs
- 6.44% Market Wage Adjustment



## Health & Human Services - Office of Homeless Services

In partnership with the community, the Office of Homeless Services coordinates a continuum of care of prevention, shelter services and permanent supportive housing intended to prevent and reduce homelessness. This coordination is implemented through planning, facilitating, advocating and developing resources with community stakeholders, including homeless and formerly homeless persons.



### Strategic Priorities & Key Performance Measures

- Goal 7.2: End chronic homelessness for veterans, families, and youth

INDICATOR	2020 Actuals	2021 Actuals	2022 Target	2023 Target	2024 Target
Emergency Shelter – Number of people served	5,024	4568	6000	6000	6000
Rapid Rehousing – Number of people served	3,760	2513	2600	2600	2600
Permanent Supportive Housing – Number of People Served	4,436	4589	5900	5900	5900

### Source of Funding and How it is Spent

SOURCES OF FUNDING	2021 Actuals	2022 Adopted Budget	2022 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
All Funds	\$9,835,611	\$10,911,762	\$10,911,762	\$10,926,803	\$41,194	\$10,967,997
HHS Levy Fund	\$9,649,360	\$10,163,876	\$10,163,876	\$10,743,275	\$41,194	\$10,784,469
General Fund	\$0	\$0	\$0	\$0	\$0	\$0
Special Revenue Fund	\$186,251	\$747,886	\$0	\$183,528	\$0	\$183,528

EXPENDITURE CATEGORY	2021 Actuals	2022 Adopted Budget	2022 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
Personnel Services	\$481,346	\$517,819	\$528,837	\$532,860	\$41,194	\$574,054
Other Expenditures	\$9,354,265	\$10,393,943	\$9,979,170	\$10,393,943	\$0	\$10,393,943
<b>Total</b>	<b>\$9,835,611</b>	<b>\$10,911,762</b>	<b>\$10,508,007</b>	<b>\$10,926,803</b>	<b>\$41,194</b>	<b>\$10,967,997</b>
FTE Count	3	5	5	5	0	5

### 2023 Recommended Adjustments to Budget

- 1.0% increase for the additional cost-of-living adjustment approved in 2022
- 1.0% increase for the additional cost-of-living adjustment for 2023
- 3.0% increase in employer's share of health coverage costs
- 6.44% Market Wage Adjustment

## Health & Human Services – Office of Re-Entry

The Cuyahoga County Office of Re-Entry's mission is to remove the stigma and social burdens that challenge returning citizens by launching and sustaining a reentry movement that provides comprehensive services, support and monitoring and opportunities needed for a successful integration.



### Strategic Priorities & Key Performance Measures

- Goal 6.5: Remove specific barriers to employment for qualified candidates

INDICATOR	2021 Actuals	2022 Target	2023 Target
No. New Members - North Star Reentry Center	1,827	1,500	1,500
No. of Participants - Social Enterprise/Achieve Staffing	31	80	80

### Source of Funding and How it is Spent

SOURCES OF FUNDING	2021 Actuals	2022 Adopted Budget	2022 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
All Funds	\$2,018,967	\$2,813,221	\$2,176,488	\$3,378,902	\$42,373	\$3,421,275
HHS Levy Fund	\$2,018,967	\$2,813,221	\$2,813,221	\$2,829,054	\$42,373	\$2,871,427
General Fund	\$0	\$0	\$0	\$0	\$0	\$0
Special Revenue Fund	\$0	\$0	\$0	\$549,848	\$0	\$549,848

\*2021 variance between revenue and expenditures is due to spending down prior years cash balances.

EXPENDITURE CATEGORY	2021 Actuals	2022 Adopted Budget	2022 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
Personnel Services	\$423,966	\$566,663	\$412,773	\$582,496	\$42,373	\$624,869
Other Expenditures	\$1,755,632	\$2,246,558	\$1,763,715	\$2,796,406	\$0	\$2,796,406
<b>Total</b>	<b>\$2,179,598</b>	<b>\$2,813,221</b>	<b>\$2,176,488</b>	<b>\$3,378,902</b>	<b>\$42,373</b>	<b>\$3,421,275</b>
FTE Count	5	5	5	5	0	5

### 2023 Recommended Adjustments to Budget

- 1.0% increase for the additional cost-of-living adjustment approved in 2022
- 1.0% increase for the additional cost-of-living adjustment for 2023
- 3.0% increase in employer's share of health coverage costs
- 6.44% Market Wage Adjustment

## Human Resources

Through strategic partnerships and collaboration, the Human Resources Department attracts, recruits, develops, motivates and retains a high performing and diverse workforce while fostering a healthy, safe and productive environment.

### Strategic Priorities & Key Performance Measures

- Goal 15.1: Become an employer of choice
- Goal 15.3: Develop approaches to legacy compensation and benefits issues

INDICATOR	2020 Actuals	2021 Actual	2022 Target	2023 Target
# days to fill classified position	76	70	65	60
# days to fill unclassified position	64	60	55	50
# applicants per position filled	77	80	90	100
Turnover Rate	9%	4%	6%	5%

### Source of Funding and How it is Spent

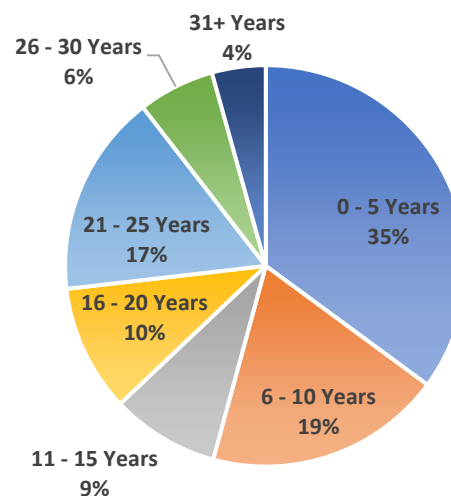
SOURCES OF FUNDING	2021 Actuals	2022 Adopted Budget	2022 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
All Funds	\$123,715,693	\$136,503,600	\$130,732,195	\$137,244,150	(\$729,207)	\$136,514,943
HHS Levy Fund	\$0	\$0	\$0	\$0	\$0	\$0
General Fund	\$3,569,078	\$4,607,728	\$0	\$5,304,903	(\$797,386)	\$4,507,517
Special Revenue Fund	\$120,146,615	\$131,895,872	\$113,031,811	\$131,939,247	\$68,179	\$132,007,426

EXPENDITURE CATEGORY	2021 Actuals	2022 Adopted Budget	2022 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
Personnel Services	\$4,513,637	\$5,626,260	\$5,247,364	\$4,933,753	(\$729,207)	\$4,204,546
Other Expenditures	\$119,202,056	\$131,710,397	\$125,484,831	\$132,310,397	\$0	\$132,110,397
<b>Total</b>	<b>\$123,715,693</b>	<b>\$137,336,657</b>	<b>\$130,732,195</b>	<b>\$137,244,150</b>	<b>(\$729,207)</b>	<b>\$136,314,943</b>
FTE Count	49	49	49	49	(13)	36

### 2023 Recommended Adjustments to Budget

- 1.0% increase for the additional cost-of-living adjustment approved in 2022
- 1.0% increase for the additional cost-of-living adjustment for 2023
- 3.0% increase in employer's share of health coverage costs
- 6.44% Market Wage Adjustment
- Staff transfer to Sheriff – \$1,092,518

Cuyahoga County Employees' Years of Service



## Information Technology

The Department of Information Technology (DoIT) works to be a catalyst for change and innovation through shared and integrated information systems in support of public services. DoIT is committed to aligning people, Processes, and technology to support the Government Gets Results strategy and others highlighted in the Cuyahoga County Strategic Plan.



### Strategic Priorities & Key Performance Measures

- Goal 10.1: Expand shared services to build capacity and support effectiveness of regional partners
- Goal 13.5: Implement an ERP system and improve critical county processes

### Source of Funding and How it is Spent

SOURCES OF FUNDING	2021 Actuals	2022 Adopted Budget	2022 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
All Funds	\$24,496,546	\$29,889,665	\$24,804,731	\$24,946,566	\$1,771,406	\$26,717,972
HHS Levy Fund	\$0	\$0	\$0	\$0	\$0	\$0
General Fund	\$23,746,075	\$29,372,690	\$23,654,243	\$24,422,384	\$1,742,212	\$26,164,596
Special Revenue Fund	\$750,471	\$516,975	\$1,147,488	\$524,182	\$29,194	\$553,376

EXPENDITURE CATEGORY	2021 Actuals	2022 Adopted Budget	2022 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
Personnel Services	\$12,183,847	\$15,673,864	\$11,480,627	\$12,589,641	\$812,406	\$13,402,047
Other Expenditures	\$12,312,699	\$14,215,801	\$13,321,104	\$12,356,925	\$959,000	\$13,315,925
<b>Total</b>	<b>\$24,496,546</b>	<b>\$29,889,665</b>	<b>\$24,801,731</b>	<b>\$24,946,566</b>	<b>\$1,771,406</b>	<b>\$26,717,972</b>
FTE Count	113	116	122	116	6	122

### 2023 Recommended Adjustments to Budget

- 1.0% increase for the additional cost-of-living adjustment approved in 2022
- 1.0% increase for the additional cost-of-living adjustment for 2023
- 3.0% increase in employer's share of health coverage costs
- 6.44% Market Wage Adjustment
- IT Security (incident response) – \$197,000
- IT Engineering (Microsoft and Zoom licenses) – \$762,000



## Innovation and Performance

The Office of Innovation and Performance works to implement the executive's vision to transform the operations of county government so that they are innovative and responsive to the needs of residents, businesses, and partners. Key tenets to achieving the County mission are the development and implementation of the Cuyahoga County Strategic Plan, a performance management system to ensure progress against those goals and fostering a culture of innovation and continuous improvement that positions Cuyahoga County as a national leader.

### Strategic Priorities & Key Performance Measures

- Goal 6.4: Partner to expand internet access throughout the County
- Goal 13.3: Increase staff capacity to drive and support innovation and performance improvement efforts
- Goal 14.3: Provide easier access to services through targeted neighborhood partnerships and outreach

INDICATOR	2020 Actuals	2021 Actuals	2022 Target	2023 Target
Cuyahoga Performance Measures Tracked	253	300	320	320
Target Met Percentage	58%	65%	70%	75%
Employees engaged in innovation efforts	266	225	250	250
Value of Improvements	\$420,656	\$500,000	\$500,000	\$500,000

### Source of Funding and How it is Spent

SOURCES OF FUNDING	2021 Actuals	2022 Adopted Budget	2022 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
All Funds	\$663,377	\$762,566	\$831,341	\$777,478	\$25,656	\$803,134
HHS Levy Fund	\$0	\$0	\$0	\$0	\$0	\$0
General Fund	\$663,377	\$762,566	\$831,341	\$777,478	\$25,656	\$803,134
Special Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0

EXPENDITURE CATEGORY	2021 Actuals	2022 Adopted Budget	2022 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
Personnel Services	\$476,170	\$574,237	\$688,328	\$589,149	\$25,656	\$614,805
Other Expenditures	\$187,207	\$188,329	\$143,013	\$188,329	\$0	\$188,329
<b>Total</b>	<b>\$663,377</b>	<b>\$762,566</b>	<b>\$831,341</b>	<b>\$777,478</b>	<b>\$25,656</b>	<b>\$803,134</b>
FTE Count	5	4	5	4	1	5

### 2023 Recommended Adjustments to Budget

- 1.0% increase for the additional cost-of-living adjustment approved in 2022
- 1.0% increase for the additional cost-of-living adjustment for 2023
- 3.0% increase in employer's share of health coverage costs
- 6.44% Market Wage Adjustment





## Inspector General

The agency of the Inspector General was established to protect the county taxpayers' interest by promoting honesty and accountability in county government. The Inspector General serves as the County's Chief Ethics Officer, conducts inspections, investigations, and audits to determine fraud, corruption, and other possible misuse within the county operations. In pursuit of that goal the Inspector General conducts proactive ethics education, monitors financial disclosures, conducts background checks on County partners, reviews driver's licenses and other relevant County employee matters.



### Strategic Priorities & Key Performance Measures

- Goal 14.6: Build trust in government

INDICATOR	2020 Actuals	2021 Actuals	2022 Target	2023 Target
Issued Ethics Opinions	52	50	50	50
Tax Enforcement Collections	\$4,960,571	\$2,000,000	\$2,000,000	\$2,000,000
Vendor Registrations	442	350	350	350

### Source of Funding and How it is Spent

SOURCES OF FUNDING	2021 Actuals	2022 Adopted Budget	2022 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
All Funds	\$916,274	\$1,107,157	\$1,072,682	\$1,133,431	\$74,344	\$1,207,775
HHS Levy Fund	\$0	\$0	\$0	\$0	\$0	\$0
General Fund	\$899,946	\$1,070,444	\$1,012,956	\$1,096,392	\$74,344	\$1,170,736
Special Revenue Fund	\$16,328	\$36,713	\$59,726	\$37,039	\$0	\$37,039

EXPENDITURE CATEGORY	2021 Actuals	2022 Adopted Budget	2022 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
Personnel Services	\$867,681	\$1,034,805	\$1,020,953	\$1,061,079	\$74,344	\$1,135,423
Other Expenditures	\$48,593	\$72,352	\$51,729	\$72,352	\$0	\$72,352
<b>Total</b>	\$916,274	\$1,107,157	\$1,072,682	\$1,133,431	\$74,344	\$1,207,775
FTE Count	9	8	9	8	1	9

### 2023 Recommended Adjustments to Budget

- 1.0% increase for the additional cost-of-living adjustment approved in 2022
- 1.0% increase for the additional cost-of-living adjustment for 2023
- 3.0% increase in employer's share of health coverage costs
- 6.44% Market Wage Adjustment

## Internal Auditor

The objective of the Department of Internal Audit is to assist members of the County, especially senior management, and the Audit Committee, by furnishing analyses, recommendations, and consultation. The department provides independent objective assurance and consulting activities to improve management practices, identify operation improvements and reduce risk exposure. Internal Audit is charged to examine and evaluate the adequacy and effectiveness of county management of internal controls.



### Strategic Priorities & Key Performance Measures

- Goal 13.4: Create efficiencies and savings through continuous improvement
- Goal 14.6: Build trust in government

INDICATOR	2020 Actuals	2021 Actuals	2022 Target	2023 Target
Planned Audits	12	12	12	12
Consulting Services	2	5	5	5

### Source of Funding and How it is Spent

SOURCES OF FUNDING	2021 Actuals	2022 Adopted Budget	2022 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
All Funds	\$688,060	\$828,861	\$851,471	\$845,104	\$53,374	\$898,478
HHS Levy Fund	\$0	\$0	\$0	\$0	\$0	\$0
General Fund	\$688,060	\$828,861	\$858,471	\$845,104	\$53,374	\$898,478
Special Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0

EXPENDITURE CATEGORY	2021 Actuals	2022 Adopted Budget	2022 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
Personnel Services	\$643,694	\$662,298	\$673,422	\$675,541	\$53,374	\$728,915
Other Expenditures	\$44,366	\$166,563	\$185,029	\$169,563	\$0	\$169,563
<b>Total</b>	<b>\$688,060</b>	<b>\$828,861</b>	<b>\$858,471</b>	<b>\$845,104</b>	<b>\$53,374</b>	<b>\$898,478</b>
FTE Count	6	6	6	6	0	6

### 2023 Recommended Adjustments to Budget

- 1.0% increase for the additional cost-of-living adjustment approved in 2022
- 1.0% increase for the additional cost-of-living adjustment for 2023
- 3.0% increase in employer's share of health coverage costs
- 6.44% Market Wage Study

## Juvenile Court

To administer justice, rehabilitate juveniles, support, and strengthen families, and promote public safety.

### Strategic Priorities & Key Performance Measures

- Goal 5.1: Provide opportunities and needed support to children throughout their academic careers
- Goal 7.8: Partner to build safer communities
- Goal 11.2: Work with partners to align, scale and sustain efforts to achieve systems-level solutions

INDICATOR	2020 Actuals	2021 Actuals	2022 Target	2023 Target	2024 Target
Secure Detention Admits	510	526	515	515	564
Secure Detention Av. Daily Population	109.6	121.3	179	179	136
Shelter Care Av. Daily Population	11.1	0	0	0	0

### Source of Funding and How it is Spent

SOURCES OF FUNDING	2021 Actuals	2022 Adopted Budget	2022 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
All Funds	\$52,365,590	\$63,110,850	\$58,928,846	\$63,110,850	\$1,786,278	\$64,897,128
HHS Levy Fund	\$15,752,369	\$21,247,490	\$19,721,499	\$21,022,411	\$1,200,532	\$22,222,943
General Fund	\$35,334,672	\$38,621,177	\$38,207,037	\$38,684,084	\$585,746	\$37,269,831
Special Revenue Fund	\$1,278,549	\$3,242,183	\$1,000,310	\$5,404,355	\$0	\$5,404,355

EXPENDITURE CATEGORY	2021 Actuals	2022 Adopted Budget	2022 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
Personnel Services	\$35,842,413	\$37,616,228	\$41,627,129	\$37,983,696	\$830,504	\$38,814,200
Other Expenditures	\$16,523,177	\$25,494,622	\$17,301,717	\$25,127,154	\$955,774	\$26,082,928
<b>Total</b>	<b>\$52,365,590</b>	<b>\$63,110,850</b>	<b>\$58,928,846</b>	<b>\$63,110,850</b>	<b>\$1,786,278</b>	<b>\$64,897,128</b>
FTE Count	516	486	486	503	0	503

### 2023 Recommended Adjustments to Budget

- 1.0% increase for the additional cost-of-living adjustment approved in 2022
- 1.0% increase for the additional cost-of-living adjustment for 2023
- 3.0% increase in employer's share of health coverage costs
- Space Maintenance – \$955,774



Link to Website: [Juvenile Court](#)

## Law Department

The Law Department was established by County Council under its authority in Article 3.09(2) of the County Charter approved in November 2009. The Law Department serves as the legal counsel to the County Executive and the County Council.

### Strategic Priorities

- Goal 11.5: Assisting the various County departments and agencies in achieving the Goals and Priorities set forth in the 2017- 2022 Strategic Plan

### Source of Funding and How it is Spent

SOURCES OF FUNDING	2021 Actuals	2022 Adopted Budget	2022 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
All Funds	\$5,344,016	\$4,142,899	\$9,701,595	\$4,324,852	\$569,747	\$4,894,599
HHS Levy Fund	\$0	\$0	\$0	\$0	\$0	\$0
General Fund	\$5,344,016	\$4,142,899	\$9,701,595	\$4,324,852	\$569,747	\$4,894,599
Special Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0

EXPENDITURE CATEGORY	2021 Actuals	2022 Adopted Budget	2022 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
Personnel Services	\$1,880,586	\$1,922,697	\$1,746,045	\$1,974,206	\$36,113	\$2,010,319
Other Expenditures	\$3,463,430	\$2,220,202	\$7,955,550	\$2,350,646	\$533,634	\$2,884,280
<b>Total</b>	<b>\$5,344,016</b>	<b>\$4,142,899</b>	<b>\$9,701,595</b>	<b>\$4,324,852</b>	<b>\$569,747</b>	<b>\$4,894,599</b>
FTE Count	19	17	17	17	0	17

### 2023 Recommended Adjustments to Budget

- 1.0% increase for the additional cost-of-living adjustment approved in 2022
- 1.0% increase for the additional cost-of-living adjustment for 2023
- 3.0% increase in employer's share of health coverage costs
- Lexis Nexis contract – \$145,000
- Risk Management insurance premiums – \$388,634
- 6.44% Market Wage Adjustment



Link to Website: [Law Department](#)

## Law Library

The Cuyahoga County Law Library Resource Board provides and manages legal, research, and library resources for municipalities and courts within Cuyahoga County for the support and practice of law. The Cuyahoga County Law Library Resource Board and Cleveland Law Library Association organize and manage jointly the Cleveland/Cuyahoga County Law Library.

### Strategic Priorities & Key Performance Measures

- Goal 10.1: Expand shared services to build capacity and support effectiveness of regional partners

INDICATOR	2020 Actuals	2021 Actuals	2022 Target	2023 Target	2024 Target
Reference and Research Questions	4,203	4,240	4,500	4,500	4,500
Patron Service Hours	478	793	500	500	500
Special Programs/Events	39	26	35	35	35
Number of eBooks	1,194	1,197	1,197	1,197	1,197
Volume in Print	117,119	116,782	117,119	117,119	117,119

### Source of Funding and How it is Spent

SOURCES OF FUNDING	2021 Actuals	2022 Adopted Budget	2022 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
All Funds	\$454,671	\$470,051	\$523,359	\$531,790	\$21,596	\$553,386
HHS Levy Fund	\$0	\$0	\$0	\$0	\$0	\$0
General Fund	\$0	\$0	\$0	\$0	\$0	\$0
Special Revenue Fund	\$454,671	\$470,051	\$523,359	\$531,790	\$21,596	\$553,386

EXPENDITURE CATEGORY	2021 Actuals	2022 Adopted Budget	2022 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
Personnel Services	\$273,651	\$282,123	\$294,830	\$290,554	\$21,596	\$312,150
Other Expenditures	\$196,400	\$241,236	\$177,749	\$241,236	\$0	\$241,236
<b>Total</b>	<b>\$470,051</b>	<b>\$523,359</b>	<b>\$472,579</b>	<b>\$531,790</b>	<b>\$21,596</b>	<b>\$553,386</b>
FTE Count	3	3	3	3	0	3

### 2023 Recommended Adjustments to Budget

- 1.0% increase for the additional cost-of-living adjustment approved in 2022
- 1.0% increase for the additional cost-of-living adjustment for 2023
- 3.0% increase in employer's share of health coverage costs
- 6.44% Market Wage Adjustment



Link to Website: [Law Library](#)

## Medical Examiner

The Cuyahoga County Medical Examiner's Office is a public service agency responsible for the investigation of violent, suspicious, and sudden and unexpected deaths and the provision of laboratory services. The agency is committed to the dignified and compassionate performance of these duties with impartiality and the highest professional levels of quality and timeliness in the service of the general public, medical, and legal communities and the overall public health of the citizens of Cuyahoga County.

### Strategic Priorities & Key Performance Measures

- Goal 7.6: Drive collaborative efforts to prevent and treat opioid addiction
- Goal 10.1: Expand shared services to build capacity and support effectiveness of regional partners
- Goal 10.2: Support regional approaches to public safety and law enforcement

INDICATOR	2020 Actuals	2021 Actuals	2022 Target	2023 Target	2024 Target
Total Cases Admitted	2,448	2,527	2,500	2,500	2,500
Total Autopsies (Jurisdictional)	1,547	1,600	1,650	1,650	1,650
Autopsies Performed for Other Counties	444	572	550	550	550
Scene Investigations	1,414	1,453	1,450	1,450	1,450

\*2020 and 2021 data are preliminary and unaudited

### Source of Funding and How it is Spent

SOURCES OF FUNDING	2021 Actuals	2022 Adopted Budget	2022 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
All Funds	\$15,104,860	\$14,060,330	\$15,700,699	\$14,306,043	\$3,270,127	\$17,576,167
HHS Levy Fund	\$0	\$0	\$0	\$0	\$0	\$0
General Fund	\$14,715,831	\$14,060,330	\$15,660,839	\$14,306,043	\$3,270,127	\$17,576,167
Special Revenue Fund	\$389,029	\$0	\$39,860	\$0	\$0	\$0

\*2021 variance between revenue and expenditures is due to spending down prior years cash balances.

EXPENDITURE CATEGORY	2021 Actuals	2022 Adopted Budget	2022 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
Personnel Services	\$10,663,091	\$10,376,171	\$11,894,650	\$10,616,884	\$2,325,124	\$12,942,000
Other Expenditures	\$4,441,769	\$3,684,159	\$3,806,049	\$3,689,159	\$945,000	\$4,634,159
<b>Total</b>	<b>\$15,104,860</b>	<b>\$14,060,330</b>	<b>\$15,700,699</b>	<b>\$14,306,043</b>	<b>\$3,270,127</b>	<b>\$17,576,167</b>
FTE Count	108	104	104	104	0	104

### 2023 Recommended Adjustments to Budget

- 1.0% increase for the additional cost-of-living adjustment approved in 2022
- 1.0% increase for the additional cost-of-living adjustment for 2023
- 3.0% increase in employer's share of health coverage costs
- 6.44% Market Wage Adjustment
- Bargaining and non-bargaining rate adjustments – \$1,784,021
- Body Transport – \$695,000
- Lab Supplies – \$250,000



Link to Website: [Medical Examiner](#)



## MetroHealth System

At MetroHealth, our mission, vision and values are not just words on a fading poster tucked behind someone's desk. They are the core of our actions. While we take care of the ill and injured, we are increasingly focused on preventive care, fulfilling our mission of "leading the way to a healthier you and a healthier community through service, teaching, discovery and teamwork." And we do this in an environment of inclusion. Every patient, whether economically needy or economically comfortable, gets the same attention – full attention – from our staff.



MetroHealth physicians, from many parts of the country and around the world, bring a diversity of cultures, races, religions, expertise and ideas. We celebrate these differences and appreciate how they add to our success. Many are leaders in their fields and they choose to work here for the opportunity to make a difference in their community.

Our goal has always been to treat patients like family, with the respect and dignity they deserve. As one patient says, "I don't feel like a number. I get outstanding individual care and attention by many compassionate professionals."

### Strategic Priorities & Key Performance Measures

- Goal 7: Individual Wellbeing

INDICATOR	2019 Actuals	2020 Actuals	2021 Actuals
Patient Visits	1,453,946	1,427,161	1,492,158
Babies Delivered	2,878	2,729	2,728
Metro Life Flight Transports	3,965	3,854	3,968
Major Trauma Cases	4,727	5,304	6,123

### Source of Funding and How it is Spent

SOURCES OF FUNDING	2021 Actuals	2022 Adopted Budget	2022 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
All Funds	\$32,472,000	\$32,472,000	\$32,472,000	\$32,472,000	\$0	\$32,472,000
HHS Subsidy	\$32,472,000	\$32,472,000	\$32,472,000	\$32,472,000	\$0	\$32,472,000
General Fund	\$0	\$0	\$0	\$0	\$0	\$0
Special Revenue	\$0	\$0	\$0	\$0	\$0	\$0

EXPENDITURE CATEGORY	2021 Actuals	2022 Adopted Budget	2022 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
Personnel Services	\$0	\$0	\$0	\$0	\$0	\$0
Other Expenditures	\$32,472,000	\$32,472,000	\$32,472,000	\$32,472,000	\$0	\$32,472,000
<b>Total</b>	<b>\$32,472,000</b>	<b>\$32,472,000</b>	<b>\$32,472,000</b>	<b>\$32,472,000</b>	<b>\$0</b>	<b>\$32,472,000</b>

### 2023 Recommended Adjustments to Budget

## Personnel Review Commission

Pursuant to Section 9.01 of the Cuyahoga County Charter, the Personnel Review Commission was established. The three-member commission is responsible for administering, and in cooperation with county agencies, boards, and commissions, efficient and economical system for the employment of County employees. PRC is committed to accountability and operational excellence, with the goal of a workforce that provides superior service and contributions to the region's economic competitiveness. The PRC hears employment appeals and actions, in addition to administering the employee classification and compensation system and conduct civil service testing.



### Strategic Priorities & Key Performance Measures

- Goal 15.1: Become an employer of choice

INDICATOR	2020 Actuals	2021 Actuals	2022 Target	2023 Target
Time to establish eligibility list for new projects	33 days	30 days	30 days	30 days
Time to establish eligibility list for repeat projects	30 days	30 days	30 days	30 days
Number of reviewed classifications	98	100	100	100
New classifications	4		*	*
Revised classifications	39		*	*

\*Classifications are revised and added as necessary.

### Source of Funding and How it is Spent

SOURCES OF FUNDING	2021 Actuals	2022 Adopted Budget	2022 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
All Funds	\$1,940,338	\$1,972,792	\$2,159,691	\$2,029,025	\$344,466	\$2,373,491
HHS Levy Fund	\$0	\$0	\$0	\$0	\$0	\$0
General Fund	\$1,940,338	\$1,972,792	\$2,159,691	\$2,029,025	\$344,466	\$2,373,491
Special Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0

EXPENDITURE CATEGORY	2021 Actuals	2022 Adopted Budget	2022 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
Personnel Services	\$1,808,487	\$1,888,760	\$1,896,101	\$1,944,993	\$145,496	\$2,090,489
Other Expenditures	\$131,851	\$84,032	\$263,590	\$84,032	\$198,970	\$283,002
<b>Total</b>	<b>\$1,940,338</b>	<b>\$1,972,792</b>	<b>\$2,159,691</b>	<b>\$2,029,025</b>	<b>\$344,466</b>	<b>\$2,373,491</b>
FTE Count	22	20	23	20	3	23

### 2023 Recommended Adjustments to Budget

- 1.0% increase for the additional cost-of-living adjustment approved in 2022
- 1.0% increase for the additional cost-of-living adjustment for 2023
- 3.0% increase in employer's share of health coverage costs
- 6.44% Market Wage Adjustment
- Lease payment for space at Westshore Training Center – \$98,500
- Space Maintenance – \$100,470



## Planning Commission

To inform and provide services in support of the short- and long-term comprehensive planning, quality of life, environment, and economic development of Cuyahoga County and its cities, villages and townships.



**Cuyahoga County  
Planning Commission**

### Strategic Priorities & Key Performance Measures

- Goal 1.1: Maximize our regional strengths and assets to help our local economy grow
- Goal 1.3: Deploy sustainability practices to support our competitive advantage
- Goal 10.3: Strengthen and expand relationships with new and existing community partners

INDICATOR	2020 Actuals	2021 Actuals	2022 Target	2023 Target	2024 Target
Number of shared services –Community Planning services completed	3	2	6	3	3
Number of shared services – Technical Assistance services completed	5	5	9	6	6
Number of Regional Partnership Plans completed	1	3	3	2	2
Regional & Equitable Strategies	0	0	6	3	3
Collaborative Partnerships	0	4	7	7	7

### Source of Funding and How it is Spent

SOURCES OF FUNDING	2021 Actuals	2022 Adopted Budget	2022 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
All Funds	\$2,400,151	\$2,852,098	\$2,905,257	\$2,864,629	\$132,208	\$2,996,837
HHS Levy Fund	\$0	\$0	\$0	\$0	\$0	\$0
General Fund	\$2,400,151	\$2,852,098	\$2,905,257	\$2,864,629	\$132,208	\$2,996,837
Special Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0

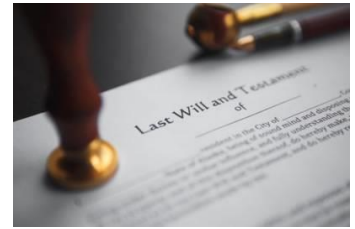
EXPENDITURE CATEGORY	2021 Actuals	2022 Adopted Budget	2022 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
Personnel Services	\$1,543,286	\$1,776,793	\$1,749,720	\$1,789,324	\$132,208	\$1,921,532
Other Expenditures	\$856,865	\$1,075,305	\$1,155,537	\$1,075,305	\$0	\$1,075,305
<b>Total</b>	<b>\$2,400,151</b>	<b>\$2,852,098</b>	<b>\$2,905,257</b>	<b>\$2,864,629</b>	<b>\$132,208</b>	<b>\$2,996,837</b>
FTE Count	18	17	0	17	0	17

### 2023 Recommended Adjustments to Budget

- 1.0% increase for the additional cost-of-living adjustment approved in 2022
- 1.0% increase for the additional cost-of-living adjustment for 2023
- 3.0% increase in employer's share of health coverage costs
- 6.44% Market Wage Adjustment

## Probate Court

The Probate Court is established in each county of Ohio to supervise the administration of the estate of a decedent who was a legal resident in the county at the time of his or her death. Each transaction involved in the administration of an estate is subject to the examination and approval of the Probate Court. Other matters within the Probate Court's jurisdiction are guardianship proceedings, adoptions, names changes, issuance of marriage licenses, the involuntary commitment of the mentally ill, and civil matters, including will contests, concealment of assets, determination of heirs and land appropriation cases.



### Strategic Priorities & Key Performance Measures

- Goal 7.1: Provide a safety net for children, families, adults, and older persons to meet their immediate, basic needs

INDICATOR	2020 Actuals	2021 Actuals	2022 Target	2023 Target	2024 Target
Estates opened	7,623	12,009	12,009	12,009	12,009
Guardianships-Incompetents opened	1,068	1,338	1,338	1,338	1,338
Guardianships-Minors opened	478	612	612	612	612
Civil Actions opened	362	385	385	385	385
Adoptions opened	222	340	340	340	340
Marriage Licenses issued	5,232	6,365	6,365	6,365	6,365

### Source of Funding and How it is Spent

SOURCES OF FUNDING	2021 Actuals	2022 Adopted Budget	2022 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
All Funds	\$7,455,726	\$8,540,722	\$8,062,699	\$8,709,344	\$129,304	\$8,838,648
HHS Levy Fund	\$0	\$0	\$0	\$0	\$0	\$0
General Fund	\$6,764,576	\$7,328,842	\$7,210,792	\$7,508,784	\$129,304	\$7,638,088
Special Revenue Fund	\$691,150	\$1,211,880	\$851,907	\$1,200,560	\$0	\$1,200,560

EXPENDITURE CATEGORY	2021 Actuals	2022 Adopted Budget	2022 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
Personnel Services	\$5,725,366	\$6,054,610	\$6,086,506	\$6,234,552	\$129,304	\$6,363,856
Other Expenditures	\$1,730,360	\$2,486,112	\$1,976,193	\$2,474,792	\$0	\$2,474,792
<b>Total</b>	<b>\$7,455,726</b>	<b>\$8,540,722</b>	<b>\$8,062,699</b>	<b>\$8,709,344</b>	<b>\$129,304</b>	<b>\$8,838,648</b>
FTE Count	76	76	76	76	0	76

### 2023 Recommended Adjustments to Budget

- 1.0% increase for the additional cost-of-living adjustment approved in 2022
- 1.0% increase for the additional cost-of-living adjustment for 2023
- 3.0% increase in employer's share of health coverage costs

## Prosecutor's Office

The Cuyahoga County Prosecutor commits its personnel and resources, in conjunction with the law enforcement community, to enhance the quality of life for the County's residents and visitors to protect the public's right to safety by prosecuting criminal offenders. In that pursuit, this Office will use all reasonable and lawful diligence to investigate and litigate crimes, guided solely by our public responsibility to pursue and insure justice for all. We further commit to protect the public's right to safety by working to reduce crime and prevent recidivism, and by taking a leadership role in reform efforts. We will defend the rights of crime victims and their families and dedicated to providing dignified, compassionate, and respectful assistance through the firm and fair disposition of criminal cases, as well as the provision of information and advocacy services.

### Strategic Priorities & Key Performance Measures

- Goal 8.1: Advocate to decrease pre-trial detention
- Goal 8.3: Provide re-entry and employment services to residents in County jails to reduce recidivism

INDICATOR	2020 Actuals	2021 Actuals	2022 Target	2023 Target	2024 Target
Tax Foreclosure Cases Filed – Non HHF	2,722	2,578	2,578	2,578	2,578
Tax Foreclosure Cases Filed – HHF	46	35	0	0	0
Adult Criminal Cases Opened	8,120	10,539	10,539	10,539	10,539
Juveniles Referred to Alternative Disposition	1,509	1,064	1,064	1,064	1,064
Criminal Investigations Opened	691	1,817	691	691	691

### Source of Funding and How it is Spent

SOURCES OF FUNDING	2021 Actuals	2022 Adopted Budget	2022 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
All Funds	\$43,324,308	\$46,514,784	\$45,496,053	\$46,668,319	\$838,707	\$47,507,026
HHS Levy Fund	\$0	\$0	\$0	\$0	\$0	\$0
General Fund	\$37,268,805	\$42,471,408	\$42,061,237	\$42,566,477	\$797,973	\$43,364,450
Special Revenue Fund	\$6,055,504	\$4,043,376	\$3,434,816	\$4,101,842	\$40,734	\$4,142,576

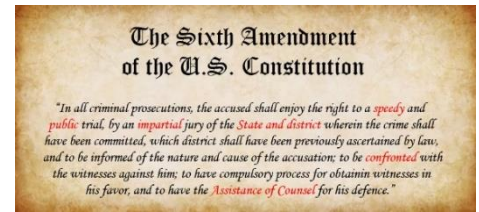
EXPENDITURE CATEGORY	2021 Actuals	2022 Adopted Budget	2022 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
Personnel Services	\$35,988,742	\$38,061,652	\$36,783,188	\$38,365,187	\$838,707	\$39,203,894
Other Expenditures	\$7,335,566	\$8,453,132	\$8,712,865	\$8,303,132	\$0	\$8,303,132
<b>Total</b>	<b>\$43,324,308</b>	<b>\$46,514,784</b>	<b>\$45,496,053</b>	<b>\$46,668,319</b>	<b>\$838,707</b>	<b>\$47,507,026</b>
FTE Count	368	384	383	383	0	383

### 2023 Recommended Adjustments to Budget

- 1.0% increase for the additional cost-of-living adjustment approved in 2022
- 1.0% increase for the additional cost-of-living adjustment for 2023
- 3.0% increase in employer's share of health coverage costs

## Public Defender

The Cuyahoga County Public Defender Office provides consistently excellent representation and vigorous advocacy to protect the rights of low-income people in criminal, juvenile delinquency, and parental rights matters. We treat each client with dignity and respect and tailor our representation to meet their unique needs. We ensure that our clients receive an ardent defense and equal justice throughout their involvement with the legal system.



### Strategic Priorities & Key Performance Measures

- Goal 8.1: Reduce pre-trial detention for our clients and advocate for bail reform more generally
- Goal 8.2: Improve the early representation of arrestees by expanding early access to attorneys in our Office
- Goal 8.4: Divert parents from formal abuse, neglect, and dependency filings through early intervention and representation
- Goal 8.5: Reduce the number of children prosecuted as adults and improve their outcomes

INDICATOR	2020 Actuals	2021 Actuals	2022 Target	2023 Target	2024 Target
Direct Appeals Disposed	165	141	132	150	160
Felony Cases Disposed	3,318	3,169	3,000	3,250	3,500
Felony Community Control Violation Hearings	959	1,205	1,600	1,400	1,300
Felony Expungements Granted	766	744	700	700	700
Felony Initial Appearances	3,424	3,240	3,800	3,000	3,000
Juvenile Abuse, Neglect, Dependency Cases Disposed	2,118	2,180	2,600	1,500	1,500
Juvenile Delinquency Cases Disposed	1,087	1,157	1,350	1,000	1,000
Juvenile Child Support Cases Disposed	0	0	0	700	700
Misdemeanor Cases Disposed	8,510	9,617	11,000	11,000	10,500

### Source of Funding and How it is Spent

SOURCES OF FUNDING	2021 Actuals	2022 Adopted Budget	2022 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
All Funds	\$15,856,163	\$17,672,715	\$17,463,326	\$18,093,948	\$336,975	\$18,430,923
HHS Levy Fund	\$0	\$0	\$0	\$0	\$0	\$0
General Fund	\$13,620,409	\$15,199,346	\$15,193,802	\$15,558,603	\$290,951	\$15,849,554
Special Revenue Fund	\$2,235,754	\$2,473,369	\$2,269,524	\$2,535,345	\$46,024	\$2,581,369

EXPENDITURE CATEGORY	2021 Actuals	2022 Adopted Budget	2022 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
Personnel Services	\$14,053,795	\$15,367,060	\$15,203,411	\$15,788,293	\$336,975	\$16,125,268
Other Expenditures	\$1,802,368	\$2,305,655	\$2,259,915	\$2,305,655	\$0	\$2,305,655
Total	\$15,856,163	\$17,672,715	\$17,463,326	\$18,093,948	\$336,975	\$18,430,923
FTE Count	134	136	141	141	0	141

### 2023 Recommended Adjustments to Budget

- 1.0% increase for the additional cost-of-living adjustment approved in 2022
- 1.0% increase for the additional cost-of-living adjustment for 2023
- 3.0% increase in employer's share of health coverage costs

## Public Safety and Justice Services

The mission of the Department of Public Safety and Justice Services is to provide a wide range of public safety and justice services to residents and first responders of the Cuyahoga County, while embracing current and new technologies in the public safety field.



### Strategic Priorities & Key Performance Measures

- Goal 10.1: Expand shared services to build capacity and support effectiveness of regional partners
- Goal 10.2: Support regional approaches to public safety and law enforcement

INDICATOR	2020 Actuals	2021 Actuals	2022 Target	2023 Target
Communities/Agencies Utilizing Ready Notify	56	58	58	58
Agencies Entering Resources in Database (Fire, Law Enforcement & Public Works/Service Department)	167	167	167	167
Witness Victim Staff Delivering Training and Presentations	0	8	13	13
Law Enforcement, Courts and Allied Professional Groups Trained	0	8	13	13
Emergency Evacuation Plans Developed for Communities by the Office of Emergency Management	17	16	8	8
Communities/Agencies Utilizing Ready Notify	56	58	58	58

### Source of Funding and How it is Spent

SOURCES OF FUNDING	2021 Actuals	2022 Adopted Budget	2022 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
All Funds	\$11,260,725	\$7,063,635	\$8,006,817	\$9,842,528	\$392,004	\$10,234,532
HHS Levy Fund	\$8,798,751	\$4,644,360	\$2,453,751	\$2,499,265	\$146,775	\$2,646,040
General Fund	\$2,257,344	\$2,419,276	\$2,205,652	\$2,466,662	\$140,912	\$2,607,575
Special Revenue Fund	\$204,629	\$0	\$3,347,414	\$4,876,601	\$104,317	\$4,980,918

EXPENDITURE CATEGORY	2021 Actuals	2022 Adopted Budget	2022 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
Personnel Services	\$3,854,333	\$4,228,078	\$5,303,433	\$5,986,378	\$392,004	\$6,378,382
Other Expenditures	\$7,406,392	\$2,835,557	\$2,703,384	\$3,856,148	\$0	\$3,856,148
<b>Total</b>	<b>\$11,260,725</b>	<b>\$7,063,635</b>	<b>\$8,006,817</b>	<b>\$9,842,526</b>	<b>\$392,004</b>	<b>\$10,234,532</b>
FTE Count	67	69	69	69	0	69

### 2023 Recommended Adjustments to Budget

- 1.0% increase for the additional cost-of-living adjustment approved in 2022
- 1.0% increase for the additional cost-of-living adjustment for 2023
- 3.0% increase in employer's share of health coverage costs
- 6.44% Market Wage Adjustment

## Public Works – County Airport

The Cuyahoga County Department of Public Works provides a safe, efficient, and economical infrastructure for residents, businesses, and visitors of Cuyahoga County, including the County Airport.

### Strategic Priorities & Key Performance Measures

- Goal 1.1: Maximize our strengths and assets to help our local economy grow

INDICATOR	2020 Actuals	2021 Actuals	2022 Target	2023 Target
Traffic County (Landing and Take-offs)	22,835	25,466	26,500	27,000

### Source of Funding and How it is Spent

SOURCES OF FUNDING	2021 Actuals	2022 Adopted Budget	2022 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
All Funds	\$1,159,349	\$1,152,580	\$1,474,859	\$1,495,966	\$16,339	\$1,512,305
HHS Levy Fund	\$0	\$0	\$0	\$0	\$0	\$0
General Fund	\$0	\$0	\$0	\$0	\$0	\$0
Special Revenue Fund	\$1,159,349	\$1,152,580	\$1,474,859	\$1,495,966	\$16,339	\$1,512,305

EXPENDITURE CATEGORY	2021 Actuals	2022 Adopted Budget	2022 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
Personnel Services	\$706,501	\$601,554	\$774,411	\$795,518	\$16,339	\$811,857
Other Expenditures	\$452,848	\$551,026	\$700,448	\$700,448	\$0	\$700,448
<b>Total</b>	<b>\$1,159,349</b>	<b>\$1,152,580</b>	<b>\$1,474,859</b>	<b>\$1,495,966</b>	<b>\$16,339</b>	<b>\$1,512,305</b>
FTE Count	8	7	8	8	0	8

### 2023 Recommended Adjustments to Budget

- 1.0% increase for the additional cost-of-living adjustment approved in 2022
- 1.0% increase for the additional cost-of-living adjustment for 2023
- 3.0% increase in employer's share of health coverage costs
- 6.44% Market Wage Adjustment.





## Public Works - Facilities

To provide all County facilities building maintenance support services and ensure a safe and well-maintained workplace for County Agencies and their customers at the most reasonable cost to the taxpayers of Cuyahoga County.

### Strategic Priorities & Key Performance Measures

- Goal 14.5: Provide services in spaces that are welcoming, comfortable and well-designed for both customers and staff

INDICATOR	2020 Actuals	2021 Actuals	2022 Target	2023 Target
Overtime Performance in Dollars	\$2,029,594	\$1,965,335	\$1,768,339	\$1,608,671

### Source of Funding and How it is Spent

SOURCES OF FUNDING	2021 Actuals	2022 Adopted Budget	2022 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
All Funds	\$49,789,582	\$58,744,742	\$52,314,057	\$56,901,852	\$932,430	\$57,834,282
HHS Levy Fund	\$0	\$0	\$0	\$0	\$0	\$0
General Fund	\$2,333,377	\$8,122,669	\$2,609,858	\$2,257,717	\$54,713	\$2,312,430
Special Revenue Fund	\$49,789,582	\$50,622,073	\$49,704,199	\$54,644,135	\$877,717	\$55,521,852

EXPENDITURE CATEGORY	2021 Actuals	2022 Adopted Budget	2022 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
Personnel Services	\$22,997,003	\$26,433,241	\$24,764,209	\$25,563,492	\$932,430	\$26,495,922
Other Expenditures	\$26,792,579	\$32,311,501	\$27,549,848	\$31,338,360	\$0	\$31,338,360
<b>Total</b>	<b>\$49,789,582</b>	<b>\$58,744,742</b>	<b>\$52,314,057</b>	<b>\$56,901,852</b>	<b>\$932,430</b>	<b>\$57,834,282</b>
FTE Count	348	330	330	330	0	330

### 2023 Recommended Adjustments to Budget

- 1.0% increase for the additional cost-of-living adjustment approved in 2022
- 1.0% increase for the additional cost-of-living adjustment for 2023
- 3.0% increase in employer's share of health coverage costs
- 6.44% Market Wage Adjustment



Link to Website: [Facilities](#)

## Public Works – Road & Bridge

The Cuyahoga County Department of Public Works is dedicated to providing a safe, efficient, and economical infrastructure system for residents, employees, businesses, and visitors to Cuyahoga County.

### Strategic Priorities & Key Performance Measures

- Goal 3.2: Target infrastructure improvements and other investments to spur community development

INDICATOR	2020 Actuals	2021 Actuals	2022 Target	2023 Target
Federally Funded Road Projects Started	2	3	3	8
Federally Funded Bridge Projects Started	1	2	1	4
County Administered/Funded Projects Started	7	12	12	12
Municipally Administered/County Supported Projects	33	42	45	45

### Source of Funding and How it is Spent

SOURCES OF FUNDING	2021 Actuals	2022 Adopted Budget	2022 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
All Funds	\$33,813,592	\$43,211,789	\$41,503,009	\$43,510,192	\$523,543	\$44,033,735
HHS Levy Fund	\$0	\$0	\$0	\$0	\$0	\$0
General Fund	\$0	\$0	\$0	\$0	\$0	\$0
Special Revenue Fund	\$33,813,592	\$43,211,789	\$41,503,009	\$43,510,192	\$523,543	\$44,033,735

EXPENDITURE CATEGORY	2021 Actuals	2022 Adopted Budget	2022 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
Personnel Services	\$8,599,157	\$10,490,409	\$3,666,999	\$10,788,812	\$523,543	\$11,312,355
Other Expenditures	\$25,214,435	\$32,721,380	\$23,261,961	\$32,721,380	\$0	\$32,721,380
<b>Total</b>	<b>\$33,813,592</b>	<b>\$43,211,789</b>	<b>\$26,928,960</b>	<b>\$43,510,192</b>	<b>\$523,543</b>	<b>\$44,033,735</b>
FTE Count	120	116	116	116	0	116

### 2023 Recommended Adjustments to Budget

- 1.0% increase for the additional cost-of-living adjustment approved in 2022
- 1.0% increase for the additional cost-of-living adjustment for 2023
- 3.0% increase in employer's share of health coverage costs
- 6.44% Market Wage Adjustment



Link to Website: [Road & Bridge](#)



## Public Works – Sanitary Engineer

The mission of the Cuyahoga County Sanitary Engineering Division is to protect, preserve and promote the public health and welfare of Cuyahoga County residents by managing, maintaining and operating sanitary sewerage facilities and storm water drainage within a sewer district pursuant to the Ohio Revised Code and Federal laws and regulations. The Sanitary Engineering Division's purpose is to achieve environmental quality in streams, in rivers and in Lake Erie.

### Strategic Priorities & Key Performance Measures

- Goal 3.2: Target infrastructure improvements and other investments to spur community development
- Goal 10.1: Expand shared services to build capacity and support effectiveness of regional partners

INDICATOR	2020 Actuals	2021 Actuals	2022 Target	2023 Target
Number of Shared Services – Sewer – Communities Served	40	40	41	42
Jetting sewer lines (feet)	1,770,427	1,671,392	1,700,000	1,800,000
Television inspection of sewer (feet)	1,605,745	1,311,507	1,400,000	1,500,000

### Source of Funding and How it is Spent

SOURCES OF FUNDING	2021 Actuals	2022 Adopted Budget	2022 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
All Funds	\$26,890,696	\$33,397,104	\$27,959,547	\$33,717,545	\$381,903	\$34,099,448
HHS Levy Fund	\$0	\$0	\$0	\$0	\$0	\$0
General Fund	\$0	\$0	\$0	\$0	\$0	\$0
Special Revenue Fund	\$26,890,696	\$33,397,104	\$27,959,547	\$33,717,545	\$381,903	\$34,099,448

EXPENDITURE CATEGORY	2021 Actuals	2022 Adopted Budget	2022 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
Personnel Services	\$12,193,840	\$10,909,779	\$12,114,094	\$11,230,220	\$381,903	\$11,612,123
Other Expenditures	\$14,696,856	\$22,487,325	\$18,963,093	\$22,487,325	\$0	\$22,487,325
<b>Total</b>	<b>\$26,890,696</b>	<b>\$33,397,104</b>	<b>\$31,077,187</b>	<b>\$33,717,545</b>	<b>\$381,903</b>	<b>\$34,099,448</b>
FTE Count	120	110	110	110	0	110

### 2023 Recommended Adjustments to Budget

- 1.0% increase for the additional cost-of-living adjustment approved in 2022
- 1.0% increase for the additional cost-of-living adjustment for 2023
- 3.0% increase in employer's share of health coverage costs
- 6.44% Market Wage Adjustment



## Sheriff

Our mission as caretaker of the public's safety is dedicated to maintaining the trust and respect of those we serve by resolutely and aggressively enforcing the law and by committing ourselves to the efficient and effective delivery of safety services. As agents of the community, we strive to provide appropriate custodial care along with programs that support the physical, spiritual, and constitutional needs of individuals committed to our custody. Further, every effort will be made to assist the inmates in our custody to understand and take responsibility for their involvement in the justice system.



### Strategic Priorities & Key Performance Measures

- Goal 8.1: Advocate to decrease pre-trial detention
- Goal 8.2: Provide pre-arrest diversion and other alternatives to decrease the number of mentally ill residents in jail

INDICATOR	2020 Actuals	2021 Actuals	2022 Target	2023 Target	2024 Target
Number of inmates in jail (average daily population)	1,461	2,000	2,200	2,000	2,000
Offender Registrations*	6,595	6,727	6,727	8,850	8,850
Capiases and warrants cleared	8,791	11,000	14,714	22,070	22,070
Carrying Concealed Weapon (CCW) permit applications	2,709	2,765	2,300	2,450	2,450

### Source of Funding and How it is Spent

SOURCES OF FUNDING	2021 Actuals	2022 Adopted Budget	2022 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
All Funds	\$133,593,944	\$134,998,256	\$164,097,103	\$137,796,018	\$12,060,375	\$149,856,393
HHS Levy Fund	\$4,798	\$0		\$0	\$0	\$0
General Fund	\$121,372,181	\$123,677,177	\$150,190,053	\$126,182,663	\$11,521,526	\$137,704,189
Special Revenue Fund	\$12,216,965	\$11,321,080	\$13,907,050	\$11,613,355	\$538,849	\$12,152,204

EXPENDITURE CATEGORY	2021 Actuals	2022 Adopted Budget	2022 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
Personnel Services	\$93,590,268	\$96,458,763	\$110,605,195	\$99,236,113	\$3,893,137	\$103,129,250
Other Expenditures	\$40,003,676	\$38,539,493	\$53,491,908	\$38,559,905	\$8,167,238	\$46,727,143
<b>Total</b>	<b>\$133,593,944</b>	<b>\$134,998,256</b>	<b>\$164,097,103</b>	<b>\$137,796,018</b>	<b>\$12,060,375</b>	<b>\$149,856,394</b>
FTE Count	1,083	1,311	1,311	1,311	13	1,324

### 2023 Recommended Adjustments to Budget

- 1.0% increase for the additional cost-of-living adjustment approved in 2022
- 1.0% increase for the additional cost-of-living adjustment for 2023
- 3.0% increase in employer's share of health coverage costs
- 6.44% Market Wage Adjustment
- Transfer staff from Human Resources department – \$1,092,518
- New HR staff – \$466,359
- Jail medical contract – \$6,400,000
- Surveillance and access controls – \$65,000
- Ammunition – \$209,728
- Radio contract – \$808,510
- Vehicles – \$684,000

Link to Website: [Sheriff](#)

## Soil and Water Conservation District

The Soil and Water Conservation District Implement programs and practices that protect and restore healthy soil and water resources. There shall be no discrimination exercised against any person because of race, color, religion, national origin, sex, gender, ancestry, age, disability, sexual orientation, sexual identity, genetic information, political affiliation, or military or veteran status when fulfilling the purpose of this engagement.



### Strategic Priorities & Key Performance Measures

- Goal 1.3: Deploy sustainable practices to support our competitive advantage

INDICATOR	2020 Actuals	2021 Actuals	2022 Target	2023 Target
Urban Tree Canopy – Trees Planted	4,000	5,000	5,000	5,000
Stormwater Pollution Plans Approved	96	100	100	100
School Programs	25	25	25	25

### Source of Funding and How it is Spent

SOURCES OF FUNDING	2021 Actuals	2022 Adopted Budget	2023 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
All Funds	\$1,402,331	\$1,368,978	\$1,547,904	\$1,402,847	\$23,632	\$1,426,479
HHS Levy Fund	\$0	\$0	\$0	\$0	\$0	\$0
General Fund	\$125,000	\$125,000	\$125,000	\$125,000	\$0	\$125,000
Special Revenue Fund	\$858,279	\$954,196	\$1,422,904	\$1,277,847	\$23,632	\$1,301,479

EXPENDITURE CATEGORY	2021 Actuals	2022 Adopted Budget	2023 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
Personnel Services	\$1,187,729	\$1,189,235	\$1,252,134	\$1,223,104	\$23,632	\$1,246,736
Other Expenditures	\$214,602	\$179,743	\$295,770	\$179,743	\$0	\$179,743
<b>Total</b>	<b>\$1,402,331</b>	<b>\$1,368,978</b>	<b>\$1,547,904</b>	<b>\$1,402,847</b>	<b>\$23,632</b>	<b>\$1,426,479</b>
FTE Count	13	14	14	14	0	14

### 2023 Recommended Adjustments to Budget

- 1.0% increase for the additional cost-of-living adjustment approved in 2022
- 1.0% increase for the additional cost-of-living adjustment for 2023
- 3.0% increase in employer's share of health coverage costs

## Soldiers' and Sailors' Monument

To operate, maintain and preserve the Cuyahoga County Soldiers' and Sailors' Monument pursuant to Ohio Rev. Code Sections 345.13 and 345.14, so as to educate the public as to the nature of war and to honor and perpetuate the memory of those Cuyahoga County men and women, whose military, political, and patriotic service during the Civil War (1861 – 1865) preserved the Union and ended slavery.

### Strategic Priorities & Key Performance Measures

- Goal 1.1: Maximize our regional strengths and assets to help our local economy grow

INDICATOR	2020 Actuals	2021 Actuals	2022 Target	2023 Target
Number of Visitors	1,985*	16,006*	30,000	40,000
Number of Special Events	7*	8*	80	100
Veteran Group Events	2*	2*	5	7

\*Monument was closed due to the COVID Pandemic

### Source of Funding and How it is Spent

SOURCES OF FUNDING	2021 Actuals	2022 Adopted Budget	2022 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
All Funds	\$223,470	\$299,549	\$250,734	\$380,770	\$13,230	\$394,000
HHS Levy Fund	\$0	\$0	\$0	\$0	\$0	\$0
General Fund	\$223,470	\$299,549	\$250,734	\$305,770	\$13,230	\$319,000
Special Revenue Fund	\$0	\$75,000	\$0	\$75,000	\$0	\$75,000

EXPENDITURE CATEGORY	2021 Actuals	2022 Adopted Budget	2022 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
Personnel Services	\$188,595	\$235,792	\$170,297	\$242,013	\$13,230	\$255,243
Other Expenditures	\$55,195	\$63,757	\$80,437	\$138,757	\$0	\$138,757
<b>Total</b>	<b>\$223,470</b>	<b>\$299,549</b>	<b>\$250,734</b>	<b>\$380,770</b>	<b>\$13,230</b>	<b>\$394,000</b>
FTE Count	6	5	4	5	0	5

### 2023 Recommended Adjustments to Budget

- 1.0% increase for the additional cost-of-living adjustment for 2022
- 1.0% increase for the additional cost-of-living adjustment for 2023
- 3.0% increase in employer's share of health coverage costs
- 6.44% Market Wage Adjustment



Link to Website: [Soldiers' and Sailors' Monument](#)

## Solid Waste Management District

The Cuyahoga Solid Waste District mission is to educate, empower, and enable people and municipalities across Cuyahoga County to reduce, reuse, and recycle, to reduce the environmental impact of waste.

### Strategic Priorities & Key Performance Measures

- Goal 1.3: Deploy sustainable practices to support our competitive advantage

INDICATOR	2020 Actuals	2021 Target	2022 Target	2023 Target
Landfilled Waste	493k tons	485k tons	475k tons	465k tons
Residential/Commercial Recycling Rate	28%	30%	31%	32%

### Source of Funding and How it is Spent

SOURCES OF FUNDING	2021 Actuals	2022 Adopted Budget	2022 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
All Funds	\$1,984,208	\$2,188,226	\$2,234,147	\$2,195,060	\$14,595	\$2,209,655
HHS Levy Fund	\$0	\$0	\$0	\$0	\$0	\$0
General Fund	\$0	\$0	\$0	\$0	\$0	\$0
Special Revenue Fund	\$1,984,208	\$2,188,226	\$2,234,147	\$2,195,060	\$14,595	\$2,209,655

EXPENDITURE CATEGORY	2021 Actuals	2022 Adopted Budget	2022 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
Personnel Services	\$707,338	\$665,455	\$682,306	\$685,289	\$14,595	\$699,884
Other Expenditures	\$1,276,870	\$1,522,771	\$1,551,841	\$1,509,771	\$0	\$1,509,771
Total	\$1,984,208	\$2,188,226	\$2,234,147	\$2,195,060	\$14,595	\$2,209,655
FTE Count	7	7	7	7	0	7

### 2023 Recommended Adjustments to Budget

- 1.0% increase for the additional cost-of-living adjustment approved in 2022
- 1.0% increase for the additional cost-of-living adjustment for 2023
- 3.0% increase in employer's share of health coverage costs
- 3.0% increase in employer's share of health coverage costs



Link to Website: [Solid Waste District](#)



## Veterans Service Commission

The mission of the Veterans Service Commission is to continue to provide direct and indirect financial assistance and other benefits to veterans and their dependents who have met with an unexpected hardship resulting from illness, injury, or loss of employment, and meet eligibility requirements. The Commission has established outreach programs with other county, state, and federal agencies to assist veterans and their dependents with employment and training for employment, so they have all the tools needed to re-enter the workforce and not be dependent on this Commission for assistance. This Commission also assists in initiating claims for benefits, obtaining documents to substantiate proof for these benefits, provides free graves and funerals for honorably discharged indigent veterans, and procures grave markers for veterans.



### Strategic Priorities & Key Performance Measures

- Goal 7.1: Provide a safety net for children, families, adults, and older persons to meet their immediate, basic needs
- Goal 7.2: End chronic homelessness for veterans, families, and youth
- Goal 7.5: Empower and support older persons to preserve their independence and help them age successfully

INDICATOR	2020 Actuals	2021 Actuals	2022 Target	2023 Target	2024 Target
Financial Assistance Granted	882	910	2,000	2,700	2,835
Transportation Granted	1,008	837	8,000	8,125	8250
Indigent Burials	51	31	100	105	110

\* Note: COVID-19 had significant impacts on services in 2020 and 2021

### Source of Funding and How it is Spent

SOURCES OF FUNDING	2021 Actuals	2022 Adopted Budget	2022 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
All Funds	\$3,625,298	\$7,688,423	\$7,688,423	\$7,759,341	\$760,572	\$8,519,913
HHS Levy Fund	\$0	\$0	\$0	\$0	\$0	\$0
General Fund	\$3,625,298	\$7,688,423	\$7,688,423	\$7,759,341	\$760,572	\$8,519,913
Special Revenue Fund	\$0	\$0	\$0	\$0	\$0	\$0

EXPENDITURE CATEGORY	2021 Actuals	2022 Adopted Budget	2022 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
Personnel Services	\$2,381,192	\$2,768,070	\$2,333,254	\$2,838,988	\$68,013	\$2,656,626
Other Expenditures	\$1,244,106	\$4,920,353	\$4,000,383	\$4,920,353	\$692,559	\$5,612,912
<b>Total</b>	<b>\$3,625,298</b>	<b>\$7,688,423</b>	<b>\$6,333,637</b>	<b>\$7,759,341</b>	<b>\$760,572</b>	<b>\$8,519,913</b>
FTE Count	30	29	29	29	0	29

### 2023 Recommended Adjustments to Budget

- 1.0% increase for the additional cost-of-living adjustment approved in 2022
- 1.0% increase for the additional cost-of-living adjustment for 2023
- 3.0% increase in employer's share of health coverage costs
- Increase for Board approved budget – \$692,599

## Workforce Development (Ohio Means Jobs - Cleveland/Cuyahoga)

The Cuyahoga County Workforce Development Board is to develop and implement innovative partnerships and services that meet businesses' needs for qualified talent and provide residents access to careers and economic mobility.

### Strategic Priorities & Key Performance Measures

- Goal 2.4: Match the skills of our workforce with the current and expected job needs of our businesses
- Goal 8.2: Co-create a coordinated, effective workforce system

INDICATOR	2021 Actual	2022 Target	2023 Target	2024 Target
# New Clients Served	4,325	4,900	4,500	4,500
# Clients receiving job training	997	1,200	1,200	1,200
Adult - # Clients gainfully employed as a result of our services	1,520	2,300	2,000	2,000
Average Wage (Adult / Young Adult)	\$21.29/\$14.61	\$17.40 / \$13.55	\$20.00/\$13.75	\$20.00/\$13.75

### Source of Funding and How it is Spent

SOURCES OF FUNDING	2021 Actuals	2022 Adopted Budget	2022 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
All Funds	\$12,192,177	\$12,278,226	\$14,920,773	\$11,761,864	\$4,464,576	\$16,226,440
HHS Levy Fund	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$0	\$1,000,000
General Fund	\$0	\$0	\$0	\$0	\$0	\$0
Special Revenue Fund	\$15,383,303	\$12,278,226	\$15,094,326	\$12,761,864	\$4,464,576	\$17,226,440

\*HHS Levy Funds are not included in the All Funds operating account budget.

\*\*2021 variance between revenue and expenditures is due to spending down prior years cash balances.

EXPENDITURE CATEGORY	2021 Actuals	2022 Adopted Budget	2022 Midyear Projections	2023 Adopted Budget	2023 Recommended Adjustments	2023 Recommended Budget Update
Personnel Services	\$993,046	\$995,843	\$822,777	\$1,026,042	\$18,015	\$1,044,057
Other Expenditures	\$13,002,208	\$11,282,383	\$14,097,996	\$10,735,822	\$4,446,561	\$15,182,383
<b>Total</b>	<b>\$13,995,254</b>	<b>\$12,278,226</b>	<b>\$14,920,773</b>	<b>\$12,761,864</b>	<b>\$4,464,576</b>	<b>\$17,226,440</b>
FTE Count	10	11	11	11	0	11

### 2023 Recommended Adjustments to Budget

- 1.0% increase for the additional cost-of-living adjustment approved in 2022
- 1.0% increase for the additional cost-of-living adjustment for 2023
- 3.0% increase in employer's share of health coverage costs
- Budget correction – \$4,446,561

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## **2022-2023 Biennial Budget Resolution**

Budget Detail-Accounting Unit by Council Reporting Group



**Cuyahoga County**  
**Budget Detail - Accounting Unit by Council Reporting Group**  
**2022-2023 Biennial Budget Resolution**

	2023 Adopted Budget	2023 Recommended Adjustment	2023 Recommended Budget
<b>ADAMHS</b>			
<b>AB200100 - ADAMHS</b>			
Personal Services	0	0	0
Other Expenditures	0	0	0
<b>AB200100 - ADAMHS Total</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>ADAMHS Total</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Board of Elections</b>			
<b>BE100100 - Administration</b>			
Personal Services	7,817,687	551,364	8,369,051
Other Expenditures	1,965,040	0	1,965,040
<b>BE100100 - Administration Total</b>	<b>9,782,727</b>	<b>551,364</b>	<b>10,334,091</b>
<b>BE100105 - Primary Electi</b>			
Personal Services	417,347	731	418,078
Other Expenditures	748,780	0	748,780
<b>BE100105 - Primary Electi Total</b>	<b>1,166,127</b>	<b>731</b>	<b>1,166,858</b>
<b>BE100115 - General Electi</b>			
Personal Services	1,174,324	0	1,174,324
Other Expenditures	2,294,686	0	2,294,686
<b>BE100115 - General Electi Total</b>	<b>3,469,010</b>	<b>0</b>	<b>3,469,010</b>
<b>BE100120 - Special Electi</b>			
Personal Services	0	91,056	91,056
Other Expenditures	0	0	0
<b>BE100120 - Special Electi Total</b>	<b>0</b>	<b>91,056</b>	<b>91,056</b>
<b>BE100125 - Electronic Vot</b>			
Other Expenditures	799,290	0	799,290
<b>BE100125 - Electronic Vot Total</b>	<b>799,290</b>	<b>0</b>	<b>799,290</b>
<b>Board of Elections Total</b>	<b>15,217,154</b>	<b>643,151</b>	<b>15,860,305</b>
<b>Board of Revision</b>			
<b>BR305100 - Board Of Revis</b>			
Personal Services	2,563,101	123,791	2,686,892
Other Expenditures	110,628	0	110,628
<b>BR305100 - Board Of Revis Total</b>	<b>2,673,729</b>	<b>123,791</b>	<b>2,797,520</b>
<b>Board of Revision Total</b>	<b>2,673,729</b>	<b>123,791</b>	<b>2,797,520</b>
<b>Clerk of Courts</b>			
<b>CC100100 - Clerk Of Court</b>			
Personal Services	5,762,140	129,234	5,891,374
Other Expenditures	2,638,087	0	2,638,087
<b>CC100100 - Clerk Of Court Total</b>	<b>8,400,227</b>	<b>129,234</b>	<b>8,529,461</b>
<b>CC240100 - Clerk Of Crts</b>			

Other Expenditures	0	0	0
<b>CC240100 - Clerk Of Crts Total</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Clerk of Courts Total</b>	<b>8,400,227</b>	<b>129,234</b>	<b>8,529,461</b>
<b>Common Pleas</b>			
<b>CP100100 - Administration</b>			
Personal Services	9,756,870	213,782	9,970,652
Other Expenditures	20,792,351	0	20,792,351
<b>CP100100 - Administration Total</b>	<b>30,549,221</b>	<b>213,782</b>	<b>30,763,003</b>
<b>CP100135 - Arbitration</b>			
Personal Services	1,745,857	37,054	1,782,911
Other Expenditures	58,374	0	58,374
<b>CP100135 - Arbitration Total</b>	<b>1,804,231</b>	<b>37,054</b>	<b>1,841,285</b>
<b>CP100150 - Central Schedu</b>			
Personal Services	8,091,110	174,762	8,265,872
Other Expenditures	808,710	0	808,710
<b>CP100150 - Central Schedu Total</b>	<b>8,899,820</b>	<b>174,762</b>	<b>9,074,582</b>
<b>CP100170 - Probation</b>			
Personal Services	18,822,614	439,484	19,262,098
Other Expenditures	2,046,676	0	2,046,676
<b>CP100170 - Probation Total</b>	<b>20,869,290</b>	<b>439,484</b>	<b>21,308,774</b>
<b>CP240100 - Jud/General</b>			
Personal Services	477,932	10,137	488,069
<b>CP240100 - Jud/General Total</b>	<b>477,932</b>	<b>10,137</b>	<b>488,069</b>
<b>CP240105 - Computerizatio</b>			
Other Expenditures	430,000	0	430,000
<b>CP240105 - Computerizatio Total</b>	<b>430,000</b>	<b>0</b>	<b>430,000</b>
<b>CP280100 - Special Projec</b>			
Other Expenditures	353,612	0	353,612
<b>CP280100 - Special Projec Total</b>	<b>353,612</b>	<b>0</b>	<b>353,612</b>
<b>CP285105 - Urinalysis Tes</b>			
Other Expenditures	120,140	0	120,140
<b>CP285105 - Urinalysis Tes Total</b>	<b>120,140</b>	<b>0</b>	<b>120,140</b>
<b>CP285115 - Community Base</b>			
Other Expenditures	0	0	0
<b>CP285115 - Community Base Total</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>CP285130 - Probation Supe</b>			
Other Expenditures	463,672	0	463,672
<b>CP285130 - Probation Supe Total</b>	<b>463,672</b>	<b>0</b>	<b>463,672</b>
<b>CP320100 - TASC Medicaid</b>			
Personal Services	0	0	0
Other Expenditures	10,000	0	10,000
<b>CP320100 - TASC Medicaid Total</b>	<b>10,000</b>	<b>0</b>	<b>10,000</b>
<b>CP320105 - TASC HHS - Alt</b>			
Personal Services	1,033,131	43,546	1,076,677
Other Expenditures	183,752	0	183,752
<b>CP320105 - TASC HHS - Alt Total</b>	<b>1,216,883</b>	<b>43,546</b>	<b>1,260,429</b>

<b>Common Pleas Total</b>	<b>65,194,801</b>	<b>918,765</b>	<b>66,113,566</b>
<b>Communications</b>			
<b>EX100105 - Communications</b>			
Personal Services	589,928	39,404	629,332
Other Expenditures	35,857	0	35,857
<b>EX100105 - Communications Total</b>	<b>625,785</b>	<b>39,404</b>	<b>665,189</b>
<b>Communications Total</b>	<b>625,785</b>	<b>39,404</b>	<b>665,189</b>
<b>Community Based Correctional Facility</b>			
<b>CB285100 - Community Base</b>			
Other Expenditures	5,552,456	0	5,552,456
<b>CB285100 - Community Base Total</b>	<b>5,552,456</b>	<b>0</b>	<b>5,552,456</b>
<b>Community Based Correctional Facility Total</b>	<b>5,552,456</b>	<b>0</b>	<b>5,552,456</b>
<b>County Council</b>			
<b>CL100100 - County Council</b>			
Personal Services	2,220,135	181,559	2,401,694
Other Expenditures	164,060	0	164,060
<b>CL100100 - County Council Total</b>	<b>2,384,195</b>	<b>181,559</b>	<b>2,565,754</b>
<b>County Council Total</b>	<b>2,384,195</b>	<b>181,559</b>	<b>2,565,754</b>
<b>County Executive</b>			
<b>EX100100 - County Executi</b>			
Personal Services	785,491	16,371	801,862
Other Expenditures	145,893	0	145,893
<b>EX100100 - County Executi Total</b>	<b>931,384</b>	<b>16,371</b>	<b>947,755</b>
<b>County Executive Total</b>	<b>931,384</b>	<b>16,371</b>	<b>947,755</b>
<b>County Executive Transition</b>			
<b>EX100110 - County Executi</b>			
Other Expenditures	0	0	0
<b>EX100110 - County Executi Total</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>County Executive Transition Total</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>County Headquarters</b>			
<b>PW100110 - County Headqua</b>			
Other Expenditures	5,642,551	0	5,642,551
<b>PW100110 - County Headqua Total</b>	<b>5,642,551</b>	<b>0</b>	<b>5,642,551</b>
<b>County Headquarters Total</b>	<b>5,642,551</b>	<b>0</b>	<b>5,642,551</b>
<b>County Hotel</b>			
<b>PW100115 - County Hotel Operat</b>			
Other Expenditures	383,000	0	383,000
<b>PW100115 - County Hotel Operat Total</b>	<b>383,000</b>	<b>0</b>	<b>383,000</b>
<b>PW110100 - County Hotel Operat</b>			
Other Expenditures	0	0	0
<b>PW110100 - County Hotel Operat Total</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>County Hotel Total</b>	<b>383,000</b>	<b>0</b>	<b>383,000</b>
<b>Court of Appeals</b>			
<b>CA100100 - Court Of Appea</b>			
Personal Services	0	0	0
Other Expenditures	952,462	114,000	1,066,462

<b>CA100100 - Court Of Appea Total</b>	<b>952,462</b>	<b>114,000</b>	<b>1,066,462</b>
<b>CA240100 - Court Of Appea</b>			
Other Expenditures	15,000	0	15,000
<b>CA240100 - Court Of Appea Total</b>	<b>15,000</b>	<b>0</b>	<b>15,000</b>
<b>Court of Appeals Total</b>	<b>967,462</b>	<b>114,000</b>	<b>1,081,462</b>
<b>Development</b>			
<b>DV100100 - Economic Devel</b>			
Personal Services	946,137	73,930	1,020,067
Other Expenditures	1,518,808	0	1,518,808
<b>DV100100 - Economic Devel Total</b>	<b>2,464,945</b>	<b>73,930</b>	<b>2,538,875</b>
<b>DV105100 - Community Deve</b>			
Other Expenditures	4,116,026	0	4,116,026
<b>DV105100 - Community Deve Total</b>	<b>4,116,026</b>	<b>0</b>	<b>4,116,026</b>
<b>DV220100 - Development Re</b>			
Other Expenditures	0	0	0
<b>DV220100 - Development Re Total</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>DV220105 - Brownfield Rev</b>			
Other Expenditures	0	0	0
<b>DV220105 - Brownfield Rev Total</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>DV220110 - Economic Devel</b>			
Personal Services	115,934	104,174	220,108
Other Expenditures	8,771,697	0	8,771,697
<b>DV220110 - Economic Devel Total</b>	<b>8,887,631</b>	<b>104,174</b>	<b>8,991,805</b>
<b>DV220115 - Property Demol</b>			
Other Expenditures	0	0	0
<b>DV220115 - Property Demol Total</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Development Total</b>	<b>15,468,602</b>	<b>178,104</b>	<b>15,646,706</b>
<b>Developmental Disabilities</b>			
<b>DD210100 - Bd Of Developm</b>			
Personal Services	51,535,255	0	51,535,255
Other Expenditures	100,185,644	0	100,185,644
<b>DD210100 - Bd Of Developm Total</b>	<b>151,720,899</b>	<b>0</b>	<b>151,720,899</b>
<b>Developmental Disabilities Total</b>	<b>151,720,899</b>	<b>0</b>	<b>151,720,899</b>
<b>Domestic Relations</b>			
<b>DR100100 - Domestic Relat</b>			
Personal Services	3,786,946	75,281	3,862,227
Other Expenditures	1,336,658	0	1,336,658
<b>DR100100 - Domestic Relat Total</b>	<b>5,123,604</b>	<b>75,281</b>	<b>5,198,885</b>
<b>DR100105 - Bureau Of Supp</b>			
Personal Services	4,612,060	93,519	4,705,579
Other Expenditures	1,125,987	0	1,125,987
<b>DR100105 - Bureau Of Supp Total</b>	<b>5,738,047</b>	<b>93,519</b>	<b>5,831,566</b>
<b>DR285100 - Domestic Relat</b>			
Other Expenditures	15,000	0	15,000
<b>DR285100 - Domestic Relat Total</b>	<b>15,000</b>	<b>0</b>	<b>15,000</b>
<b>Domestic Relations Total</b>	<b>10,876,651</b>	<b>168,800</b>	<b>11,045,451</b>

**Fiscal****FS100100 - Administration**

Personal Services	1,089,451	25,287	1,114,738
Other Expenditures	258,997	400,000	658,997

**FS100100 - Administration Total 1,348,448 425,287 1,773,735**

**FS100105 - Office Of Budg**

Personal Services	1,077,350	69,432	1,146,782
Other Expenditures	1,220,212	-1,086,252	133,960

**FS100105 - Office Of Budg Total 2,297,562 -1,016,820 1,280,742**

**FS100110 - Financial Repo**

Personal Services	1,629,316	80,725	1,710,041
Other Expenditures	761,382	0	761,382

**FS100110 - Financial Repo Total 2,390,698 80,725 2,471,423**

**FS100120 - Hotel/Motel**

Personal Services	0	11,720	11,720
Other Expenditures	0	0	0

**FS100120 - Hotel/Motel Total 0 11,720 11,720**

**FS100125 - Office of Proc**

Personal Services	1,488,282	135,967	1,624,249
Other Expenditures	318,676	0	318,676

**FS100125 - Office of Proc Total 1,806,958 135,967 1,942,925**

**FS100127 - Purchasing P-Card**

Other Expenditures	0	75,000	75,000
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**FS100127 - Purchasing P-Card Total 0 75,000 75,000**

**FS100130 - Treasury Manag**

Personal Services	1,484,949	35,378	1,520,327
Other Expenditures	925,371	0	925,371

**FS100130 - Treasury Manag Total 2,410,320 35,378 2,445,698**

**FS100140 - Recording/Conv**

Personal Services	881,397	24,865	906,262
Other Expenditures	69,301	0	69,301

**FS100140 - Recording/Conv Total 950,698 24,865 975,563**

**FS100150 - Title Admin Re**

Personal Services	3,410,017	69,206	3,479,223
Other Expenditures	1,343,856	0	1,343,856

**FS100150 - Title Admin Re Total 4,753,873 69,206 4,823,079**

**FS100155 - Microfilm**

Personal Services	675,300	21,736	697,036
Other Expenditures	330,955	0	330,955

**FS100155 - Microfilm Total 1,006,255 21,736 1,027,991**

**FS100160 - General Servic**

Personal Services	717,165	35,132	752,297
Other Expenditures	12,780	10,000	22,780

**FS100160 - General Servic Total 729,945 45,132 775,077**

**FS100175 - Other Statutor**

Other Expenditures	1,256	62,784	64,040
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<b>FS100175 - Other Statutor Total</b>	<b>1,256</b>	<b>62,784</b>	<b>64,040</b>
<b>FS100190 - General (Consu</b>			
Personal Services	798,475	134,405	932,880
Other Expenditures	39,332	5,000	44,332
<b>FS100190 - General (Consu Total</b>	<b>837,807</b>	<b>139,405</b>	<b>977,212</b>
<b>FS100200 - Debarment Revi</b>			
Personal Services	0	0	0
Other Expenditures	0	0	0
<b>FS100200 - Debarment Revi Total</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>FS100205 - Equity &amp; Inclu</b>			
Personal Services	909,334	46,204	955,538
Other Expenditures	580,100	0	580,100
<b>FS100205 - Equity &amp; Inclu Total</b>	<b>1,489,434</b>	<b>46,204</b>	<b>1,535,638</b>
<b>FS100350 - General Fd Ope</b>			
Other Expenditures	66,565,361	3,070,004	69,635,365
<b>FS100350 - General Fd Ope Total</b>	<b>66,565,361</b>	<b>3,070,004</b>	<b>69,635,365</b>
<b>FS100900 - Non-Department</b>			
Other Expenditures	3,319,587	0	3,319,587
<b>FS100900 - Non-Department Total</b>	<b>3,319,587</b>	<b>0</b>	<b>3,319,587</b>
<b>FS110100 - .25% Sales Tax</b>			
Personal Services	0	0	0
Other Expenditures	3,581,653	0	3,581,653
<b>FS110100 - .25% Sales Tax Total</b>	<b>3,581,653</b>	<b>0</b>	<b>3,581,653</b>
<b>FS110105 - Global Center</b>			
Other Expenditures	5,400,000	0	5,400,000
<b>FS110105 - Global Center Total</b>	<b>5,400,000</b>	<b>0</b>	<b>5,400,000</b>
<b>FS110130 - Rock Hall 0.4%</b>			
Other Expenditures	1,432,661	1,041,849	2,474,510
<b>FS110130 - Rock Hall 0.4% Total</b>	<b>1,432,661</b>	<b>1,041,849</b>	<b>2,474,510</b>
<b>FS110135 - Sports Facilit</b>			
Other Expenditures	2,148,992	850,008	2,999,000
<b>FS110135 - Sports Facilit Total</b>	<b>2,148,992</b>	<b>850,008</b>	<b>2,999,000</b>
<b>FS225100 - Naming Rights</b>			
Other Expenditures	268,295	191,684	459,979
<b>FS225100 - Naming Rights Total</b>	<b>268,295</b>	<b>191,684</b>	<b>459,979</b>
<b>FS235100 - County Land Re</b>			
Other Expenditures	7,000,000	0	7,000,000
<b>FS235100 - County Land Re Total</b>	<b>7,000,000</b>	<b>0</b>	<b>7,000,000</b>
<b>FS251500 - Delinquent Tax</b>			
Personal Services	1,793,201	32,126	1,825,327
Other Expenditures	412,241	0	412,241
<b>FS251500 - Delinquent Tax Total</b>	<b>2,205,442</b>	<b>32,126</b>	<b>2,237,568</b>
<b>FS255100 - H &amp; Hs Levies-</b>			
Other Expenditures	80,000	-80,000	0
<b>FS255100 - H &amp; Hs Levies- Total</b>	<b>80,000</b>	<b>-80,000</b>	<b>0</b>
<b>FS255105 - HHS Levy 4.8 S</b>			

Other Expenditures	136,587,048	2,163,801	138,750,849
<b>FS255105 - HHS Levy 4.8 S Total</b>	<b>136,587,048</b>	<b>2,163,801</b>	<b>138,750,849</b>
<b>FS255110 - HHS Levy 3.9 S</b>			
Personal Services	0	0	0
Other Expenditures	0	0	0
<b>FS255110 - HHS Levy 3.9 S Total</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>FS256110 - Metrohealth Su</b>			
Other Expenditures	32,472,000	0	32,472,000
<b>FS256110 - Metrohealth Su Total</b>	<b>32,472,000</b>	<b>0</b>	<b>32,472,000</b>
<b>FS257110 - HHS Levy 4.7</b>			
Other Expenditures	139,527,154	8,286,190	147,813,344
<b>FS257110 - HHS Levy 4.7 Total</b>	<b>139,527,154</b>	<b>8,286,190</b>	<b>147,813,344</b>
<b>FS260110 - OSU Extension-</b>			
Personal Services	0	0	0
Other Expenditures	222,300	0	222,300
<b>FS260110 - OSU Extension- Total</b>	<b>222,300</b>	<b>0</b>	<b>222,300</b>
<b>FS260115 - COVID19 Respon</b>			
Other Expenditures	0	0	0
<b>FS260115 - COVID19 Respon Total</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>FS280115 - HHS 27th Pay R</b>			
Other Expenditures	353,845	0	353,845
<b>FS280115 - HHS 27th Pay R Total</b>	<b>353,845</b>	<b>0</b>	<b>353,845</b>
<b>FS290100 - Tax Prepayment</b>			
Personal Services	143,756	3,679	147,435
Other Expenditures	136,251	0	136,251
<b>FS290100 - Tax Prepayment Total</b>	<b>280,007</b>	<b>3,679</b>	<b>283,686</b>
<b>FS290105 - Tax Certificat</b>			
Personal Services	239,122	4,028	243,150
Other Expenditures	61,173	0	61,173
<b>FS290105 - Tax Certificat Total</b>	<b>300,295</b>	<b>4,028</b>	<b>304,323</b>
<b>FS290110 - 27th Pay Perio</b>			
Other Expenditures	729,415	0	729,415
<b>FS290110 - 27th Pay Perio Total</b>	<b>729,415</b>	<b>0</b>	<b>729,415</b>
<b>FS290120 - Medicaid Sales</b>			
Other Expenditures	0	0	0
<b>FS290120 - Medicaid Sales Total</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>FS290125 - Consumer Affai</b>			
Personal Services	0	0	0
Other Expenditures	0	0	0
<b>FS290125 - Consumer Affai Total</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>FS305100 - Tax Assess Con</b>			
Personal Services	6,504,197	231,674	6,735,871
Other Expenditures	7,736,685	0	7,736,685
<b>FS305100 - Tax Assess Con Total</b>	<b>14,240,882</b>	<b>231,674</b>	<b>14,472,556</b>
<b>FS315100 - 2015 Excise Ta</b>			
Other Expenditures	0	23,000,000	23,000,000

<b>FS315100 - 2015 Excise Ta Total</b>	<b>0</b>	<b>23,000,000</b>	<b>23,000,000</b>
<b>FS335100 - Hotel/Lodging</b>			
Other Expenditures	0	27,000,000	27,000,000
<b>FS335100 - Hotel/Lodging Total</b>	<b>0</b>	<b>27,000,000</b>	<b>27,000,000</b>
<b>FS500100 - Bond Retiremen</b>			
Other Expenditures	15,295,107	0	15,295,107
<b>FS500100 - Bond Retiremen Total</b>	<b>15,295,107</b>	<b>0</b>	<b>15,295,107</b>
<b>FS500105 - Gateway Arena-</b>			
Other Expenditures	1,045,068	1,770,635	2,815,703
<b>FS500105 - Gateway Arena- Total</b>	<b>1,045,068</b>	<b>1,770,635</b>	<b>2,815,703</b>
<b>FS500110 - Brownfield Deb</b>			
Other Expenditures	1,058,595	35,091	1,093,686
<b>FS500110 - Brownfield Deb Total</b>	<b>1,058,595</b>	<b>35,091</b>	<b>1,093,686</b>
<b>FS500115 - Shaker Square</b>			
Other Expenditures	158,500	-61,446	97,054
<b>FS500115 - Shaker Square Total</b>	<b>158,500</b>	<b>-61,446</b>	<b>97,054</b>
<b>FS500120 - Community Rede</b>			
Other Expenditures	271,717	750	272,467
<b>FS500120 - Community Rede Total</b>	<b>271,717</b>	<b>750</b>	<b>272,467</b>
<b>FS500130 - Medical Mart 2020</b>			
Other Expenditures	0	0	0
<b>FS500130 - Medical Mart 2020 Total</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>FS500130 - Medical Mart 2021</b>			
Other Expenditures	26,285,051	5,999	26,291,050
<b>FS500130 - Medical Mart 2021 Total</b>	<b>26,285,051</b>	<b>5,999</b>	<b>26,291,050</b>
<b>FS500135 - DS - Series '13</b>			
Other Expenditures	697,705	0	697,705
<b>FS500135 - DS - Series '13 Total</b>	<b>697,705</b>	<b>0</b>	<b>697,705</b>
<b>FS500140 - Debt Service County Hotel</b>			
Other Expenditures	20,745,444	0	20,745,444
<b>FS500140 - Debt Service County Hotel Total</b>	<b>20,745,444</b>	<b>0</b>	<b>20,745,444</b>
<b>FS500145 - DS-Western Res</b>			
Other Expenditures	2,784,480	0	2,784,480
<b>FS500145 - DS-Western Res Total</b>	<b>2,784,480</b>	<b>0</b>	<b>2,784,480</b>
<b>FS500150 - Medical Mart 2</b>			
Other Expenditures	681,100	0	681,100
<b>FS500150 - Medical Mart 2 Total</b>	<b>681,100</b>	<b>0</b>	<b>681,100</b>
<b>FS500155 - Excise Tax Bon</b>			
Other Expenditures	6,839,024	0	6,839,024
<b>FS500155 - Excise Tax Bon Total</b>	<b>6,839,024</b>	<b>0</b>	<b>6,839,024</b>
<b>FS500160 - Sales Tax Bond</b>			
Other Expenditures	14,770,163	0	14,770,163
<b>FS500160 - Sales Tax Bond Total</b>	<b>14,770,163</b>	<b>0</b>	<b>14,770,163</b>
<b>FS500165 - Progressive Fi</b>			
Other Expenditures	2,550,000	0	2,550,000
<b>FS500165 - Progressive Fi Total</b>	<b>2,550,000</b>	<b>0</b>	<b>2,550,000</b>



<b>FS500170 - Series 2022 Econ Dev</b>			
Other Expenditures	0	191,684	191,684
<b>FS500170 - Series 2022 Econ Dev Total</b>	<b>0</b>	<b>191,684</b>	<b>191,684</b>
<b>FS500175 - Flast East Bank Guarantee</b>			
Other Expenditures	0	1,143,975	1,143,975
<b>FS500175 - Flast East Bank Guarantee Total</b>	<b>0</b>	<b>1,143,975</b>	<b>1,143,975</b>
<b>Fiscal Total</b>	<b>529,920,145</b>	<b>69,038,320</b>	<b>598,958,465</b>
<b>HHS - Administration</b>			
<b>HS260100 - OFC Of The Dir</b>			
Personal Services	2,061,559	64,253	2,125,812
Other Expenditures	13,855,501	0	13,855,501
<b>HS260100 - OFC Of The Dir Total</b>	<b>15,917,060</b>	<b>64,253</b>	<b>15,981,313</b>
<b>HS260105 - Human Resource</b>			
Personal Services	859,011	78,043	937,054
Other Expenditures	1,219,576	0	1,219,576
<b>HS260105 - Human Resource Total</b>	<b>2,078,587</b>	<b>78,043</b>	<b>2,156,630</b>
<b>HS260110 - Information Se</b>			
Personal Services	3,820,707	249,527	4,070,234
Other Expenditures	1,858,876	0	1,858,876
<b>HS260110 - Information Se Total</b>	<b>5,679,583</b>	<b>249,527</b>	<b>5,929,110</b>
<b>HHS - Administration Total</b>	<b>23,675,230</b>	<b>391,824</b>	<b>24,067,054</b>
<b>HHS - Child Support Services</b>			
<b>HS245100 - Cuyahoga Suppo</b>			
Personal Services	19,320,913	658,435	19,979,348
Other Expenditures	22,486,419	0	22,486,419
<b>HS245100 - Cuyahoga Suppo Total</b>	<b>41,807,332</b>	<b>658,435</b>	<b>42,465,767</b>
<b>HS245105 - CSEA Fatherhoo</b>			
Personal Services	0	0	0
Other Expenditures	0	0	0
<b>HS245105 - CSEA Fatherhoo Total</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>HHS - Child Support Services Total</b>	<b>41,807,332</b>	<b>658,435</b>	<b>42,465,767</b>
<b>HHS - Children and Family Services</b>			
<b>HS215100 - Client Support</b>			
Other Expenditures	18,330,434	3,300,000	21,630,434
<b>HS215100 - Client Support Total</b>	<b>18,330,434</b>	<b>3,300,000</b>	<b>21,630,434</b>
<b>HS215105 - CFS Foster Car</b>			
Other Expenditures	2,899,407	0	2,899,407
<b>HS215105 - CFS Foster Car Total</b>	<b>2,899,407</b>	<b>0</b>	<b>2,899,407</b>
<b>HS215110 - Purch. Congreg</b>			
Other Expenditures	60,377,245	0	60,377,245
<b>HS215110 - Purch. Congreg Total</b>	<b>60,377,245</b>	<b>0</b>	<b>60,377,245</b>
<b>HS215115 - Adoption Servi</b>			
Other Expenditures	4,614,656	0	4,614,656
<b>HS215115 - Adoption Servi Total</b>	<b>4,614,656</b>	<b>0</b>	<b>4,614,656</b>
<b>HS260130 - Office Of The</b>			
Personal Services	5,690,068	335,338	6,025,406

Other Expenditures	15,024,693	0	15,024,693
<b>HS260130 - Office Of The Total</b>	<b>20,714,761</b>	<b>335,338</b>	<b>21,050,099</b>
<b>HS260135 - Training</b>			
Personal Services	987,966	75,592	1,063,558
Other Expenditures	88,402	0	88,402
<b>HS260135 - Training Total</b>	<b>1,076,368</b>	<b>75,592</b>	<b>1,151,960</b>
<b>HS260140 - Info. Svcs.</b>			
Personal Services	857,077	25,805	882,882
Other Expenditures	3,214	0	3,214
<b>HS260140 - Info. Svcs. Total</b>	<b>860,291</b>	<b>25,805</b>	<b>886,096</b>
<b>HS260145 - Direct Svcs</b>			
Personal Services	43,434,278	5,055,191	48,489,469
Other Expenditures	1,476,195	0	1,476,195
<b>HS260145 - Direct Svcs Total</b>	<b>44,910,473</b>	<b>5,055,191</b>	<b>49,965,664</b>
<b>HS260150 - Supportive Svc</b>			
Personal Services	2,015,712	163,109	2,178,821
Other Expenditures	1,451,076	0	1,451,076
<b>HS260150 - Supportive Svc Total</b>	<b>3,466,788</b>	<b>163,109</b>	<b>3,629,897</b>
<b>HS260155 - Foster &amp; Adopt</b>			
Personal Services	340,674	27,099	367,773
Other Expenditures	189,220	0	189,220
<b>HS260155 - Foster &amp; Adopt Total</b>	<b>529,894</b>	<b>27,099</b>	<b>556,993</b>
<b>HS260160 - Visitation</b>			
Personal Services	1,186,497	109,701	1,296,198
Other Expenditures	199,653	0	199,653
<b>HS260160 - Visitation Total</b>	<b>1,386,150</b>	<b>109,701</b>	<b>1,495,851</b>
<b>HS260165 - Contracted Pla</b>			
Personal Services	1,353,820	133,046	1,486,866
Other Expenditures	30,984	0	30,984
<b>HS260165 - Contracted Pla Total</b>	<b>1,384,804</b>	<b>133,046</b>	<b>1,517,850</b>
<b>HS260170 - CFS Foster Hom</b>			
Personal Services	3,537,619	266,284	3,803,903
Other Expenditures	70,054	0	70,054
<b>HS260170 - CFS Foster Hom Total</b>	<b>3,607,673</b>	<b>266,284</b>	<b>3,873,957</b>
<b>HS260175 - Permanent Cust</b>			
Personal Services	4,145,561	353,637	4,499,198
Other Expenditures	235,959	0	235,959
<b>HS260175 - Permanent Cust Total</b>	<b>4,381,520</b>	<b>353,637</b>	<b>4,735,157</b>
<b>HS260180 - Tapestry Syste</b>			
Personal Services	131,844	21,709	153,553
Other Expenditures	2,805,840	0	2,805,840
<b>HS260180 - Tapestry Syste Total</b>	<b>2,937,684</b>	<b>21,709</b>	<b>2,959,393</b>
<b>HHS - Children and Family Services Total</b>	<b>171,478,148</b>	<b>9,866,511</b>	<b>181,344,659</b>
<b>HHS - Early Childhood</b>			
<b>HS260120 - Universal Pre-</b>			
Personal Services	0	0	0

Other Expenditures	3,051,984	0	3,051,984
<b>HS260120 - Universal Pre- Total</b>	<b>3,051,984</b>	<b>0</b>	<b>3,051,984</b>
<b>HS260235 - Admin Svcs</b>			
Personal Services	972,441	56,510	1,028,951
Other Expenditures	443,823	0	443,823
<b>HS260235 - Admin Svcs Total</b>	<b>1,416,264</b>	<b>56,510</b>	<b>1,472,774</b>
<b>HS260240 - Early Start</b>			
Other Expenditures	7,437,997	0	7,437,997
<b>HS260240 - Early Start Total</b>	<b>7,437,997</b>	<b>0</b>	<b>7,437,997</b>
<b>HS260245 - Health &amp; Safet</b>			
Other Expenditures	0	0	0
<b>HS260245 - Health &amp; Safet Total</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>HS260250 - Quality Child</b>			
Other Expenditures	11,161,424	0	11,161,424
<b>HS260250 - Quality Child Total</b>	<b>11,161,424</b>	<b>0</b>	<b>11,161,424</b>
<b>HHS - Early Childhood Total</b>	<b>23,067,669</b>	<b>56,510</b>	<b>23,124,179</b>
<b>HHS - Family and Children First</b>			
<b>HS260300 - Family &amp; Child</b>			
Personal Services	791,902	64,436	856,338
Other Expenditures	4,693,791	0	4,693,791
<b>HS260300 - Family &amp; Child Total</b>	<b>5,485,693</b>	<b>64,436</b>	<b>5,550,129</b>
<b>HS260305 - Multi-System Y</b>			
Other Expenditures	0	0	0
<b>HS260305 - Multi-System Y Total</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>HHS - Family and Children First Total</b>	<b>5,485,693</b>	<b>64,436</b>	<b>5,550,129</b>
<b>HHS - Fatherhood Initiative</b>			
<b>HS280100 - Fatherhood Ini</b>			
Personal Services	144,339	9,753	154,092
Other Expenditures	846,370	0	846,370
<b>HS280100 - Fatherhood Ini Total</b>	<b>990,709</b>	<b>9,753</b>	<b>1,000,462</b>
<b>HHS - Fatherhood Initiative Total</b>	<b>990,709</b>	<b>9,753</b>	<b>1,000,462</b>
<b>HHS - Homeless Services</b>			
<b>HS255120 - PA - Homeless</b>			
Personal Services	0	0	0
Other Expenditures	0	0	0
<b>HS255120 - PA - Homeless Total</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>HS260350 - Homeless Servi</b>			
Personal Services	532,860	41,194	574,054
Other Expenditures	10,393,943	0	10,393,943
<b>HS260350 - Homeless Servi Total</b>	<b>10,926,803</b>	<b>41,194</b>	<b>10,967,997</b>
<b>HHS - Homeless Services Total</b>	<b>10,926,803</b>	<b>41,194</b>	<b>10,967,997</b>
<b>HHS - Job and Family Services</b>			
<b>HS260185 - Admin Svcs - General</b>			
Personal Services	1,779,167	76,369	1,855,536
Other Expenditures	9,514,411	0	9,514,411
<b>HS260185 - Admin Svcs - General Total</b>	<b>11,293,578</b>	<b>76,369</b>	<b>11,369,947</b>

<b>HS260190 - Info Svcs.</b>			
Personal Services	942,230	54,282	996,512
Other Expenditures	9,988	0	9,988
<b>HS260190 - Info Svcs. Total</b>	<b>952,218</b>	<b>54,282</b>	<b>1,006,500</b>
<b>HS260195 - Work First Svc</b>			
Personal Services	1,991,574	185,230	2,176,804
Other Expenditures	7,669,250	0	7,669,250
<b>HS260195 - Work First Svc Total</b>	<b>9,660,824</b>	<b>185,230</b>	<b>9,846,054</b>
<b>HS260200 - Southgate Nfsc</b>			
Personal Services	3,528,296	122,924	3,651,220
Other Expenditures	22,777	0	22,777
<b>HS260200 - Southgate Nfsc Total</b>	<b>3,551,073</b>	<b>122,924</b>	<b>3,673,997</b>
<b>HS260205 - Ohio City Nsfsc</b>			
Personal Services	4,077,133	138,233	4,215,366
Other Expenditures	620,571	0	620,571
<b>HS260205 - Ohio City Nsfsc Total</b>	<b>4,697,704</b>	<b>138,233</b>	<b>4,835,937</b>
<b>HS260210 - Quincy Place N</b>			
Personal Services	4,653,804	158,930	4,812,734
Other Expenditures	1,040,681	0	1,040,681
<b>HS260210 - Quincy Place N Total</b>	<b>5,694,485</b>	<b>158,930</b>	<b>5,853,415</b>
<b>HS260215 - Veb Bldg Nfsc-</b>			
Personal Services	28,218,417	923,434	29,141,851
Other Expenditures	560,274	0	560,274
<b>HS260215 - Veb Bldg Nfsc- Total</b>	<b>28,778,691</b>	<b>923,434</b>	<b>29,702,125</b>
<b>HS260220 - West Shore Nfs</b>			
Personal Services	2,271,684	60,540	2,332,224
Other Expenditures	636,698	0	636,698
<b>HS260220 - West Shore Nfs Total</b>	<b>2,908,382</b>	<b>60,540</b>	<b>2,968,922</b>
<b>HS260225 - Client Support</b>			
Personal Services	6,490,979	243,857	6,734,836
Other Expenditures	6,381,815	0	6,381,815
<b>HS260225 - Client Support Total</b>	<b>12,872,794</b>	<b>243,857</b>	<b>13,116,651</b>
<b>HS260230 - Children With</b>			
Other Expenditures	1,471,831	0	1,471,831
<b>HS260230 - Children With Total</b>	<b>1,471,831</b>	<b>0</b>	<b>1,471,831</b>
<b>HHS - Job and Family Services Total</b>	<b>81,881,580</b>	<b>1,963,798</b>	<b>83,845,378</b>
<b>HHS - Office of Reentry</b>			
<b>HS255100 - HHS - Office O</b>			
Personal Services	0	0	0
Other Expenditures	0	0	0
<b>HS255100 - HHS - Office O Total</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>HS255125 - Human Services</b>			
Other Expenditures	0	0	0
<b>HS255125 - Human Services Total</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>HS260355 - Office Of Re-Entry</b>			
Personal Services	582,496	42,373	624,869

Other Expenditures	2,246,558	0	2,246,558
<b>HS260355 - Office Of Re-Entry Total</b>	<b>2,829,054</b>	<b>42,373</b>	<b>2,871,427</b>
<b>HS280135 - Human Services</b>			
Other Expenditures	549,848	0	549,848
<b>HS280135 - Human Services Total</b>	<b>549,848</b>	<b>0</b>	<b>549,848</b>
<b>HHS - Office of Reentry Total</b>	<b>3,378,902</b>	<b>42,373</b>	<b>3,421,275</b>
<b>HHS - Senior and Adult Services</b>			
<b>HS260255 - OFC Of The Dir</b>			
Personal Services	1,165,919	74,880	1,240,799
Other Expenditures	2,184,933	0	2,184,933
<b>HS260255 - OFC Of The Dir Total</b>	<b>3,350,852</b>	<b>74,880</b>	<b>3,425,732</b>
<b>HS260260 - Mgnt Svcs.</b>			
Personal Services	648,313	71,337	719,650
Other Expenditures	7,737	0	7,737
<b>HS260260 - Mgnt Svcs. Total</b>	<b>656,050</b>	<b>71,337</b>	<b>727,387</b>
<b>HS260265 - Community Prog</b>			
Other Expenditures	2,469,175	0	2,469,175
<b>HS260265 - Community Prog Total</b>	<b>2,469,175</b>	<b>0</b>	<b>2,469,175</b>
<b>HS260270 - Home Support</b>			
Personal Services	4,414,406	161,264	4,575,670
Other Expenditures	163,530	0	163,530
<b>HS260270 - Home Support Total</b>	<b>4,577,936</b>	<b>161,264</b>	<b>4,739,200</b>
<b>HS260275 - Protective Svc</b>			
Personal Services	3,680,250	274,133	3,954,383
Other Expenditures	1,112,047	0	1,112,047
<b>HS260275 - Protective Svc Total</b>	<b>4,792,297</b>	<b>274,133</b>	<b>5,066,430</b>
<b>HS260285 - Home Based Svc</b>			
Personal Services	0	0	0
<b>HS260285 - Home Based Svc Total</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>HS260290 - Resource &amp; Tra</b>			
Personal Services	789,877	172,585	962,462
Other Expenditures	3,815	0	3,815
<b>HS260290 - Resource &amp; Tra Total</b>	<b>793,692</b>	<b>172,585</b>	<b>966,277</b>
<b>HS260295 - Options Prog.-</b>			
Personal Services	1,552,323	177,084	1,729,407
Other Expenditures	5,620,419	0	5,620,419
<b>HS260295 - Options Prog.- Total</b>	<b>7,172,742</b>	<b>177,084</b>	<b>7,349,826</b>
<b>HHS - Senior and Adult Services Total</b>	<b>23,812,744</b>	<b>931,284</b>	<b>24,744,028</b>
<b>HHS - Social Impact</b>			
<b>HS300100 - Social Impact</b>			
Other Expenditures	0	0	0
<b>HS300100 - Social Impact Total</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>HHS - Social Impact Total</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Human Resources</b>			
<b>HR100100 - Administration</b>			
Personal Services	3,409,688	-797,386	2,612,302

Other Expenditures	1,479,215	0	1,479,215
<b>HR100100 - Administration Total</b>	<b>4,888,903</b>	<b>-797,386</b>	<b>4,091,517</b>
<b>HR100105 - Employee Benef</b>			
Other Expenditures	416,000	0	416,000
<b>HR100105 - Employee Benef Total</b>	<b>416,000</b>	<b>0</b>	<b>416,000</b>
<b>HR765100 - Hospitalizatio</b>			
Personal Services	912,128	31,170	943,298
Other Expenditures	104,877,615	0	104,877,615
<b>HR765100 - Hospitalizatio Total</b>	<b>105,789,743</b>	<b>31,170</b>	<b>105,820,913</b>
<b>HR765105 - Hospitalizatio</b>			
Personal Services	0	0	0
Other Expenditures	5,180,000	0	5,180,000
<b>HR765105 - Hospitalizatio Total</b>	<b>5,180,000</b>	<b>0</b>	<b>5,180,000</b>
<b>HR765110 - HR-Employee De</b>			
Other Expenditures	1,871,168	0	1,871,168
<b>HR765110 - HR-Employee De Total</b>	<b>1,871,168</b>	<b>0</b>	<b>1,871,168</b>
<b>HR765115 - Self-Insurance</b>			
Other Expenditures	9,928,000	0	9,928,000
<b>HR765115 - Self-Insurance Total</b>	<b>9,928,000</b>	<b>0</b>	<b>9,928,000</b>
<b>HR765120 - Wellness Benef</b>			
Personal Services	94,405	7,315	101,720
Other Expenditures	1,709,687	0	1,709,687
<b>HR765120 - Wellness Benef Total</b>	<b>1,804,092</b>	<b>7,315</b>	<b>1,811,407</b>
<b>HR765200 - Self-Insurance</b>			
Other Expenditures	0	0	0
<b>HR765200 - Self-Insurance Total</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>HR770100 - Workers' Compe</b>			
Personal Services	517,532	29,694	547,226
Other Expenditures	3,939,067	0	3,939,067
<b>HR770100 - Workers' Compe Total</b>	<b>4,456,599</b>	<b>29,694</b>	<b>4,486,293</b>
<b>HR770150 - Workers' Compe</b>			
Other Expenditures	2,909,645	0	2,909,645
<b>HR770150 - Workers' Compe Total</b>	<b>2,909,645</b>	<b>0</b>	<b>2,909,645</b>
<b>Human Resources Total</b>	<b>137,244,150</b>	<b>-729,207</b>	<b>136,514,943</b>
<b>Information Technology</b>			
<b>IT100100 - IT Administrat</b>			
Personal Services	1,643,559	128,520	1,772,079
Other Expenditures	868,349	0	868,349
<b>IT100100 - IT Administrat Total</b>	<b>2,511,908</b>	<b>128,520</b>	<b>2,640,428</b>
<b>IT100110 - Web &amp; Multi-Me</b>			
Personal Services	2,273,617	162,061	2,435,678
Other Expenditures	1,278,770	0	1,278,770
<b>IT100110 - Web &amp; Multi-Me Total</b>	<b>3,552,387</b>	<b>162,061</b>	<b>3,714,448</b>
<b>IT100115 - Web Applicatio</b>			
Other Expenditures	0	0	0
<b>IT100115 - Web Applicatio Total</b>	<b>0</b>	<b>0</b>	<b>0</b>

<b>IT100130 - Project Manage</b>			
Personal Services	593,407	20,663	614,070
<b>IT100130 - Project Manage Total</b>	<b>593,407</b>	<b>20,663</b>	<b>614,070</b>
<b>IT100135 - Security And D</b>			
Personal Services	797,345	50,938	848,283
Other Expenditures	928,251	197,000	1,125,251
<b>IT100135 - Security And D Total</b>	<b>1,725,596</b>	<b>247,938</b>	<b>1,973,534</b>
<b>IT100140 - Engineering Se</b>			
Personal Services	2,999,624	184,119	3,183,743
Other Expenditures	3,529,145	762,000	4,291,145
<b>IT100140 - Engineering Se Total</b>	<b>6,528,769</b>	<b>946,119</b>	<b>7,474,888</b>
<b>IT100145 - Mainframe Oper</b>			
Personal Services	2,807,053	155,159	2,962,212
Other Expenditures	2,160,576	0	2,160,576
<b>IT100145 - Mainframe Oper Total</b>	<b>4,967,629</b>	<b>155,159</b>	<b>5,122,788</b>
<b>IT100155 - Hardware/Softw</b>			
Personal Services	0	1,250	1,250
<b>IT100155 - Hardware/Softw Total</b>	<b>0</b>	<b>1,250</b>	<b>1,250</b>
<b>IT100165 - Wan Services</b>			
Personal Services	579,580	31,608	611,188
Other Expenditures	1,205,418	0	1,205,418
<b>IT100165 - Wan Services Total</b>	<b>1,784,998</b>	<b>31,608</b>	<b>1,816,606</b>
<b>IT100180 - Communications</b>			
Personal Services	642,350	48,894	691,244
Other Expenditures	2,115,340	0	2,115,340
<b>IT100180 - Communications Total</b>	<b>2,757,690</b>	<b>48,894</b>	<b>2,806,584</b>
<b>IT305100 - Geograph Info</b>			
Personal Services	253,106	29,194	282,300
Other Expenditures	271,076	0	271,076
<b>IT305100 - Geograph Info Total</b>	<b>524,182</b>	<b>29,194</b>	<b>553,376</b>
<b>Information Technology Total</b>	<b>24,946,566</b>	<b>1,771,406</b>	<b>26,717,972</b>
<b>Innovation and Performance</b>			
<b>IN100100 - Innovation And</b>			
Personal Services	589,149	25,656	614,805
Other Expenditures	188,329	0	188,329
<b>IN100100 - Innovation And Total</b>	<b>777,478</b>	<b>25,656</b>	<b>803,134</b>
<b>Innovation and Performance Total</b>	<b>777,478</b>	<b>25,656</b>	<b>803,134</b>
<b>Inspector General</b>			
<b>IG100100 - Inspector Gene</b>			
Personal Services	1,044,496	74,344	1,118,840
Other Expenditures	51,896	0	51,896
<b>IG100100 - Inspector Gene Total</b>	<b>1,096,392</b>	<b>74,344</b>	<b>1,170,736</b>
<b>IG285100 - Inspector Gene</b>			
Personal Services	16,583	0	16,583
Other Expenditures	20,456	0	20,456
<b>IG285100 - Inspector Gene Total</b>	<b>37,039</b>	<b>0</b>	<b>37,039</b>

<b>Inspector General Total</b>	<b>1,133,431</b>	<b>74,344</b>	<b>1,207,775</b>
<b>Internal Audit</b>			
<b>IA100100 - Internal Audit</b>			
Personal Services	675,541	53,374	728,915
Other Expenditures	169,563	0	169,563
<b>IA100100 - Internal Audit Total</b>	<b>845,104</b>	<b>53,374</b>	<b>898,478</b>
<b>Internal Audit Total</b>	<b>845,104</b>	<b>53,374</b>	<b>898,478</b>
<b>Juvenile Court</b>			
<b>JC100100 - Administrative</b>			
Personal Services	4,436,937	90,857	4,527,794
Other Expenditures	2,143,688	0	2,143,688
<b>JC100100 - Administrative Total</b>	<b>6,580,625</b>	<b>90,857</b>	<b>6,671,482</b>
<b>JC100105 - Legal</b>			
Personal Services	8,128,651	175,754	8,304,405
Other Expenditures	4,717,932	0	4,717,932
<b>JC100105 - Legal Total</b>	<b>12,846,583</b>	<b>175,754</b>	<b>13,022,337</b>
<b>JC100110 - Child Support-</b>			
Personal Services	3,307,392	73,308	3,380,700
Other Expenditures	1,243,022	0	1,243,022
<b>JC100110 - Child Support- Total</b>	<b>4,550,414</b>	<b>73,308</b>	<b>4,623,722</b>
<b>JC100115 - Detention Cent</b>			
Personal Services	11,660,288	245,827	11,906,115
Other Expenditures	3,046,174	0	3,046,174
<b>JC100115 - Detention Cent Total</b>	<b>14,706,462</b>	<b>245,827</b>	<b>14,952,289</b>
<b>JC240100 - ADR Alternativ</b>			
Other Expenditures	0	0	0
<b>JC240100 - ADR Alternativ Total</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>JC255100 - Legal</b>			
Personal Services	0	0	0
Other Expenditures	0	0	0
<b>JC255100 - Legal Total</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>JC255105 - Community Soci</b>			
Personal Services	0	0	0
Other Expenditures	0	0	0
<b>JC255105 - Community Soci Total</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>JC255110 - Detention Cent</b>			
Personal Services	0	0	0
Other Expenditures	0	0	0
<b>JC255110 - Detention Cent Total</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>JC255115 - Youth And Fami</b>			
Personal Services	0	0	0
<b>JC255115 - Youth And Fami Total</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>JC255120 - JC Interventio</b>			
Personal Services	0	0	0
Other Expenditures	0	0	0
<b>JC255120 - JC Interventio Total</b>	<b>0</b>	<b>0</b>	<b>0</b>



<b>JC280100 - Juvenile Court</b>			
Personal Services	1,369,668	27,161	1,396,829
Other Expenditures	4,323,995	0	4,323,995
<b>JC280100 - Juvenile Court Total</b>	<b>5,693,663</b>	<b>27,161</b>	<b>5,720,824</b>
<b>JC280105 - Juvenile Court</b>			
Personal Services	7,440,549	179,733	7,620,282
Other Expenditures	3,645,709	955,774	4,601,483
<b>JC280105 - Juvenile Court Total</b>	<b>11,086,258</b>	<b>1,135,507</b>	<b>12,221,765</b>
<b>JC280110 - Juv. Court Det</b>			
Personal Services	673,076	18,431	691,507
Other Expenditures	2,646,341	0	2,646,341
<b>JC280110 - Juv. Court Det Total</b>	<b>3,319,417</b>	<b>18,431</b>	<b>3,337,848</b>
<b>JC280120 - Juv. Court Int</b>			
Personal Services	967,135	19,433	986,568
Other Expenditures	118,110	0	118,110
<b>JC280120 - Juv. Court Int Total</b>	<b>1,085,245</b>	<b>19,433</b>	<b>1,104,678</b>
<b>JC285100 - Residential Ti</b>			
Other Expenditures	2,750,000	0	2,750,000
<b>JC285100 - Residential Ti Total</b>	<b>2,750,000</b>	<b>0</b>	<b>2,750,000</b>
<b>JC285105 - Administration</b>			
Other Expenditures	305,872	0	305,872
<b>JC285105 - Administration Total</b>	<b>305,872</b>	<b>0</b>	<b>305,872</b>
<b>JC285110 - Legal Computer</b>			
Other Expenditures	135,242	0	135,242
<b>JC285110 - Legal Computer Total</b>	<b>135,242</b>	<b>0</b>	<b>135,242</b>
<b>JC285115 - Computerized L</b>			
Other Expenditures	46,069	0	46,069
<b>JC285115 - Computerized L Total</b>	<b>46,069</b>	<b>0</b>	<b>46,069</b>
<b>JC285130 - Subsidy-Operat</b>			
Other Expenditures	5,000	0	5,000
<b>JC285130 - Subsidy-Operat Total</b>	<b>5,000</b>	<b>0</b>	<b>5,000</b>
<b>Juvenile Court Total</b>	<b>63,110,850</b>	<b>1,786,278</b>	<b>64,897,128</b>
<b>Law</b>			
<b>LW100100 - Law Department</b>			
Personal Services	1,974,206	36,113	2,010,319
Other Expenditures	335,610	145,000	480,610
<b>LW100100 - Law Department Total</b>	<b>2,309,816</b>	<b>181,113</b>	<b>2,490,929</b>
<b>LW100120 - Risk Managemen</b>			
Other Expenditures	1,567,011	388,634	1,955,645
<b>LW100120 - Risk Managemen Total</b>	<b>1,567,011</b>	<b>388,634</b>	<b>1,955,645</b>
<b>LW100125 - Risk Self-Insu</b>			
Other Expenditures	448,025	0	448,025
<b>LW100125 - Risk Self-Insu Total</b>	<b>448,025</b>	<b>0</b>	<b>448,025</b>
<b>Law Total</b>	<b>4,324,852</b>	<b>569,747</b>	<b>4,894,599</b>
<b>Law Library Resources Board</b>			
<b>LL285100 - Law Library Bo</b>			

Personal Services	290,554	21,596	312,150
Other Expenditures	241,236	0	241,236
<b>LL285100 - Law Library Bo Total</b>	<b>531,790</b>	<b>21,596</b>	<b>553,386</b>
<b>Law Library Resources Board Total</b>	<b>531,790</b>	<b>21,596</b>	<b>553,386</b>
<b>Medical Examiner</b>			
<b>ME100100 - Medical Examin</b>			
Personal Services	5,914,955	1,198,135	7,113,090
Other Expenditures	2,461,994	695,000	3,156,994
<b>ME100100 - Medical Examin Total</b>	<b>8,376,949</b>	<b>1,893,135</b>	<b>10,270,084</b>
<b>ME100105 - Regional Foren</b>			
Personal Services	4,701,928	1,126,989	5,828,917
Other Expenditures	962,660	0	962,660
<b>ME100105 - Regional Foren Total</b>	<b>5,664,588</b>	<b>1,126,989</b>	<b>6,791,577</b>
<b>ME105105 - Coroner's Lab-</b>			
Personal Services	0	0	0
Other Expenditures	264,505	250,000	514,505
<b>ME105105 - Coroner's Lab- Total</b>	<b>264,505</b>	<b>250,000</b>	<b>514,505</b>
<b>ME285100 - Forensic Scien</b>			
Personal Services	0	0	0
Other Expenditures	0	0	0
<b>ME285100 - Forensic Scien Total</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Medical Examiner Total</b>	<b>14,306,043</b>	<b>3,270,124</b>	<b>17,576,167</b>
<b>Miscellaneous Obligations</b>			
<b>FS100165 - OBM Uncategori</b>			
Other Expenditures	729,416	0	729,416
<b>FS100165 - OBM Uncategori Total</b>	<b>729,416</b>	<b>0</b>	<b>729,416</b>
<b>Miscellaneous Obligations Total</b>	<b>729,416</b>	<b>0</b>	<b>729,416</b>
<b>Municipal Courts</b>			
<b>FS100400 - Municipal Cour</b>			
Personal Services	996,772	1,980,985	2,977,757
Other Expenditures	835,379	0	835,379
<b>FS100400 - Municipal Cour Total</b>	<b>1,832,151</b>	<b>1,980,985</b>	<b>3,813,136</b>
<b>Municipal Courts Total</b>	<b>1,832,151</b>	<b>1,980,985</b>	<b>3,813,136</b>
<b>Ohio Means Job</b>			
<b>WF255100 - Educational As</b>			
Other Expenditures	0	0	0
<b>WF255100 - Educational As Total</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>WF260110 - WF Innovation</b>			
Personal Services	1,026,042	18,015	1,044,057
Other Expenditures	10,735,822	0	10,735,822
<b>WF260110 - WF Innovation Total</b>	<b>11,761,864</b>	<b>18,015</b>	<b>11,779,879</b>
<b>WF260115 - Educational As</b>			
Other Expenditures	1,000,000	0	1,000,000
<b>WF260115 - Educational As Total</b>	<b>1,000,000</b>	<b>0</b>	<b>1,000,000</b>
<b>WF365100 - WF Innovation</b>			
Other Expenditures	0	4,446,561	4,446,561

<b>WF365100 - WF Innovation Total</b>	<b>0</b>	<b>4,446,561</b>	<b>4,446,561</b>
<b>Ohio Means Job Total</b>	<b>12,761,864</b>	<b>4,464,576</b>	<b>17,226,440</b>
<b>Personnel Review Commission</b>			
<b>PR100100 - Personnel Revi</b>			
Personal Services	1,944,993	145,496	2,090,489
Other Expenditures	84,032	198,970	283,002
<b>PR100100 - Personnel Revi Total</b>	<b>2,029,025</b>	<b>344,466</b>	<b>2,373,491</b>
<b>Personnel Review Commission Total</b>	<b>2,029,025</b>	<b>344,466</b>	<b>2,373,491</b>
<b>Planning Commission</b>			
<b>PC100100 - CPC Administra</b>			
Personal Services	1,789,324	6,379	1,795,703
Other Expenditures	1,075,305	0	1,075,305
<b>PC100100 - CPC Administra Total</b>	<b>2,864,629</b>	<b>6,379</b>	<b>2,871,008</b>
<b>PC100105 - Urban Tree Can</b>			
Personal Services	0	125,829	125,829
Other Expenditures	0	0	0
<b>PC100105 - Urban Tree Can Total</b>	<b>0</b>	<b>125,829</b>	<b>125,829</b>
<b>Planning Commission Total</b>	<b>2,864,629</b>	<b>132,208</b>	<b>2,996,837</b>
<b>Probate Court</b>			
<b>PB100100 - Probate Court-</b>			
Personal Services	6,045,702	129,304	6,175,006
Other Expenditures	1,463,082	0	1,463,082
<b>PB100100 - Probate Court- Total</b>	<b>7,508,784</b>	<b>129,304</b>	<b>7,638,088</b>
<b>PB240100 - Probate Court</b>			
Other Expenditures	131,213	0	131,213
<b>PB240100 - Probate Court Total</b>	<b>131,213</b>	<b>0</b>	<b>131,213</b>
<b>PB240105 - Probate CRT Di</b>			
Personal Services	43,073	0	43,073
Other Expenditures	3,588	0	3,588
<b>PB240105 - Probate CRT Di Total</b>	<b>46,661</b>	<b>0</b>	<b>46,661</b>
<b>PB240110 - Probate Court-</b>			
Other Expenditures	1,000	0	1,000
<b>PB240110 - Probate Court- Total</b>	<b>1,000</b>	<b>0</b>	<b>1,000</b>
<b>PB240115 - Probate Crt(CI</b>			
Personal Services	145,777	0	145,777
Other Expenditures	450,797	0	450,797
<b>PB240115 - Probate Crt(CI Total</b>	<b>596,574</b>	<b>0</b>	<b>596,574</b>
<b>PB285120 - Indigent Guard</b>			
Other Expenditures	176,112	0	176,112
<b>PB285120 - Indigent Guard Total</b>	<b>176,112</b>	<b>0</b>	<b>176,112</b>
<b>PB300125 - Domestic Viole</b>			
Other Expenditures	249,000	0	249,000
<b>PB300125 - Domestic Viole Total</b>	<b>249,000</b>	<b>0</b>	<b>249,000</b>
<b>Probate Court Total</b>	<b>8,709,344</b>	<b>129,304</b>	<b>8,838,648</b>
<b>Prosecutor</b>			
<b>PS100100 - General Office</b>			

Personal Services	29,052,287	639,148	29,691,435
Other Expenditures	5,297,074	0	5,297,074
<b>PS100100 - General Office Total</b>	<b>34,349,361</b>	<b>639,148</b>	<b>34,988,509</b>
<b>PS100105 - Child Support-</b>			
Personal Services	3,118,395	68,524	3,186,919
Other Expenditures	442,619	0	442,619
<b>PS100105 - Child Support- Total</b>	<b>3,561,014</b>	<b>68,524</b>	<b>3,629,538</b>
<b>PS100110 - Children &amp; Fam</b>			
Personal Services	4,276,369	90,301	4,366,670
Other Expenditures	379,733	0	379,733
<b>PS100110 - Children &amp; Fam Total</b>	<b>4,656,102</b>	<b>90,301</b>	<b>4,746,403</b>
<b>PS250100 - Delinq Tax&amp;Ass</b>			
Personal Services	1,918,136	40,734	1,958,870
Other Expenditures	2,183,706	0	2,183,706
<b>PS250100 - Delinq Tax&amp;Ass Total</b>	<b>4,101,842</b>	<b>40,734</b>	<b>4,142,576</b>
<b>PS250105 - Delinq Tax&amp;Ass</b>			
Personal Services	0	0	0
Other Expenditures	0	0	0
<b>PS250105 - Delinq Tax&amp;Ass Total</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Prosecutor Total</b>	<b>46,668,319</b>	<b>838,707</b>	<b>47,507,026</b>
<b>Public Defender</b>			
<b>PD100100 - Public Defende</b>			
Personal Services	13,610,127	290,951	13,901,078
Other Expenditures	1,948,476	0	1,948,476
<b>PD100100 - Public Defende Total</b>	<b>15,558,603</b>	<b>290,951</b>	<b>15,849,554</b>
<b>PD285100 - Public Defende</b>			
Personal Services	2,178,166	46,024	2,224,190
Other Expenditures	357,179	0	357,179
<b>PD285100 - Public Defende Total</b>	<b>2,535,345</b>	<b>46,024</b>	<b>2,581,369</b>
<b>Public Defender Total</b>	<b>18,093,948</b>	<b>336,976</b>	<b>18,430,924</b>
<b>Public Safety Justice Services</b>			
<b>HS255115 - Family Justice</b>			
Personal Services	0	0	0
Other Expenditures	0	0	0
<b>HS255115 - Family Justice Total</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>PJ100100 - Justice Affair</b>			
Personal Services	1,274,121	75,866	1,349,987
Other Expenditures	43,178	0	43,178
<b>PJ100100 - Justice Affair Total</b>	<b>1,317,299</b>	<b>75,866</b>	<b>1,393,165</b>
<b>PJ100105 - Public Safety</b>			
Personal Services	273,972	18,733	292,705
Other Expenditures	453,355	0	453,355
<b>PJ100105 - Public Safety Total</b>	<b>727,327</b>	<b>18,733</b>	<b>746,060</b>
<b>PJ100110 - Fusion Center-</b>			
Personal Services	36,039	15,142	51,181
Other Expenditures	49,364	0	49,364

<b>PJ100110 - Fusion Center- Total</b>	<b>85,403</b>	<b>15,142</b>	<b>100,545</b>
<b>PJ100115 - Cecom's</b>			
Personal Services	182,410	31,172	213,582
Other Expenditures	154,222	0	154,222
<b>PJ100115 - Cecom's Total</b>	<b>336,632</b>	<b>31,172</b>	<b>367,804</b>
<b>PJ280100 - Emergency Mana</b>			
Personal Services	642,504	64,230	706,735
Other Expenditures	360,438	0	360,438
<b>PJ280100 - Emergency Mana Total</b>	<b>1,002,942</b>	<b>64,230</b>	<b>1,067,173</b>
<b>PJ280105 - Wireless 9-1-1</b>			
Personal Services	1,925,632	40,087	1,965,719
Other Expenditures	1,775,000	0	1,775,000
<b>PJ280105 - Wireless 9-1-1 Total</b>	<b>3,700,632</b>	<b>40,087</b>	<b>3,740,719</b>
<b>PJ280130 - Family Justice</b>			
Personal Services	167,012	7,102	174,114
Other Expenditures	236,755	0	236,755
<b>PJ280130 - Family Justice Total</b>	<b>403,767</b>	<b>7,102</b>	<b>410,869</b>
<b>PJ325100 - Witness Victim</b>			
Personal Services	1,484,688	139,673	1,624,361
Other Expenditures	783,836	0	783,836
<b>PJ325100 - Witness Victim Total</b>	<b>2,268,524</b>	<b>139,673</b>	<b>2,408,197</b>
<b>Public Safety Justice Services Total</b>	<b>9,842,528</b>	<b>392,004</b>	<b>10,234,532</b>
<b>Public Utility</b>			
<b>PW720100 - Public Utility</b>			
Other Expenditures	175,000	0	175,000
<b>PW720100 - Public Utility Total</b>	<b>175,000</b>	<b>0</b>	<b>175,000</b>
<b>Public Utility Total</b>	<b>175,000</b>	<b>0</b>	<b>175,000</b>
<b>PW - County Airport</b>			
<b>PW700100 - County Airport</b>			
Personal Services	795,518	16,339	811,857
Other Expenditures	700,448	0	700,448
<b>PW700100 - County Airport Total</b>	<b>1,495,966</b>	<b>16,339</b>	<b>1,512,305</b>
<b>PW - County Airport Total</b>	<b>1,495,966</b>	<b>16,339</b>	<b>1,512,305</b>
<b>PW - Dog and Kennel</b>			
<b>PW280100 - Dog &amp; Kennel</b>			
Personal Services	1,345,062	62,352	1,407,414
Other Expenditures	860,622	0	860,622
<b>PW280100 - Dog &amp; Kennel Total</b>	<b>2,205,684</b>	<b>62,352</b>	<b>2,268,036</b>
<b>PW280105 - Dick Goddard</b>			
Other Expenditures	125,000	0	125,000
<b>PW280105 - Dick Goddard Total</b>	<b>125,000</b>	<b>0</b>	<b>125,000</b>
<b>PW - Dog and Kennel Total</b>	<b>2,330,684</b>	<b>62,352</b>	<b>2,393,036</b>
<b>PW - Facilities</b>			
<b>PW100100 - Property Manag</b>			
Personal Services	253,334	19,652	272,986
Other Expenditures	853,818	0	853,818

<b>PW100100 - Property Manag Total</b>	<b>1,107,152</b>	<b>19,652</b>	<b>1,126,804</b>
<b>PW100105 - Archives</b>			
Personal Services	456,641	35,061	491,702
Other Expenditures	693,924	0	693,924
<b>PW100105 - Archives Total</b>	<b>1,150,565</b>	<b>35,061</b>	<b>1,185,626</b>
<b>PW705100 - County Parking</b>			
Personal Services	778,072	19,379	797,451
Other Expenditures	3,448,920	0	3,448,920
<b>PW705100 - County Parking Total</b>	<b>4,226,992</b>	<b>19,379</b>	<b>4,246,371</b>
<b>PW750100 - Centralized Custodial</b>			
Personal Services	22,687,969	811,524	23,499,493
Other Expenditures	22,771,671	0	22,771,671
<b>PW750100 - Centralized Custodial Total</b>	<b>45,459,640</b>	<b>811,524</b>	<b>46,271,164</b>
<b>PW755100 - County Garage</b>			
Personal Services	237,266	3,923	241,189
Other Expenditures	913,606	0	913,606
<b>PW755100 - County Garage Total</b>	<b>1,150,872</b>	<b>3,923</b>	<b>1,154,795</b>
<b>PW775100 - Postage</b>			
Personal Services	698,360	28,030	726,390
Other Expenditures	793,658	0	793,658
<b>PW775100 - Postage Total</b>	<b>1,492,018</b>	<b>28,030</b>	<b>1,520,048</b>
<b>PW780100 - Fast Copier</b>			
Personal Services	451,850	14,861	466,711
Other Expenditures	1,862,763	0	1,862,763
<b>PW780100 - Fast Copier Total</b>	<b>2,314,613</b>	<b>14,861</b>	<b>2,329,474</b>
<b>PW - Facilities Total</b>	<b>56,901,852</b>	<b>932,430</b>	<b>57,834,282</b>
<b>PW - Road and Bridge</b>			
<b>PW270100 - Road and Bridg</b>			
Personal Services	6,318,719	392,225	6,710,944
Other Expenditures	7,075,228	0	7,075,228
<b>PW270100 - Road and Bridg Total</b>	<b>13,393,947</b>	<b>392,225</b>	<b>13,786,172</b>
<b>PW270165 - Maintenance Engin</b>			
Personal Services	4,470,093	131,318	4,601,411
Other Expenditures	2,150,754	0	2,150,754
<b>PW270165 - Maintenance Engin Total</b>	<b>6,620,847</b>	<b>131,318</b>	<b>6,752,165</b>
<b>PW270200 - Road Capital I</b>			
Other Expenditures	5,335,039	0	5,335,039
<b>PW270200 - Road Capital I Total</b>	<b>5,335,039</b>	<b>0</b>	<b>5,335,039</b>
<b>PW270205 - R &amp; B Registra</b>			
Other Expenditures	14,160,359	0	14,160,359
<b>PW270205 - R &amp; B Registra Total</b>	<b>14,160,359</b>	<b>0</b>	<b>14,160,359</b>
<b>PW270210 - \$5 HB26 Road</b>			
Personal Services	0	0	0
Other Expenditures	4,000,000	0	4,000,000
<b>PW270210 - \$5 HB26 Road Total</b>	<b>4,000,000</b>	<b>0</b>	<b>4,000,000</b>
<b>PW - Road and Bridge Total</b>	<b>43,510,192</b>	<b>523,543</b>	<b>44,033,735</b>

<b>PW - Sanitary Engineer</b>			
<b>PW715100 - Sanitary Distr</b>			
Other Expenditures	7,404,998	0	7,404,998
<b>PW715100 - Sanitary Distr Total</b>	<b>7,404,998</b>	<b>0</b>	<b>7,404,998</b>
<b>PW715200 - Sanitary Opera</b>			
Personal Services	11,230,220	381,903	11,612,123
Other Expenditures	13,082,327	0	13,082,327
<b>PW715200 - Sanitary Opera Total</b>	<b>24,312,547</b>	<b>381,903</b>	<b>24,694,450</b>
<b>PW715300 - Sanitary Debt</b>			
Other Expenditures	2,000,000	0	2,000,000
<b>PW715300 - Sanitary Debt Total</b>	<b>2,000,000</b>	<b>0</b>	<b>2,000,000</b>
<b>PW715400 - Sanitary Repai</b>			
Other Expenditures	0	0	0
<b>PW715400 - Sanitary Repai Total</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>PW715500 - Sanitary Const</b>			
Other Expenditures	0	0	0
<b>PW715500 - Sanitary Const Total</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>PW - Sanitary Engineer Total</b>	<b>33,717,545</b>	<b>381,903</b>	<b>34,099,448</b>
<b>Regional Collaboration</b>			
<b>EX100115 - Regional Colla</b>			
Personal Services	271,445	15,321	286,766
Other Expenditures	4,731	0	4,731
<b>EX100115 - Regional Colla Total</b>	<b>276,176</b>	<b>15,321</b>	<b>291,497</b>
<b>Regional Collaboration Total</b>	<b>276,176</b>	<b>15,321</b>	<b>291,497</b>
<b>Sheriff</b>			
<b>SH100115 - Law Enforcemen</b>			
Personal Services	20,907,197	467,692	21,374,890
Other Expenditures	2,355,656	1,032,650	3,388,306
<b>SH100115 - Law Enforcemen Total</b>	<b>23,262,853</b>	<b>1,500,342</b>	<b>24,763,196</b>
<b>SH100140 - Jail Operation</b>			
Personal Services	60,053,219	1,342,139	61,395,358
Other Expenditures	32,587,099	6,805,940	39,393,039
<b>SH100140 - Jail Operation Total</b>	<b>92,640,318</b>	<b>8,148,079</b>	<b>100,788,397</b>
<b>SH100185 - Sheriff Operat</b>			
Personal Services	4,619,518	1,774,516	6,394,034
Other Expenditures	584,779	0	584,779
<b>SH100185 - Sheriff Operat Total</b>	<b>5,204,297</b>	<b>1,774,516</b>	<b>6,978,813</b>
<b>SH100190 - Euclid Jail</b>			
Personal Services	0	0	0
Other Expenditures	0	0	0
<b>SH100190 - Euclid Jail Total</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>SH100195 - Bedford Jail</b>			
Personal Services	4,476,996	98,588	4,575,584
Other Expenditures	598,199	0	598,199
<b>SH100195 - Bedford Jail Total</b>	<b>5,075,195</b>	<b>98,588</b>	<b>5,173,783</b>
<b>SH280100 - Mental Health</b>			

Personal Services	0	0	0
<b>SH280100 - Mental Health Total</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>SH285110 - Carrying Conce</b>			
Personal Services	127,127	2,915	130,042
Other Expenditures	54,500	0	54,500
<b>SH285110 - Carrying Conce Total</b>	<b>181,627</b>	<b>2,915</b>	<b>184,542</b>
<b>SH285180 - Sheriff Federa</b>			
Other Expenditures	0	0	0
<b>SH285180 - Sheriff Federa Total</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>SH710100 - Crim. Just. In</b>			
Personal Services	213,721	873	214,594
Other Expenditures	772,130	0	772,130
<b>SH710100 - Crim. Just. In Total</b>	<b>985,851</b>	<b>873</b>	<b>986,724</b>
<b>SH750100 - Central Securi</b>			
Personal Services	8,838,335	206,413	9,044,748
Other Expenditures	1,607,542	328,648	1,936,190
<b>SH750100 - Central Securi Total</b>	<b>10,445,877</b>	<b>535,061</b>	<b>10,980,938</b>
<b>Sheriff Total</b>	<b>137,796,018</b>	<b>12,060,375</b>	<b>149,856,394</b>
<b>Soil and Water Conservation District</b>			
<b>SC950100 - Soil &amp; Water C</b>			
Personal Services	1,223,104	23,632	1,246,736
Other Expenditures	179,743	0	179,743
<b>SC950100 - Soil &amp; Water C Total</b>	<b>1,402,847</b>	<b>23,632</b>	<b>1,426,479</b>
<b>SC950105 - Soil &amp; Water G</b>			
Personal Services	0	0	0
Other Expenditures	0	0	0
<b>SC950105 - Soil &amp; Water G Total</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Soil and Water Conservation District Total</b>	<b>1,402,847</b>	<b>23,632</b>	<b>1,426,479</b>
<b>Soldiers' and Sailors' Monument</b>			
<b>SS100100 - Soldiers And S</b>			
Personal Services	242,013	13,230	255,243
Other Expenditures	63,757	0	63,757
<b>SS100100 - Soldiers And S Total</b>	<b>305,770</b>	<b>13,230</b>	<b>319,000</b>
<b>SS290100 - Soldiers &amp; Sai</b>			
Other Expenditures	75,000	0	75,000
<b>SS290100 - Soldiers &amp; Sai Total</b>	<b>75,000</b>	<b>0</b>	<b>75,000</b>
<b>Soldiers' and Sailors' Monument Total</b>	<b>380,770</b>	<b>13,230</b>	<b>394,000</b>
<b>Solid Waste Management District</b>			
<b>SW310100 - District Admin</b>			
Personal Services	685,289	14,595	699,884
Other Expenditures	709,901	0	709,901
<b>SW310100 - District Admin Total</b>	<b>1,395,190</b>	<b>14,595</b>	<b>1,409,785</b>
<b>SW310110 - District Bd Of</b>			
Other Expenditures	230,000	0	230,000
<b>SW310110 - District Bd Of Total</b>	<b>230,000</b>	<b>0</b>	<b>230,000</b>
<b>SW310115 - Solid Waste Co</b>			



Other Expenditures	569,870	0	569,870
<b>SW310115 - Solid Waste Co Total</b>	<b>569,870</b>	<b>0</b>	<b>569,870</b>
<b>Solid Waste Management District Total</b>	<b>2,195,060</b>	<b>14,595</b>	<b>2,209,655</b>
<b>Sustainability</b>			
<b>EX100120 - Sustainability</b>			
Personal Services	271,896	12,142	284,038
Other Expenditures	41,453	0	41,453
<b>EX100120 - Sustainability Total</b>	<b>313,349</b>	<b>12,142</b>	<b>325,491</b>
<b>EX275100 - Sustainability</b>			
Personal Services	0	0	0
Other Expenditures	12,138	140,000	152,138
<b>EX275100 - Sustainability Total</b>	<b>12,138</b>	<b>140,000</b>	<b>152,138</b>
<b>Sustainability Total</b>	<b>325,487</b>	<b>152,142</b>	<b>477,629</b>
<b>Veterans Services Commission</b>			
<b>VC100100 - Veterans Servi</b>			
Personal Services	3,025,444	68,013	3,093,457
Other Expenditures	4,733,897	692,559	5,426,456
<b>VC100100 - Veterans Servi Total</b>	<b>7,759,341</b>	<b>760,572</b>	<b>8,519,913</b>
<b>VC300100 - Veterans Servi</b>			
Other Expenditures	0	0	0
<b>VC300100 - Veterans Servi Total</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Veterans Services Commission Total</b>	<b>7,759,341</b>	<b>760,572</b>	<b>8,519,913</b>

Department	Title	5 year Summary	2023	2024	2025	2026	2027	Funding Source
Development	Upgrade / Replace CAMA System	\$2,000,000		\$1,000,000	\$1,000,000			Additional Appropriation
GIS	NextGen 911 - addressing	\$2,100,000	\$700,000	\$700,000	\$700,000			ARPA
Applications	EAM Improvements	\$200,000	\$200,000					Operations
Applications	AP Analysis - AP Invoice Automation (APAI)	\$200,000	\$200,000					Operations
Applications	Expense Management	\$100,000	\$100,000					Additional Appropriation
Applications	Compensation Management	\$100,000	\$100,000					Additional Appropriation
Applications	Total Rewards	\$100,000	\$100,000					Additional Appropriation
Applications	Performance Management	\$100,000		\$100,000				Additional Appropriation
Applications	Employee Goals	\$100,000		\$100,000				Additional Appropriation
Applications	Succession Planning	\$100,000		\$100,000				Additional Appropriation
Applications	Employee Development	\$100,000		\$100,000				Additional Appropriation
Applications	Infor V11 Upgrade	\$8,800,000		\$1,000,000	\$3,400,000	\$3,400,000	\$1,000,000	Additional Appropriation
GIS	Land Records Lifecycle	\$600,000	\$300,000	\$300,000				Operations
Development	CAMA DCS	\$500,000	\$500,000					Operations
Applications	Modernize Sewer Sysytem	\$200,000	\$200,000					Additional Appropriation
Development	Azure Sitefinty Website Hosting, Storage, Service Bus	\$400,000		\$100,000	\$100,000	\$100,000	\$100,000	Additional Appropriation
Development	Auth0	\$500,000	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	Additional Appropriation
Development	PRC case management system	\$400,000		\$200,000	\$200,000			Operations
Development	Board of Revision Case Management	\$200,000	\$200,000					Operations
Development	Website Translation Services	\$400,000		\$200,000	\$200,000			Additional Appropriation
Development	Web Forms and Digital Workflow System	\$200,000		\$200,000				Additional Appropriation
Development	Website Search Provider	\$100,000		\$100,000				Operations
Development	Additional Resident WebSite Improvfements	\$100,000		\$100,000				Operations
Development	Data Warehouse Update	\$100,000	\$100,000					Operations
Development	MyPlace Update	\$100,000	\$100,000					Operations
Development	Website AI/ML Automated Assistance	\$100,000		\$100,000				Additional Appropriation
Development	Lo Code / No Code Platform	\$0						Operations
Development	MVP DBMS Upgrade	\$100,000	\$100,000					Operations
Development	Hospital Restrictions CECOMS System	\$100,000		\$100,000				Additional Appropriation
Development	Real Estate Management Systems (Tax Lien. Forfeiture)	\$200,000		\$200,000				Operations
Infrastructure / Security	Disaster Recovery - IT Capital Improvements	\$2,000,000	\$2,000,000					ARPA
Infrastructure / Security	Network DMZ Core Refresh	\$500,000	\$500,000					ARPA
Infrastructure / Security	Cloud Migration Strategy (2023-2027)	\$200,000		\$100,000	\$100,000			General Fund
Infrastructure / Security	Network Hardware (Legacy) (2023 - 2025)	\$2,600,000		\$1,300,000	\$1,300,000			Additional Appropriation
Infrastructure / Security	Wireless Hardware (Legacy) (2023)	\$400,000	\$400,000					Additional Appropriation
Infrastructure / Security	VoIP Phone Refresh (Legacy) (2023)	\$400,000	\$400,000					Additional Appropriation
Infrastructure / Security	Call Recording (Legacy) (2023)	\$200,000	\$200,000					Additional Appropriation
Infrastructure / Security	VoIP Cloud Migration (2024)	\$400,000		\$400,000				Additional Appropriation
Infrastructure / Security	Computer Refresh (2024 - 2027)	\$2,000,000		\$500,000	\$500,000	\$500,000	\$500,000	Additional Appropriation
Infrastructure / Security	Computer Equipment Peripheral (2024 - 2027)	\$400,000		\$100,000	\$100,000	\$100,000	\$100,000	Additional Appropriation
Infrastructure / Security	Disaster Recovery (2023)	\$500,000	\$500,000					General Fund
Infrastructure / Security	Disaster Recovery (2024 - 2027)	\$4,000,000		\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	Additional Appropriation
Infrastructure / Security	Server Refresh (Cloud First) (2026 - 2027)	\$600,000				\$300,000	\$300,000	Additional Appropriation
Infrastructure / Security	Storage Expansion (Cloud First) (2025 - 2027)	\$300,000			\$100,000	\$100,000	\$100,000	Additional Appropriation
Infrastructure / Security	Storage Refresh (Cloud First) (2026)	\$600,000				\$600,000		Additional Appropriation

Infrastructure / Security	Server Expansion (Cloud First) (2025 - 2027)	\$600,000		\$200,000	\$200,000	\$200,000	Additional Appropriation
Infrastructure / Security	Network Refresh (2026 - 2027)	\$1,000,000			\$500,000	\$500,000	Additional Appropriation
Infrastructure / Security	VoIP Phone Refresh (2026 - 2027)	\$200,000			\$100,000	\$100,000	Additional Appropriation
Infrastructure / Security	Wireless Hardware Expansion (2024-2027)	\$100,000	\$100,000				Additional Appropriation
Infrastructure / Security	Wireless Hardware Refresh (2026 - 2027)	\$400,000			\$200,000	\$200,000	Additional Appropriation
Infrastructure / Security	Internal Application Load Balancers Refresh (2024)	\$100,000	\$100,000				Additional Appropriation
Infrastructure / Security	Firewall and DMZ Refresh (2027)	\$2,500,000				\$2,500,000	Additional Appropriation
Infrastructure / Security	Security Storage (Cloud First) (2025)	\$400,000		\$400,000			Additional Appropriation
Infrastructure / Security	Security Server Refresh (Cloud First) (2025)	\$200,000		\$200,000			Additional Appropriation
Infrastructure / Security	Security Services MDR (2023)	\$200,000	\$200,000				Additional Appropriation
Infrastructure / Security	Data Center Consolidation	\$200,000	\$200,000				Additional Appropriation
Infrastructure / Security	ITSM (Ticketing) Software RFP (2024 - 2027)	\$100,000	\$100,000				General Fund
Infrastructure / Security	ITSM Mobile Application / Chat BOT	\$100,000	\$100,000				Additional Appropriation
Infrastructure / Security	Certificate (PKI) Management	\$200,000	\$200,000				Additional Appropriation
Infrastructure / Security	Data Classification Program	\$1,000,000	\$1,000,000				Additional Appropriation
Infrastructure / Security	Identity Management System	\$1,000,000	\$1,000,000				Additional Appropriation
Infrastructure / Security	Network Monitoring & Health System Expansion	\$400,000	\$400,000				Additional Appropriation
Infrastructure / Security	3rd Party Security Assessments (Pen Test)	\$500,000	\$100,000	\$100,000	\$100,000	\$100,000	Additional Appropriation
Infrastructure / Security	Cloud Implementation / Migration	\$800,000	\$200,000	\$200,000	\$200,000	\$200,000	General Fund
Infrastructure / Security	Video Surveillance Servers Refresh (Legacy)	\$300,000	\$300,000				General Fund
Infrastructure / Security	Video Surveillance Camera Refresh	\$200,000	\$100,000	\$100,000			General Fund
Infrastructure / Security	Access Control System Refresh	\$200,000	\$100,000	\$100,000			General Fund
Infrastructure / Security	Video Surveillance and Access Control System RFP	\$8,000,000	\$2,000,000	\$2,000,000	\$2,000,000	\$2,000,000	General Fund

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0402

Sponsored by: <b>County Executive Budish/Department of Public Works/Division of County Engineer</b>	<b>A Resolution</b> declaring that public convenience and welfare requires the rehabilitation of Smith Road from Sheldon Road to Pearl Road in the City of Middleburg Heights; total estimated project cost \$2,000,000.00; finding that special assessments will neither be levied nor collected to pay for any part of the County's costs of said improvement; authorizing the County Executive to enter into an agreement of cooperation with said municipalities in connection with said project; and declaring the necessity that this Resolution become immediately effective.
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**WHEREAS**, the County Executive/Department of Public Works/Division of County Engineer recommends that public convenience and welfare requires the rehabilitation of Smith Road from Sheldon Road to Pearl Road in the City of Middleburg Heights; and

**WHEREAS**, the anticipated start- completion date is 6/1/2023 – 6/1/2024; and

**WHEREAS**, that special assessments will neither be levied nor collected to pay for any part of the County's costs of said improvement; and

**WHEREAS**, the primary goal is to properly maintain the County's infrastructure for which the County is responsible; and

**WHEREAS**, the project is located in Council District 4; and

**WHEREAS**, the estimated project cost is \$2,000,000.00; and

**WHEREAS**, this project will be funded 80% (\$1,600,000.00) County Road and Bridge Funds and 20% (\$400,000.00) City of Middleburg Heights; and

**WHEREAS**, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue and to provide for the usual, daily operation of a County entity.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**

**SECTION 1.** That the Cuyahoga County Council hereby declares that public convenience and welfare the rehabilitation of Smith Road from Sheldon Road to Pearl Road in the City of Middleburg Heights.

**SECTION 2.** That special assessments will neither be levied nor collected to pay for any part of the County's costs of said improvements.

**SECTION 3.** That the County Executive is hereby authorized to enter into and execute any and all necessary agreements of cooperation and any other documents in connection with this project.

**SECTION 4.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

**SECTION 5.** It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by \_\_\_\_\_, seconded by \_\_\_\_\_, the foregoing Resolution was duly adopted.

Yeas:

Nays:

\_\_\_\_\_  
County Council President

\_\_\_\_\_  
Date

\_\_\_\_\_  
County Executive

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Date

First Reading/Referred to Committee:  
Committee(s) Assigned:

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_

Public Works Requests Approval of the Public Convenience and Welfare for the Rehabilitation of Smith Road from Sheldon Road to Pearl Road, in the City of Middleburg Heights

#### Scope of Work Summary

The Public Works Department requesting that Council find that public convenience and welfare requires the approval of the rehabilitation of Smith Road from Sheldon Road to Pearl Road, in the City of Middleburg Heights. The anticipated cost of this project is \$2,000,000. The anticipated start-completion dates are 6/1/2023 – 6/1/2024.

The primary goal of this request is to begin the process of Council review and approval of this project. The primary goal of the project itself is the approval of Convenience and Welfare.

Smith Road – From Sheldon Road to Pearl Road

District 4

#### Funding

The project is to be funded with funded \$1,600,000 County Road and Bridge and \$400,000 City of Middleburg Heights. The total cost of the project is \$2,000,000.



## CUYAHOGA COUNTY DEPARTMENT of PUBLIC WORKS

### Project Fact Sheet – Smith Road, in Middleburg Heights

<b>Project Type</b>	Roadway Resurfacing
<b>Project Limits</b>	Sheldon Rd. to Pearl Road
<b>Project Length</b>	1.1 miles
<b>Average Daily Traffic</b>	10,100 vehicles per day
<b>Pavement Condition Rating</b>	46 (poor)
<b>Previously Resurfaced</b>	1992
<b>Council District</b>	4
<b>Project Cost</b>	\$2,000,000
<b>Proposed Funding</b>	80% County (\$1,600,000), 20% Middleburg Heights (\$400,000)
<b>Project Design</b>	Middleburg Heights
<b>Construction Admin</b>	Cuyahoga County





# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0403

Sponsored by: <b>County Executive Budish/Department of Public Works/ Division of County Engineer</b>	<b>A Resolution</b> making an award on RQ10548 to Perk Company, Inc. in the amount not-to-exceed \$3,554,102.65 for resurfacing of South Green Road from Cedar Road to Mayfield Road in the City of South Euclid in connection with the FY2021-2024 Transportation Improvement Program; authorizing the County Executive to execute Contract No. 2779 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.
--	--

**WHEREAS**, the County Executive/Department of Public Works/ Division of County Engineer recommends an award on RQ10548 to Perk Company, Inc. in the amount not-to-exceed \$3,554,102.65 for resurfacing of South Green Road from Cedar Road to Mayfield Road in the City of South Euclid in connection with the 2021-2024 Transportation Improvement Program; and

**WHEREAS**, the anticipated start-completion dates are 11/1/2022 – 11/1/2023; and

**WHEREAS**, the project is located in Council District No. 7; and

**WHEREAS**, the project is funded as follows: (a) 76% from Federal Funds; (b) 12% from County Road and Bridge Funds and (c) 12% from the City of South Euclid; and

**WHEREAS**, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue and to provide for the usual, daily operation of a County entity.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**

**SECTION 1.** That the Cuyahoga County Council hereby makes an award on RQ10548 to Perk Company, Inc. in the amount not-to-exceed \$3,554,102.65 for resurfacing of South Green Road from Cedar Road to Mayfield Road in the City of South Euclid.

**SECTION 2.** Pursuant to the County's home rule authority granted by Section 1.01 of the Cuyahoga County Charter, the County is hereby authorized to comply with the retainage policy implemented by the Ohio Department of Transportation in accordance with 49 CFR §26.29(b), whereby subrecipients of federal aid do not withhold retainage from prime contractors and prime contractors do not withhold retainage from subcontractors where such subcontractors provide performance bonds.

**SECTION 3.** That the County Executive is authorized to execute Contract No. 2779 and all other documents consistent with said award and this Resolution.

**SECTION 4.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

**SECTION 5.** It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by \_\_\_\_\_, seconded by \_\_\_\_\_, the foregoing Resolution was duly adopted.

Yeas:

Nays:

\_\_\_\_\_  
County Council President

\_\_\_\_\_  
Date

\_\_\_\_\_  
County Executive

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Date

First Reading/Referred to Committee:  
Committee(s) Assigned:

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_\_\_

CUY-South Green Road (CR-14) Resurfacing of Existing Roadway from Cedar Road to Mayfield Road in the city of South Euclid, Ohio RQ10548

#### Scope of Work Summary

Department of Public Works Construction is requesting approval of a contract with Perk Company, Inc. for the anticipated cost of \$3,554,102.65.

This project consists of the resurfacing of approximately 1.26 miles of South Green Road from Cedar Road to Mayfield Road in the City of South Euclid. Traffic signals will be replaced at Mayfield Road, Neville Road, Bayard Road, and Notre Dame College. New pavement markings implementing a road diet with bike lanes will also be installed.

The anticipated start-completion dates are 11/1/2022 and ending 11/1/2023.

#### Procurement

The procurement method for this project was RFB. The total value of the RFB is \$3,554,102.65. The estimate for this project was \$3,450,000.00. This bid is 3.017% over the estimate.

The RFB was closed on 9/9/2022. There is a DBE participation/goal of 7%.

There were 7 bids/proposals/applications) pulled from OPD, 3 bids submitted for review, 3 bids approved. We took the lowest bid.

#### Contractor and Project Information

Perk Company, Inc.

8100 Grand Avenue Suite #300

Cleveland, Ohio 44104

Council District (7)

The secretary/treasurer for the contractor/vendor is Anthony Cifani.

The project is located in Council District (11).

#### Project Status and Planning

The project is a new project to the County.

#### Funding

The project is funded 76% by Federal funds, 12% for \$5.00 Road and Bridge funds and 12% Municipality. The schedule of payments is by invoice.

#### ADD:

For Federally funded projects include this paragraph in the resolution:

Pursuant to the County's home rule authority granted by Section 1.01 of the Cuyahoga County Charter, the County is hereby authorized to comply with the retainage policy implemented by the Ohio Department of Transportation in accordance with 49 CFR §26.29(b), whereby subrecipients of federal aid do not withhold retainage from prime contractors and prime contractors do not withhold retainage from subcontractors where such subcontractors provide performance bonds.

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	10548
Infor/Lawson PO # Code (if applicable):	
Event #	3399
CM Contract#	2779

	Department	Clerk of the Board
Briefing Memo	meb	

Late Submittal Required:	Yes <input type="checkbox"/>	✓ No
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
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FULL AND OPEN COMPETITION Construction Projects – Road & Bridge Reviewed by Purchasing		
	Department initials	Purchasing
Notice of Intent to Award ( <i>sent to all responding vendors</i> )	Meb	OK WB
Bid Specification Packet ( <i>includes Legal Notice to Bidders</i> )	Meb	OK WB
Final DEI Goal Setting Worksheet	Meb	OK WB
Diversity Documents – <i>if required (goal set)</i>	n/a	N/A WB
Award Letter (sent to awarded vendor)	Meb	OK WB
Vendor’s Confidential Financial Statement – <i>if RFB requested</i>	Not requested	N/A WB
Non-Collusion Affidavit	Meb	OK WB
Public Works Bid Results	Meb	OK WB
Tabulation Sheet	Meb	OK WB
Prevailing Wage Public Improvement Agreement	meb	OK WB
Sales and Use Tax Construction Contract Exemption Form, <i>if applicable</i>	meb	OK WB
Worktype Worksheets, <i>if applicable</i>	Meb	OK WB
SBE Worktype Worksheets, <i>if applicable</i>	DBE	OK WB
Drug Free Workplace, <i>if applicable</i>	Meb	OK WB
Project of Similar Complexity, <i>if applicable</i>	Meb	OK WB
EEOC (Equal Employment Opportunity Commission), <i>if applicable</i>	meb	OK WB
Prevailing Wage Determination Cover Letter (with Prevailing Wage Rate sheets)	See websitevlink	OK WB
Other, <i>per Section 3 “Required Bid Documents” Buy America</i>	Meb	OK WB
IG# 12-2187 exp 12/31/2023	meb	OK WB
Debarment/Suspension Verified Date: 9/14/22	Meb	OK WB
Auditor’s Finding Date: 9/14/22	Meb	OK WB
Vendor’s Submission ( <i>Form of Proposal</i> )	Meb	OK WB
Independent Contractor (I.C.) Requirement Date: 9/22/22	meb	OK WB
Contract Evaluation – <i>if required</i>	n/a	N/A WB

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.	n/a	OK WB
Checklist Verification	meb	OK WB

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	
	<b>Department initials</b>
Agreement/Contract and Exhibits	meb
Bid Guarantee & Contract Bond	meb
Matrix Law Screen shot	meb
COI	meb
Workers' Compensation Insurance	meb
Railroad Insurance – <i>if required</i>	n/a

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
n/a	PW605100	73300	CRDOT0003401	\$3,554,102.65
			<b>TOTAL</b>	<b>\$3,554,102.65</b>

### Purchasing Use Only:

Prior Resolutions:	N/A
CM#:	2779
Vendor Name:	Perk Company Inc.
ftp:	N/A
Amount:	\$3,554,102.65
History/CE:	OK
EL:	OK
Procurement Notes:	OK to Proceed
Purchasing Buyer's initials and date of approval	WB 10/7/2022



## Department of Purchasing Tabulation Sheet

REQUISITION NUMBER: RQ10548 Event: 3399		TYPE: (RFB/RFP/RFQ): RFB- Construction		ESTIMATE: \$3,450,000.00
CONTRACT PERIOD:		RFB/RFP/RFQ DUE DATE: September 9, 2022		NUMBER OF RESPONSES (issued/submitted): 7/3
REQUESTING DEPARTMENT: Public Works		COMMODITY DESCRIPTION: South Green Road (CR-14) Resurfacing of Existing Roadway from Cedar Road to Mayfield Road in the City of South Euclid, OH		
DIVERSITY GOAL/SBE 0%	DIVERSITY GOAL/DBE: 7%	DIVERSITY GOAL/MBE 0%	DIVERSITY GOAL/WBE 0%	
Does CCBB Apply: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <b>No – The low bidder is in Cuyahoga County LL 9/13/22</b>		CCBB: Low Non-CCBB Bid\$:N/A		
Does CCBEIP Apply: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <b>No – The low bidder is certified as an "Inclusive Business" in the CCBEIP LL 9/13/22</b>		CCBEIP: Low Non-CCBEIP Bid \$: N/A		
*PRICE PREFERENCE LOWEST BID REC'D \$ <b>\$3,554,102.65</b>		RANGE OF LOWEST BID REC'D \$ 3,000,001-\$5,000,000		
PRICE PREF % & \$ LIMIT: (7%) \$248,787.19 (Max \$250,000)		MAX SBE/MBE/WBE PRICE PREF \$ 3,802,889.84		
		Minus \$, =		
		DOES PRICE PREFERENCE APPLY? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No N/A to DBE Goal items LL 9/13/22		

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	Dept. Tech. Review	Award: (Y/N)
1 Perk Company Inc 8100 Grand Ave #300 Cleveland OH 44104	100% Endurance Assurance Corporation	\$3,554,102.65	Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 12-2187-REG NCA: <input checked="" type="checkbox"/> Yes Affirmative Action <input checked="" type="checkbox"/> Yes Proposal Forms <input checked="" type="checkbox"/> Yes Work Type Worksheets <input checked="" type="checkbox"/> Yes Bid Bond <input checked="" type="checkbox"/> Yes PH:	<input type="checkbox"/> Yes <input type="checkbox"/> No	CCBB <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No CCBEIP <input checked="" 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:  	DPW is recommending lowest and best bid. meeb	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

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	Dept. Tech. Review	Award: (Y/N)
			<input checked="" type="checkbox"/> Yes Evidence of Experience <input checked="" type="checkbox"/> Yes Buy America: <input checked="" type="checkbox"/> Yes DSF: <input checked="" type="checkbox"/> Yes Federal EEO: <input checked="" type="checkbox"/> Yes Addendum 1 <input checked="" type="checkbox"/> Yes OPD Buyer Initials: WB 9/12/2022					

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	Dept. Tech. Review	Award: (Y/N)
2 Terrace Construction Co., Inc 3965 Pearl Rd Cleveland OH 44109	100% The Cincinnati Insurance Company	\$3,567,925.25	Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 12-2690-REG NCA: <input checked="" type="checkbox"/> Yes PH: <input checked="" type="checkbox"/> Yes Affirmative Action <input checked="" type="checkbox"/> Yes Proposal Forms <input type="checkbox"/> Yes Work Type Worksheets <input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Yes <input type="checkbox"/> No	CCBB <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No CCBEIP <input checked="" 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:		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

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	Dept. Tech. Review w	Award: (Y/N)
			Bid Bond <input checked="" type="checkbox"/> Yes  Evidence of Experience <input checked="" type="checkbox"/> No NEED  Buy America: <input checked="" type="checkbox"/> Yes  DSF: <input checked="" type="checkbox"/> Yes  Federal EEO: <input checked="" type="checkbox"/> Yes  Addendum 1 <input checked="" type="checkbox"/> Yes  OPD Buyer Initials: WB 9/12/2022					

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	Dept. Tech. Review	Award: (Y/N)

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	Dept. Tech. Review	Award: (Y/N)
3 Vandra Brothers Construction 24629 Broadway Ave Oakwood Village OH 44146	100% Western Surety Company	\$4,339,557.05	Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 12-2906-REG NCA: <input checked="" type="checkbox"/> Yes PH: <input checked="" type="checkbox"/> Yes Affirmative Action <input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Yes <input type="checkbox"/> No	CCBB <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No CCBEIP <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Subcontractor Name(s):  SBE/MBE/WBE Prime: (Y/N)  SBE: <input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> No Total % SBE: % MBE: % WBE: %		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

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	Dept. Tech. Review w	Award: (Y/N)
			Proposal Forms <input checked="" type="checkbox"/> Yes Work Type Worksheets <input checked="" type="checkbox"/> Yes Bid Bond <input checked="" type="checkbox"/> Yes Evidence of Experience <input checked="" type="checkbox"/> Yes Buy America: <input checked="" type="checkbox"/> Yes DSF: <input checked="" type="checkbox"/> Yes Federal EEO: <input checked="" type="checkbox"/> Yes Addendum 1 <input checked="" 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	Dept. Tech. Review	Award: (Y/N)
			OPD Buyer Initials: WB 9/12/2022					

Transaction ID:

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0404

Sponsored by: <b>County Executive Budish/Department of Public Works</b>	<b>A Resolution</b> making an award on RQ10101 to Cold Harbor Building Company in the amount not-to-exceed \$2,248,500.00 for the purchase of replacement generators located at the Cuyahoga County Medical Examiner's Building; authorizing the County Executive to execute Contract No. 2801 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/Division of County Engineer recommends an award on RQ10101 to Cold Harbor Building Company in the amount not-to-exceed \$2,248,500.00 for the purchase of replacement generators located at the Cuyahoga County Medical Examiner's Building; and

**WHEREAS**, the primary goals of this project are the demolition of the existing generator switchboard and ductwork and installation of two (2) new 750kw diesel generators, new HVAC system for cooling the main electrical room, new lighting and site work for generator installation; and

**WHEREAS**, the project is funded 100% by Capital Projects Fund; and

**WHEREAS**, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue and to provide for the usual, daily operation of a County entity.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**

**SECTION 1.** That the Cuyahoga County Council hereby makes an award on RQ10101 to Cold Harbor Building Company in the amount not-to-exceed \$2,248,500.00 for the purchase of a generator replacement located at the Cuyahoga County Medical Examiner's Building.

**SECTION 2.** That the County Executive is authorized to execute Contract No. 2801 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
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_____ Clerk of Council	_____ Date
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First Reading/Referred to Committee:  
Committee(s) Assigned:

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_



Department of Public Works Facilities Award Recommendation for Medical Examiner's Building Generator Replacement RQ10101

Scope of Work Summary

Department of Public Works Facilities is requesting approval of a contract with Cold Harbor Building Company for the anticipated cost of 2,248,500.00.

This project involves demolition of the existing generator switchboard and ductwork and installation of 2 new 750kW diesel generators. New HVAC system for cooling the main electrical room, new lighting, and site work for the generator installation.

The anticipated start-completion dates are 12/5/2022 and ending 4/17/2024.

The project is not mandated.

Procurement

The procurement method for this project was RFB. The total value of the RFB is \$2,248,500.00. The estimate for this project was \$2,282,904.00.

The RFB was closed on 9/16/2022. There is an SBE goal of 5%, MBE goal of 16%, and WBE goal of 9%. There were 11 bids pulled from OPD, 5 bids submitted for review, 5 bids approved.

Contractor and Project Information

Cold Harbor Building Company  
115 Industrial Parkway  
Chardon, Ohio

The president for the contractor/vendor is Dale Griffis, II.

The address or location of the project is:  
Cuyahoga County Medical Examiner's Building  
11001 Cedar Avenue  
Cleveland, OH 44106  
The project is located in Council District (7).

Project Status and Planning

The project is a new project to the County.

Funding

The project is funded 100% by Capital Projects. The schedule of payments is by invoice.

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

2801

Infor/Lawson RQ#:	10101
Infor/Lawson PO# Code (if applicable):	RFB
Event #	3236
CM Contract#	2801

Briefing Memo	Department meb	Clerk of the Board
---------------	-------------------	--------------------

Late Submittal Required:	Yes <input type="checkbox"/>	✓ No
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
---	------------------------------	------

### FULL AND OPEN COMPETITION Construction Projects – Buildings Reviewed by Purchasing

	Department initials	Purchasing
Notice of Intent to Award (sent to all responding vendors)	meb	OK KT
Bid Specification Packet ( <i>includes Legal Notice to Bidders</i> )	Meb	OK KT
Final DEI Goal Setting Worksheet	Meb	OK KT
Diversity Documents – <i>if required (goal set)</i>	Meb	OK KT
Award Letter (sent to awarded vendor)	Meb	OK KT
Vendor’s Confidential Financial Statement – <i>if RFB requested</i>	n/a	N/A KT
Non-Collusion Affidavit	Meb	OK KT
Public Works Bid Results	On bid tab only	OK KT
Tabulation Sheet	Meb	OK KT
Prevailing Wage Public Improvement Agreement	Meb	OK KT
Sales and Use Tax Construction Contract Exemption Form, <i>if applicable</i>	Meb	OK KT
Worktype Worksheets, <i>if applicable</i>	n/a	N/A KT
SBE Worktype Worksheets, <i>if applicable</i>	n/a	N/A KT
Drug Free Workplace, <i>if applicable</i>	Not requested	N/A KT
Project of Similar Complexity, <i>if applicable</i>	meb	OK KT
EEOC (Equal Employment Opportunity Commission), <i>if applicable</i>	meb	OK KT
Prevailing Wage Determination Cover Letter (with Prevailing Wage Rate sheets)	Website link only	OK KT
Other, <i>per those listed in the Project Manual - see: Article 3, Section B. 2. “Bid Proposal Shall Contain the Following</i>	meb	OK KT

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Revised 12/15/2021

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

<i>Document; and “Supplements Cuyahoga County Form of Proposal”</i>				
<b>CCBB-EIP, AIA, Electronic Sign, Haz. Materials, Escrow</b>				
IG#	20-0346 exp 12/31/2024 Cold Harbor Building Company 20-0346-REG 31DEC2024		meb	OK KT
Debarment/Suspension Verified	Date:	9/29/22	Meb	OK KT
Auditor’s Finding	Date:	9/29/22	Meb	OK KT
Vendor’s Submission <i>(Form of Proposal)</i>			meb	OK KT
Independent Contractor (I.C.) Requirement	Date:	10/4/22	meb	OK KT
Contract Evaluation – <i>if required</i>			n/a	N/A KT
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			n/a	N/A KT
Checklist Verification			meb	OK KT

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	
	<b>Department initials</b>
Agreement/Contract and Exhibits	Meb
Matrix Law Screen shot	meb
COI	Meb
Workers’ Compensation Insurance	Meb
Bid Guarantee & Contract Bond	meb

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
N/A	PW600100	55130	CFMED0000701	<b>\$2,248,500.00</b>
			<b>TOTAL</b>	<b>\$2,248,500.00</b>

### Purchasing Use Only:

Prior Resolutions:	N/A
CM#	2801
Vendor Name:	COLD HARBOR BUILDING CO
Amount:	<b>\$2,248,500.00</b>
History/CE:	OK

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Revised 12/15/2021

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

EL:	OK
Procurement Notes:	N/A
Purchasing Buyer’s initials and date of approval	KT 10/17/22



## Department of Purchasing Tabulation Sheet

*M. Scott Egan* 9/29/2022  
Facilities Division; Purchasing Administrator

REQUISITION NUMBER: 10101 Event: 3236	TYPE: (RFB/RFP/RFQ): RFB	ESTIMATE: \$2,282,904.00
CONTRACT PERIOD:	RFB/RFP/RFQ DUE DATE: September 16, 2022	NUMBER OF RESPONSES (issued/submitted): 11/5
REQUESTING DEPARTMENT: Public Works	COMMODITY DESCRIPTION: Cuyahoga County Medical Examiner's Building Generator Replacement	
DIVERSITY GOAL/SBE 5% <input type="checkbox"/> Yes <input type="checkbox"/> No	DIVERSITY GOAL/MBE 16% <input type="checkbox"/> Yes <input type="checkbox"/> No	DIVERSITY GOAL/WBE 9% <input type="checkbox"/> Yes <input type="checkbox"/> No
Does CCBB Apply: <input type="checkbox"/> Yes <input type="checkbox"/> No	CCBB: Low Non-CCBB Bid \$: 2,248,500.00	Add 2%, Total is: \$2,293,470.00
Does CCBEIP Apply: <input type="checkbox"/> Yes <input type="checkbox"/> No	CCBEIP: Low Non-CCBEIP Bid \$: 2,248,500.00	Add 2%, Total is: \$2,293,470.00
*PRICE PREFERENCE LOWEST BID REC'D \$2,248,500.00	RANGE OF LOWEST BID REC'D \$ 1,000,000.1-3,000,000	Minus \$, =
PRICE PREF % & \$ LIMIT: (8%) \$179,880.00 (Max \$210,000)	MAX SBE/MBE/WBE PRICE PREF \$2,428,380.00	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	Dept. Tech. Review	Awar d: (Y/N)
1. Cold Harbor Building Co. 115 Industrial Parkway Chardon, OH 4024	Bid Bond 100% Fidelity & Deposit Company of Maryland	\$2,248,500.00	Compliant: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Proposal Form <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No IG Registration Complete: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No IG Number: 20-0346-REG NCA:	<input type="checkbox"/> Yes <input type="checkbox"/> No	CCBB <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No CCBEIP <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	(HM) Irizar Electric SBE/MBE 16.233% (WF) B & B Wrecking & Excavating SBE/WBE 1.33% (WF) Royal Landscape-Gardening SBE/WBE .267% (WF) Mars Electrical Co. SBE/WBE 7.561% (WF) Imperial Mechanical, Inc. SBE/WBE 2.568% (WF) Ballast Construction/Ballast Fence SBE/WBE 2.391%	Total Bid Including Alternates: \$2,248,500.00 A. Cover Letter <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No B. List of Convictions or Fines <input type="checkbox"/> Yes <input type="checkbox"/> No C. Project Organization Chart <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

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	Dept. Tech. Review	Award: (Y/N)
			<input checked="" type="checkbox"/> Yes PH: <input checked="" type="checkbox"/> Yes Bid Guaranty <input checked="" type="checkbox"/> Yes Sub Contractor Participation Plan <input checked="" type="checkbox"/> Yes Electronic Signature <input checked="" type="checkbox"/> Yes Good Faith Effort Cert. <input checked="" type="checkbox"/> Yes CCBB: <input checked="" type="checkbox"/> No CCBEIP: <input checked="" type="checkbox"/> No Contractors Qualification Statement <input checked="" type="checkbox"/> Yes			SBE/MBE/W BE Prime: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input checked="" type="checkbox"/> No Total % SBE: 5.059% MBE: 16.233 % WBE: 9.158 % SBE/MBE/W BE Comply: (Y/N) <input checked="" type="checkbox"/> Yes LL 9/26/22 <input type="checkbox"/> No SBE/MBE/W BE Comments and Initials: No Waiver requested 9/23/22 of LL 9/26/22	D. Firm's Safety Record <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No E. Firm's Compliance SBE Record <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No F. Firm's Experience <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No G. Firm's Project Management Reports <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No H. Site Visit Photographs <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Recommend acceptance of Alternates A1 and A2. Base Bid - \$2,073,651.00 + Alt A1 - \$149,349.00 + Alt A2 - \$25,500.00 Total Bid: \$2,248,500.00 Contractor has successfully completed work on other County	

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	Dept. Tech. Review	Award: (Y/N)
			Existing Hazardous Material Form <input checked="" type="checkbox"/> Yes  Covenant Non Disclosure <input checked="" type="checkbox"/> Yes Addendum 1 <input checked="" type="checkbox"/> Yes Addendum 2 <input checked="" type="checkbox"/> Yes  OPD Buyer Initials: WB 9/19/2022				facilities on time and under budget.  Addendum 1 & Addendum 2 items do not affect the Base Bid work, nor the Alternates. Most addendum questions were answered by the Design Consultant referring to Drawing C-1 General Notes. It seems only one G.C. asked these questions because close attention was not paid to Drawing C-1 General Notes.	

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	Dept. Tech. Review	Award: (Y/N)
2. London Road Electric Co. 16109 St. Clair Ave. Cleveland, OH 44110	Bid Bond 100% Cincinnati Insurance Company	\$2,299,000.00	Compliant: <input checked="" type="checkbox"/> Yes Proposal Form <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> No IG Number: <input checked="" type="checkbox"/> No NCA: <input checked="" type="checkbox"/> Yes PH: <input checked="" type="checkbox"/> Yes Bid Guaranty <input checked="" type="checkbox"/> Yes Sub Contractor Participation Plan <input checked="" type="checkbox"/> Yes Electronic Signature <input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Yes <input type="checkbox"/> No	CCBB <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No CCBEIP <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Subcontractor Name(s): (WF) Imperial Mechanical, Inc. SBE/WBE 2.566% (AAF) Cook Paving & Construction SBE/MBE/WBE 5.655% (WM) Northeast Ohio Trenching Ser. SBE 2.958%  SBE/MBE/WBE Prime: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input checked="" type="checkbox"/> No  Total % SBE: 5.524 % MBE: 5.655% WBE: 0%  SBE/MBE/WBE Comply: (Y/N) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No LL 9/26/22  SBE/MBE/WBE Comments and Initials: Prime -London Road Electric is Not a certified vendor. Requested a Partial Waiver (see attached document). DIV-3 2 of 2 not submitted. I had to work out percentage not provided 9/23/22 of Only page one of DIV-3 was submitted and it did not contain details/documentation of good faith	<b>Total Bid Including Alternates: \$2,299,000.00</b> A. Cover Letter <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No B. List of Convictions or Fines <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No C. Project Organization Chart <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No D. Firm's Safety Record <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No E. Firm's Compliance SBE Record <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No F. Firm's Experience <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No G. Firm's Project Management Reports <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No H. Site Visit Photographs <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No  Recommend acceptance of Alternates A1 and A2.  Base Bid - \$2,124,151.00 + Alt A1 - \$ 149,349.00 + Alt A2 - \$ 25,500.00 <b>Total Bid: \$2,299,000.00</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

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	Dept. Tech. Review	Award: (Y/N)
			Good Faith Effort Cert. <input checked="" type="checkbox"/> Yes  CCBB: <input checked="" type="checkbox"/> Yes  CCBEIP: <input checked="" type="checkbox"/> Yes  Contractors Qualification Statement <input checked="" type="checkbox"/> No  Existing Hazardous Material Form <input checked="" type="checkbox"/> No  Covenant Non- Disclosure <input checked="" type="checkbox"/> Yes  Addendum 1 <input checked="" type="checkbox"/> Yes Addendum 2 <input checked="" type="checkbox"/> Yes  OPD Buyer Initials:			effort to meet all of the diversity goals. LL 9/26/22		

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	Dept. Tech. Review	Award: (Y/N)
			WB 9/19/2022					

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	Dept. Tech. Review	Award: (Y/N)
3 Zenith System LLC 5055 Corbin Dr. Cleveland, OH 44128	Bid Bond 100% Liberty Mutual Insurance Company	\$2,371,576.00	Compliant: <input checked="" type="checkbox"/> Yes Proposal Form <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 13-0417-REG NCA: <input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Yes <input type="checkbox"/> No	CCBB <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No CCBEIP <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Subcontractor Name(s): (WF) Ballast Construction, dba Ballast Fence SBE/WBE 2% (WF) Mars Electrical SBE/WBE 15% (AAM) Safeguard Associates, Inc. SBE/MBE 16%  SBE/MBE/WBE Prime: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input checked="" type="checkbox"/> No	Total Bid Including Alternates: \$2,371,576.00 A. Cover Letter <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No B. List of Convictions or Fines <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No C. Project Organization Chart <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No D. Firm's Safety Record <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

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	Dept. Tech. Review	Award: (Y/N)						
			PH: <input checked="" type="checkbox"/> Yes  Bid Guaranty <input checked="" type="checkbox"/> Yes  Sub Contractor Participation Plan <input checked="" type="checkbox"/> Yes  Electronic Signature <input checked="" type="checkbox"/> Yes  Good Faith Effort Cert. <input checked="" type="checkbox"/> Yes  CCBB: <input checked="" type="checkbox"/> Yes  CCBEIP: <input checked="" type="checkbox"/> Yes  Contractors Qualification Statement <input checked="" type="checkbox"/> Yes			SBE: <u>2 %</u> MBE: <u>16 %</u> WBE: <u>15 %</u>  <table border="1"> <tr> <td>Total %</td> <td></td> </tr> <tr> <td>SBE/MBE/WBE Comply: (Y/N)</td> <td> <input type="checkbox"/> Yes  <input checked="" type="checkbox"/> No LL 9/26/22             </td> </tr> <tr> <td>SBE/MBE/WBE Comments and Initials:</td> <td>               No Waiver was requested, 9/23/22 of DIV-3 Form was signed but not notarized and did not contain details/documentation of good faith effort to meet all of the diversity goals. LL 9/26/22             </td> </tr> </table>	Total %		SBE/MBE/WBE Comply: (Y/N)	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No LL 9/26/22	SBE/MBE/WBE Comments and Initials:	No Waiver was requested, 9/23/22 of DIV-3 Form was signed but not notarized and did not contain details/documentation of good faith effort to meet all of the diversity goals. LL 9/26/22	E. Firm's Compliance SBE Record <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No F. Firm's Experience <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No G. Firm's Project Management Reports <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No H. Site Visit Photographs <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Recommend acceptance of Alternates A1 and A2.  Base Bid - \$2,196,727.00 + Alt A1 - \$ 149,349.00 + Alt A2 - \$ 25,500.00 Total Bid: <b>\$2,371,576.00</b>	
Total %														
SBE/MBE/WBE Comply: (Y/N)	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No LL 9/26/22													
SBE/MBE/WBE Comments and Initials:	No Waiver was requested, 9/23/22 of DIV-3 Form was signed but not notarized and did not contain details/documentation of good faith effort to meet all of the diversity goals. LL 9/26/22													

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	Dept. Tech. Review	Award: (Y/N)
			<p>Existing Hazardous Material Form <input checked="" type="checkbox"/> Yes</p> <p>Covenant Non-Disclosure <input checked="" type="checkbox"/> Yes</p> <p>Addendum 1 <input checked="" type="checkbox"/> No</p> <p>Addendum 2 <input checked="" type="checkbox"/> No</p> <p>OPD Buyer Initials: WB 9/20/2022</p>					

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	Dept. Tech. Review	Award: (Y/N)
4 North Bay Construction 25800 First Street Westlake, OH 44145	Bid Bond 100% The Cincinnati Insurance Company	\$2,441,935.00	Compliant: <input checked="" type="checkbox"/> No Proposal Form <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> No IG Number: <input checked="" type="checkbox"/> No NCA: <input checked="" type="checkbox"/> Yes PH: <input checked="" type="checkbox"/> Yes Bid Guaranty <input checked="" type="checkbox"/> Yes Sub Contractor Participation Plan <input checked="" type="checkbox"/> Yes Electronic Signature <input checked="" type="checkbox"/> Yes Good Faith Effort Cert.	<input type="checkbox"/> Yes <input type="checkbox"/> No	CCBB <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No CCBEIP <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Subcontractor Name(s): (AAF) Cook Paving & Construction SBE/MBE/WBE 10% (WF) Timeline Photography SBE/WBE .02% (AAM) Petty Group, LLC SBE/MBE 1%  SBE/MBE/WBE Prime: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input checked="" type="checkbox"/> No  Total % SBE: 0 % MBE: 10.059 % WBE: .02 %  SBE/MBE/WBE Comply: (Y/N) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No LL 9/26/22  SBE/MBE/WBE Comments and Initials: Requesting a Partial Waiver (see Attachment). L.M.R. Construction is Not certified with Cuyahoga County – "North Bay Constr. stated that" . DIV3 2 of 2. 9/23/22 cf LL 9/26/22	Total Bid Including Alternates: 2,441,935.00 A. Cover Letter <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No B. List of Convictions or Fines <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No C. Project Organization Chart <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No D. Firm's Safety Record <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No E. Firm's Compliance SBE Record <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No F. Firm's Experience <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No G. Firm's Project Management Reports <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No H. Site Visit Photographs <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Recommend acceptance of	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

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	Dept. Tech. Review	Award: (Y/N)
			<input checked="" type="checkbox"/> Yes  CCBB: <input checked="" type="checkbox"/> Yes CCBEIP: <input checked="" type="checkbox"/> Yes  Contractors Qualification Statement <input checked="" type="checkbox"/> Yes  Existing Hazardous Material Form <input checked="" type="checkbox"/> Yes  Covenant Non- Disclosure <input checked="" type="checkbox"/> Yes  Addendum 1 <input checked="" type="checkbox"/> No Addendum 2 <input checked="" type="checkbox"/> No OPD Buyer Initials: WB 9/21/2022				Alternates A1 and A2.  Base Bid - \$2,267,086.00 + Alt A1 - \$ 149,349.00 + Alt A2 - \$ 25,500.00 Total Bid: <b>\$2,441,935.00</b>	

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	Dept. Tech. Review	Award: (Y/N)
5. Ozanne 1635 E. 25th Street Cleveland, OH 44114	Bid Bond 100% Nationwide Mutual Insurance Company	\$2,600,000.00	Compliant: <input checked="" type="checkbox"/> Yes Proposal Form <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 12-2130-REG NCA: <input checked="" type="checkbox"/> Yes PH: <input checked="" type="checkbox"/> Yes Bid Guaranty Sub Contractor Participation Plan <input checked="" type="checkbox"/> Yes Electronic Signature <input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Yes <input type="checkbox"/> No	CCBB <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No CCBEIP <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Subcontractor Name(s): (AAM) Ozanne Construction Co., Inc. Prime MBE 20% (WF) Cuyahoga Fence, LLC SBE/WBE 1% (WF) Imperial Mechanical, Inc. SBE/WBE 2% (HM) North Electric, Inc. SBE/MBE 70% (WF) Mars Electric Co. SBE/WBE 8% (2nd Tier subcontractor to North Electric) (WF) River City Building Solutions SBE/WBE 4% (2nd Tier subcontractor to North Electric) SBE/MBE/WBE Prime: (Y/N) <input checked="" type="checkbox"/> Yes <input type="checkbox"/> SBE <input checked="" type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> No Total % SBE: 20 % MBE: 58% (=70 -12: 2nd tier subcontracting) % WBE: 15 % SBE/MBE/WBE Comply: (Y/N) <input checked="" type="checkbox"/> Yes LL 9/26/22 <input type="checkbox"/> No	<b>Total Bid Including Alternates: \$2,600,000.00</b> A. Cover Letter <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No B. List of Convictions or Fines <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No C. Project Organization Chart <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No D. Firm's Safety Record <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No E. Firm's Compliance SBE Record <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No F. Firm's Experience <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No G. Firm's Project Management Reports <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No H. Site Visit Photographs <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Recommend acceptance of Alternates A1 and A2. Base Bid - \$2,425,151.00 + Alt A1 - \$ 149,349.00	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

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	Dept. Tech. Review	Award: (Y/N)
			Existing Hazardous Material Form <input checked="" type="checkbox"/> Yes Good Faith Effort Cert. <input type="checkbox"/> Yes  CCBB: <input checked="" type="checkbox"/> Yes  CCBEIP: <input checked="" type="checkbox"/> No Contractors Qualification Statement <input checked="" type="checkbox"/> Yes Covenant Non- Disclosure <input checked="" type="checkbox"/> Yes  Addendum 1 <input checked="" type="checkbox"/> No Addendum 2 <input checked="" type="checkbox"/> No OPD Buyer Initials: WB 9/21/2022			<div> <div>SBE/MBE/WBE Comments and Initials:</div> <div>           Prime- Ozanne Construction Co., Inc.            did not provide DIV-2 for self.            Submitted in Ozanne Construction DIV            forms are possible            2<sup>nd</sup> Tier- North Electric using Mars            Electric Co. &amp; River City Building            Solutions.            9/23/22 of North Electric doing 2<sup>nd</sup> tier            subcontracting to Mars Electric and            River City Building (total 16.4% =            \$300,000/1,825,000, &lt;25% max 2<sup>nd</sup> Tier            subcontracting allowed). LL 9/26/22         </div> </div>	+ Alt A2 - <u>    \$    </u> 25,500.00 Total Bid: \$2,600,000.00	

Transaction ID:



# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0405

Sponsored by: <b>County Executive Budish/Department of Development</b>	<b>A Resolution</b> authorizing Cuyahoga County Match Funding Forgivable loans to various organizations in the total amount not-to-exceed \$5,000,000.00 for various projects in connection with the State of Ohio, Brownfield Remediation Funding Match Program for the period 12/1/2022 – 11/30/2025; authorizing the County Executive and/or Director of Development to execute all documents consistent with said loans and this Resolution; and declaring the necessity that this Resolution become immediately effective.
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**WHEREAS**, the County Executive/Department of Development recommends Cuyahoga County Match Funding Forgivable loans to various organizations in the total amount not-to-exceed \$5,000,000.00 for various projects in connection with the State of Ohio, Brownfield Remediation Funding Match Program for the period 12/1/2022 – 11/30/2025 as follows:

- 1) 2168 West 25<sup>th</sup> St. LLC in the amount not-to-exceed \$137,718.75.
- 2) BC Empire School LLC in the amount not-to-exceed \$187,569.43.
- 3) Beacon Communities (BC Central School LLC) in the amount not-to-exceed \$257,070.22.
- 4) Bridgeworks, LLC in the amount not-to-exceed \$42,465.00.
- 5) Cleveland Metroparks in the amount not-to-exceed \$110,632.80.
- 6) Crooked River Equity Partners in the amount not-to-exceed \$546,138.75.
- 7) Foundry Project Arts Incubator, Inc. in the amount not-to-exceed \$215,000.00.
- 8) Hawthorne Elementary Partners in the amount not-to-exceed \$283,000.00.
- 9) Kurtz Bros. Inc. in the amount not-to-exceed \$276,217.80.

- 10) Spartan Alumni Rowing Association in the amount not-to-exceed \$131,537.22.
- 11) Sustainable Community Associates (Friends of Mendelsohn) in the amount not-to-exceed \$340,000.00.
- 12) Symba & Snap LLC in the amount not-to-exceed \$165,000.00.
- 13) TCD OCP Co LLC in the amount not-to-exceed \$332,737.50.
- 14) The Great Lakes Brewing Co and 2516 Corp. in the amount not-to-exceed \$273,477.75.
- 15) Tungston Industrial LLC in the amount not-to-exceed \$600,000.00
- 16) Vesta Lynette LLC in the amount not-to-exceed \$136,291.58.
- 17) Warner & Swasey in the amount not-to-exceed \$293,143.20.
- 18) Westinghouse-Breakwater Properties, LLC in the amount not-to-exceed \$672,000.00.

**WHEREAS**, the primary goal of these loans is for certain projects associated with the State of Ohio's Brownfield Remediation Funding Program; and

**WHEREAS**, the project is 100% funded by General Fund - American Rescue Plan Act (ARPA) Revenue Replacement/Provision of Government Services;

**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 Cuyahoga County Match Funding Forgivable loans to various organizations in the total amount not-to-exceed \$5,000,000.00 for various projects in connection with the State of Ohio, Brownfield Remediation Funding Match Program for the period 12/1/2022 – 11/30/2025 as follows:

- 1) 2168 West 25<sup>th</sup> St. LLC in the amount not-to-exceed \$137,718.75.
- 2) BC Empire School LLC in the amount not-to-exceed \$187,569.43.
- 3) Beacon Communities (BC Central School LLC) in the amount not-to-exceed \$257,070.22.

- 4) Bridgeworks, LLC in the amount not-to-exceed \$42,465.00.
- 5) Cleveland Metroparks in the amount not-to-exceed \$110,632.80.
- 6) Crooked River Equity Partners in the amount not-to-exceed \$546,138.75.
- 7) Foundry Project Arts Incubator, Inc. in the amount not-to-exceed \$215,000.00.
- 8) Hawthorne Elementary Partners in the amount not-to-exceed \$283,000.00.
- 9) Kurtz Bros. Inc. in the amount not-to-exceed \$276,217.80.
- 10) Spartan Alumni Rowing Association in the amount not-to-exceed \$131,537.22.
- 11) Sustainable Community Associates (Friends of Mendelsohn) in the amount not-to-exceed \$340,000.00.
- 12) Symba & Snap LLC in the amount not-to-exceed \$165,000.00.
- 13) TCD OCP Co LLC in the amount not-to-exceed \$332,737.50.
- 14) The Great Lakes Brewing Co and 2516 Corp. in the amount not-to-exceed \$273,477.75.
- 15) Tungston Industrial LLC in the amount not-to-exceed \$600,000.00
- 16) Vesta Lynette LLC in the amount not-to-exceed \$136,291.58.
- 17) Warner & Swasey in the amount not-to-exceed \$293,143.20.
- 18) Westinghouse-Breakwater Properties, LLC in the amount not-to-exceed \$672,000.00.

**SECTION 2.** That the County Executive and/or the Director of Development are authorized to execute all documents consistent with said loans and this Resolution.

**SECTION 3.** That this Resolution shall sunset twenty-four (24) months after County Council approval should the authorized action have not occurred by that date. In the event this Resolution sunsets prior to the authorized action taking place, the Director of Development shall notify the Clerk of Council in writing. The Clerk of Council shall record the sunsetting of this Resolution in the Council's journal.

**SECTION 4.** 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 5.** It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by \_\_\_\_\_, seconded by \_\_\_\_\_, the foregoing Resolution was duly adopted.

Yeas:

Nays:

\_\_\_\_\_  
County Council President                      Date

\_\_\_\_\_  
County Executive                                      Date

\_\_\_\_\_  
Clerk of Council                                      Date

First Reading/Referred to Committee:

Committee(s) Assigned:

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_

## Cuyahoga County Brownfield Match Funding Loans

### Scope of Work Summary

Department of Development; Recommending the granting of Cuyahoga County Match Funding Forgivable Loans to certain projects & awardees associated with the State of Ohio's Brownfield Remediation Funding Program. Recommended recipients of these County loan awards were selected through a competitive application process. \$5,000,000 has been proposed to be appropriated for these County Match Forgivable Loans. The following recommended awards will each be executed and funded within individual, non-interest-bearing, loan agreements whose term lengths will generally run from the period of 12/1/2022 to 11/30/2025:

1. 2168 West 25th St. LLC; in the amount not-to-exceed \$137,718.75;
2. BC Empire School LLC; in the amount not-to-exceed \$187,569.43;
3. Beacon Communities (BC Central School LLC); in the amount not-to exceed \$257,070.22;
4. Bridgeworks, LLC; in the amount not-to-exceed \$42,465.00;
5. Cleveland Metroparks; in the amount not-to-exceed 110,632.80;
6. Crooked River Equity Partners; in the amount not-to-exceed \$546,138.75;
7. Foundry Project Arts Incubator, Inc.; in the amount not-to-exceed \$215,000.00;
8. Hawthorne Elementary Partners; in the amount not-to-exceed \$283,000.00;
9. Kurtz Bros. Inc.; in the amount not-to-exceed \$276,217.80;
10. Spartan Alumni Rowing Association; in the amount not-to-exceed \$131,537.22;
11. Sustainable Community Associates (Friends of Mendelsohn); in the amount not-to-exceed \$340,000.00;
12. Symba & Snap LLC; in the amount not-to-exceed \$165,000.00;
13. TCD OCP Co LLC; in the amount not-to-exceed \$332,737.50;
14. The Great Lakes Brewing Co and 2516 Corp.; in the amount not-to-exceed \$273,477.75;
15. Tungston Industrial LLC; in the amount not-to-exceed \$600,000.00;
16. Vesta Lynette LLC; in the amount not-to-exceed \$136,291.58;
17. Warner & Swasey; in the amount not-to-exceed \$293,143.20;
18. Westinghouse-Breakwater Properties, LLC; in the amount not-to-exceed \$672,000.00;

### Procurement

Department of Development received approval of an RFP Exemption and alternative procurement process by the Board of Control under resolution BC2022-444.

### Funding

The program is funded 100% by General Fund – American Rescue Plan Act (ARPA) Revenue Replacement/Provision of Government Services. The schedule of payment per each forgivable loan is a single payment upon execution of the forgivable loan agreement contract.

Applicant	Project Name	Project Address	Municipality	Cuyahoga County Award Amount	State Brownfield Grant Award	Contact	email
Sustainable Community Associates Westinghouse-Breakwater Properties, LLC	Park Synagogue Redevelopment	3300 Mayfield road	Cleveland Heights	\$ 340,000.00	\$ 1,831,453.00	Naomi Sebel	naomi@sustainableca.com
Hawthorne Elementary Partners	Westinghouse Former Nathaniel Hawthorne Elementary Redevelopment	1200 West 58th Street	Cleveland	\$ 672,000.00	\$ 2,638,750.00	Michael Trebilcock	mtrebilcockjr@mcpc.com
Foundry Project Arts Incubator, Inc.	The Foundry Project Arts Incubator ACM Removal	3575 West 130th Street	Cleveland	\$ 283,000.00	\$ 1,534,740.00	Josh Rosen	josh@sustainableca.com
2168 West 25th St. LLC	Carriage Co.	2469 East 71st Street	Cleveland	\$ 215,000.00	\$ 670,000.00	James Shorey	jshorey@thefoundryproject.com
TCD OCP Co LLC	Opportunity Commerce Park	2168 West 25th St	Cleveland	\$ 137,718.75	\$ 724,838.00	Jori Maron	jmaron@mmfnd.com
Crooked River Equity Partners	Former Accurate Plating Site	4900 Woodland Ave. Cleveland	Cleveland	\$ 332,737.50	\$ 2,169,295.00	Richard Morehouse	ram@rjk.com
Symba & Snap LLC	Goodwill	6512 Carnegie Avenue	Cleveland	\$ 546,138.75	\$ 2,184,550.00	Rico Pietro	rpietro@ccrescorealestate.com
Bridgeworks, LLC	Bridgeworks	2295 E 55th	Cleveland	\$ 165,000.00	\$ 677,740.00	Jason Chamoun	jasonchamoun@snappourmetfoods.com
The Great Lakes Brewing Co and 2516 Corp.	GLBC Scranton Project	2429 West Superior Avenue	Cleveland	\$ 42,465.00	\$ 223,500.00	Michael Panzica	mp@panzicadevelopment.com
Cleveland Metroparks Warner & Swasey	Cleveland Metroparks Zoo Restoration Warner and Swasey	12 acres on Scranton Peninsula 3700 Wildlife Way 5700 Carnegie Avenue	Cleveland Cleveland Cleveland	\$ 273,477.75 \$ 110,632.80 \$ 293,143.20	\$ 1,953,417.00 \$ 1,173,771.00 \$ 1,465,052.00	Mike McMerney Brian Zimmerman Amber Seeley-Marks	mikem@greatlakesbrewing.com bmzclevelandmetroparks.com aseely@pennrose.com
Kurtz Bros. Inc. Tungston Industrial LLC	Warner Road Redevelopment Project Tungsten Industrial LLC	5000 Warner Road Garfield Hts. 4760 Richmond Road	Garfield Heights Euclid	\$ 276,217.80 \$ 600,000.00	\$ 2,466,231.00 \$ 4,500,205.00	Rick Costello Kurt Updegraff	rickc@kurtz-bros.com kupdegraff@teamweston.com
Vesta Lynette LLC Beacon Communities (BC Central School LLC)	Lynette Gardens Senior Apartment Homes Central School	1552 Ansel Road 2225 East 40th Street	Cleveland Cleveland	\$ 136,291.58 \$ 257,070.22	\$ 775,000.00 \$ 1,450,000.00	Alexandra Michaud Jessica Sheldon	amichaud@vestacorp.com jsheldon@BeaconCommunitiesLLC.com
BC Empire School LLC	Empire School	9113 Parmalee Avenue	Cleveland	\$ 187,569.43	\$ 1,050,000.00	Jessica Sheldon	jsheldon@BeaconCommunitiesLLC.com
Spartan Alumnl Rowing Association	Zacron River Landing	Zacron River Landing close to 2990 Independence Rd.	Cleveland	\$ 131,537.22	\$ 811,338.00	Aaron Marcovy	asm2002@gmail.com
				\$ 5,000,000.00			

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0406

Sponsored by: <b>County Executive Budish/Department of Information Technology</b>	<b>A Resolution</b> authorizing an award on Purchase Order No. 22004493 to Nexum, Inc. in the amount not-to-exceed \$709,482.35 for the purchase of Palo Alto Networks hardware, licenses and subscription services for (4) firewalls for a period of (3) years; 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 Purchase Order No. 22004493 to Nexum, Inc. in the amount not-to-exceed \$709,482.35 for the purchase of Palo Alto Networks hardware, licenses and subscription services for (4) firewalls for a period of (3) years; and

**WHEREAS**, the primary goal of this project is to consolidate additional LAN-to-LAN firewalls and web filtering firewalls; and

**WHEREAS**, this project is funded 100% by General Fund - American Rescue Plan Act (ARPA) Revenue Replacement/Provision of Government Services; and

**WHEREAS**, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue and to provide for the usual, daily operation of a County entity.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**

**SECTION 1.** That the Cuyahoga County Council hereby authorizes an award on Purchase Order No. 22004493 to Nexum, Inc. in the amount not-to-exceed \$709,482.35 for the purchase of Palo Alto Networks hardware, licenses and subscription services for (4) firewalls for a period of (3) years.

**SECTION 2.** That the County Executive is authorized to execute any and all documents consistent with this Resolution. To the extent that any exemptions are necessary under the County Code and contracting procedures, they shall be deemed approved by the adoption of this Resolution.

**SECTION 3.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council,

it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

**SECTION 4.** It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by \_\_\_\_\_, seconded by \_\_\_\_\_, the foregoing Resolution was duly adopted.

Yeas:

Nays:

_____	_____
County Council President	Date

_____	_____
County Executive	Date

_____	_____
Clerk of Council	Date

First Reading/Referred to Committee:  
Committee(s) Assigned:

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_\_\_



Department of Information Technology; PO22004493 2022 Nexum, Inc.; Purchase Order Palo Alto Cybersecurity

#### Scope of Work Summary

Department of Information Technology requesting approval of a purchase order with Nexum, Inc. for the anticipated cost of \$709,482.35.

This purchase is for hardware, licenses and support subscription for four (4) new firewalls to both replace two (2) legacy firewalls and two (2) firewalls for disaster recovery operations. The subscription is for a 3-year period from purchase.

The primary goal of the purchase is to consolidate additional LAN-to-LAN firewalls and web filtering firewalls.

This is a TAC approved purchase.

#### Procurement

The procurement method for this project was RFP Exemption. The total value of the purchase order is \$709,482.35.

During multiple technical design review(s) since March and April of 2022 and finalized in September 2022, the team decided to go with specific firewalls to support disaster recovery and consolidate other hardware devices to reduce overall cost and complexity. Hardware availability is at least ten-weeks out and waiting longer may significantly delay the overall project. It was determined the County would not gain significant savings by doing a competitive process as the Department of Information Technology reviewed quotes from other vendors as well as explored other competitive processes such as the IT Catalog. Additionally, Nexum, Inc. is able to provide the County with pricing that is 30% (total of \$300,000.00) less than Ohio State Term Schedule Pricing and quotes provided from other vendors.

#### Contractor and Project Information

Nexum, Inc.

2901 Carlson Drive, Suite 204

Hammond, IN 46323

The account representative for Nexum, Inc. is Scott Twombly.

#### Project Status and Planning

This purchase is new to the County.

#### Funding

The project is funded 100% by ARPA funds. The schedule of payments is by invoice.

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in OnBase Document Management

Infor/Lawson RQ#:	
Infor/Lawson PO# Code (if applicable):	22004493 EXMT
Event #	
PO#	22004493

*X I certify that I have followed the current purchasing policies and procedures and no items being purchased under this requisition have been ordered or received.*

TAC or CTO Required or authorized IT Standard	Yes <input checked="" type="checkbox"/> X	No <input type="checkbox"/>
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Briefing Memo	Department KK	Clerk of the Board
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Required Documents for All Purchase Orders (ALL Non-Contract Purchases)				
			Department initials	Purchasing
IG# 22-0125			KK	OK
Debarment/Suspension Verified	Date:	09/21/2022	KK	OK
Auditor's Finding	Date:	09/21/2022	KK	OK
Vendor's Submission * (or Bid Tabulation)			KK	OK (updated quote uploaded 10/12/2022)
Independent Contractor (I.C.) Requirement	Date:	05/26/2022	KK	OK
Checklist			KK	OK

Required Documents Dependent upon Procurement Type				
			Department initials	Purchasing
Annual Non-Competitive Bid Contract Statement (Not required if item was competitively bid. Form is also not required unless <b>not</b> going to BOC or Council for approval)	Date:	05/28/2022	KK	Attached (not required for this action)
Bid Specification Packet. (Copy of Event, including include 2 <sup>nd</sup> effort documents, if applicable and include any attachments to the events).				
TSMC attach supporting documentation of attempt to secure three (3) valid quotes and/or Event documentation of 8 hour posting.				
Tabulation Sheets				

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in OnBase Document Management

Evaluation/Scoring Summary <i>(includes evaluator names)</i>		
Notice of Intent to Award Letter <i>(only for Formals)</i>		
Award Letter <i>(only for Formals)</i>		
Final DEI Goal Setting Worksheet <i>(for Formal)</i>		
For SBEs/MBEs/WBEs “Null” search results attach DEI’s e-mail response to Null Search <i>(for Informal)</i> .		
E-mail notification(s) to available SBEs/MBEs/WBEs from the certified list <i>(for Informal)</i>		
Justification Form <i>(if exemption and purchase over \$5k)</i>	KK	OK
State Contract Cover Sheet		
Cooperative Purchase Contract Cover Sheet		
Sole Source Affidavit		
Sole Source Justification		
TAC/CTO Approval or IT Standards <i>(attach and identify relevant page #s)</i> , if required.	KK	CTO approval attached (see note)
Prior RFP Exemption/Alternative Procurement Approval Letter		
Furniture Request Form		
Proof of Public Notice publication		
Invoice <i>(for items already purchased but not approved)</i>		
Department Director’s approval to initiate TSMC purchase (email or printed)		
Department Director’s approval to purchase TSMC goods or services (email or printed)		

\*If State Contract or Cooperative purchase, must have the contract number and expiration date listed

Reviewed by Law	
	Department initials
Exhibits	
Matrix Law Screen shot	
COI	
Workers’ Compensation Insurance	
Performance Bond	

Other documentation may be required depending upon your specific item

Glossary of Terms at: <https://intranet.cuyahoga.cc/policies-procedures/procurement-information>

### Vendor Information

Vendor Name	Dollar Amount
Nexum, Inc.	\$709,482.35

## Department of Purchasing – Required Documents Checklist

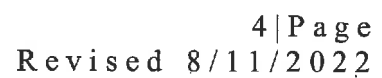
Upload as “word” document in OnBase Document Management

Department of Purchasing Verification for Events	
	Purchasing
Vendor Name and Dollar Amount verified <del>(lowest and best)</del>	
If an event(s) was created: Check Audit Log to verify Event(s) released (approved-notified) 2 <sup>nd</sup> effort will show as an amendment approved-notified or will be a separate event; minimum # of hours bid	N/A
Checked for # of Notification on Event(s)	N/A
Sealed Bid on Event(s) & Display on Portal	N/A
If brand name listed on specs, must have “or equivalent” or approved IT Standard and/or prior approval Alternative Procurement	N/A
If a service, <ul style="list-style-type: none"> <li>• Matrix approval of PO vs. Contract</li> <li>• Insurance/Workers’ Compensation requirements and/or Waiver</li> </ul>	N/A
Minimum # of bids received	N/A
Purchasing Buyer’s initials and date of approval	OK, ssp 10/12/2022
Misc Comments	<p>10/12/2022: Per department comment “Please process as Jeremy has provided CTO approval.”</p> <p>10/6/2022: Vendor’s quote dated 8/31/2022 expires 10/31/2022 – this is a Council item – attach written confirmation from vendor they will be holding price through the approval process or a specific date; TAC agenda of 9/29 does not have agenda item # listed for this request, TAC meeting not on schedule of past meetings on the County website nor is listed on the TAC agenda web page.</p>

Requisitions up to & including \$5,000.00 will be reviewed by the assigned purchasing agent in the Department of Purchasing. If all requirements are met, the item can be approved by DoP without additional consideration. For the following items the OnBase Agenda Action form must be completed. The item will be held until it is approved by the Board of Control.

- Requisitions over \$5,000.00
- Requisition submitted in which the item has been ordered and/or received

Upload as “word” document in OnBase Document Management



# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0407

Sponsored by: <b>County Executive Budish/Department of Information Technology</b>	<b>A Resolution</b> authorizing an amendment to Contract No. 868 with Microsoft Corporation for Microsoft Premier training and support services for the period 11/1/2017 – 12/5/2022 to extend the time period to 12/5/2023 and for additional funds in the amount not-to-exceed \$685,267.00; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.
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**WHEREAS**, the County Executive/Department of Information Technology recommends an amendment to Contract No. 868 with Microsoft Corporation for Microsoft Premier training and support services for the period 11/1/2017 – 12/5/2022 to extend the time period to 12/5/2023 and for additional funds in the amount not-to-exceed \$685,267.00; and

**WHEREAS**, the primary goal of the amendment is to include problem resolution support, administrative support, remote assessment and service management; and

**WHEREAS**, the project will be funded 100% by General Fund; and

**WHEREAS**, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue and to provide for the usual, daily operation of a County entity.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**

**SECTION 1.** That the Cuyahoga County Council hereby authorizes an amendment to Contract No. 868 with Microsoft Corporation for Microsoft Premier training and support services for the period 11/1/2017 – 12/5/2022 to extend the time period to 12/5/2023 and for additional funds in the amount not-to-exceed \$685,267.00.

**SECTION 2.** That the County Executive is authorized to execute the amendment and all documents consistent with this Resolution. To the extent that any exemptions are necessary under the County Code and contracting procedures, they shall be deemed approved by the adoption of this Resolution.

**SECTION 3.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County and the reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

**SECTION 4.** It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by \_\_\_\_\_, seconded by \_\_\_\_\_, the foregoing Resolution was duly adopted.

Yeas:

Nays:

\_\_\_\_\_  
County Council President

\_\_\_\_\_  
Date

\_\_\_\_\_  
County Executive

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Date

First Reading/Referred to Committee:

Committee(s) Assigned:

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_

Human Resources; RQ9659 2022; Contract Resulting from RFP with Delta Dental Plan of Ohio, Inc. for Dental Benefits for County Employees for the Period 1/1/2023-12/31/2025 in the amount not-to-exceed \$9,000,000.00.

#### Scope of Work Summary

Department of Human Resources requesting approval of a contract with Delta Dental Plan of Ohio, Inc. for dental benefits for County employees for the period 1/1/2023-12/31/2025 in the amount not-to-exceed \$9,000,000.00.

Previous dental contract was with Guardian Dental, approved R2019-0281 on 12/10/2019.

Delta Dental will provide County employees and their dependents with dental insurance.

The primary goal of the project is to provide employees and their families dental benefits as part of the County's benefits package.

#### Procurement

The procurement method for this project was RFP. The total value of the RFP is \$9,000,000.00.

The RFP was closed on June 13, 2022. There is an SBE participation goal of 1%. There were 32 RFP packets pulled from OPD, 8 proposals submitted for review, 1 proposal approved.

#### Contractor and Project Information

Delta Dental Plan of Ohio, Inc.  
600 Superior Avenue East, Suite 2600  
Cleveland, OH 44114  
The CEO is Goran Mike Jurkovic.

#### Project Status and Planning

The project reoccurs annually as dental insurance is a standard benefit for benefits eligible employees.

The project is on a critical action path because the current contract expires 12/31/2022. Benefits packages require complex negotiations and planning which has run this contract close to the deadline.

#### Funding

The project is funded 100% by Hospitalization Regular Insurance. The schedule of payments is by invoice.



## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	9659
Infor/Lawson PO# Code (if applicable):	RFP
Event #	2901
CM Contract#	2836

	<b>Department initials</b>	<b>Clerk of the Board</b>
Briefing Memo	SW	<input type="checkbox"/>

Late Submittal Required:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Why is the contract being submitted late?		
What is being done to prevent this from reoccurring?		

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
---	------------------------------	--

FULL AND OPEN COMPETITION				
Formal RFP				
Reviewed by Purchasing				
			Department initials	Purchasing
Notice of Intent to Award (sent to all responding vendors)			SW	OK
Bid Specification Packet			SW	OK
Final DEI Goal Setting Worksheet			SW	OK
Diversity Documents – <i>if required (goal set)</i>			SW (In Proposal)	OK
Award Letter (sent to awarded vendor)			SW	OK
Vendor's Confidential Financial Statement – <i>if RFP requested</i>			N/A	N/A
Tabulation Sheet			SW	OK
Evaluation with Scoring Summary ( <i>Names of evaluators to be included, must have minimum of three evaluators</i> ).			SW	OK
IG#	In Progress		In Progress	See Note
Debarment/Suspension Verified	Date:	10/19/2022	SW	OK
Auditor's Finding	Date:	10/18/2022	SW	OK
Vendor's Submission			SW	OK
Independent Contractor (I.C.) Requirement	Date:	9/7/2022	SW	OK
Cover - <i>Master contracts only</i>			N/A	OK
Contract Evaluation – <i>if required</i>			SW	OK
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			N/A	N/A
Checklist Verification			SW	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	
	<b>Department initials</b>
Agreement/Contract and Exhibits	SW

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Revised 7/28/2022

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Matrix Law Screen shot	SW
COI	SW
Workers’ Compensation Insurance	SW
Performance Bond, if required per RFP	N/A

### CONTRACT SPENDING PLAN

Time Period	Accounting Unit	Account	Activity	Account Category or Subaccount	Amount
01/01/2023-12/31/2023	HR765105	55130			\$2,941,176.47
01/01/2024-12/31/2024	HR765105	55130			\$2,941,176.47
01/01/2025-12/31/2025	HR765105	55130			\$3,117,647.06
			<b>TOTAL</b>		<b>\$9,000,000.00</b>

### CONTRACT HISTORY (to be completed by department)

CE/AG# (if applicable)		CE1900412			
Infor/Lawson PO# and PO Code (if applicable)		CNV1			
Lawson RQ# (if applicable)		RQ45619 (Buyspeed) N/A			
CM Contract#		989			
	Original Amount	Amendment Amount	Original Time Period & End Date/ Amended End Date	Approval Date	Approval #
Original Amount	\$9,848,526.00		12/31/2022	12/10/2029	R2019-0281
	Prior Amendment Amounts (list separately)	\$			
	Pending Amendment	\$			
	Total Amendments	\$			
Total Contact Amount	\$9,848,526.00				

### PURCHASING USE ONLY

Prior Resolutions	R2019-0281
CM#:	2836
Vendor Name:	Delta Dental Plan of Ohio, Inc.
ftp:	1/1/2023 – 12/31/2025
Amount:	\$9,000,00.00mm

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Revised 7/28/2022

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

History/CE:	OK
EL:	OK
Procurement Notes:	10/20/2022: Delta Dental is not currently registered with IG office, they’ve taken steps to register and currently in progress, per conversation with Andria for Council, is OK with moving forward. Per conversation with Jennifer, if Andria is OK, then OK. 2023 Budget – contract will be disapproved once Council approval complete, then department to enter – contract will NOT be approved until IG registration is confirmed. Electronic language is in the RFP (ex A)
Purchasing Buyer’s initials and date of approval	OK, ssp 10/20/2022




*Shoban. Marshall*

Department of Purchasing Tabulation Sheet

REQUISITION NUMBER: 9659	EVENT: 2901	TYPE: RFP	ESTIMATE: \$10,500,000.00
CONTRACT PERIOD: January 1, 2023 – December 31, 2025	RFP DUE DATE: June 13, 2022	NUMBER OF RESPONSES (issued/submitted): 32/8	
REQUESTING DEPARTMENT: Human Resources	COMMODITY DESCRIPTION: Employee Dental Benefits Administration		
DIVERSITY GOAL/SBE 1%	DIVERSITY GOAL/MBE 0%	DIVERSITY GOAL/WBE 0%	
*PRICE PREFERENCE LOWEST BID REC'D \$	RANGE OF LOWEST BID REC'D \$	Minus \$, =	
PRICE PEF % & \$ LIMIT:	MAX SBE/MBE/WBE PRICE PEF \$	DOES PRICE PREFERENCE APPLY? <input type="checkbox"/> Yes <input type="checkbox"/> No	

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Price Preference	Diversity Program Review:	Dept. Tech. Review	Award: (Y/N)								
1. Anthem Blue Cross and Blue Shield 6000 Lombardo Center, Suite 200 Cleveland, Ohio 44131	Compliant: <input checked="" type="checkbox"/> Yes  IG Registration Complete: <input checked="" type="checkbox"/> No IG Number: Not Registered  NCA: <input checked="" type="checkbox"/> Yes  PH: <input checked="" type="checkbox"/> Yes  COOP: <input checked="" type="checkbox"/> Yes (Answer: No)  Department of Purchasing Buyer: SSP	<input type="checkbox"/> Yes <input type="checkbox"/> No	<table><tr><td>SBE / MBE / WBE</td><td>n/a</td></tr><tr><td>Subcontractor Name(s):</td><td></td></tr><tr><td>SBE/MBE/WBE Prime: (Y/N)</td><td><input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input checked="" type="checkbox"/> No</td></tr><tr><td>Total %</td><td>SBE: 0 % MBE: 0 % WBE: 0 %</td></tr></table>	SBE / MBE / WBE	n/a	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 checked="" type="checkbox"/> No	Total %	SBE: 0 % MBE: 0 % WBE: 0 %		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
SBE / MBE / WBE	n/a												
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 checked="" type="checkbox"/> No												
Total %	SBE: 0 % MBE: 0 % WBE: 0 %												

RQ9659

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Price Preference	Diversity Program Review:	Dept. Tech. Review	Award: (Y/N)
			SBE / MBE / WBE SBE/MBE/WBE Comply: (Y/N) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No LL 6/21/22		
			SBE/MBE/WBE Comments and Initials: div-3 full waiver requested-JW 6/14/22 EN 6/16/2022 No details/documentation provided on Good Faith Effort. In DIV-3 states will utilize Cuyahoga Cnty certified MBE/WBE/SBE subcontractors if contract is awarded. LL 6/21/22		
2. Delta Dental Plan of Ohio, Inc. 600 Superior Avenue East, Suite 2600 Cleveland, Ohio 44114	Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> No IG Number: Not Registered NCA: <input checked="" type="checkbox"/> Yes PH: <input checked="" type="checkbox"/> Yes COOP: <input checked="" type="checkbox"/> Yes (Answer: No) Department of Purchasing Buyer: SSP	<input type="checkbox"/> Yes <input type="checkbox"/> No	Subcontractor Name(s): (FW) Copy King Inc.-SBE/WBE 1% SBE/MBE/WBE Prime: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input checked="" type="checkbox"/> No Total % SBE: 1% MBE: 0% WBE: 0%		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

RQ9659

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Price Preference	Diversity Program Review:	Dept. Tech. Review	Award: (Y/N)
			SBE / MBE / WBE SBE/MBE/WBE Comply: (Y/N) <input checked="" type="checkbox"/> Yes LL 6/21/22 <input type="checkbox"/> No		
			SBE/MBE/WBE Comments and Initials: No waiver requested. JW 6/14/22 EN 6/16/2022 LL 6/21/22		
			Subcontractor Name(s): (MAA) Taylor Oswald -SBE/MBE 1.72%		<input type="checkbox"/> Yes <input checked="" 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 checked="" type="checkbox"/> No		
			Total % SBE: 1.72 % MBE: 0 % WBE: 0 %		
			SBE/MBE/WBE Comply: (Y/N) <input checked="" type="checkbox"/> Yes LL 6/21/22 <input type="checkbox"/> No		
3. The Guardian Life Insurance Company 6150 Oak Tree Boulevard, Suite 550 Independence, Ohio 44131	Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 12-2731 NCA: <input checked="" type="checkbox"/> Yes PH: <input checked="" type="checkbox"/> Yes COOP: <input checked="" type="checkbox"/> Yes (Answer: No) Department of Purchasing Buyer: SSP	<input type="checkbox"/> Yes <input type="checkbox"/> No			

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Price Preference	Diversity Program Review:	Dept. Tech. Review	Award: (Y/N)
			SBE / MBE / WBE SBE/MBE/WBE Comments and Initials: No waiver requested-JW 6/14/22 EN 6/16/2022 LL 6/21/22		
4. Humana Insurance Company 500 West Main Street Louisville, Kentucky 40202	Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> No IG Number: Not Registered NCA: <input checked="" type="checkbox"/> Yes PH: <input checked="" type="checkbox"/> Yes COOP: <input checked="" type="checkbox"/> Yes (Answer: No) Department of Purchasing Buyer: SSP	<input type="checkbox"/> Yes <input type="checkbox"/> No	Subcontractor Name(s): (MHA) Quez Media Marketing, Inc. SBE/MBE 1% SBE/MBE/WBE Prime: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input checked="" type="checkbox"/> No Total % SBE: <u>2</u> % MBE: <u>0</u> % WBE: <u>0</u> % SBE/MBE/WBE Comply: (Y/N) <input checked="" type="checkbox"/> Yes LL 6/21/22 <input type="checkbox"/> No SBE/MBE/WBE Comments and Initials: No waiver requested-JW 6/14/22 Two DIV-2 forms filled out for Quez Media with 1% on each one, meets the scope of work on both. EN 6/16/2022 LL 6/21/22		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

RQ9659

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Price Preference	Diversity Program Review:	Dept. Tech. Review	Award: (Y/N)														
5. The Lincoln National Life Insurance Company 26200 Town Center Drive, Suite 280 Novi, Michigan 48375	Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> No IG Number: Not Registered  NCA: <input checked="" type="checkbox"/> Yes  PH: <input checked="" type="checkbox"/> Yes  COOP: <input checked="" type="checkbox"/> Yes (Answer: No)  Department of Purchasing Buyer: SSP	<input type="checkbox"/> Yes <input type="checkbox"/> No	<table border="1"> <tr> <td>SBE / MBE / WBE</td> <td>n/a</td> </tr> <tr> <td>Subcontractor Name(s):</td> <td></td> </tr> <tr> <td>SBE/MBE/WBE Prime: (Y/N)</td> <td><input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input checked="" type="checkbox"/> No</td> </tr> <tr> <td>Total %</td> <td>SBE: 0 % MBE: 0 % WBE: 0 %</td> </tr> <tr> <td>SBE/MBE/WBE Comply: (Y/N)</td> <td><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No LL 6/21/22</td> </tr> <tr> <td>SBE/MBE/WBE Comments and Initials:</td> <td>div-3 full waiver requested JW 6/14/22 EN 6/16/2022 No documentation/details provided on Good Faith Effort for this item. States that they have their own supplier diversity program. LL 6/21/22</td> </tr> <tr> <td>Subcontractor Name(s):</td> <td>(FW) Copy King, Inc.-SBE/WBE 1%</td> </tr> </table>	SBE / MBE / WBE	n/a	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 checked="" type="checkbox"/> No	Total %	SBE: 0 % MBE: 0 % WBE: 0 %	SBE/MBE/WBE Comply: (Y/N)	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No LL 6/21/22	SBE/MBE/WBE Comments and Initials:	div-3 full waiver requested JW 6/14/22 EN 6/16/2022 No documentation/details provided on Good Faith Effort for this item. States that they have their own supplier diversity program. LL 6/21/22	Subcontractor Name(s):	(FW) Copy King, Inc.-SBE/WBE 1%		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
SBE / MBE / WBE	n/a																		
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 checked="" type="checkbox"/> No																		
Total %	SBE: 0 % MBE: 0 % WBE: 0 %																		
SBE/MBE/WBE Comply: (Y/N)	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No LL 6/21/22																		
SBE/MBE/WBE Comments and Initials:	div-3 full waiver requested JW 6/14/22 EN 6/16/2022 No documentation/details provided on Good Faith Effort for this item. States that they have their own supplier diversity program. LL 6/21/22																		
Subcontractor Name(s):	(FW) Copy King, Inc.-SBE/WBE 1%																		
6. Metropolitan Life Insurance Company 300 Galleria Officecentre Suite 410 Southfield, Michigan 48034	Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> No IG Number: Not Registered  NCA: <input checked="" type="checkbox"/> Yes  PH: <input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Yes <input type="checkbox"/> No			<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No														

RQ9659



Bidder's / Vendors Name and Address	Buyer Administrative Review:	Price Preference	Diversity Program Review:	Dept. Tech. Review	Award: (Y/N)
	<p>COOP: <input checked="" type="checkbox"/> Yes (Answer: No)</p> <p>Department of Purchasing Buyer: SSP</p>		<p>SBE / MBE / WBE</p> <p>SBE/MBE/WBE Prime: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input checked="" type="checkbox"/> No</p> <p>Total % SBE: <u>1</u> % MBE: <u>0</u> % WBE: <u>0</u> %</p> <p>SBE/MBE/WBE Comply: (Y/N) <input checked="" type="checkbox"/> Yes LL 6/21/22 <input type="checkbox"/> No</p> <p>SBE/MBE/WBE Comments and Initials: No waiver requested-JW 6/14/22 LL 6/21/22</p> <p>Subcontractor Name(s): (MAA) Betpin &amp; Associates, Inc.- SBE/MBE 1%</p> <p>SBE/MBE/WBE Prime: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input checked="" type="checkbox"/> No</p>		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<p>7. Medical Mutual of Ohio 2060 East Ninth Street Cleveland, Ohio 44115</p>	<p>Compliant: <input checked="" type="checkbox"/> Yes</p> <p>IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 21-0138</p> <p>NCA: <input checked="" type="checkbox"/> Yes</p> <p>PH: <input checked="" type="checkbox"/> Yes</p> <p>COOP: <input checked="" type="checkbox"/> No</p> <p>Department of Purchasing Buyer: SSP</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No			<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

RQ9659

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Price Preference	Diversity Program Review:		Dept. Tech. Review	Award: (Y/N)
			SBE / MBE / WBE	SBE: 1 % MBE: 0 % WBE: 0 %		
			Total %			
			SBE/MBE/WBE Comply: (Y/N)	<input checked="" type="checkbox"/> Yes LL 6/21/22 <input type="checkbox"/> No		
			SBE/MBE/WBE Comments and Initials:	No waiver requested-JW 6/14/22 EN 6/16/2022 LL 6/21/22		
			Subcontractor Name(s):	(MW) Foote Printing Company-SBE 1 %		<input type="checkbox"/> Yes <input checked="" 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 checked="" type="checkbox"/> No		
			Total %	SBE: 1% MBE: 0 % WBE: 0 %		
8. United Healthcare Services, Inc. 9900 Bren Road East Minnetonka, Minnesota 55343	Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> No IG Number: Not Registered NCA: <input checked="" type="checkbox"/> Yes PH: <input checked="" type="checkbox"/> Yes COOP: <input checked="" type="checkbox"/> Yes (Answer: No) Department of Purchasing Buyer: SSP	<input type="checkbox"/> Yes <input type="checkbox"/> No				

RQ9659

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Price Preference	Diversity Program Review:	Dept. Tech. Review	Award: (Y/N)
			SBE / MBE / WBE SBE/MBE/WBE Comply: (Y/N) <input checked="" type="checkbox"/> Yes LL 6/21/22 <input type="checkbox"/> No		
			SBE/MBE/WBE Comments and Initials: No waiver requested-JW 6/14/22 EN 6/16/2022 LL 6/21/22		

## CONTRACT EVALUATION FORM

<b>Contractor</b>	Guardian Dental				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	CE1900412 CM989				
<b>RQ#</b>	45619				
<b>Time Period of Original Contract</b>	1/1/2020-12/31/2022				
<b>Background Statement</b>	Dental benefits for County employees.				
<b>Service Description</b>	Dental benefits for County employees.				
<b>Performance Indicators</b>	Pricing, employee complaints, coverage				
<b>Actual Performance versus performance indicators (include statistics):</b>	No noted issues.				
<b>Rating of Overall Performance of Contractor</b>	<b>Superior</b>	<b>Above Average</b>	<b>Average</b>	<b>Below Average</b>	<b>Poor</b>
<b>Select One (X)</b>		X			
<b>Justification of Rating</b>	No noted issues, quality service when contacted.				
<b>Department Contact</b>	Stephen Witt				
<b>User Department</b>	Human Resources				
<b>Date</b>	10/19/2022				

Dept. of Information Technology; RQ#40439; 2023; Microsoft Corporation; 5th Amendment; Microsoft Enterprise Services Support

#### Scope of Work Summary

Dept. of IT requesting approval of a 5<sup>th</sup> contract Amendment with Microsoft Corporation for the anticipated cost of \$685,267.00.

Project is not new to the County. Prior Board Approval Number or Resolution Number. Original contract BC2017-836; subsequent 1<sup>st</sup> thru 4<sup>th</sup> amendments BC2019-107, BC2019-864, BC2021-100 and BC2021-725

Microsoft Enterprise Support Services (problem resolution; administrative support, remote assessment, service management). The anticipated start-completion dates are 12/06/2022 – 12/05/2023.

The primary goals of the project is Microsoft Enterprise Support Services to include problem resolution support; administrative support, remote assessment, service management.

Date of TAC Approval- IT Standard -Microsoft standard applications and services countywide

#### Procurement

The initial procurement method for this project was RFP Exemption on RQ40439 BC2017-550 , 7/14/2017. Subsequent amendments were approved for continued support services. (see history below)

#### Contractor and Project Information

Microsoft Corporation

One Microsoft Way

Redmond WA 98052

The Services Support Specialist for the contractor is Joseph Michelotti

#### Project Status and Planning

The project is an extension of the existing project.

#### Funding

The project is funded 100% by the General Fund. The schedule of payments is by invoice.

The project is a 5<sup>th</sup> amendment to a contract. This amendment changes the value, for \$685,267.00 and extends term thru 12/05/2023 for continued support services.

The history of the amendments is:

	Original Amount	Amendment Amount	Original Period/Amended End Date	Time	Approval Date	Approval #
Original Amount	\$375,037.00		10/24/2017 10/23/2019	–	11/20/2017	BC2017-836
Prior Amendment Amounts (list separately)		\$100,161.20	12/05/2019		2/11/2019	BC2019-107

		\$286,101.76	12/05/2020	11/25/2019	BC2019-864
		\$330,064.00	12/05/2021	3/8/2021	BC2021-100
		\$485,049.00	12/05/2022	12/13/2021	BC2021-725
Pending Amendment		\$685,267.00	12/5/2023		
Total Amendments		1,886,642.96			
Total Contact Amount		\$2,261,679.96			

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	na
Buyspeed RQ# (if applicable):	40439
Infor/Lawson PO# Code (if applicable):	CE1700328-01(-02)
CM Contract#	868                      Microsoft Corp 5 <sup>th</sup> Amendment

	<b>Department</b>	<b>Clerk of the Board</b>
Briefing Memo	mn	

Late Submittal Required:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Why is the amendment being submitted late?	na	
What is being done to prevent this from reoccurring?	na	

TAC or CTO Required or authorized IT Standard	Yes    IT Standard Microsoft standard applications and services countywide PGS 3,4,5,12,25,27	No <input type="checkbox"/>
---	---	-----------------------------

Contract Amendments Reviewed by Purchasing				
Justification Form			Department initials	Purchasing
IG#      20-0084-REF 31DEC2024			mn	OK
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:	9/16/2022	mn	Attached (not required for this action)
Debarment/Suspension Verified	Date:	10/12/2022	mn	OK (signed uploaded 10/14/2022)
Auditor's Finding	Date:	10/12/2022	mn	OK
Independent Contractor (I.C.) Requirement	Date:	9/16/2022	mn	OK
Cover - Master amendments only			na	OK
Contract Evaluation			mn	OK
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			mn	OK (various pages)
Checklist Verification			mn	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	
	<b>Department initials</b>
Agreement/Contract and Exhibits	mn
Matrix Law Screen shot	mn
COI	mn
Workers' Compensation Insurance	mn
Original Executed Contract (containing insurance terms) & all executed amendments	mn

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
01/01/2023 – 12/05/2023	IT100140	55200		\$685,267.00
Effective Date – 12/31/2022	IT100140	55200		\$0.00
			<b>TOTAL</b>	<b>\$685,267.00</b>

<b>Contract History CE/AG# (if applicable)</b>	CE1700328
<b>Infor/Lawson PO# Code (if applicable)</b>	CONV
<b>Lawson RQ# (if applicable)</b>	na
<b>CM Contract#</b>	868      Microsoft Corp 5 <sup>th</sup> Amendment

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
Original Amount	\$375,037.00		<del>10/24/2017 – 10/23/2019</del> 11/1/2017-10/31/2019	11/20/2017	BC2017-836
Prior Amendment Amounts (list separately)		\$100,161.20	12/05/2019	2/11/2019	BC2019-107
		\$286,101.76	12/05/2020	11/25/2019	BC2019-864
		\$330,064.00	12/05/2021	3/8/2021	BC2021-100
		\$485,049.00	12/05/2022	12/13/2021	BC2021-725
<b>Pending Amendment</b>		<b>\$685,267.00</b>	<b>12/5/2023</b>		
Total Amendments		1,886,642.96			
Total Contact Amount		\$2,261,679.96			

### Purchasing Use Only:

Prior Resolutions:	BC2021-725, BC2021-100, BC2019-864, BC2019-107, BC2017-836
Amend:	868
Vendor Name:	Microsoft Corporation
ftp:	11/1/2017-12/5/2022 EXT 12/5/2023
Amount:	Add'l \$685,267.00mm
History/CE:	OK
EL:	OK
Procurement Notes:	10/14/2022: Debarment form not signed
Purchasing Buyer's initials and date of approval	OK, ssp 10/14/2022



## CONTRACT EVALUATION FORM

<b>Contractor</b>	Microsoft Corporation				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	CM#868 CE1700328				
<b>RQ#</b>	Buyspeed RQ40439				
<b>Time Period of Original Contract</b>	5 <sup>th</sup> amendment thru 12/5/2023 10/24/2017 – 12/05/2022 (Original 1 thru 4 amendments)				
<b>Background Statement</b>	Microsoft Enterprise Support Services				
<b>Service Description</b>	Microsoft Enterprise Services Work Orders to include problem resolution support; administrative support, remote assessment, service management.				
<b>Performance Indicators</b>	Enterprise advisory support services, on-demand assessment, problem resolution, administration, service delivery management, problem resolution support, on-site support				
<b>Actual Performance versus performance indicators (include statistics):</b>	Microsoft is immediate and responsive in resolving issue.				
<b>Rating of Overall Performance of Contractor</b>	<b>Superior</b>	<b>Above Average</b>	<b>Average</b>	<b>Below Average</b>	<b>Poor</b>
<b>Select One (X)</b>		X			
<b>Justification of Rating</b>	The rating of 9 out of 10 was given due to Microsoft's responsiveness and technical capabilities in solving the problem in a timely fashion.				
<b>Department Contact</b>	Keith Kozar				
<b>User Department</b>	Dept. of Information Technology				
<b>Date</b>	10/13/2022				

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0408

Sponsored by: <b>County Executive Budish/Department of Human Resources</b>	<b>A Resolution</b> authorizing an amendment to Contract No. 2248 with MedMutual Life Insurance Company for group life, voluntary life and accidental death insurance for the County Employees for the period 1/1/2022 – 12/31/2022 to extend the time period to 12/31/2023 and for additional funds in the amount not-to-exceed \$1,871,168.00; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution, and declaring the necessity that this Resolution become immediately effective.
--	--

**WHEREAS**, the County Executive/Department of Human Resources recommends an amendment to Contract No. 2248 with MedMutual Life Insurance Company for group life, voluntary life and accidental death insurance for the County Employees for the period 1/1/2022 – 12/31/2022 to extend the time period to 12/31/2023 and for additional funds in the amount not-to-exceed \$1,871,168.00; and

**WHEREAS**, the primary goal of this amendment is to continue to provide group life, voluntary life, and accidental death insurance for County employees; and

**WHEREAS**, the project is 100% funded by the Hospitalization Regular Insurance Fund; and

**WHEREAS**, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue and to provide for the usual, daily operation of a County entity.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**

**SECTION 1.** That the Cuyahoga County Council hereby authorizes an amendment to Contract No. 2248 with MedMutual Life Insurance Company for group life, voluntary life and accidental death insurance for the County Employees for the period 1/1/2022 – 12/31/2022 to extend the time period to 12/31/2023 and for additional funds in the amount not-to-exceed \$1,871,168.00.

**SECTION 2.** That the County Executive is authorized to execute the amendment to Contract No. 248 and all documents consistent with this Resolution.

**SECTION 3.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

**SECTION 4.** It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by \_\_\_\_\_, seconded by \_\_\_\_\_, the foregoing Resolution was duly adopted.

Yeas:

Nays:

\_\_\_\_\_  
County Council President                      Date

\_\_\_\_\_  
County Executive                              Date

\_\_\_\_\_  
Clerk of Council                              Date

First Reading/Referred to Committee:

Committee(s) Assigned:

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_

Human Resources; RQ45619 2022 Amendment with MedMutual Life for Employee Life Insurance Benefits Extending Period to 12/31/2023 in the amount NTE \$1,871,168.00.

#### Scope of Work Summary

Human Resources requesting approval of an amendment with MedMutual Life for Employee Life Insurance Benefits for the anticipated cost not-to-exceed \$1,871,168.00 for the period ending 12/31/2023.

Previous approval on 12/10/2019, R2019-0280

MedMutual Life provides employee life insurance benefits including the County provided and supplemental coverage as elected. This amendment extends the term from 1/1/2020-12/31/2022 to 12/31/2023.

The primary goal of the project is to provide employees life insurance benefits, both County provided and supplemental if elected by employees.

#### Procurement

The procurement method for the original contract was an RFP with total value of \$5,400,368.00.

This request is for an amendment to extend the term and add additional funds to cover the extension. The County conducted an RFP process earlier this year but has elected to extend with MedMutual Life to minimize changes to employee benefits in 2023. A new RFP is expected to be solicited in 2023 for the next 3-year contract.

#### Contractor and Project Information

MedMutual Life Insurance Company

2060 East 9<sup>th</sup> Street

Cleveland, OH 44115

Council District 7

The Chairman, President, and CEO is Rick Chiricosta.

#### Project Status and Planning

The project reoccurs annually as the County strives to provide a full suite of benefits to employees and their families.

The project is on a critical action path because the existing contract expires 12/31/2022.

#### Funding

The project is funded by the Hospitalization Regular Insurance Fund. The schedule of payments is by invoice.

The project is an amendment to a contract. This amendment changes the expiration date and not to exceed funding amount and is the first amendment of the contract.

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	N/A
BuySpeed RQ# (if applicable):	RQ45619
Infor/Lawson PO# Code (if applicable):	CNV1
CM Contract#	2248

	<b>Department</b>	<b>Clerk of the Board</b>
Briefing Memo	SW	

Late Submittal Required:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Why is the amendment being submitted late?		
What is being done to prevent this from reoccurring?		

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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Contract Amendments Reviewed by Purchasing				
			Department initials	Purchasing
Justification Form			SW	OK
IG#	19-0185-REG		SW	OK
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:		N/A	N/A
Debarment/Suspension Verified	Date:	10/18/2022	SW	OK
Auditor's Finding	Date:	10/18/2022	SW	OK
Independent Contractor (I.C.) Requirement	Date:	9/30/22	SW	OK
Cover - Master amendments only			N/A	OK
Contract Evaluation			SW	OK
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			N/A	N/A
Checklist Verification			SW	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	SW
Matrix Law Screen shot	SW
COI	SW
Workers' Compensation Insurance	SW
Original Executed Contract (containing insurance terms) & all executed amendments	SW

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
1/1/2023-12/31/2023	HR765105	55130		<b>\$1,871,168.00</b>
			<b>TOTAL</b>	<b>\$1,871,168.00</b>

<b>Contract History CE/AG# (if applicable)</b>	CE1900413
<b>Infor/Lawson PO# Code (if applicable)</b>	CNV1
<b>Lawson RQ# (if applicable)</b>	RQ45619 (BuySpeed) N/A
<b>CM Contract#</b>	2248 (fka 1203)

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$5,400,368.00		12/31/2022	12/10/2019	R2019-0280
<b>Prior Amendment Amounts (list separately)</b>		\$			
		\$			
		\$			
<b>Pending Amendment</b>		\$1,871,168.00	12/31/2023		
<b>Total Amendments</b>		\$			
<b>Total Contract Amount</b>		\$7,271,536.00			

### Purchasing Use Only:

<b>Prior Resolutions:</b>	R2019-0280
<b>Amend:</b>	2248
<b>Vendor Name:</b>	MedMutual Life Insurance Company
<b>ftp:</b>	1/1/2020-12/31/2022 EXT 12/31/2023
<b>Amount:</b>	Add'l \$1,871,168.00mm
<b>History/CE:</b>	OK
<b>EL:</b>	OK
<b>Procurement Notes:</b>	10/19/2022: Intent to reject bids on RQ9688 sent in September. 2023 Funds – amendment line will be entered once 2023 budget has opened – Purchasing will disapprove once Council approval is complete in order for the line to be entered.

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Purchasing Buyer’s initials and date of approval	OK, ssp 10/19/2022
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Revised 1/7/2022

## CONTRACT EVALUATION FORM

<b>Contractor</b>	MedMutal Life Insurance				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	CE1900413 CM2248				
<b>RQ#</b>	45619				
<b>Time Period of Original Contract</b>	1/1/2020-12/31/2022				
<b>Background Statement</b>	Life insurance benefits for County employees.				
<b>Service Description</b>	Life insurance benefits for County employees including County provided and optional supplemental.				
<b>Performance Indicators</b>	Pricing, employee complaints.				
<b>Actual Performance versus performance indicators (include statistics):</b>	No noted issues.				
<b>Rating of Overall Performance of Contractor</b>	<b>Superior</b>	<b>Above Average</b>	<b>Average</b>	<b>Below Average</b>	<b>Poor</b>
<b>Select One (X)</b>		X			
<b>Justification of Rating</b>	No noted issues, pricing still in line with market.				
<b>Department Contact</b>	Stephen Witt				
<b>User Department</b>	Human Resources				
<b>Date</b>	10/18/2022				



# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0409

Sponsored by: <b>County Executive Budish/Department of Human Resources</b>	<b>A Resolution</b> making an award on RQ9686 to Vision Service Plan in the amount not-to-exceed \$1,500,000.00 for vision insurance for County employees and their eligible dependents for the period 1/1/2023 – 12/31/2025; authorizing the County Executive to execute Contract No. 2835 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 Human Resources recommends an award on RQ9686 to Vision Service Plan in the amount not-to-exceed \$1,500,000.00 for vision insurance for County employees and their eligible dependents for the period 1/1/2023 – 12/31/2025; and

**WHEREAS**, the primary goal of this project is to provide vision insurance for County employees and their eligible dependents; and

**WHEREAS**, the project is 100% funded by the Hospitalization Regular Insurance Fund; and

**WHEREAS**, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue and to provide for the usual, daily operation of a County entity.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**

**SECTION 1.** That the Cuyahoga County Council hereby makes an award on RQ9686 to Vision Service Plan in the amount not-to-exceed \$1,500,000.00 for vision insurance for County employees and their eligible dependents for the period 1/1/2023 – 12/31/2025.

**SECTION 2.** That the County Executive is authorized to execute Contract No. 2835 and all 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:  
Committee(s) Assigned:

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_

Human Resources; RQ9686 2022; Contract Resulting from RFP with Vision Service Plan Insurance Company dba Vision Service Plan (VSP) for Vision Benefits for County Employees for the Period 1/1/2023-12/31/2025 in the amount not-to-exceed \$1,500,000.00.

#### Scope of Work Summary

Department of Human Resources requesting approval of a contract with Vision Service Plan Insurance Company dba Vision Service Plan (VSP) for vision benefits for County employees for the period 1/1/2023-12/31/2025 in the amount not-to-exceed \$1,500,000.00.

Previous vision contract with VSP approved R2019-0282 on 12/10/2019.

VSP will provide County employees and their dependents with vision insurance.

The primary goal of the project are to provide employees and their families vision benefits as part of the County's benefits package.

#### Procurement

The procurement method for this project was RFP. The total value of the RFP is \$1,500,000.00.

The RFP was closed on June 13, 2022. There is an SBE participation goal of 1%. There were 37 RFP packets pulled from OPD, 9 proposals submitted for review, 1 proposal approved.

#### Contractor and Project Information

Vision Service Plan

3333 Quality Drive

Rancho Cordova, CA 95670

The president and CEO is Michael Guyette.

#### Project Status and Planning

The project reoccurs annually as vision insurance is a standard benefit for benefits eligible employees.

The project is on a critical action path because the current contract expires 12/31/2022. Benefits packages require complex negotiations and planning which has run this contract close to the deadline.

#### Funding

The project is funded 100% by Hospitalization Regular Insurance. The schedule of payments is by invoice.

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	9686
Infor/Lawson PO# Code (if applicable):	RFP
Event #	2902
CM Contract#	2835

	<b>Department initials</b>	<b>Clerk of the Board</b>
Briefing Memo	SW	<input type="checkbox"/>

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

	<b>Department initials</b>	<b>Purchasing</b>
Notice of Intent to Award (sent to all responding vendors)	SW	OK
Bid Specification Packet	SW	OK
Final DEI Goal Setting Worksheet	SW	OK
Diversity Documents – <i>if required (goal set)</i>	SW (In Proposal)	OK
Award Letter (sent to awarded vendor)	SW	OK
Vendor’s Confidential Financial Statement – <i>if RFP requested</i>	N/A	N/A
Tabulation Sheet	SW	OK
Evaluation with Scoring Summary ( <i>Names of evaluators to be included, must have minimum of three evaluators</i> ).	SW	OK
IG# 22-0195-REG	SW	OK
Debarment/Suspension Verified Date: 10/19/2022	SW	OK
Auditor’s Finding Date: 10/18/2022	SW	OK
Vendor’s Submission	SW	OK
Independent Contractor (I.C.) Requirement Date: 9/7/2022	SW	OK
Cover - <i>Master contracts only</i>	N/A	OK
Contract Evaluation – <i>if required</i>	SW	OK
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.	N/A	N/A
Checklist Verification	SW	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

	<b>Department initials</b>
Agreement/Contract and Exhibits	SW

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Matrix Law Screen shot	SW
COI	SW
Workers’ Compensation Insurance	SW
Performance Bond, if required per RFP	N/A

### CONTRACT SPENDING PLAN

Time Period	Accounting Unit	Account	Activity	Account Category or Subaccount	Amount
01/01/2023-12/31/2023	HR765105	55130			\$462,518.52
01/01/2024-12/31/2024	HR765105	55130			\$500,000.00
01/01/2025-12/31/2025	HR765105	55130			\$537,481.48
			<b>TOTAL</b>		<b>\$1,500,000.00</b>

### CONTRACT HISTORY (to be completed by department)

CE/AG# (if applicable)		CE1900414			
Infor/Lawson PO# and PO Code (if applicable)		CNV1			
Lawson RQ# (if applicable)		N/A			
CM Contract#		1161			
	Original Amount	Amendment Amount	Original Time Period & End Date/ Amended End Date	Approval Date	Approval #
Original Amount	\$1,823,399.00		10/1/2020-12/31/2022	12/10/2029 12/10/2019	R2019-0282
	Prior Amendment	\$			
	Amounts (list separately)	\$			
	Pending Amendment	\$			
	Total Amendments	\$			
Total Contact Amount	\$1,823,399.00				

### PURCHASING USE ONLY

Prior Resolutions	R2019-0282
CM#:	2835
Vendor Name:	Vision Service Plan Insurance Company
ftp:	1/1/2023-12/31/2025

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Revised 7/28/2022

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Amount:	\$1,500,000.00mm
History/CE:	OK
EL:	OK
Procurement Notes:	10/20/2022: County signature space is on last page, above rate details/disclaimers
Purchasing Buyer's initials and date of approval	OK, ssp 10/20/2022

## CONTRACT EVALUATION FORM

<b>Contractor</b>	Vision Service Plan				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	CE1900414 CM1161				
<b>RQ#</b>	45619				
<b>Time Period of Original Contract</b>	1/1/2020-12/31/2022				
<b>Background Statement</b>	Vision insurance benefits for County employees.				
<b>Service Description</b>	Vision insurance benefits for County employees.				
<b>Performance Indicators</b>	Pricing, employee complaints, coverage				
<b>Actual Performance versus performance indicators (include statistics):</b>	No noted issues.				
<b>Rating of Overall Performance of Contractor</b>	<b>Superior</b>	<b>Above Average</b>	<b>Average</b>	<b>Below Average</b>	<b>Poor</b>
<b>Select One (X)</b>		X			
<b>Justification of Rating</b>	No noted issues, quality service when contacted.				
<b>Department Contact</b>	Stephen Witt				
<b>User Department</b>	Human Resources				
<b>Date</b>	10/19/2022				

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0410

Sponsored by: <b>County Executive Budish/Department of Human Resources</b>	<b>A Resolution</b> making an award on RQ9659 to Delta Dental Plan of Ohio, Inc. in the amount not-to-exceed \$9,000,000.00 for dental insurance for County employees and their eligible dependents for the period 1/1/2023 – 12/31/2025; authorizing the County Executive to execute Contract No. 2836 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 Human Resources recommends an award on RQ9659 to Delta Dental Plan of Ohio, Inc. in the amount not-to-exceed \$9,000,000.00 for dental insurance for County employees and their eligible dependents for the period 1/1/2023 – 12/31/2025; and

**WHEREAS**, the primary goal of this project is to provide dental insurance for County employees and their eligible dependents; and

**WHEREAS**, the project is 100% funded by the Hospitalization Regular Insurance Fund; and

**WHEREAS**, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue and to provide for the usual, daily operation of a County entity.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**

**SECTION 1.** That the Cuyahoga County Council hereby makes an award on RQ9659 to Delta Dental Plan of Ohio, Inc. in the amount not-to-exceed \$9,000,000.00 for dental insurance for County employees and their eligible dependents for the period 1/1/2023 – 12/31/2025.

**SECTION 2.** That the County Executive is authorized to execute Contract No. 2836 and all 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:  
Committee(s) Assigned:

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0411

Sponsored by: <b>County Executive Budish/Department of Law/Division of Risk Management</b>	<b>A Resolution</b> making an award on RQ9575 to Alliant Insurance Services Inc. in the amount not-to-exceed \$4,648,940.00 for insurance brokerage and risk management services for the period 1/1/2023 – 12/31/2025; authorizing the County Executive to execute the Contract No. 2698 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/Division of Risk Management recommends an award on RQ9575 to Alliant Insurance Services Inc. in the amount not-to-exceed \$4,648,940.00 for insurance brokerage and risk management services for the period of 1/1/2023 – 12/31/2025; and

**WHEREAS**, the primary goal of this project is to provide expert risk management and brokerage services; and

**WHEREAS**, the project is funded 100% by Risk Management General Fund; and

**WHEREAS**, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue and to provide for the usual, daily operation of a County entity.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**

**SECTION 1.** That the Cuyahoga County Council hereby makes an award on RQ9575 to Alliant Insurance Services Inc. in the amount not-to-exceed \$4,648,940.00 for insurance brokerage and risk management services for the period of 1/1/2023 – 12/31/2025.

**SECTION 2.** That the County Executive is authorized to execute Contract No. 2698 and all other documents in connection 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:

Committee(s) Assigned:

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_

Law Department; RQ9575 CM#2698; 2022; Alliant Insurance Services; Insurance Broker of Record

#### Scope of Work Summary

Law Department is requesting approval of a contract with Alliant Insurance Services for the anticipated cost \$4,648,940.00

The anticipated start-completion dates are 1/1/2023-12/31/2024

The primary goals of the project are:

- Provide insurance broker services and policy placement
- Insurance consulting

#### Procurement

The procurement method for this project was an RFP. The total value of the RFP, RFB, is \$4,648,940.00

The RFP bid was closed on 6/17/2022.

There were 8 bids/proposals pulled from OPD, 8 bids/proposals were submitted for review, 1 bid/proposal was selected.

#### Contractor and Project Information

Alliant Insurance Services

701 B Street, 6th Floor

San Diego, CA 92101

Council District N/A

The Senior Vice President, Producer for the contractor/vendor is Justin Swarbrick

#### Funding

The project is funded 100% by the Risk Management General Fund. The schedule of payments is by invoice.

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	9575
Infor/Lawson PO# Code (if applicable):	
Event #	3014
CM Contract#	2698

	<b>Department initials</b>	<b>Clerk of the Board</b>
Briefing Memo	KW	<input type="checkbox"/>

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
Notice of Intent to Award (sent to all responding vendors)			KW	OK AJ 10/26/2022
Bid Specification Packet			KW	OK AJ 10/26/2022
Final DEI Goal Setting Worksheet			KW	OK AJ 10/26/2022
Diversity Documents – <i>if required (goal set)</i>			KW	OK AJ 10/26/2022
Award Letter (sent to awarded vendor)			KW	OK AJ 10/26/2022
Vendor’s Confidential Financial Statement – <i>if RFP requested N/A</i>			KW	N/AAJ 10/26/2022
Tabulation Sheet			KW	OK AJ 10/26/2022
Evaluation with Scoring Summary ( <i>Names of evaluators to be included, must have minimum of three evaluators</i> ).			KW	OK AJ 10/26/2022
IG#	22-0223-REG 31DEC2026 Alliant Insurance Services, Inc		KW	OK AJ 10/26/2022
Debarment/Suspension Verified	Date:	9/9/2022	KW	OK AJ 10/26/2022 dated within 60 days
Auditor’s Finding	Date:	9/9/2022	KW	OK AJ 10/26/2022 dated within 60 days
Vendor’s Submission			KW	OK AJ 10/26/2022
Independent Contractor (I.C.) Requirement	Date:	8/3/2022	KW	OK AJ 10/26/2022 dated within 1 year
Cover - <i>Master contracts only – N/A</i>			KW	N/A AJ 10/26/2022
Contract Evaluation – <i>if required – N/A</i>			KW	N/A AJ 10/26/2022
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required. – N/A			KW	N/A AJ 10/26/2022
Checklist Verification			KW	OK AJ 10/26/2022

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Revised 7/28/2022

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

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	KW
Matrix Law Screen shot	KW
COI	KW
Workers' Compensation Insurance	KW
Performance Bond, if required per RFP	KW

### CONTRACT SPENDING PLAN

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
1/1/2023-12/31/2023 Law	LW100120	55110		\$2,005,645
1/1/2023-12/31/2023 Sheriff's Boat	SH285180	52000	SH-FESA-DOJ	\$8,594
1/1/2023-12/31/2023 Prosecutor Van	PS100100	55100		\$2,483
1/1/2023-12/31/2023 Hilton Property	No County AU or Encumbrance			\$200,000
1/1/2023-12/31/2023 Hilton Fine Arts	No County AU or Encumbrance			\$1,585
1/1/2023-12/31/2023 Correctional Facility Board	No County AU or Encumbrance			\$3,331
1/1/2024-12/31/2024 Law	LW100120	55110		\$2,189,709
1/1/2024-12/31/2024 Sheriff's Boat	SH285180	52000	SH-FESA-DOJ	\$9,453
1/1/2024-12/31/2024 Prosecutor Van	PS100100	55110		\$2,731
1/1/2024-12/31/2024 Hilton Property	No County AU or Encumbrance			\$220,000
1/1/2024-12/31/2024 Hilton Fine Arts	No County AU or Encumbrance			\$1,744
1/1/2024-12/31/2024 Correctional Facility Board	No County AU or Encumbrance			\$3,665
			<b>TOTAL</b>	\$4,648,940.00

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

### CONTRACT HISTORY (to be completed by department)

<b>CE/AG# (if applicable)</b>					
<b>Infor/Lawson PO# and PO Code (if applicable)</b>					
<b>Lawson RQ# (if applicable)</b>		9575			
<b>CM Contract#</b>		2698			
	<b>Original Amount</b>	<b>Amendment Amount</b>	<b>Original Time Period &amp; End Date/ Amended End Date</b>	<b>Approval Date</b>	<b>Approval #</b>
<b>Original Amount</b>	\$				
	<b>Prior Amendment Amounts (list separately)</b>	\$			
		\$			
		\$			
	<b>Pending Amendment</b>	\$			
	<b>Total Amendments</b>	\$			
<b>Total Contact Amount</b>	\$				

### PURCHASING USE ONLY

<b>Prior Resolutions</b>	N/A
<b>CM#:</b>	2698
<b>Vendor Name:</b>	Alliant Insurance Services, Inc
<b>ftp:</b>	1/1/2023-12/31/2024
<b>Amount:</b>	\$4,648,940.00
<b>History/CE:</b>	OK
<b>EL:</b>	OK
<b>Procurement Notes:</b>	
<b>Purchasing Buyer's initials and date of approval</b>	AJ 10/26/2022

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0412

Sponsored by: <b>County Executive Budish/Department of Public Safety and Justice Services/Office of Emergency Management</b>	<b>A Resolution</b> adopting the Cuyahoga County 2022-2027 All Hazards Mitigation Plan; and declaring the necessity that this Resolution become immediately effective.
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**WHEREAS**, the municipalities of Cuyahoga County, Ohio are most vulnerable to natural and human-made hazards which may result in loss of life and property, economic hardship, and threats to public health and safety; and

**WHEREAS**, Section 322 of Disaster Mitigation Act of 2000 (DMA2000) requires state and local governments to develop and submit for approval to the President a mitigation plan that outlines processes for identifying their respective natural hazards, risks, and vulnerabilities; and

**WHEREAS**, Cuyahoga County acknowledges the requirement of Section 322 of DMA 2000 to have approved Hazard Mitigation Plan as a prerequisite to receiving post-disaster Hazard Mitigation Grant Program funds; and

**WHEREAS**, the Cuyahoga County 2022-2027 All-Hazards Mitigation Plan has been developed by the Cuyahoga County Office of Emergency Management in cooperation with other county departments, local municipal officials, and the citizens of Cuyahoga County; and

**WHEREAS**, a public involvement process consistent with the requirements of DMA 2000 was conducted to develop the Cuyahoga County 2022-2027 All-Hazards Mitigation Plan; and

**WHEREAS**, the Cuyahoga County 2022-2027 All-Hazards Mitigation Plan recommends mitigation activities that will reduce losses to life and property affected by both natural hazards that face the County and its municipal governments; and

**WHEREAS**, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue and to provide for the usual, daily operation of a County entity.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**

**SECTION 1.** That the Cuyahoga County Council hereby adopts the Cuyahoga County 2022-2027 All-Hazards Mitigation Plan as the official Hazard Mitigation Plan of the County.



**SECTION 2.** The respective officials and agencies identified in the implementation strategy of the Cuyahoga County 2022-2027 All-Hazards Mitigation Plan are hereby directed to implement the recommended activities assigned to them.

**SECTION 3.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

**SECTION 4.** It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by \_\_\_\_\_, seconded by \_\_\_\_\_, the foregoing Resolution was duly adopted.

Yeas:

Nays:

\_\_\_\_\_  
County Council President

\_\_\_\_\_  
Date

\_\_\_\_\_  
County Executive

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Date

First Reading/Referred to Committee:  
Committee(s) Assigned:

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_

## Public Safety & Justice Services; 2022 Cuyahoga County All-Hazards Mitigation Plan

### Scope of Work Summary

Public Safety and Justice Services is requesting approval of a resolution to adopt a county-wide All-Hazards Mitigation Plan.

The Project is not new to the County, the prior Resolution Number is R2017-0214.

An All-Hazards Mitigation Plan has been developed by the Cuyahoga County Office of Emergency Management and its consultant Michael Baker International to recommend mitigation activities that will reduce loss of life and property affected by natural and human-caused hazards that face the County. The anticipated start-completion dates are September 16, 2022-September 15, 2027.

The primary goal of the project is for the County and its municipalities to adopt the all-hazards mitigation plan.

### Project Status and Planning

The plan is reviewed and updated every 5 years.

### Funding

The project does not require funding. The actual plan was paid for by the FY 2020 State of Ohio Hazard Mitigation grant program.

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0413

Sponsored by: <b>County Executive Budish/Department of Public Safety and Justice Services/Division of Witness/Victim</b>	<b>A Resolution</b> making an award on RQ10389 to Mental Health Services for Homeless Persons Inc., d/b/a Frontline Service in the amount not-to-exceed \$868,300.00 for Children Who Witness Violence Program for the period 12/1/2022 – 11/30/2024; authorizing the County Executive to execute Contract No. 2796 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 Safety and Justice Services/Division of Witness/Victim recommends an award on RQ10389 to Mental Health Services for Homeless Persons Inc., d/b/a Frontline Service in the amount not-to-exceed \$868,300.00 for Children Who Witness Violence Program for the period 12/1/2022 – 11/30/2024; and

**WHEREAS**, the primary goal of this project is to utilize a qualified behavioral health agency capable of providing services to children and their families who witness violence, as identified and referred by law enforcement agencies; and,

**WHEREAS**, this project is funded 100% Health and Human Services Levy fund; and

**WHEREAS**, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue and to provide for the usual, daily operation of a County entity.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**

**SECTION 1.** That the Cuyahoga County Council hereby makes an award on RQ10389 to Mental Health Services for Homeless Persons Inc., d/b/a Frontline Service in the amount not-to-exceed \$868,300.00 for Children Who Witness Violence Program for the period 12/1/2022 – 11/30/2024.

**SECTION 2.** That the County Executive is authorized to execute Contract No. 2796 and all 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 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
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_____ County Executive	_____ Date
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_____ Clerk of Council	_____ Date
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First Reading/Referred to Committee:  
Committee(s) Assigned:

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_

Department of Public Safety and Justice Services; RQ#10389; 2022; Mental Health Services for Homeless Persons, Inc. d/b/a FrontLine Service; Children Who Witness Violence Program Operator Service Contract.

#### Scope of Work Summary

Department of Public Safety and Justice Services is requesting to enter into a contract with Mental Health Services for Homeless Persons, Inc. d/b/a FrontLine Service as the program operator to provide services for the 2022-2024 Children Who Witness Violence Program in the amount of \$868,300.00

Research has shown children who witness ongoing abuse are more likely than their peers to perpetrate violence as adults or become victims themselves. Furthermore, research has shown that when compared to children not exposed to violence, child witnesses are more likely to have more health issues or experience anxiety and depression or other behavioral or emotional health issues. By providing guidance and assistance to families experiencing a violent incident or crisis, the Witness Victim Service Center aims to end the tragic generational cycle of violence and reduce the potential negative impact on children and communities. Providing an extension to the current contract will avoid an interruption in these crucial services.

Prior Board Approval Number or Resolution Number: R2021-0057

FrontLine Service provides services to children and families who witness violence as identified and referred by law enforcement agencies. The anticipated start-completion dates are 12/01/2022-11/30/2024.

The primary goals of the project are:

- Provide services to children who witness violence.
- Provide 24/7 Hotline Services through referrals from law enforcement and social services agencies.

#### Procurement

The procurement method for this project was a Formal RFP. The total value of the RFP is \$868,300.00.

The Formal RFP closed on August 22, 2022.

There were 2 proposals pulled from OPD, 2 proposals was submitted for review, 1 proposal was approved.

#### Contractor and Project Information

FrontLine Service

1744 Payne Ave.

Cleveland, OH 44114

Council District 7

The Associate Director of Development for the contractor is Naomi Worthington.

#### Project Status and Planning

The project is a continuation of an existing project – The Children Who Witness Violence program.

#### Funding

The project is funded 100% by the Health and Human Services Fund. The schedule of payments is monthly.

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0414

Sponsored by: <b>County Executive Budish/Department of Health and Human Services/Division of Community Initiatives/Family and Children First Council</b>	<b>A Resolution</b> authorizing an amendment to Contract No. 2259 with Educational Service Center of Northeast Ohio for fiscal agent services for the Families and Schools Together Program, FASTWORK activities and parent services for the period 1/1/2019 – 12/31/2023, to change the scope of services, effective 10/1/2022, and for additional funds in the amount not-to-exceed \$654,000.00; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Executive/ Department of Health and Human Services/Division of Community Initiatives/ Family and Children First Council recommends an amendment to Contract No. 2259 with Educational Service Center of Northeast Ohio for fiscal agent services for the Families and Schools Together Program, FASTWORK activities and parent services for the period 1/1/2019 – 12/31/2023, to change the scope of services, effective 10/1/2022, and for additional funds in the amount not-to-exceed \$654,000.00; and

WHEREAS, the primary goal of the project is to serve as the fiscal agent for the disbursement and monitoring of funds; and

WHEREAS, the project is funded 100% by the Health and Human Services Levy; and

WHEREAS, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue and to provide for the usual, daily operation of a County entity.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**

**SECTION 1.** That the Cuyahoga County Council hereby authorizes an amendment to Contract No. 2259 with Educational Service Center of Northeast Ohio for fiscal agent services for the Families and Schools Together Program, FASTWORK activities and parent services for the period 1/1/2019 – 12/31/2023, to

change the scope of services, effective 10/1/2022, and for additional funds in the amount not-to-exceed \$654,000.00.

**SECTION 2.** That the County Executive is authorized to execute the amendment and all documents consistent with this Resolution. To the extent that any exemptions are necessary under the County Code and contracting procedures, they shall be deemed approved by the adoption of this Resolution.

**SECTION 3.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

**SECTION 4.** It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by \_\_\_\_\_, seconded by \_\_\_\_\_, the foregoing Resolution was duly adopted.

Yeas:

Nays:

\_\_\_\_\_  
County Council President

\_\_\_\_\_  
Date

\_\_\_\_\_  
County Executive

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Date



First Reading/Referred to Committee:  
Committee(s) Assigned:

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_

Family and Children First Council; 2022-2023 Educational Service Center of Cuyahoga County; Contract; Fiscal Agent Services

#### Scope of Work Summary

Family and Children First Council is requesting approval of a amendment, with Educational Service Center of Northeast Ohio for the anticipated cost not-to-exceed of \$654,000.00.

#### Prior Board Approval Number or Resolution Number:

Contract/Amend	Approval Number
Original Contract	BC2018-865 11/16/2018 \$459,972.00
Amendment 1	R2020-0059 3/10/2020 \$919,944.00
Amendment 2	R2022-0078 4/12/2022 \$724,000.00
Amendment 3	

The anticipated start-completion dates are 01/01/2022-12/31/2023.

#### The primary goals of the project are:

Serve as the fiscal agent for the disbursement and monitoring of funds. Provider agrees that the funding provided through this contract will be used only for the FAST and FASTWORKS activities as specified:

- Enter into contracts with identified trainers and vendors to provide the annual FASTWORKS event.
- Provide stipends to three parents who will serve as voting members on the Family and Children First Council meeting.

#### Procurement

The procurement method for this project was other. The total value of the Exemption is \$654,000.00.

An RFP was released in 2012 and 2015 and ESC was the selected vendor for both RFPs. As the fiscal agent, ESC is able to disperse and monitor funds for the FAST teams, trainers, and vendors. ESC is able to handle the high volume of checks which are processed and cut in a timely manner.

#### Contractor and Project Information

Educational Service Center of Cuyahoga County  
6393 Oak Tree Blvd.  
Independence, Ohio 44131  
Council District 6

The Superintendent for the contractor/vendor is Dr. Robert Mengerink.

The address or location of the project is: Cleveland, Ohio, Parma, Ohio, Brooklyn, Ohio, Cleveland Hts-University Hts, Ohio:

Educational Service Center of Northeast Ohio  
6393 Oak Tree Blvd.  
Independence, Ohio 44131  
Council District 5, 3, 9, 11

#### Project Status and Planning

The project reoccurs annually.

The project has 3 phases. The next steps, dates, and anticipated cost of these are:

- Phase 2 is the training for the spring session. It is scheduled to be held in March 2022 and April 2023.
- Phase 3 is the end of the school year FASTWORKS program for review of spring session in the school districts. The training will be held in June 2022.
- Phase 1 is the training for the entire school year and certification/recertification of trainers. It is scheduled to be held in August 2022 and September 2023.

The vendor nor FCFC staff were successful in implementing the Opioid Preventure program in any school districts. The funding is being moved to another Opioid Preventure vendor.

The contract or agreement needs a signature in ink by December 31, 2022.

#### Funding

The project is funded 100% by the Health and Human Services Levy dollars. The schedule of payments is monthly.

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	AG1800155-CONV 43868
Infor/Lawson PO # Code (if applicable):	
CM Contract#	2259

	<b>Department initials</b>	<b>Clerk of the Board</b>
Briefing Memo	AJ	<input type="checkbox"/>

Late Submittal Required:	Yes <input type="checkbox"/>	<input checked="" type="checkbox"/> No
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"/>	<input checked="" type="checkbox"/> No
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OTHER THAN FULL AND OPEN COMPETITION RFP Exemptions (Contract) Reviewed by Purchasing				
<b>Educational Service Center of Northeast Ohio</b>		<b>Department initials</b>	<b>Purchasing</b>	
Justification Form		AJ	BRM	
IG#		N/A Gov't Entity		
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:		N/A	
Debarment/Suspension Verified	Date:	10/4/2022	AJ	BRM
Auditor's Finding	Date:	10/4/2022	AJ	BRM
Vendor's Submission		AJ	BRM	
Independent Contractor (I.C.) Requirement	Date:		N/A Gov't Entity	
Cover - <i>Master contracts only</i>		N/A		
Contract Evaluation – <i>if required</i>		AJ	BRM	
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.		N/A		
Checklist Verification		AJ	BRM	

Other documentation may be required depending upon your specific item

Glossary of Terms at: <https://intranet.cuyahoga.cc/policies-procedures/procurement-information>

OTHER THAN FULL AND OPEN COMPETITION RFP Exemptions (Contract) Reviewed by Law	
	<b>Department initials</b>
Agreement/Contract and Exhibits	AJ
Matrix Law Screen shot	AJ
COI	AJ
Workers' Compensation Insurance	AJ

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
1/1/2022 to 12/31/2022	HS260300	55130	UCH08346	\$327,000.00
1/1/2023 to 12/31/2023	HS260300	55130	UCH08346	\$327,000.00
			<b>TOTAL</b>	<b>\$654,000.00</b>

<b>Contract History CE/AG# (if applicable)</b>	AG1800155-CONV, 8
<b>Infor/Lawson PO# and PO Code (if applicable)</b>	
<b>Lawson RQ# (if applicable)</b>	
<b>CM Contract#</b>	2259

	Original Amount	Amendment Amount	Original Time Period/ Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$459,972.00		1/1/2019 to 12/31/2019	11/16/2018	BC2018-865
<b>Prior Amendment Amounts (list separately)</b>		\$919,944.00	1/1/2020 to 12/31/2021	3/10/2020	R2020-0059
		\$724,000.00	1/1/2022 to 12/31/2023	4/12/2022	R2022-0078
<b>Pending Amendment</b>		\$654,000.00	1/1/2023 to 12/31/2023		
<b>Total Amendments</b>		\$			
<b>Total Contact Amount</b>		\$			

### Purchasing Use Only:

<b>Prior Resolutions:</b>	BC2018-865, R2020-0059, R2022-0078
<b>CM#:</b>	2259
<b>Vendor Name:</b>	Educational Service Center of Northeast Ohio
<b>ftp:</b>	1/1/2022-12/31/2023
<b>Amount:</b>	\$654,000.00
<b>History/CE:</b>	AG1800155-CONV, 8
<b>EL:</b>	ok

Purchasing Buyer approval: **BRM 10/13/2022**

## CONTRACT EVALUATION FORM

<b>Contractor</b>	Educational Service Center of Northeast Ohio
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	8, 2259
<b>RQ#</b>	AG1800155-CONV
<b>Time Period of Original Contract</b>	1/1/2019-12/31/2019
<b>Background Statement</b>	<p>"The Ohio Family and Children First Council is statutorily defined as the Governor's Cabinet for children and families in the 1993 Ohio Revised Code 121.37. The Council has eleven state agencies which include (Ohio Department of Agriculture, Ohio Department of Alcohol and Drug Addiction Services, Ohio Department of Development Disabilities, Ohio Department of Education, Ohio Department of Health, Ohio Department of Mental Health, Ohio Department of Rehabilitation and Correction, Ohio Department of Youth Services, Ohio Rehabilitation Services Commission, and Ohio Budget and Management). Ohio Family and Children First has 4 core responsibilities: engaging and empowering families, shared accountability, building community capacity and coordinating systems and services. The partnership of state agencies is replicated at the local level, expanding the scope to add local government, communities, and families. Local Councils exist in each of the 88 counties. There are formal by-laws for electing leadership, making decisions, standing committees, guiding principles and the roles of officers and staff. The Council focuses on enhancing the well-being of Ohio's children and families by building community capacity, coordinating systems and services, and engaging and empowering families. Family and Children First Council (FCFC) provides a simple and organized service coordination mechanism at the county level. As the planning entity for Cuyahoga County, FCFC promotes collaborative coordination across a continuum of family-centered, neighborhood based culturally competent services ensuring the well-being of every child to preserve and strengthen families in their communities. The Cuyahoga County FCFC does not provide any direct social services. FCFC facilitates planning for direct services for families and children prenatal through 21. The FCFC member's systems provide the direct services for individual and families. FCFC can direct families to individual systems to help them access quality services. Through collaborative efforts FCFC continues to achieve the following accomplishments: participation and promotion of Parent Services and activities, Youth Engagement through the</p>

	development of the Youth Advisory Leadership Coalition, continued support to the Service Coordination Team, the administration of youth internships, and providing support to other county-wide youth development strategies.				
<b>Service Description</b>	FCFC needs a fiscal agent for the disbursement and monitoring of funds for FAST, parent advocates, and parent reps for the FCFC. FCFC is required to have parent reps for the FCFC and parent advocates to assist other parents who need help navigating the child and family public service system.				
<b>Performance Indicators</b>	Processing payments in a timely manner. All programs begin on time and are not held back due to non-payment. Provide FCFC with proper documentation for funding reimbursement.				
<b>Actual Performance versus performance indicators (include statistics):</b>	Educational Service Center has issued over 500 agreements/contracts and processed over 2,000 payments since 2012. We have not received any complaints from families, schools, or FAST teams. They have also served as a process facilitator between FCFC and the school districts.				
<b>Rating of Overall Performance of Contractor</b>	<b>Superior</b>	<b>Above Average</b>	<b>Average</b>	<b>Below Average</b>	<b>Poor</b>
<b>Select One (X)</b>		x			
<b>Justification of Rating</b>	Met 90% of the goal				
<b>Department Contact</b>	Kathleen Tomasek				
<b>User Department</b>	Family and Children First Council				
<b>Date</b>	10/3/2022				

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0415

Sponsored by: <b>County Executive Budish/Department of Health and Human Services/Division of Community Initiatives/Office of Homeless Services</b>	<b>A Resolution</b> making an award on RQ7099 to Emerald Development and Economic Network, Inc. in the amount not-to-exceed \$1,935,300.00 for Rapid Re-housing services for the period 1/1/22022 – 12/31/2023; authorizing the County Executive to execute Contract No. 2730 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.
--	--

**WHEREAS**, the County Executive/Department of Health and Human Service/Division of Community Initiatives/Office of Homeless Services recommends an award on RQ7099 to Emerald Development and Economic Network, Inc. in the amount not-to-exceed \$1,935,300.00 for Rapid Re-housing services for the period 1/1/22022 – 12/31/2023; and

**WHEREAS**, the primary goals of this project are to (a) provide short term rental assistance; and (b) move people from homelessness into housing quickly while providing supportive services; and

**WHEREAS**, this project is funded by 100% State of Ohio Homeless Crisis Response Program Fund; and

**WHEREAS**, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue and to provide for the usual, daily operation of a County entity.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**

**SECTION 1.** That the Cuyahoga County Council hereby makes an award on RQ7099 to Emerald Development and Economic Network, Inc. in the amount not-to-exceed \$1,935,300.00 for Rapid Re-housing services for the period 1/1/22022 – 12/31/2023.

**SECTION 2.** That the County Executive is authorized to execute Contract No. 2730 and all documents consistent with said award and this Resolution. To the extent that any exemptions are necessary under the County Code and contracting procedures, they shall be deemed approved by the adoption of this Resolution.



**SECTION 3.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

**SECTION 4.** It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by \_\_\_\_\_, seconded by \_\_\_\_\_, the foregoing Resolution was duly adopted.

Yeas:

Nays:

\_\_\_\_\_  
County Council President                      Date

\_\_\_\_\_  
County Executive                              Date

\_\_\_\_\_  
Clerk of Council                              Date

First Reading/Referred to Committee:

Committee(s) Assigned:

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_

Office of Homeless Services – 2022 EMERALD DEVELOPMENT AND ECONOMIC NETWORK, INC (EDEN) –  
ALTERNATIVE PROCUREMENT – RAPID REHOUSING

Scope of Work Summary

Office of Homeless Services requesting approval of a contract with Emerald Development and Economic Network, Inc (EDEN) for Rapid Rehousing services. This contract is funded through the State of Ohio Homeless Crisis Response Program. The contract term is January 1, 2022 through December 31, 2023, in the amount of \$1,935,500.00.

The Cuyahoga County Homeless Continuum of Care is committed to a low-barrier, housing-first model to ensure that homelessness is rare, brief, and non-recurring. When homelessness does occur, households are quickly connected to housing assistance and services, tailored to their unique needs and strengths, to help them achieve and maintain stable housing. EDEN's Rapid Rehousing program provides access to short-term rental assistance that enables individuals and families throughout Cuyahoga County to move quickly from homelessness into housing.

The primary goals of the program are to:

- Move households quickly from shelter to permanent housing using term-limited rental assistance subsidies
- Ensure that the household will be able to sustain their rent after the subsidy ends
- Link households with other services in the community to promote housing stability

Procurement

A competitive process (RQ 7099) was completed on August 30, 2021 for these services using a different funding source, federal Emergency Solutions Grant Entitlement funds. OHS requested an alternative procurement to award EDEN a contract for the same services, funded through State of Ohio Homeless Crisis Response Program. BC2022-97, approved 2/14/22.

OHS received additional guidance from the State of Ohio requiring all HCRP funding to go to EDEN as the Rapid Rehousing provider. An amended alternative procurement request was submitted and approved. BC2022-482, approved 8/8/22.

Contractor and Project Information

EDEN, Inc.

7812 Madison Avenue

Cleveland, Ohio 44102

Council District 3

The executive director for the contractor is Elaine Gimmel, (216) 961-9690.

Project Status and Planning  
The project operates 365 days/year.

The project's term began January 1, 2022:

1/28/22 – Received conditional award amount for grant from Ohio Department of Development  
2/1/22 – Submitted alt procurement to award contract for this grant, based RFP 7099  
2/9/22 – Submitted Matrix request  
2/14/22 – Alt procurement approved, BC2022-97  
2/28/22 – Requested scope and budget from provider based on conditional amount  
3/9/22 – Followed up on provider request  
3/18/22 – Uploaded scope and budget to Matrix  
4/7/22 – Grant agreements received  
4/15/22 – Previous ODOD grants had been split between two providers. Received technical assistance from HUD indicating that Rapid Rehousing was only allowable expense  
4/21/22 – Grant agreements returned to state  
5/1/22 – Meeting with EDEN to discuss changes to allowable expenses for grant  
5/15/22 – Submitted request to OBM for new activity code and to get on fiscal agenda  
5/23/22 – Requested updated budget from provider  
6/1/22 – Followed up on requested budget from provider. Provider requested clarification from state on spend down of subgrants  
6/7/22 – Item approved on fiscal agenda, R2022-0140  
6/10/22 – Requested clarification from state about spend down requirements  
6/15/22 – Followed up on requested clarification from state about spend down requirements  
6/22/22 – Followed up on request for clarification. Advised by ODOD that they were working on an amendment that detailed spenddown requirements and to wait on our contract so that could be included  
7/5/22 – Checked with ODOD on amendment status, still in process  
7/12/22 – Checked with ODOD on amendment status, still in process  
7/15/22 – Checked with ODOD on amendment status, advised to proceed with contract as is and amend when ODOD amendment is ready. Submitted updated Matrix request  
7/20/22 – Submitted request for updated alt procurement  
7/25/22 – Requested updated insurance and workers comp cert from provider  
7/30/22 – Followed up on document request  
8/1/22 – Provider submitted insurance and BWC docs  
8/8/22 – Amended alt procurement approved  
8/15/22 – Updated contract sent to provider for signature, returned  
8/22/22 – Uploaded docs to Matrix for legal review  
8/23/22 – Service desk request due to error code when attempting to release in Infor  
8/25/22 – Follow up on Infor help desk service request  
8/29/22 – Follow up on Infor help desk service request  
8/31/22 – Provider insurance below required coverage, asked them to update  
9/2/22 – Follow up on Infor help desk service request  
9/6/22 – Follow up on Infor help desk service request  
9/9/22 – Follow up on Infor help desk service request  
9/12/22 – Funding source issue resolved in Infor  
9/13/22 – Provider submitted updated insurance, coverage still insufficient  
9/19/22 – Provider requested insurance reduction due to umbrella coverage  
9/21/22 – Submitted request to County Risk Management

9/27/22 – Followed up on request, request approved  
9/28/22 – Uploaded Risk Management opinion to Matrix  
10/4/22 – Released in Matrix

#### Funding

The project will be funded 100% by the State of Ohio Homeless Crisis Response Program. The schedule of payments is monthly.

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	7099
Infor/Lawson PO # Code (if applicable):	EXMT
CM Contract#	2730

	<b>Department initials</b>	<b>Clerk of the Board</b>
Briefing Memo	ER	<input type="checkbox"/>

Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Why is the contract being submitted late?	State award was late, had to wait for additional clarification about funding, Infor issues	
What is being done to prevent this from reoccurring?	OHS has no control over state timeline but will work with provider to start process sooner	

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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OTHER THAN FULL AND OPEN COMPETITION				
RFP Exemptions (Contract)				
Reviewed by Purchasing				
<b>EDEN Rapid Rehousing</b>			<b>Department initials</b>	<b>Purchasing</b>
Justification Form			ER	BRM
IG#	20-0161-REG 31DEC2024		ER	BRM
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:		N/A	
Debarment/Suspension Verified	Date:	10/3/22	ER	BRM
Auditor's Finding	Date:	10/3/22	ER	BRM
Vendor's Submission			ER	BRM
Independent Contractor (I.C.) Requirement	Date:	12/14/21	ER	BRM
Cover - Master contracts only			N/A	
Contract Evaluation – if required			ER	BRM
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			N/A	
Checklist Verification			ER	BRM

Other documentation may be required depending upon your specific item

Glossary of Terms at: <https://intranet.cuyahoga.cc/policies-procedures/procurement-information>

OTHER THAN FULL AND OPEN COMPETITION	
RFP Exemptions (Contract)	
Reviewed by Law	
	<b>Department initials</b>
Agreement/Contract and Exhibits	ER
Matrix Law Screenshot	ER
COI	ER
Workers' Compensation Insurance	ER

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Revised 9/17/2021

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
1/1/2022 – 12/31/2022	HS220140	55130	B-L-21-1DD-2	\$1,451,600.00
1/1/2022 – 12/31/2022	HS220100	55130	S-L-21-1DD-2	\$483,700.00
1/1/2023 – 12/31/2023	HS220140	55130	B-L-21-1DD-2	\$0.00
1/1/2023 – 12/31/2023	HS220100	55130	S-L-21-1DD-2	\$0.00
			<b>TOTAL</b>	<b>\$1,935,300.00</b>

<b>Contract History CE/AG# (if applicable)</b>	
<b>Infor/Lawson PO# and PO Code (if applicable)</b>	EXMT
<b>Lawson RQ# (if applicable)</b>	7099
<b>CM Contract#</b>	2730

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$1,935,300.00		1/1/22 – 12/31/23	pending	
<b>Prior Amendment Amounts (list separately)</b>		\$			
		\$			
		\$			
<b>Pending Amendment</b>		\$			
<b>Total Amendments</b>		\$			
<b>Total Contact Amount</b>		\$1,935,300.00			

### Purchasing Use Only:

Prior Resolutions:	N/A
CM#:	2730
Vendor Name:	EDEN Rapid Rehousing
ftp:	1/1/22-12/31/23
Amount:	\$1,935,300.00
History/CE:	N/A
EL:	OK

Purchasing Buyer approval: **BRM 10/12/2022**

## CONTRACT EVALUATION FORM

<b>Contractor</b>	Emerald Development and Economic Network, Inc.				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	347				
<b>RQ#</b>	40092				
<b>Time Period of Original Contract</b>	1/01/18 – 12/31/18				
<b>Background Statement</b>	The vendor was awarded a contract to implement the Rapid Re-Housing Program through an RFP process conducted in 2017.				
<b>Service Description</b>	Rapid Re-Housing provides short-term rental assistance to persons experiencing a housing crisis and who are literally homeless. Services include housing location, inspection, rent assistance, and follow-up case management to support stability after the rent assistance ends.				
<b>Performance Indicators</b>	Number of households assisted annually; reduced returns to shelter; length of time from RRH referral to move out to permanent housing.				
<b>Actual Performance versus performance indicators (include statistics):</b>	450 households received rent assistance in 2021. The length of shelter stay for most households was between 50 and 60 days. Approximately 18% of households return to shelter within 2 years.				
<b>Rating of Overall Performance of Contractor</b>	<b>Superior</b>	<b>Above Average</b>	<b>Average</b>	<b>Below Average</b>	<b>Poor</b>
<b>Select One (X)</b>		X			
<b>Justification of Rating</b>	EDEN coordinates the RRH program with all shelter providers and the specific sub-populations of youth, families, single adults, and unsheltered persons. In addition to the front-end process of linking people with housing, EDEN coordinates the RRH case management services provided to households once they are housed.				
<b>Department Contact</b>	Melissa Sirak				
<b>User Department</b>	Office of Homeless Services				
<b>Date</b>	10/1/22				

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0344

Sponsored by: <b>County Executive Budish/Department of Public Works/ Division of County Engineer</b>	<b>A Resolution</b> making an award on RQ7934 to Patrick Engineering Inc. in the amount not-to-exceed \$759,926.00 for engineering services for the replacement of Schaaf Road Bridge No. 02.89 over the West Creek in the City of Independence, effective upon contract signature of all parties through 10/31/2025; authorizing the County Executive to execute Contract No. 2733 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/ Division of County Engineer recommends making an award on RQ7934 with Patrick Engineering Inc. in the amount not-to-exceed \$759,926.00 for engineering services for the replacement of Schaaf Road Bridge 02.89 over the West Creek in the City of Independence, effective upon contract signature of all parties through 10/31/2025; and

**WHEREAS**, the primary goal of this project is to perform engineering services for the Schaaf Road Bridge 02.89; and

**WHEREAS**, the project is funded 100% by County Road and Bridge Fund; and

**WHEREAS**, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue and to provide for the usual, daily operation of a County entity.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**

**SECTION 1.** That the Cuyahoga County Council hereby makes an award on RQ7934 with Patrick Engineering Inc. in the amount not-to-exceed \$759,926.00 for engineering services for the replacement of Schaaf Road Bridge 02.89 over the West Creek in the City of Independence.

**SECTION 2.** That the County Executive is authorized to execute a Contract No. 2733 and all 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: September 28, 2022  
Committee(s) Assigned: Public Works, Procurement & Contracting

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_\_\_

Public Works, 2022, Submit & Award Contract with Patrick Engineering Inc. for Schaaf Road Bridge 02.89 Engineering Services RFQ#7934, \$759,926

**Scope of Work Summary:**

Department of Public Works is requesting to submit and award the contract agreement with Patrick Engineering Inc. for Schaaf Road Bridge 02.89 Engineering Services in the amount of \$759,926. The contract term begins from the signature of all parties ("Effective Date") and continues until all phases of works have been completed.

The County has determined the primary goal of the need to engage Patrick Engineering Inc. to perform Engineering Services for Schaaf Road Bridge 02.89.

**Procurement**

The procurement method for this project was RFQ 7934. The total value of the RFQ was for \$759,926.

The RFQ was closed on December 17, 2021

There were 6 proposals submitted for review, and one (1) proposal selected, with Patrick Engineering Inc. There was 15% SBE, 10% MBE, and 5% WBE on this RFQ.

**Contractor and Project Information**

Patrick Engineering Inc.

3214 St. Clair Avenue

Cleveland, Ohio 44114

The Project Manager is Brian Gilhousen, P.E. (216) 954-5304.

**Project Status & Planning**

This project is new to the County.

**Funding**

The project is funded by 100% County Road & Bridge fund.

The schedule of payments is by invoice.

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	7934
Infor/Lawson PO# Code (if applicable):	
Event #	2137
CM Contract#	2733

	<b>Department initials</b>	<b>Clerk of the Board</b>
Briefing Memo	LW	<input type="checkbox"/>
Late Submittal Required:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Why is the contract being submitted late?		
What is being done to prevent this from reoccurring?		
TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

### FULL AND OPEN COMPETITION

#### Formal RFQ

#### Reviewed by Purchasing

	<b>Department initials</b>	<b>Purchasing</b>
Notice of Intent to Award (sent to all responding vendors)	LW	OK
Bid Specification Packet	LW	OK (addenda attached by Department of Purchasing)
Final DEI Goal Setting Worksheet	N/A	N/A (goals set 10/2021)
Diversity Documents – <i>if required (goal set) See Vendor Submission</i>	LW	OK
Award Letter (sent to awarded vendor)	LW	OK
Vendor’s Confidential Financial Statement – <i>if RFP requested</i>	N/A	N/A
Tabulation Sheet	LW	OK
Evaluation with Scoring Summary ( <i>Names of evaluators to be included, must have minimum of three evaluators</i> ).	LW	OK
IG# 13-0244	12/31/23	LW OK
Debarment/Suspension Verified	Date: 8/22/22	LW OK
Auditor’s Finding	Date: 8/22/22	LW OK
Vendor’s Submission	LW	OK
Independent Contractor (I.C.) Requirement	Date: 8/2/22	LW OK
Cover - <i>Master contracts only</i>	N/A	OK
Contract Evaluation – <i>if required</i>	N/A	N/A
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.	N/A	N/A
Checklist Verification	LW	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

	<b>Department initials</b>
Agreement/Contract and Exhibits	LW
Matrix Law Screen shot	LW
COI	LW
Workers’ Compensation Insurance	LW

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Revised 7/28/2022

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

### CONTRACT SPENDING PLAN

Time Period	Accounting Unit	Account	Activity	Account Category or Subaccount	Amount
Effective Date – 12/31/22	PW270205	73300			\$ 200,000
1/1/23 – 12/31/23	PW270205	73300			\$ 200,000
1/1/24 – 12/31/24	PW270205	73300			\$ 200,000
1/1/25 – 12/31/25	PW270205	73300			\$159,926
1/1/26 – 12/31/26	PW270205	73300			\$ 0
1/1/27 – All work complete	PW270205	73300			\$ 0
			<b>TOTAL</b>		<b>\$ 759,926</b>

### CONTRACT HISTORY (to be completed by department)

CE/AG# (if applicable)		N/A			
Infor/Lawson PO# and PO Code (if applicable)		N/A			
Lawson RQ# (if applicable)		N/A			
CM Contract#		N/A			
	Original Amount	Amendment Amount	Original Time Period & End Date/ Amended End Date	Approval Date	Approval #
Original Amount	\$				
	Prior	\$			
	Amendment	\$			
	Amounts (list separately)	\$			
	Pending Amendment	\$			
	Total Amendments	\$			
Total Contact Amount	\$				

### PURCHASING USE ONLY

Prior Resolutions	
CM#:	2733
Vendor Name:	Patrick Engineering, Inc.
ftp:	Effective Date – Work Phases completion
Amount:	\$759,926.00mm
History/CE:	OK
EL:	OK
Procurement Notes:	8/31/2022: Department of Purchasing attached all issued Addenda to complete bid specifications requirement
Purchasing Buyer's initials and date of approval	OK, ssp 8/31/2022



# Department of Purchasing Tabulation Sheet

REQUISITION NUMBER: 7934	Event 2137	TYPE: RFQ	ESTIMATE: \$600,000.00
CONTRACT PERIOD:	RFQ DUE DATE: December 17, 2021	NUMBER OF RESPONSES (issued/submitted): 85/6	
REQUESTING DEPARTMENT: Public Works		COMMODITY DESCRIPTION: Schaaf Road Bridge 02.89 Engineering Services	
DIVERSITY GOAL/SBE 15 %	DIVERSITY GOAL/MBE 10 %	DIVERSITY GOAL/WBE 5 %	

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Diversity Program Review:	Dept. Tech. Review	Award: (Y/N)
1. AECOM Services of Ohio 1300 East 9th Street Suite 500 Cleveland, Ohio 44114	<p>Compliant: <input checked="" type="checkbox"/> Yes</p> <p>IG Registration Complete: <input checked="" type="checkbox"/> Yes</p> <p>IG Number: 20-0215</p> <p>Planholder: <input checked="" type="checkbox"/> Yes</p> <p>Buyer Review: SSP</p>	<p>SBE / MBE / WBE</p> <p>Subcontractor Name(s): (FW) KS Associates, Inc. SBE/WBE 15% (FW) Lawhon &amp; Associates, Inc. SBE/WBE 5% (FW) CHARLES P. BRAMAN &amp; CO., INC. SBE/WBE 1% (MAPA) Barr Engineering, Inc. BE/MBE 10%</p> <p>SBE/MBE/WBE Prime: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input checked="" type="checkbox"/> No</p> <p>Total % SBE: 15 % MBE: 10 % WBE: 6%</p>		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

RQ7934

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Diversity Program Review:	Dept. Tech. Review	Award: (Y/N)
		<p>SBE / MBE / WBE</p> <p>SBE/MBE/WBE Comply: (Y/N) <input checked="" type="checkbox"/> Yes LL 12/22/21 <input type="checkbox"/> No</p> <p>SBE/MBE/WBE Comments and Initials: No waiver requested. EN 12/21/21 National Engineering &amp; Architectural Services, Inc (NEAS) is Barr Eng and has a local office. LL 12/22/21</p>		

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Diversity Program Review:	Dept. Tech. Review	Award: (Y/N)
2. Burgess & Niple 100 West Erie Street Painesville, Ohio 44077	<p>Compliant: <input checked="" type="checkbox"/> Yes</p> <p>IG Registration Complete: <input checked="" type="checkbox"/> Yes</p> <p>IG Number: 12-0699</p> <p>Planholder: <input checked="" type="checkbox"/> Yes</p> <p>Buyer Review: SSP</p>	<p>SBE / MBE / WBE</p> <p>Subcontractor Name(s): (MAPA) 2LMN, Inc. MBE 10% (MW) CHAGRIN VALLEY ENGINEERING, LTD. SBE 15% (FW) Lawton &amp; Associates, Inc. SBE/WBE 10% (MAPA) Barr Engineering, Inc. BE/MBE 10%</p> <p>SBE/MBE/WBE Prime: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input checked="" type="checkbox"/> No</p> <p>Total % SBE: 15 % MBE: 20% WBE: 10%</p>		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

RQ7934

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Diversity Program Review:	Dept. Tech. Review	Award: (Y/N)
		<p>SBE / MBE / WBE</p> <p>SBE/MBE/WBE Comply: (Y/N) <input checked="" type="checkbox"/> Yes LL 12/22/21 <input type="checkbox"/> No</p> <p>SBE/MBE/WBE Comments and Initials: No waiver requested EN 12/21/2021 National Engineering &amp; Architectural Services, Inc (NEAS) is Barr Eng and has a local office. LL 12/22/21</p>		

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Diversity Program Review:	Dept. Tech. Review	Award: (Y/N)
<p>3. Euthenics, Inc. 8235 Mohawk Drive Cleveland, Ohio 44136</p>	<p>Compliant: <input checked="" type="checkbox"/> Yes</p> <p>IG Registration Complete: <input checked="" type="checkbox"/> Yes</p> <p>IG Number: 12-1248</p> <p>Planholder: <input checked="" type="checkbox"/> Yes</p> <p>Buyer Review: SSP</p>	<p>SBE / MBE / WBE</p> <p>Subcontractor Name(s): (MW) Euthenics, Inc. SBE 20% (MAPA) DLZ Ohio, Inc. MBE 15% (FW) Lawhon &amp; Associates, Inc. SBE/WBE 5% (FW) CHARLES P. BRAMAN &amp; CO., INC. SBE/WBE 1% (MAPA) Barr Engineering, Inc. BE/MBE 2%</p> <p>SBE/MBE/WBE Prime: (Y/N) <input checked="" type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> No</p> <p>Total % SBE: 20 % MBE: 17% WBE: 6 %</p>		<p><input type="checkbox"/> Yes</p> <p><input checked="" type="checkbox"/> No</p>

RQ7934

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Diversity Program Review:	Dept. Tech. Review	Award: (Y/N)
		<p>SBE / MBE / WBE</p> <p>SBE/MBE/WBE Comply: (Y/N) <input checked="" type="checkbox"/> Yes LL 12/22/21 <input type="checkbox"/> No</p> <p>SBE/MBE/WBE Comments and Initials: No waiver requested. EN 12/21/21 National Engineering &amp; Architectural Services, Inc (NEAS) is Barr Eng and has a local office. LL 12/22/21</p>		

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Diversity Program Review:	Dept. Tech. Review	Award: (Y/N)
<p>4. Johnson, Mirmiran &amp; Thompson, Inc. North Point Tower 1001 Lakeside Avenue Suite 970 Cleveland, Ohio 44114</p>	<p>Compliant: <input checked="" type="checkbox"/> Yes</p> <p>IG Registration Complete: <input checked="" type="checkbox"/> Yes</p> <p>IG Number: 14-0329</p> <p>Planholder: <input checked="" type="checkbox"/> Yes</p> <p><input checked="" type="checkbox"/> Buyer Review: SSP</p>	<p>SBE / MBE / WBE</p> <p>Subcontractor Name(s): (MAPA) CTL Engineering, Inc. MBE 10% (MW) Euthenics, Inc. SBE 10% (FW) KS Associates, Inc. SBE/WBE 10%</p> <p>SBE/MBE/WBE Prime: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input checked="" type="checkbox"/> No</p> <p>Total % SBE: 10 % MBE: 10 % WBE: 10 %</p>		<p><input type="checkbox"/> Yes</p> <p><input checked="" type="checkbox"/> No</p>

RQ7934



Bidder's / Vendors Name and Address	Buyer Administrative Review:	Diversity Program Review:	Dept. Tech. Review	Award: (Y/N)
		<p>SBE / MBE / WBE</p> <p>SBE/MBE/WBE Comply: (Y/N) <input checked="" type="checkbox"/> Yes LL 12/22/21 <input type="checkbox"/> No</p> <p>SBE/MBE/WBE Comments and Initials: LL 12/22/21</p>		

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Diversity Program Review:	Dept. Tech. Review	Award: (Y/N)
<p>5. LJB Inc. 6480 Rockside Woods Boulevard South Suite 290 Independence, Ohio 44131</p>	<p>Compliant: <input checked="" type="checkbox"/> Yes</p> <p>IG Registration Complete: <input checked="" type="checkbox"/> No</p> <p>IG Number: Not Registered</p> <p>Planholder: <input checked="" type="checkbox"/> Yes</p> <p>Buyer Review: SSP</p>	<p>SBE / MBE / WBE</p> <p>Subcontractor Name(s): (FW) Lawhon &amp; Associates, Inc. SBE/WBE 15% (MAPA) Barr Engineering, Inc. SBE/MBE 15%</p> <p>SBE/MBE/WBE Prime: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input checked="" type="checkbox"/> No</p> <p>Total % SBE: 0 % MBE: 15 % WBE: 15 %</p>		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

RQ7934

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Diversity Program Review:	Dept. Tech. Review	Award: (Y/N)
		<p>SBE / MBE / WBE</p> <p>SBE/MBE/WBE Comply: (Y/N) <input checked="" type="checkbox"/> Yes LL 12/22/21 <input type="checkbox"/> No</p> <p>SBE/MBE/WBE Comments and Initials: No Waiver Requested EN 12/22/21 LL 12/22/21</p>		

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Diversity Program Review:	Dept. Tech. Review	Award: (Y/N)
6. Patrick Engineering, Inc. 3214 St. Clair Avenue Cleveland, Ohio 44114	<p>Compliant: <input checked="" type="checkbox"/> Yes</p> <p>IG Registration Complete: <input checked="" type="checkbox"/> Yes</p> <p>IG Number: 13-0244</p> <p>Planholder: <input checked="" type="checkbox"/> Yes</p> <p>Buyer Review: SSP</p>	<p>SBE / MBE / WBE</p> <p>Subcontractor Name(s): (FW) ASC Group, Inc. SBE/WBE 5% (MW) Euthenics, Inc. SBE 14% (MAPA) Barr Engineering, Inc. BE/MBE 10% (FW) CHARLES P. BRAMAN &amp; CO., INC. SBE/WBE 1%</p> <p>SBE/MBE/WBE Prime: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input checked="" type="checkbox"/> No</p> <p>Total % SBE: 14% MBE: 10 % WBE: 6%</p>		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

RQ7934

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Diversity Program Review:		Dept. Tech. Review	Award: (Y/N)
		SBE / MBE / WBE	<input checked="" type="checkbox"/> Yes LL 12/22/21 <input type="checkbox"/> No		
		SBE/MBE/WBE Comply: (Y/N)			
		SBE/MBE/WBE Comments and Initials:	No waiver requested. EN 12/22/2021 LL 12/22/21		

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0384

Sponsored by: <b>County Executive Budish/Department of Public Works</b>	<b>A Resolution</b> making an award on Purchase Order No. 22004388 to The Safety Company dba MTech Company in the amount not-to-exceed \$606,647.00 for a state contract purchase of (1) 2023 GapVax Combination Jet/Vacuum Truck for the Sanitary Engineering Division; 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 Purchase Order No. 22004388 to The Safety Company dba MTech Company in the amount not-to-exceed \$606,647.00 for a state contract purchase of (1) 2023 GapVax Combination Jet/Vacuum Truck for the Sanitary Engineering Division; and

**WHEREAS**, the primary goal of this project is to obtain (1) GapVax Combination Jet/Vacuum Truck for the Sanitary Engineering Division; and

**WHEREAS**, this project is funded 100% by the Sanitary Districts Fund; and

**WHEREAS**, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue and to provide for the usual, daily operation of a County entity.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**

**SECTION 1.** That the Cuyahoga County Council hereby makes an award on Purchase Order No. 22004388 to The Safety Company dba MTech Company in the amount not-to-exceed \$606,647.00 for a state contract purchase of (1) 2023 GapVax Combination Jet/Vacuum Truck for the Sanitary Engineering Division.

**SECTION 2.** That the County Executive is authorized to execute any and all documents consistent with this Resolution. To the extent that any exemptions are necessary under the County Code and contracting procedures, they shall be deemed approved by the adoption of this Resolution.

**SECTION 3.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health or safety in the County; and any additional reasons set forth in the preamble. Provided

that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

**SECTION 4.** It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by \_\_\_\_\_, seconded by \_\_\_\_\_, the foregoing Resolution was duly adopted.

Yeas:

Nays:

\_\_\_\_\_  
County Council President                      Date

\_\_\_\_\_  
County Executive                                      Date

\_\_\_\_\_  
Clerk of Council                                      Date

First Reading/Referred to Committee: October 25, 2022

Committee(s) Assigned: Public Works, Procurement & Contracting

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_\_\_

Department of Public Works – The Safety Co. dba Mtech – GapVax - 2023 Combination Jet/Vac Truck -  
Purchase Order

Scope of Work Summary

The Department of Public Works is requesting approval of a Purchase Order with The Safety Company dba Mtech for the purchase of a GapVax 2023 MC1511-3S4X Combination Jet/Vac for the anticipated cost of \$606,647.00.

The equipment being purchased will be used by the Department of Public Works Sanitary Division.

Procurement

The procurement method for this purchase is a State of Ohio Contract purchase, resulting in a purchase order in the amount of \$606,647.00

Contractor and Project Information

Mtech Company  
7401 First Place  
Cleveland, OH 44146

Project Status and Planning

This is a one-time purchase for a piece of equipment to be used by Public Works Sanitary staff.

Funding

The purchase is funded 100% by the Sanitary Districts Fund.

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in OnBase Document Management

Infor/Lawson RQ#:	10915
Infor/Lawson PO# Code (if applicable):	STAC
Event #	
PO#	22004388

X ☐ I certify that I have followed the current purchasing policies and procedures and no items being purchased under this requisition have been ordered or received.

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/> X
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	Department	Clerk of the Board
Briefing Memo	P{S	

Required Documents for All Purchase Orders (ALL Non-Contract Purchases)				
			Department initials	Purchasing
IG# 12-1960			PS	
Debarment/Suspension Verified	Date:	9/29/22	PS	
Auditor's Finding	Date:	9/29/22	PS	
Vendor's Submission * (or Bid Tabulation)			PS	
Independent Contractor (I.C.) Requirement	Date:	9/29/22	PS	
Checklist			PS	

Required Documents Dependent upon Procurement Type				
			Department initials	Purchasing
Annual Non-Competitive Bid Contract Statement (Not required if item was competitively bid. Form is also not required unless <b>not</b> going to BOC or Council for approval)		Date:		
Bid Specification Packet. (Copy of Event, including include 2 <sup>nd</sup> effort documents, if applicable and include any attachments to the events).				
TSMC attach supporting documentation of attempt to secure three (3) valid quotes and/or Event documentation of 8 hour posting.				
Tabulation Sheets				
Evaluation/Scoring Summary (includes evaluator names)				

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in OnBase Document Management

Notice of Intent to Award Letter <i>(only for Formals)</i>		
Award Letter <i>(only for Formals)</i>		
Final DEI Goal Setting Worksheet <i>(for Formal)</i>		
For SBEs/MBEs/WBEs “Null” search results attach DEI’s e-mail response to Null Search <i>(for Informal)</i> .		
E-mail notification(s) to available SBEs/MBEs/WBEs from the certified list <i>(for Informal)</i>		
Justification Form <i>(if exemption and purchase over \$5k)</i>		
State Contract Cover Sheet	PS	
Cooperative Purchase Contract Cover Sheet		
Sole Source Affidavit		
Sole Source Justification		
TAC/CTO Approval or IT Standards <i>(attach and identify relevant page #s)</i> , if required.		
Prior RFP Exemption/Alternative Procurement Approval Letter		
Furniture Request Form		
Proof of Public Notice publication		
Invoice <i>(for items already purchased but not approved)</i>		
Department Director’s approval to initiate TSMC purchase (email or printed)		
Department Director’s approval to purchase TSMC goods or services (email or printed)		

\*If State Contract or Cooperative purchase, must have the contract number and expiration date listed

Reviewed by Law	
	Department initials
Exhibits	
Matrix Law Screen shot	
COI	
Workers’ Compensation Insurance	
Performance Bond	

Other documentation may be required depending upon your specific item

Glossary of Terms at: <https://intranet.cuyahoga.cc/policies-procedures/procurement-information>

### Vendor Information

Vendor Name	Dollar Amount
The Safety Company dba Mtech	\$606,647.00



## Department of Purchasing – Required Documents Checklist

Upload as “word” document in OnBase Document Management

Department of Purchasing Verification for Events	
	Purchasing
Vendor Name and Dollar Amount verified (lowest and best)	
If an event(s) was created: Check Audit Log to verify Event(s) released (approved-notified) 2 <sup>nd</sup> effort will show as an amendment approved-notified or will be a separate event; minimum # of hours bid	
Checked for # of Notification on Event(s)	
Sealed Bid on Event(s) & Display on Portal	
If brand name listed on specs, must have “or equivalent” or approved IT Standard and/or prior approval Alternative Procurement	
If a service, <ul style="list-style-type: none"><li>• Matrix approval of PO vs. Contract</li><li>• Insurance/Workers’ Compensation requirements and/or Waiver</li></ul>	
Minimum # of bids received	
Purchasing Buyer’s initials and date of approval	
Misc Comments	

Requisitions up to & including \$5,000.00 will be reviewed by the assigned purchasing agent in the Department of Purchasing. If all requirements are met, the item can be approved by DoP without additional consideration. For the following items the OnBase Agenda Action form must be completed. The item will be held until it is approved by the Board of Control.

- Requisitions over \$5,000.00
- Requisition submitted in which the item has been ordered and/or received

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0388

<b>Sponsored by: County Executive Budish/Department of Public Safety and Justice Services</b>  <b>Co-sponsored by: Councilmember Turner</b>	<b>A Resolution</b> authorizing an amendment to Contract No. 1703 (fka Contract No. 472) with Alcohol, Drug Addiction and Mental Health Services Board for the Mental Health and Substance Abuse/Addiction Diversion Center for the period 12/8/2020 – 12/31/2022, to extend the time period to 12/31/2023, to expand the scope of services, effective upon contract signature of all parties, and for additional funds in the amount not to-to-exceed \$4,363,012.00; authorizing the County Executive to execute the amendment 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 Safety and Justice Services recommends an amendment to Contract No. 1703 (fka Contract No. 472) with Alcohol, Drug Addiction and Mental Health Services Board for the Mental Health and Substance Abuse/Addiction Diversion Center for the period 12/8/2020 – 12/31/2022, to extend the time period to 12/31/2023, to expand the scope of services, effective upon contract signature of all parties, and for additional funds in the amount not to-to-exceed \$4,363,012.00; 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% by 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 and to provide for the usual, daily operation of a County entity.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**

**SECTION 1.** That the Cuyahoga County Council hereby authorizes an amendment to Contract No. 1703 (fka Contract No. 472) with Alcohol, Drug Addiction and Mental Health Services Board for the Mental Health and Substance Abuse/Addiction Diversion Center for the period 12/8/2020 – 12/31/2022, to extend the time period to 12/31/2023, to expand the scope of services, effective upon contract signature of all parties, and for additional funds in the amount not to exceed \$4,363,012.00.

**SECTION 2.** That the County Executive is authorized to execute the amendment and all 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 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: October 25, 2022  
Committee(s) Assigned: Public Safety & Justice Affairs

Additional Sponsorship Requested on the Floor: October 25, 2022

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_\_\_

Public Safety & Justice Services; 2022 Contract Amendment #3 with the Alcohol, Drug Addiction & Mental Health Services Board of Cuyahoga County for the Mental Health & Substance Abuse/Addiction Diversion Center

#### Scope of Work Summary

Public Safety and Justice Services is requesting approval of a third amendment with the Alcohol, Drug Addiction & Mental Health Services (ADAMHS) Board for the Mental Health & Substance Abuse/Addiction Diversion Center for the anticipated cost of \$4,363,012.00.

Prior Council approval is R2020-0265D.

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.

The third amendment seeks to continue services for a 3<sup>rd</sup> year, expand the scope of work to increase CIT Trainings and CIT Training officer duties, require monthly reporting of cost recovery efforts, and extend the contract period through 12/31/2023 for \$4,363,012.00.

The primary goals of the project are:

- Increase CIT Trainings for County law enforcement officers and other non-certified law enforcement of partners that work with law enforcement
- Expand training officer duties to provide targeted outreach to local law enforcement for recruiting use of the Diversion Center
- Require monthly reporting of cost recovery efforts

#### Procurement

The original procurement method for this project was an RFP that was completed in 2020. The total value of the RFP was \$9,223,735.90.

That RFP closed on September 16, 2020.

There were 4 proposals pulled from OPD, 4 proposals submitted for review, 1 proposal approved.

#### Contractor and Project Information

Cuyahoga County Alcohol, Drug Addiction & Mental Health Services Board  
2012 West 25<sup>th</sup> Street  
Cleveland, OH 44113  
Council District 7  
The CEO of the ADAMHS Board is Scott Osiecki.

#### The address of the project is:

Oriana House, Inc.  
Cuyahoga County Assessment and Diversion Center  
1804 East 55<sup>th</sup> Street  
Cleveland, OH 44103  
Council District 7

#### Project Status and Planning

The project is a continuation of the Diversion Center project. The Diversion Center opened in 2021.

The project is on a critical action path because the current service contract will expire 12/31/2022.

#### Funding

The project is funded 100% through the County's Opioid Mitigation Grant Fund. The schedule of payments is by invoice.

3. The project is an amendment to a contract. This amendment is the 3rd amendment of the contract. The history of the amendments is:

Original Contract: 1/1/2021-12/31/2021 - \$9,223,735.90

1<sup>st</sup> Amendment: Amend terms - No contract value change

2<sup>nd</sup> Amendment: Increase in services - \$344,584.00

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	N/A
Buyspeed RQ# (if applicable):	N/A
Infor/Lawson PO# Code (if applicable):	AMND
CM Contract#	1703

	<b>Department</b>	<b>Clerk of the Board</b>
Briefing Memo	EDA	

Late Submittal Required:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Why is the amendment being submitted late?	N/A	
What is being done to prevent this from reoccurring?	N/A	

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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Contract Amendments Reviewed by Purchasing				
			<b>Department initials</b>	<b>Purchasing</b>
Justification Form			EDA	CQ
IG#	ADAMHS Board: Political Subdivision		N/A	NA-GOVT ENTITY
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not 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:	9/30/22	EDA	CQ
Auditor's Finding	Date:	9/30/22	EDA	CQ
Independent Contractor (I.C.) Requirement	Date:	Political Subdivision	N/A	NA-GOVT ENTITY
Cover - Master amendments only			N/A	NA
Contract Evaluation			EDA	CQ
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			N/A	NA
Checklist Verification			EDA	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	
	<b>Department initials</b>
Agreement/Contract and Exhibits	EDA
Matrix Law Screen shot	N/A
COI	N/A (Vendor is County entity)
Workers' Compensation Insurance	N/A (Vendor is County entity)
Original Executed Contract (containing insurance terms) & all executed amendments	EDA

1 | Page

Revised 1/7/2022

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
1/1/2023-12/31/2023	EX345100	55130	NOOPD0003001	\$4,363,012.00
			<b>TOTAL</b>	<b>\$4,363,012.00</b>

<b>Contract History CE/AG# (if applicable)</b>	
<b>Infor/Lawson PO# Code (if applicable)</b>	
<b>Lawson RQ# (if applicable)</b>	
<b>CM Contract#</b>	<b>COPIED FROM CM472</b>

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	<b>\$9,223,735.95</b>		<b>1/1/2021-12/31/2022</b>	<b>12/8/2020</b>	<b>R2020-0265D</b>
<b>Prior Amendment Amounts (list separately)</b>		<b>#1: \$0.00</b>	<b>1/1/2021-12/31/2022</b>	<b>No Date</b>	<b>N/A</b>
		<b>#2: \$344,584.00</b>	<b>1/1/2021-12/31/2022</b>	<b>7/19/2021</b>	<b>BC2021-362</b>
<b>Pending Amendment</b>		<b>#3: \$4,363,012.00</b>	<b>1/1/2021-12/31/2023</b>		
<b>Total Amendments</b>		<b>\$4,707,596.00</b>			
<b>Total Contract Amount</b>		<b>\$13,931,331.95</b>			

### Purchasing Use Only:

Prior Resolutions:	R2020-0265D, BC2021-362
Amend:	CM1703 AMND 3
Vendor Name:	Cuyahoga County Alcohol, Drug, Addiction & Mental Health Services Board
ftp:	1/1/2021-12/31/2022 EXT. TO 12/31/2023
Amount:	\$4,363,012.00
History/CE:	OK
EL:	OK
Procurement Notes:	AMENDMENT TO EXTEND TIME AND ADD ADDITIONAL FUNDS
Purchasing Buyer's initials and date of approval	CQ 10/4/2022



## CONTRACT EVALUATION FORM

<b>Contractor</b>	ADAMHS Board				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	CM 1703				
<b>RQ#</b>	48968				
<b>Time Period of Original Contract</b>	1/1/2021-12/31/2022				
<b>Background Statement</b>	Cuyahoga County developed and implemented a county-wide diversion program that began December 8, 2020. The Cuyahoga County Assessment and Diversion Center (CCADC) 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.				
<b>Service Description</b>	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.				
<b>Performance Indicators</b>	<ul style="list-style-type: none"> <li>• Provide space at the diversion center for those experiencing an acute mental health or substance abuse crisis</li> <li>• Provide crisis intervention training to County law enforcement officers</li> <li>• Provide a 24/7 call in help line</li> </ul>				
<b>Actual Performance versus performance indicators (include statistics):</b>	ADAMHS Board and its subcontractors have designed and implemented the Cuyahoga County Assessment and Diversion Center and its programs and services.				
<b>Rating of Overall Performance of Contractor</b>	<b>Superior</b>	<b>Above Average</b>	<b>Average</b>	<b>Below Average</b>	<b>Poor</b>
<b>Select One (X)</b>			X		

<b>Justification of Rating</b>	The vendor has provided the services as required by the contract.
<b>Department Contact</b>	Ella Amadeus, PSJS
<b>User Department</b>	Public Safety & Justice Services
<b>Date</b>	9/30/22

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0389

<b>Sponsored by: County Executive Budish/Department of Health and Human Services/Division of Senior and Adult Services</b>  <b>Co-sponsored by: Councilmembers Turner and Conwell</b>	<b>A Resolution</b> authorizing an amendment to a Master Contract with various municipalities and providers for various services for the Community Social Services Program for the period 1/1/2022 - 12/31/2023; (a) to change the terms and scope of services for the original 27 providers, (b) to add (7) providers, effective 7/1/2022 and add additional funds in the total amount not-to-exceed \$939,854.76, and (c) to remove Eliza Bryant Village, effective 8/31/2022; authorizing the County Executive to execute the amendments and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Executive/Department of Health and Human Services/Division of Senior and Adult Services recommends an amendment to a Master Contract with various municipalities and providers for various services for the Community Social Services Program for the period 1/1/2022 - 12/31/2023; (a) to change the term and scope of services for the original 27 providers, (b) to add (7) providers, effective 7/1/2022 and add additional funds in the total amount not-to-exceed \$939,854.76, and (c) to remove Eliza Bryant Village, effective 8/31/2022 as follows:

- a) To change the terms and scope of work effective 7/1/2022 for the original 27 providers:
  - 1) Contract No. 1925 with Catholic Charities Corporation on behalf of Hispanic Senior Center for Adult Development, Congregate Meals, Transportation and Outreach services.
  - 2) Contract No. 1926 with Catholic Charities Corporation on behalf of Fatima Family Center for Adult Development and Congregate Meals services.
  - 3) Contract No. 1927 with Catholic Charities Corporation on behalf of St. Martin de Porres Family Center for Adult Development and Transportation services.

- 4) Contract No. 1936 with City of Bedford for Adult Development, Congregate Meals and Transportation services.
- 5) Contract No. 1938 with City of Bedford Heights for Adult Development, Congregate Meals and Transportation services.
- 6) Contract No. 1939 with City of Berea for Adult Development, Delivered Meals and Transportation services.
- 7) Contract No. 1940 with City of Euclid for Adult Development, Congregate Meals, Holiday Meals and Transportation services.
- 8) Contract No. 1941 with City of Maple Heights for Congregate Meals, Delivered Meals, Holiday Meals and Transportation services.
- 9) Contract No. 1942 with City of Olmsted Falls for Adult Development services.
- 10) Contract No. 1943 with City of Solon for Adult Development services.
- 11) Contract No. 1944 with City of Strongsville for Adult Development and Transportation services.
- 12) Contract No. 1945 with Cleveland Clergy Alliance for Outreach services.
- 13) Contract No. 1946 with City of Lakewood for Adult Development and Transportation services.
- 14) Contract No. 1947 with Community Partnership on Aging for Adult Development and Transportation services.
- 15) Contract No. 1948 with The East End Neighborhood House Association for Adult Development, Congregate Meals, Delivered Meals, Holiday Meals and Transportation services.
- 16) Contract No. 1953 with The Harvard Community Services Center for Adult Development, Congregate Meals, Delivered Meals and Transportation services.
- 17) Contract No. 1954 with Linking Employment, Abilities and Potential (LEAP) for Adult Development services.
- 18) Contract No. 1955 with The Mandel Jewish Community Center of Cleveland for Adult Development, Congregate Meals and Transportation services.

- 19) Contract No. 1956 with Murtis Taylor Human Services System for Adult Development, Congregate Meals, Delivered Meals, Holiday Meals and Transportation services.
- 20) Contract No. 1957 with Near West Side Multi-Service Corporation dba May Dugan Center for Adult Development services.
- 21) Contract No. 1958 with Rose Centers for Aging Well, LLC for Adult Development, Congregate Meals, Delivered Meals and Transportation services.
- 22) Contract No. 1959 with The Salvation Army for Adult Development, Congregate Meals, Delivered Meals and Transportation services.
- 23) Contract No. 1960 with Senior Citizen Resources, Inc. for Adult Development, Congregate Meals, Delivered Meals, Holiday Meals and Transportation services.
- 24) Contract No. 1961 with Senior Transportation Connection for Transportation services and to modify the hourly rate, effective 1/1/2022.
- 25) Contract No. 1962 with University Settlement, Inc. for Adult Development, Congregate Meals, Delivered Meals, Holiday Meals and Transportation services.
- 26) Contract No. 1964 with West Side Community House for Adult Development, Congregate Meals, Holiday Meals and Transportation services.
- 27) Contract No. 1952 with Eliza Bryant Village for Adult Day and Transportation services.

b) to add (7) effective 7/1/2022, for additional funds in the total amount not-to-exceed \$939,854.76:

- 28) Contract No. 2754 with Greater Cleveland Neighborhood Center in the amount not-to-exceed \$100,000.00 for Innovative Programming services.
- 29) Contract No. 2755 with Fairhill Partners in the amount not-to-exceed \$50,000.00 for Innovative Programming services.
- 30) Contract No. 2756 with Simply Virtual, Inc. dba Barton Senior Center in the amount not-to-exceed \$25,000.00 for Innovation Programming services.

31) Contract No. 2757 with Ashbury Senior Computer Center in the amount not-to-exceed \$75,000.00 for Innovative Programming services.

32) Contract No. 2758 with City of Parma Heights in the amount not-to-exceed \$374,500.00 for Adult Development, Congregate Meals, Delivery/Pickup Meals and Transportation services.

33) Contract No. 2769 with Jennings Center for Older Adults in the amount not-to-exceed \$205,658.76 for Adult Day, Adult Development, Congregate Meals, Delivered Meals, Holiday Meals, Delivery/Pickup Meals and Transportation services.

34) Contract No. 2775 with The Phillis Wheatley Association in the amount not-to-exceed \$109,696.00 for Congregate Meals services.

c) to remove (1) provider, effective 8/31/2022:

35) Contract No. 1952 with Eliza Bryant Village for Adult Day and Transportation services.

WHEREAS, the primary goal of this project is to continue to provide programming at senior centers throughout Cuyahoga County; and

WHEREAS, this project is funded 100% by Health and Human Service Levy Fund-American Rescue Plan Act (ARPA) Revenue Replacement/Provision of Government Services; and

WHEREAS, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue and to provide for the usual, daily operation of a County entity.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**

**SECTION 1.** That the Cuyahoga County Council hereby authorizes an amendment to a Master Contract with various municipalities and providers for various services for the Community Social Services Program for the period 1/1/2022 - 12/31/2023; (a) to change the terms and scope of services, (b) to add (7) providers, effective 7/1/2022 and add additional funds in the total amount not-to-exceed \$939,854.76 and (c) to remove Eliza Bryant Village, effective 8/31/2022 as follows:

a) To change the terms and scope of work effective 7/1/2022 for the original 27 providers:

- 1) Contract No. 1925 with Catholic Charities Corporation on behalf of Hispanic Senior Center for Adult Development, Congregate Meals, Transportation and Outreach services.
- 2) Contract No. 1926 with Catholic Charities Corporation on behalf of Fatima Family Center for Adult Development and Congregate Meals services.
- 3) Contract No. 1927 with Catholic Charities Corporation on behalf of St. Martin de Porres Family Center for Adult Development and Transportation services.
- 4) Contract No. 1936 with City of Bedford for Adult Development, Congregate Meals and Transportation services.
- 5) Contract No. 1938 with City of Bedford Heights for Adult Development, Congregate Meals and Transportation services.
- 6) Contract No. 1939 with City of Berea for Adult Development, Delivered Meals and Transportation services.
- 7) Contract No. 1940 with City of Euclid for Adult Development, Congregate Meals, Holiday Meals and Transportation services.
- 8) Contract No. 1941 with City of Maple Heights for Congregate Meals, Delivered Meals, Holiday Meals and Transportation services.
- 9) Contract No. 1942 with City of Olmsted Falls for Adult Development services.
- 10) Contract No. 1943 with City of Solon for Adult Development services.
- 11) Contract No. 1944 with City of Strongsville for Adult Development and Transportation services.
- 12) Contract No. 1945 with Cleveland Clergy Alliance for Outreach services.
- 13) Contract No. 1946 with City of Lakewood for Adult Development and Transportation services.
- 14) Contract No. 1947 with Community Partnership on Aging for Adult Development and Transportation services.
- 15) Contract No. 1948 with The East End Neighborhood House Association for Adult Development, Congregate Meals, Delivered Meals, Holiday Meals and Transportation services.

- 16) Contract No. 1953 with The Harvard Community Services Center for Adult Development, Congregate Meals, Delivered Meals and Transportation services.
- 17) Contract No. 1954 with Linking Employment, Abilities and Potential (LEAP) for Adult Development services.
- 18) Contract No. 1955 with The Mandel Jewish Community Center of Cleveland for Adult Development, Congregate Meals and Transportation services.
- 19) Contract No. 1956 with Murtis Taylor Human Services System for Adult Development, Congregate Meals, Delivered Meals, Holiday Meals and Transportation services.
- 20) Contract No. 1957 with Near West Side Multi-Service Corporation dba May Dugan Center for Adult Development services.
- 21) Contract No. 1958 with Rose Centers for Aging Well, LLC for Adult Development, Congregate Meals, Delivered Meals and Transportation services.
- 22) Contract No. 1959 with The Salvation Army for Adult Development, Congregate Meals, Delivered Meals and Transportation services.
- 23) Contract No. 1960 with Senior Citizen Resources, Inc. for Adult Development, Congregate Meals, Delivered Meals, Holiday Meals and Transportation services.
- 24) Contract No. 1961 with Senior Transportation Connection for Transportation services and to modify the hourly rate, effective 1/1/2022.
- 25) Contract No. 1962 with University Settlement, Inc. for Adult Development, Congregate Meals, Delivered Meals, Holiday Meals and Transportation services.
- 26) Contract No. 1964 with West Side Community House for Adult Development, Congregate Meals, Holiday Meals and Transportation services.
- 27) Contract No. 1952 with Eliza Bryant Village for Adult Day and Transportation services.

b) to add (7) effective 7/1/2022, for additional funds in the total amount not-to-exceed \$939,854.76:



- 28) Contract No. 2754 with Greater Cleveland Neighborhood Center in the amount not-to-exceed \$100,000.00 for Innovative Programming services.
- 29) Contract No. 2755 with Fairhill Partners in the amount not-to-exceed \$50,000.00 for Innovative Programming services.
- 30) Contract No. 2756 with Simply Virtual, Inc. dba Barton Senior Center in the amount not-to-exceed \$25,000.00 for Innovation Programming services.
- 31) Contract No. 2757 with Ashbury Senior Computer Center in the amount not-to-exceed \$75,000.00 for Innovative Programming services.
- 32) Contract No. 2758 with City of Parma Heights in the amount not-to-exceed \$374,500.00 for Adult Development, Congregate Meals, Delivery/Pickup Meals and Transportation services.
- 33) Contract No. 2769 with Jennings Center for Older Adults in the amount not-to-exceed \$205,658.76 for Adult Day, Adult Development, Congregate Meals, Delivered Meals, Holiday Meals, Delivery/Pickup Meals and Transportation services.
- 34) Contract No. 2775 with The Phillis Wheatley Association in the amount not-to-exceed \$109,696.00 for Congregate Meals services.

c) to remove (1) provider, effective 8/31/2022:

- 35) Contract No. 1952 with Eliza Bryant Village for Adult Day and Transportation services.

**SECTION 2.** That the County Executive is authorized to execute the amendment and all other documents consistent with said awards and this Resolution.

**SECTION 3.** It is necessary that this Resolution become immediately effective for the usual, daily operation of the County; the preservation of public peace, health, or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

**SECTION 4.** It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by \_\_\_\_\_, seconded by \_\_\_\_\_, the foregoing Resolution was duly adopted.

Yeas:

Nays:

\_\_\_\_\_  
County Council President                      Date

\_\_\_\_\_  
County Executive                              Date

\_\_\_\_\_  
Clerk of Council                              Date

First Reading/Referred to Committee: October 25, 2022

Committee Assigned: Health, Human Services & Aging

Additional Sponsorship Requested on the Floor: October 25, 2022

Legislation Amended in Committee: November 2, 2022

Additional Sponsorship Requested in Committee: November 2, 2022

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_\_\_

Division of Senior and Adult Services; RQ#6690 and RQ8713(reissued) 2022 - Multiple Vendors; RFP Master Agreement Amendment 1 – Community Social Services Program (CSSP)

#### Scope of Work Summary

The division of Senior and Adult Services is requesting approval to amend the RFP6690 master agreement with various vendors to add seven (7) vendors to provide Community Social Services Program, food security, and digital literacy for the anticipated additional cost of \$939,854.76, to amend language, and allow for a vendor rate change. The original term of the master agreement is 01.01.2022-12.31.2023. The effective date of for the vendors added to the amendment is 07.01.2022.

Prior Board Approval Number or Resolution Number: R2022-0025 approved 2/8/2022

The current master agreement allows providers based in the designated communities to assist DSAS in providing an array of social services to seniors and at-risk residents of Cuyahoga County. The amendment seeks to augment the current services as a result of ARPA funding availability within Cuyahoga County. The additional vendors increase the communities that will benefit from the senior services programming, increased access to food security, and add digital literacy services. Additionally, there are changes in language to broaden the scope of eligibility documentation and to allow future amendments to only require the review and signature of those specific providers impacted by the change(s).

The comprehensive list of vendors associated with this contract amendment are as follows: Catholic Charities Corp. on behalf of the Fatima Family Center; Catholic Charities Corp. on behalf of the Hispanic Senior Center; Catholic Charities Corp. on behalf of the St. Martin de Porres Family Center; City of Bedford; City of Bedford Heights; City of Berea; City of Euclid; City of Lakewood; City of Maple Heights; City of Olmsted Falls; City of Solon; City of Strongsville; Cleveland Clergy Alliance; Community Partnership of Aging; The East End Neighborhood House Association; Eliza Bryant Village; Harvard Community Services Center; Linking Employment Abilities and Potential (LEAP); The Mandel Jewish Community Center of Cleveland; Murtis H. Taylor Services System; Near West Side Multi-Service Corporation dba May Dugan Center; Rose Centers for Aging Well, LLC; The Salvation Army; Senior Citizen Resources, Inc.; Senior Transportation Connection (STC); University Settlement, Inc.; and West Side Community House; *Phillis Wheatley Association; Jennings Center for Older Adults; City of Parma Heights; Ashbury Senior Computer Community Center; Barton Senior Center; Fairhill Partners; and Greater Cleveland Neighborhood Center.*

The original term of the master agreement is 01.01.2022-12.31.2023. The effective date for the vendors added to the amendment is 07.01.2022. The effective date for the unit rate change (no additional funding) is retroactive to 01.01.2022.

The primary goals of the project are:

- To reduce loneliness and isolation
- To improve physical and mental health
- To reduce food insecurity

#### Procurement

The procurement method for this project was RFP6690 and reissued RFP8713. The total value of the RFP \$7,138,350.00 [original contract value] + \$939,854.76 [amendment 1 added funds] = \$8,078,204.76.

The original RFP was closed on 7.12.2021. The reissued RFP8713 closed on 03.14.2022.

The original RFP6690 resulted in 1,116 proposals pulled from OPD, 31 proposals submitted for review 27 proposals approved. As a result of the reissued RFP8713 There were 3 proposals pulled from OPD, 3 proposals submitted for review, 3 proposals approved.

Alternative Procurement process was approved to add new vendors from the RFP Re-Issue BC2022-67. Aso, other vendors for Digital Literacy was approved from the original RFP just being added now because we have identified funding.

**Contractor and Project Information**

- 1) Catholic Charities Community Services Corp. on behalf of the Fatima Family Center  
7911 Detroit Ave  
Cleveland, OH 44102  
Council District 7
- 2) Catholic Charities Community Services Corp. on behalf of the Hispanic Senior Center  
7911 Detroit Ave.  
Cleveland, OH 44102  
Council District 3
- 3) Catholic Charities Community Services Corp. on behalf of the St. Martin de Porres Family Center  
7911 Detroit Ave.  
Cleveland, OH 44102  
Council District 7
- 4) City of Bedford  
124 Ellenwood Ave  
Bedford, OH 44146  
Council District 9
- 5) City of Bedford Heights  
5661 Perkins Road  
Bedford Heights, OH 44146  
Council District 9
- 6) City of Berea  
11 Berea Commons  
Berea, OH 44017  
Council District 5
- 7) City of Euclid  
585 East 222<sup>nd</sup> Street  
Euclid, OH 44123  
Council District 11
- 8) City of Lakewood  
12650 Detroit Avenue  
Lakewood, OH 44107  
Council District 2
- 9) City of Maple Heights  
5353 Lee Road  
Maple Heights, OH 44137  
Council District 8
- 10) City of Olmsted Falls  
26100 Bagley Road  
Olmsted Falls, OH 44138

Council District 5

- 11) City of Solon  
34200 Bainbridge Road  
Solon, OH 44013  
Council District 6
- 12) City of Strongsville  
16099 Foltz Parkway  
Strongsville, OH 44149  
Council District 5
- 13) Cleveland Clergy Alliance  
3130 East Drive  
Cleveland Heights, OH 44121  
Council District 10
- 14) Community Partnership on Aging  
1370 Victory Drive  
South Euclid, OH 44121  
Council Districts 6 and 11
- 15) East End Neighborhood House Association, The  
2749 Woodhill Road  
Cleveland, OH 44104  
Council District 7
- 16) Eliza Bryant Village  
7201 Wade Park Ave.  
Cleveland, OH 44103  
Council District 7
- 17) Harvard Community Services Center, The  
18240 Harvard Avenue  
Cleveland, OH 44128  
Council District 9
- 18) Linking Employment Abilities and Potential (LEAP)  
2545 Lorain Avenue  
Cleveland, OH 44113  
Council District 7
- 19) Mandel Jewish Community Center of Cleveland, The  
26001 South Woodland Road  
Beachwood, OH 44122  
Council District 10
- 20) Murtis Taylor Human Services System

13422 Kinsman Road  
Cleveland, OH 44120  
Council District 9

21) Near West Side Multi-Service Corp dba May Dugan Center  
4115 Bridge Avenue  
Cleveland, OH 44113  
Council District 7

22) Rose Centers for Aging Well, LLC.  
12200 Fairhill Road  
Cleveland, OH 44115  
Council Districts 2, 6, 7, 8, 9 and 10

23) Salvation Army, The  
2507 East 22<sup>nd</sup> Street  
Cleveland, OH 44115  
Council District 3

24) Senior Citizen Resources, Inc.  
3100 Devonshire Rd.  
Cleveland, OH 44109  
Council District 3

25) Senior Transportation Connection  
4735 W. 150<sup>th</sup> Street Suite A  
Cleveland, OH 44135  
Council District 7

26) University Settlement, Inc.  
4800 Broadway Avenue  
Cleveland, OH 44127  
Council District 8

27) West Side Community House  
9300 Lorain Avenue  
Cleveland, OH 44102  
Council District 3

28) The Phillis Wheatley Association  
4450 Cedar Avenue  
Cleveland, OH 44103  
Council District 3

29) Jennings Center for Older Adults  
10204 Granger Rd  
Garfield Heights, OH 44125  
Council District 3

- 30) City of Parma Heights  
6281 Pearl Rd  
Parma Heights OH 44130  
Council District 4
- 31) Ashbury Senior Computer Community Center  
11011 Ashley Avenue  
Cleveland, OH 44106  
Council District 7
- 32) Barton Senior Center, Inc.  
14300 Detroit Avenue  
Lakewood, OH 44107  
Council District 2
- 33) Fairhill Partners  
12200 Fairhill Road  
Cleveland, OH 44120  
Council District 7
- 34) Greater Cleveland Neighborhood Centers Association  
Wakefield Lofts  
1814 East 40<sup>th</sup> Street, Suite 4D  
Cleveland, OH 44120  
Council District 7

The owners, executive director, other designated primary contact for the contractors/vendors are:

- 1) Catholic Charities Community Services Corp. on behalf of the Fatima Family Center  
Fredy Robles, Chief Program Officer
- 2) Catholic Charities Community Services Corp. on behalf of the Hispanic Senior Center  
Fredy Robles, Chief Program Officer
- 3) Catholic Charities Community Services Corp. on behalf of the St. Martin de Porres Family Center  
Fredy Robles, Chief Program Officer
- 4) City of Bedford  
Michael Mallis, City Manager
- 5) City of Bedford Heights  
Fletcher Berger, Mayor
- 6) City of Berea  
Cyril Kleem, Mayor
- 7) City of Euclid  
Kirsten Holzheimer Gail, Mayor



- 8) City of Lakewood  
Meghan George, Mayor
- 9) City of Maple Heights  
Annette Blackwell, Mayor
- 10) City of Olmsted Falls  
James Graven, Mayor
- 11) City of Solon  
Edward Kraus, Mayor
- 12) City of Strongsville  
Thomas Perciak, Mayor
- 13) Cleveland Clergy Alliance  
Reverend Lorenzo Norris, President/CEO
- 14) Community Partnership on Aging  
Wendy Albin-Sattin, Executive Director
- 15) East End Neighborhood House Association, The  
Zulma Zabala, Chief Executive Officer
- 16) Eliza Bryant Village  
Danny R. Williams, President and CEO
- 17) Harvard Community Services Center, The  
Elaine Gohlstin, President/CEO
- 18) Linking Employment Abilities and Potential (LEAP)  
Melanie Hogan, Executive Director
- 19) Mandel Jewish Community Center of Cleveland, The  
Michael Hyman, Chief Executive Officer
- 20) Murtis Taylor Human Services System  
Lovell Custard, President and CEO
- 21) Near West Side Multi-Service Corp dba May Dugan Center  
Rick Kemm, Executive Director
- 22) Rose Centers for Aging Well, LLC  
Dabney Conwell, Executive Director
- 23) Salvation Army, The  
Michael Southwick, Secretary

- 24) Senior Citizen Resources  
Mark Mazzone, President of the Board
- 25) Senior Transportation Connection  
Janice Dzigiel, Executive Director
- 26) University Settlement  
Earl Pike, Executive Director
- 27) West Side Community House  
Rachelle Milner, Executive Director
- 28) The Phillis Wheatley Association  
Richard C. King, Jr., Executive Director
- 29) Jennings Center for Older Adults  
Colleen Lavelle, Chief Planning Officer
- 30) City of Parma Heights  
Trish James, Director
- 31) Ashbury Senior Computer Community Center  
Wanda Davis, Executive Director
- 32) Barton Senior Center, Inc.  
Ethan G. Krasnow, Executive Director
- 33) Fairhill Partners  
Stephanie Fallcreek, President/CEO
- 34) Greater Cleveland Neighborhood Centers Association  
Allison Wallace, Executive Director

The address or location of the project is: Countywide

The project is located in Council Districts 2-11

Project Status and Planning

The project reoccurs annually.

Timeline and reason for late submission of the item.

We re-issued the RFP to allow for additional services and service areas to be covered. Because we felt strongly that all three proposals submitted should be funded, we had to identify enough funding to cover this. Because this was a master contract we could not move forward with the other changes until this was resolved as it would have resulted in amending this contract master twice for over 30 vendors.

It took some time, but the DHHS Director was able to secure enough funding to cover all three proposals submitted through the RFP reissue which allowed us to move forward with the amendment. Detailed timeline follows:

#### Project/Procurement Start Date

- CSSP-Reissue was released on February 11, 2022, closed on March 14, 2022
- Date of insurance approval from risk manager: Used original insurance requirements HHS: 0953 which was approved on or around 4.26.2021. However, there were several requests for considerations for waivers based on the fact that from some of the vendors the cost of adding higher levels of coverage would require a cost that far exceeds the funding award. After extensive communications between the vendors and risk management, we were able to secure approval for amendment 1 on or around 08.26.2022
- Date documents were requested from vendor Emails to vendors requesting documents were issued on 07.11.2022 after the fiscal issues were resolved, decert/recert activity had been completed, and contract dollar values for the new vendors had been provided to us on 07.08.2022.
- Date item was entered and released in Infor 09.07.2022
- Date using department approved item in Infor (TBD)
- Date Law Department approved item in Infor (TBD)
- Date approved by DoP in Infor (TBD)
- Length of processing time in Infor in calendar days: TBD
- Detail any issues that arose during processing in Infor, such as the item being disapproved and requiring correction:
  - This contract has six different changes we are attempting to complete.
  - Adding new vendors via alternative procurement process with the re-issue of an RFP. The alternative procurement was approved on 1.31.2022 – BC2022-67
  - We selected 3 vendors to be added
  - Adding 4 vendors or Digital Literacy component using ARPA funding. We received funding notification for this on 3.16.2022
  - Adding additional funds for Food insecurity to the three new vendors from the RFP re-issue using ARPA funds in the amount of \$300,000. Received notification of available funding on 7.6.2022
  - Changing language related to Eligibility.
  - Adding contract language to allow for amendments for specific vendors impacted by amendment
  - Rate change for one vendor

Because this is a large master contract it made sense to wait to process this amendment until all funding could be identified. We did not realize it would take so long to identify all funding. We did not get notification of the final funding piece until July. We began document collection for all vendors once the final dollars were in place.

#### Funding

The original project is funded 100% by the Cuyahoga County Health and Human Services Levy. The funding for this amendment is funded 100% by American Rescue Plan Act dollars. The schedule of payments is monthly.

The project is an amendment to a master agreement. This amendment changes the number of vendors by adding seven (7) vendors to provide Community Social Services Program, food security, and digital literacy for the anticipated additional cost of \$939,854.76, amends language, and allows one vendor to change their unit rate. The original term of the master agreement is 01.01.2022-12.31.2023. The effective date of for the vendors being added to the amendment is 07.01.2022.

This is the 1st amendment of the master contract.

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	6690
Buyspeed RQ# (if applicable):	N/A
Infor/Lawson PO# Code (if applicable):	RFP
CM Contract#	1926

<b>Catholic Charities Corp- Fatima Family Center</b>	<b>Department</b>	<b>Clerk of the Board</b>
Briefing Memo	AL	

Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Why is the amendment being submitted late?	We re-issued the RFP to allow for additional services and service areas to be covered. Because we felt strongly that all three proposals submitted should be funded, we had to identify enough funding to cover this. Because this was a master contract we could not move forward with the other changes until this was resolved as it would have resulted in amending this contract master twice for over 30 vendors.	
What is being done to prevent this from reoccurring?	It is not common to re-issue an RFP, but in this case, it was necessary to allow for additional services and service areas. We are continually working with key staff to put processes in place to ensure funding availability, as well as seeking more efficient ways of securing covered services and service areas based on responses to the RFP.	

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				
<b>Catholic Charities Corp- Fatima Family Center</b>			<b>Department initials</b>	<b>Purchasing</b>
Justification Form			AL	OK AC
IG#	12-0766-REG		AL	OK AC
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:		N/A	N/A AC
Debarment/Suspension Verified	Date:	7/22/22	AL	OK AC
Auditor's Finding	Date:	7/21/22	AL	OK AC
Independent Contractor (I.C.) Requirement	Date:	10/14/21	AL	OK AC
Cover - <i>Master amendments only</i>			AL	OK AC
Contract Evaluation			AL	OK AC
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			N/A	N/A AC
Checklist Verification			AL	OK AC

Other documentation may be required depending upon your specific item

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## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Glossary of Terms at: <https://intranet.cuyahoga.cc/policies-procedures/procurement-information>

Reviewed by Law	
	Department initials
Agreement/Contract and Exhibits	AL
Matrix Law Screen shot	AL
COI	AL
Workers' Compensation Insurance	AL
Original Executed Contract (containing insurance terms) & all executed amendments	AL

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
01/01/2022 – 12/31/2022	HS260265	56110	UCH09303	\$0.00
01/01/2023 – 12/31/2023	HS260265	56110	UCH09303	\$0.00
01/01/2022 – 12/31/2022	HS260265	56110	UCH09304	\$0.00
01/01/2023 – 12/31/2023	HS260265	56110	UCH09304	\$0.00
*No Fiscal Changes			<b>TOTAL</b>	<b>\$0.00</b>

<b>Contract History CE/AG# (if applicable)</b>	<b>R2022-0025</b>
<b>Infor/Lawson PO# Code (if applicable)</b>	<b>RFP</b>
<b>Lawson RQ# (if applicable)</b>	<b>6690</b>
<b>CM Contract#</b>	<b>1926</b>

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	<b>\$7,138,350.00</b>		<b>01-01-2022 – 12-31-2023</b>	<b>02/08/22</b>	<b>R2022-0025</b>
<b>Prior Amendment Amounts (list separately)</b>		\$			
		\$			
		\$			
<b>Pending Amendment</b>		<b>\$ 939,854.76</b>	<b>07.01.2022-12.31.2023</b>	<b>Pending</b>	<b>Pending</b>
<b>Total Amendments</b>		<b>\$ 939,854.76</b>			
<b>Total Contract Amount</b>		<b>\$8,078,204.76</b>			

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## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

### Purchasing Use Only:

Prior Resolutions:	R2022-0025
Amend:	1
Vendor Name:	Catholic Charities Corporation
ftp:	01/01/22 – 12/31/23
Amount:	\$ 939,854.76
History/CE:	OK
EL:	OK
Procurement Notes:	
Purchasing Buyer’s initials and date of approval	AC 9/28/22

## CONTRACT EVALUATION FORM

<b>Contractor</b>	Catholic Charities Corporation - Hispanic Senior Center				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	CM 40				
<b>RQ#</b>	SA-18-42490				
<b>Time Period of Original Contract</b>	1/1/2019-12/31/2019				
<b>Background Statement</b>	DSAS sought vendors to deliver services to seniors at senior centers throughout Cuyahoga County.				
<b>Service Description</b>	Adult Development, Congregate Meals and Transportation				
<b>Performance Indicators</b>	Vendor will deliver services to seniors, maintaining a high rate of client satisfaction (over 75% satisfied) and reporting delivery of service units.				
<b>Actual Performance versus performance indicators (include statistics):</b>	Vendor has delivered services to seniors in excess of their Cuyahoga County funding, which is supported by their internal budget.				
<b>Rating of Overall Performance of Contractor</b>	<b>Superior</b>	<b>Above Average</b>	<b>Average</b>	<b>Below Average</b>	<b>Poor</b>
<b>Select One (X)</b>		X			
<b>Justification of Rating</b>	The Vendor's client satisfaction rating exceeds our expectation and their utilization has exceeded the target amount, and they submitted a timely and accurate report of services delivered.				
<b>Department Contact</b>	Paul Porter				
<b>User Department</b>	DSAS				
<b>Date</b>	10/20/2021				



## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	6690
Buyspeed RQ# (if applicable):	N/A
Infor/Lawson PO# Code (if applicable):	RFP
CM Contract#	1925

<b>Catholic Charities Corp- Hispanic Senior Center</b>	<b>Department</b>	<b>Clerk of the Board</b>
Briefing Memo	AL	

Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Why is the amendment being submitted late?	We re-issued the RFP to allow for additional services and service areas to be covered. Because we felt strongly that all three proposals submitted should be funded, we had to identify enough funding to cover this. Because this was a master contract we could not move forward with the other changes until this was resolved as it would have resulted in amending this contract master twice for over 30 vendors.	
What is being done to prevent this from reoccurring?	It is not common to re-issue an RFP, but in this case, it was necessary to allow for additional services and service areas. We are continually working with key staff to put processes in place to ensure funding availability, as well as seeking more efficient ways of securing covered services and service areas based on responses to the RFP.	

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				
<b>Catholic Charities Corp- Hispanic Senior Center</b>			<b>Department initials</b>	<b>Purchasing</b>
Justification Form			AL	OK AJ
IG#	12-0766-REG		AL	OK AJ
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:		N/A	N/A
Debarment/Suspension Verified	Date:	7/22/22 9/15/2022	AL	OK AJ
Auditor's Finding	Date:	7/21/22 9/15/2022	AL	OK AJ
Independent Contractor (I.C.) Requirement	Date:	10/14/21	AL	OK AJ (good until 10/14/2022)
Cover - Master amendments only			AL	OK AJ
Contract Evaluation			AL	OK AJ

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## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.	N/A	N/A AJ
Checklist Verification	AL	OK AJ

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	AL
Matrix Law Screen shot	AL
COI	AL
Workers' Compensation Insurance	AL
Original Executed Contract (containing insurance terms) & all executed amendments	AL

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
01/01/2022 – 12/31/2022	HS260265	56110	UCH09303	\$0.00
01/01/2023 – 12/31/2023	HS260265	56110	UCH09303	\$0.00
01/01/2022 – 12/31/2022	HS260265	56110	UCH09304	\$0.00
01/01/2023 – 12/31/2023	HS260265	56110	UCH09304	\$0.00
01/01/2022 – 12/31/2022	HS260265	56110	UCH09309	\$0.00
01/01/2023 – 12/31/2023	HS260265	56110	UCH09309	\$0.00
01/01/2022 – 12/31/2022	HS260265	56110	UCH09306	\$0.00
01/01/2023 – 12/31/2023	HS260265	56110	UCH09306	\$0.00
*No Fiscal Changes			<b>TOTAL</b>	\$0.00

<b>Contract History CE/AG# (if applicable)</b>	
<b>Infor/Lawson PO# Code (if applicable)</b>	RFP
<b>Lawson RQ# (if applicable)</b>	6690
<b>CM Contract#</b>	1925

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
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## Department of Purchasing – Required Documents Checklist

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<b>Original Amount</b>	<b>\$7,138,350.00</b>		<b>01-01-2022 – 12-31-2023</b>	<b>02/08/22</b>	<b>R2022-0025</b>
<b>Prior Amendment Amounts (list separately)</b>		<b>\$</b>			
		<b>\$</b>			
		<b>\$</b>			
<b>Pending Amendment</b>		<b>\$ 939,854.76</b>	<b>07.01.2022- 12.31.2023</b>	<b>Pending</b>	<b>Pending</b>
<b>Total Amendments</b>		<b>\$ 939,854.76</b>			
<b>Total Contact Amount</b>		<b>\$8,078,204.76</b>			

### Purchasing Use Only:

<b>Prior Resolutions:</b>	R2022-0025
<b>Amend:</b>	1
<b>Vendor Name:</b>	Catholic Charities Corporation
<b>ftp:</b>	01/01/2022 – 12/31/2023
<b>Amount:</b>	\$ 939,854.76 (\$0)
<b>History/CE:</b>	OK
<b>EL:</b>	OK
<b>Procurement Notes:</b>	Contract #2/34
<b>Purchasing Buyer’s initials and date of approval</b>	AJ 9/22/2022

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	6690
Buyspeed RQ# (if applicable):	N/A
Infor/Lawson PO# Code (if applicable):	RFP
CM Contract#	1927

<b>Catholic Charities Corp- St. Martin De Porres</b>	<b>Department</b>	<b>Clerk of the Board</b>
Briefing Memo	AL	

Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Why is the amendment being submitted late?	We re-issued the RFP to allow for additional services and service areas to be covered. Because we felt strongly that all three proposals submitted should be funded, we had to identify enough funding to cover this. Because this was a master contract we could not move forward with the other changes until this was resolved as it would have resulted in amending this contract master twice for over 30 vendors.	
What is being done to prevent this from reoccurring?	It is not common to re-issue an RFP, but in this case, it was necessary to allow for additional services and service areas. We are continually working with key staff to put processes in place to ensure funding availability, as well as seeking more efficient ways of securing covered services and service areas based on responses to the RFP.	

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					
<b>Catholic Charities Corp- St. Martin De Porres</b>			<b>Department initials</b>		<b>Purchasing</b>
Justification Form			AL		OK AJ
IG#	12-0766-REG		AL		OK AJ
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:		N/A		N/A AJ
Debarment/Suspension Verified	Date:	7/22/22 9/15/2022	AL		OK AJ
Auditor's Finding	Date:	7/21/22 9/15/2022	AL		OK AJ
Independent Contractor (I.C.) Requirement	Date:	10/14/21	AL		OK AJ (good until 10/14/2022)
Cover - Master amendments only			AL		OK AJ
Contract Evaluation			AL		OK AJ
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			N/A		N/A AJ
Checklist Verification			AL		OK AJ

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Revised 1/7/2022

## Department of Purchasing – Required Documents Checklist

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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	AL
Matrix Law Screen shot	AL
COI	AL
Workers' Compensation Insurance	AL
Original Executed Contract (containing insurance terms) & all executed amendments	AL

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
01/01/2022 – 12/31/2022	HS260265	56110	UCH09303	\$0.00
01/01/2023 – 12/31/2023	HS260265	56110	UCH09303	\$0.00
01/01/2022 – 12/31/2022	HS260265	56110	UCH09309	\$0.00
01/01/2023 – 12/31/2023	HS260265	56110	UCH09309	\$0.00
*No Fiscal Changes			<b>TOTAL</b>	<b>\$0.00</b>

<b>Contract History CE/AG# (if applicable)</b>	
<b>Infor/Lawson PO# Code (if applicable)</b>	RFP
<b>Lawson RQ# (if applicable)</b>	6690
<b>CM Contract#</b>	1927

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	<b>\$7,138,350.00</b>		<b>01-01-2022 – 12-31-2023</b>	<b>02/08/22</b>	<b>R2022-0025</b>
<b>Prior Amendment Amounts (list separately)</b>		\$			
		\$			
		\$			
<b>Pending Amendment</b>		<b>\$ 939,854.76</b>	<b>07.01.2022-12.31.2023</b>	<b>Pending</b>	<b>Pending</b>

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## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Total Amendments		\$ 939,854.76			
Total Contact Amount		\$8,078,204.76			

### Purchasing Use Only:

Prior Resolutions:	R2022-0025
Amend:	1
Vendor Name:	Catholic Charities Corporation
ftp:	01/01/2022 – 12/31/2023
Amount:	\$ 939,854.76 (\$0)
History/CE:	OK
EL:	OK
Procurement Notes:	Contract #3/34
Purchasing Buyer's initials and date of approval	AJ 9/22/2022

## CONTRACT EVALUATION FORM

<b>Contractor</b>	City of Bedford				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	CM 1936				
<b>RQ#</b>	6690				
<b>Time Period of Original Contract</b>	1/1/2022 - 12/31/2023				
<b>Background Statement</b>	DSAS sought vendors to deliver services to seniors at senior centers throughout Cuyahoga County.				
<b>Service Description</b>	Adult Development				
<b>Performance Indicators</b>	Vendor will deliver services to seniors, maintaining a high rate of client satisfaction (over 75% satisfied) and reporting delivery of service units.				
<b>Actual Performance versus performance indicators (include statistics):</b>	Vendor has delivered services to seniors in excess of their Cuyahoga County funding, which is supported by their internal budget.				
<b>Rating of Overall Performance of Contractor</b>	<b>Superior</b>	<b>Above Average</b>	<b>Average</b>	<b>Below Average</b>	<b>Poor</b>
<b>Select One (X)</b>			X		
<b>Justification of Rating</b>	The vendor is delivering their proposed services in accordance with the service contract. We are currently 6 months into the contract and do not have enough data to precisely determine their level of service delivery. The Executive Officer for DSAS, who oversees the CSSP contracting area, is currently meeting one on one with each vendor to address any barriers/challenges that may be hindering the service delivery, as well as establish and maintain clear and open lines of communication with contracted vendors. DCAP will also begin program monitoring in the fall of 2022.				

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	6690
Buyspeed RQ# (if applicable):	N/A
Infor/Lawson PO# Code (if applicable):	RFP
CM Contract#	1936

<b>City of Bedford</b>	<b>Department</b>	<b>Clerk of the Board</b>
Briefing Memo	AL	

Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Why is the amendment being submitted late?	We re-issued the RFP to allow for additional services and service areas to be covered. Because we felt strongly that all three proposals submitted should be funded, we had to identify enough funding to cover this. Because this was a master contract we could not move forward with the other changes until this was resolved as it would have resulted in amending this contract master twice for over 30 vendors.	
What is being done to prevent this from reoccurring?	It is not common to re-issue an RFP, but in this case, it was necessary to allow for additional services and service areas. We are continually working with key staff to put processes in place to ensure funding availability, as well as seeking more efficient ways of securing covered services and service areas based on responses to the RFP.	

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					
<b>City of Bedford</b>			<b>Department initials</b>		<b>Purchasing</b>
Justification Form			AL		OK AJ
IG#	N/A		N/A		N/A AJ
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:		N/A		N/A AJ
Debarment/Suspension Verified	Date:	7/22/22 9/15/2022	AL		OK AJ
Auditor's Finding	Date:	7/21/22 9/15/2022	AL		OK AJ
Independent Contractor (I.C.) Requirement	Date:	10/06/21	AL		OK AJ (good until 10/6/2022)
Cover - Master amendments only			AL		OK AJ
Contract Evaluation			AL		OK AJ
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			N/A		N/A AJ

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## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Checklist Verification	AL	OK AJ
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**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	AL
Matrix Law Screen shot	AL
COI	AL
Workers' Compensation Insurance	AL
Original Executed Contract (containing insurance terms) & all executed amendments	AL

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
01/01/2022 – 12/31/2022	HS260265	56110	UCH09303	\$0.00
01/01/2023 – 12/31/2023	HS260265	56110	UCH09303	\$0.00
01/01/2022 – 12/31/2022	HS260265	56110	UCH09304	\$0.00
01/01/2023 – 12/31/2023	HS260265	56110	UCH09304	\$0.00
01/01/2022 – 12/31/2022	HS260265	56110	UCH09309	\$0.00
01/01/2023 – 12/31/2023	HS260265	56110	UCH09309	\$0.00
*No Fiscal Changes			Total:	\$0.00

<b>Contract History CE/AG# (if applicable)</b>	
<b>Infor/Lawson PO# Code (if applicable)</b>	RFP
<b>Lawson RQ# (if applicable)</b>	6690
<b>CM Contract#</b>	1936

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$7,138,350.00		01-01-2022 – 12-31-2023	02/08/22	R2022-0025
<b>Prior Amendment Amounts (list separately)</b>		\$			
		\$			

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## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

		\$			
<b>Pending Amendment</b>		<b>\$ 939,854.76</b>	<b>07.01.2022-12.31.2023</b>	<b>Pending</b>	<b>Pending</b>
<b>Total Amendments</b>		<b>\$ 939,854.76</b>			
<b>Total Contact Amount</b>		<b>\$8,078,204.76</b>			

### Purchasing Use Only:

Prior Resolutions:	R2022-0025	
Amend:	1	
Vendor Name:	City of Bedford	
ftp:	01/01/2022 – 12/31/2023	
Amount:	\$ 939,854.76 (\$0)	
History/CE:	OK	
EL:	OK	
Procurement Notes:	Contract #4/34	
Purchasing Buyer’s initials and date of approval	AJ 9/22/2022	

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	6690
Buyspeed RQ# (if applicable):	NA
Infor/Lawson PO# Code (if applicable):	RFP
CM Contract#	1938

	<b>Department</b>	<b>Clerk of the Board</b>
Briefing Memo	CT	

Late Submittal Required:	Yes <input checked="" type="checkbox"/> x	No <input type="checkbox"/>
Why is the amendment being submitted late?	Insurance certification issues for multiple vendors	
What is being done to prevent this from reoccurring?	Trying to be more inclusive of insurance in RFP processes moving forward	

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/> X
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Contract Amendments Reviewed by Purchasing				
<b>CSSP22- City of Bedford Heights</b>			<b>Department initials</b>	<b>Purchasing</b>
Justification Form			CT	OK AJ
IG#			NA	N/A AJ
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:		NA	N/A AJ
Debarment/Suspension Verified	Date:	08/09/2022	WG	OK AJ
Auditor's Finding	Date:	7/13/2022 8/9/2022	WG	OK AJ
Independent Contractor (I.C.) Requirement	Date:	8/11/2022	WG	N/A AJ
Cover - Master amendments only			CT	OK AJ
Contract Evaluation			WG	OK AJ
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			NA	N/A AJ
Checklist Verification			WG	OK AJ

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	
	<b>Department initials</b>
Agreement/Contract and Exhibits	CT
Matrix Law Screen shot	CT
COI	WG
Workers' Compensation Insurance	WG

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## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Original Executed Contract (containing insurance terms) & all executed amendments	CT
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### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
				\$0
			<b>TOTAL</b>	<b>\$0</b>

<b>Contract History CE/AG# (if applicable)</b>	
<b>Infor/Lawson PO# . Code (if applicable)</b>	RFP
<b>Lawson RQ# (if applicable)</b>	6690
<b>CM Contract#</b>	1938

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$7,138,350.00		01.01.2022 - 12.31.2023	02.08.2022	R2022-0025
<b>Prior Amendment Amounts (list separately)</b>		\$			
		\$			
		\$			
<b>Pending Amendment</b>		\$939,854.76	07.01.2022-12.31.2023	Pending	Pending
<b>Total Amendments</b>		\$939,854.76			
<b>Total Contact Amount</b>		\$8,078,204.76			

### Purchasing Use Only:

Prior Resolutions:	R2022-0025
Amend:	1
Vendor Name:	City of Bedford Heights
ftp:	01/01/2022 – 12/31/2022
Amount:	\$939,854.76 (\$0)
History/CE:	OK

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Revised 1/7/2022

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

EL:	OK
Procurement Notes:	Contract #5/34
Purchasing Buyer’s initials and date of approval	AJ 9/22/2022

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	6690
Buyspeed RQ# (if applicable):	NA
Infor/Lawson PO# Code (if applicable):	RFP
CM Contract#	1939

	<b>Department</b>	<b>Clerk of the Board</b>
Briefing Memo	CT	

Late Submittal Required:	Yes <input checked="" type="checkbox"/> X	No <input type="checkbox"/>
Why is the amendment being submitted late?	Insurance certification issues for multiple vendors	
What is being done to prevent this from reoccurring?	Trying to be more inclusive of insurance in RFP processes moving forward	

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/> X
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Contract Amendments Reviewed by Purchasing				
<b>CSSP22 – CITY OF BEREIA</b>			<b>Department initials</b>	<b>Purchasing</b>
Justification Form			CT	OK AJ
IG#			NA	N/A AJ
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:		NA	N/A AJ
Debarment/Suspension Verified	Date:	8/9/2022	WG	OK AJ
Auditor's Finding	Date:	8/9/2022	WG	OK AJ
Independent Contractor (I.C.) Requirement	Date:		NA	N/A AJ
Cover - <i>Master amendments only</i>			CT	OK AJ
Contract Evaluation			WG	OK AJ
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			NA	N/A AJ
Checklist Verification			WG	OK AJ

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	
	<b>Department initials</b>
Agreement/Contract and Exhibits	WG
Matrix Law Screen shot	CT
COI	WG
Workers' Compensation Insurance	WG
Original Executed Contract (containing insurance terms) & all executed amendments	CT

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Revised 1/7/2022

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
01/01/2022 – 12/31/2022	HS260265	56110	UCH09303	\$0
			Total:	\$0

<b>Contract History CE/AG# (if applicable)</b>	
<b>Infor/Lawson PO# Code (if applicable)</b>	RFP
<b>Lawson RQ# (if applicable)</b>	6690
<b>CM Contract#</b>	1939

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$7,138,350.00		01/01/2022 – 12/31/2023	02.08.2022	R2022-0025
<b>Prior Amendment Amounts (list separately)</b>		\$			
		\$			
		\$			
<b>Pending Amendment</b>		\$939,854.76	07.01.2022-12.31.2023	Pending	Pending
<b>Total Amendments</b>		\$939,854.76			
<b>Total Contact Amount</b>		\$8,078,204.76			

### Purchasing Use Only:

Prior Resolutions:	R2022-0025
Amend:	1
Vendor Name:	City of Berea
ftp:	01/01/2022 – 12/31/2022
Amount:	\$939,854.76 (\$0)

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Revised 1/7/2022

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

History/CE:	OK
EL:	OK
Procurement Notes:	Contract #6/34
Purchasing Buyer’s initials and date of approval	AJ 9/22/2022

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## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	6690
Buyspeed RQ# (if applicable):	
Infor/Lawson PO# Code (if applicable):	RFP
CM Contract#	1940

	<b>Department</b>	<b>Clerk of the Board</b>
Briefing Memo	CT	

Late Submittal Required:	Yes <input checked="" type="checkbox"/> X	No <input type="checkbox"/>
Why is the amendment being submitted late?	Insurance certification issues for multiple vendors	
What is being done to prevent this from reoccurring?	Trying to be more inclusive of insurance in RFP processes moving forward	

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/> X
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Contract Amendments Reviewed by Purchasing				
<b>CSSP22- City of Euclid</b>			<b>Department initials</b>	<b>Purchasing</b>
Justification Form			CT	OK AC
IG#			NA	OK AC
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:		NA	OK AC
Debarment/Suspension Verified	Date:	6/30/2022	WG	OK AC
Auditor's Finding	Date:	7/26/2022	WG	OK AC
Independent Contractor (I.C.) Requirement	Date:		NA	N/A AC
Cover - Master amendments only			CT	OK AC
Contract Evaluation			WG	OK AC
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			NA	N/A AC
Checklist Verification			WG	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	
	<b>Department initials</b>
Agreement/Contract and Exhibits	CT
Matrix Law Screen shot	CT
COI	WG
Workers' Compensation Insurance	WG
Original Executed Contract (containing insurance terms) & all executed amendments	CT

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## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
				\$0
01/01/2022 – 12/31/2022	HS260265	56110	UCH09303	
01/01/2023 – 12/31/2023	HS260265	56110	UCH09303	
01/01/2022 – 12/31/2022	HS260265	56110	UCH09304	
01/01/2023 – 12/31/2023	HS260265	56110	UCH09304	
01/01/2022 – 12/31/2022	HS260265	56110	UCH09309	
01/01/2023 – 12/31/2023	HS260265	56110	UCH09309	
			Total:	\$0

<b>Contract History CE/AG# (if applicable)</b>	
<b>Infor/Lawson PO# Code (if applicable)</b>	RFP
<b>Lawson RQ# (if applicable)</b>	6690
<b>CM Contract#</b>	1940

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$7,138,350.00		01/01/2022 – 12/31/2023	02.08.2022	R2022-0025
<b>Prior Amendment Amounts (list separately)</b>		\$			
		\$			
		\$			
<b>Pending Amendment</b>		\$939,854.76	07.01.2022-12.31.2023	Pending	Pending
<b>Total Amendments</b>		\$939,854.76			
<b>Total Contact Amount</b>		\$8,078,204.76			

### Purchasing Use Only:

Prior Resolutions:	R2022-0025
Amend:	1
Vendor Name:	CITY OF EUCLID
ftp:	01/01/22 – 12/31/23

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Revised 1/7/2022

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Amount:	\$939,854.76
History/CE:	OK
EL:	OK
Procurement Notes:	
Purchasing Buyer’s initials and date of approval	AC 9/28/22

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	6690
Buyspeed RQ# (if applicable):	
Infor/Lawson PO# Code (if applicable):	RFP
CM Contract#	1946

<b>CSSP22 Amendment 1 – City of Lakewood</b>	<b>Department</b>	<b>Clerk of the Board</b>
Briefing Memo	CT	

Late Submittal Required:	Yes <input checked="" type="checkbox"/> X	No <input type="checkbox"/>
Why is the amendment being submitted late?	Insurance certification issues for multiple vendors	
What is being done to prevent this from reoccurring?	Trying to be more inclusive of insurance in RFP processes moving forward	

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/> X
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Contract Amendments Reviewed by Purchasing					
				Department initials	Purchasing
Justification Form				CT	OK AJ
IG#				NA	N/A AJ
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:			NA	N/A AJ
Debarment/Suspension Verified	Date:	8/9/2022		WG	OK AJ
Auditor's Finding	Date:	7/27/2022 8/9/2022		WG	OK AJ
Independent Contractor (I.C.) Requirement	Date:	7/12/2022		WG	N/A AJ
Cover - Master amendments only				CT	OK AJ
Contract Evaluation				WG	OK AJ
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.				NA	N/A AJ
Checklist Verification				WG	OK AJ

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	CT
Matrix Law Screen shot	CT
COI	WG
Workers' Compensation Insurance	WG

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## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Original Executed Contract (containing insurance terms) & all executed amendments	CT
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### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
01/01/2022 – 12/31/2022	HS260265	56110	UCH09303	\$0
01/01/2023 – 12/31/2023	HS260265	56110	UCH09303	\$0
01/01/2022 – 12/31/2022	HS260265	56110	UCH09309	\$0
01/01/2023 – 12/31/2023	HS260265	56110	UCH09309	\$0
			Total:	\$0

<b>Contract History CE/AG# (if applicable)</b>	
<b>Infor/Lawson PO# Code (if applicable)</b>	RFP
<b>Lawson RQ# (if applicable)</b>	6690
<b>CM Contract#</b>	1946

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$7,138,350.00		01/01/2022 – 12/31/2023	02.08.2022	R2022-0025
<b>Prior Amendment Amounts (list separately)</b>		\$			
		\$			
		\$			
<b>Pending Amendment</b>		\$939,854.76	07.01.2022-12.31.2023	Pending	Pending
<b>Total Amendments</b>		\$939,854.76			
<b>Total Contact Amount</b>		\$8,078,204.76			

### Purchasing Use Only:

Prior Resolutions:	R2022-0025
Amend:	1
Vendor Name:	City of Lakewood
ftp:	01/01/2022 – 12/31/2023
Amount:	\$ 939,854.76 (\$0)
History/CE:	OK

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## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

EL:	OK
Procurement Notes:	Contract #8/34
Purchasing Buyer’s initials and date of approval	AJ 9/23/2022

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	6690
Buyspeed RQ# (if applicable):	N/A
Infor/Lawson PO# Code (if applicable):	211332
CM Contract#	1941

CSSP22 – City of Maple Heights – Amendment #1	Department	Clerk of the Board
Briefing Memo	DL	

Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Why is the amendment being submitted late?	We re-issued the RFP to allow for additional services and service areas to be covered. Because we felt strongly that all three proposals submitted should be funded, we had to identify enough funding to cover this. Because this was a master contract we could not move forward with the other changes until this was resolved as it would have resulted in amending this contract master twice for over 30 vendors.	
What is being done to prevent this from reoccurring?	It is not common to re-issue an RFP, but in this case, it was necessary to allow for additional services and service areas. We are continually working with key staff to put processes in place to ensure funding availability, as well as seeking more efficient ways of securing covered services and service areas based on responses to the RFP.	

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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Contract Amendments Reviewed by Purchasing				
			Department initials	Purchasing
Justification Form			DL	OK AC
IG#	"This form is not required for Political Subdivisions"		OK AC	OK AC
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:	OK AC	N/A	OK AC
Debarment/Suspension Verified	Date:	OK AC	DL	OK AC
Auditor's Finding	Date:	OK AC	DL	OK AC
Independent Contractor (I.C.) Requirement	Date:		N/A	N/A AC
Cover - Master amendments only			DL	OK AC
Contract Evaluation			DL	OK AC

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## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.	N/A	N/A AC
Checklist Verification	DL	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	DL
Matrix Law Screen shot	DL
COI	DL
Workers' Compensation Insurance	DL
Original Executed Contract (containing insurance terms) & all executed amendments	DL

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
1/1/2022 – 12/31/2022	HS260265	56110	UCH09304	\$0.00
1/1/2023 – 12/31/2023	HS260265	56110	UCH09304	\$0.00
1/1/2022 – 12/31/2022	HS260265	56110	UCH09309	\$0.00
1/1/2023 – 12/31/2023	HS260265	56110	UCH09309	\$0.00
			<b>TOTAL</b>	\$0.00

<b>Contract History CE/AG# (if applicable)</b>	
<b>Infor/Lawson PO# Code (if applicable)</b>	211332
<b>Lawson RQ# (if applicable)</b>	6690
<b>CM Contract#</b>	1941

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	<b>\$7,138,350.00</b>		<b>01-01-2022 – 12-31-2023</b>	<b>02/08/22</b>	<b>R2022-0025</b>
<b>Prior Amendment Amounts (list separately)</b>		\$			
		\$			
		\$			

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## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Pending Amendment		\$ 939,854.76	07.01.2022-12.31.2023	Pending	Pending
Total Amendments		\$ 939,854.76			
Total Contact Amount		\$8,078,204.76			

### Purchasing Use Only:

Prior Resolutions:	R2022-0025
Amend:	1
Vendor Name:	CITY OF MAPLE HTS
ftp:	01/01/22 – 12/31/23
Amount:	\$ 939,854.76
History/CE:	OK
EL:	OK
Procurement Notes:	
Purchasing Buyer’s initials and date of approval	AC 9/28/22

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	6690
Buyspeed RQ# (if applicable):	
Infor/Lawson PO# Code (if applicable):	211333
CM Contract#	1942

CSSP22 – City of Olmsted Falls – Amendment #1	Department	Clerk of the Board
Briefing Memo	DL	

Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Why is the amendment being submitted late?	We re-issued the RFP to allow for additional services and service areas to be covered. Because we felt strongly that all three proposals submitted should be funded, we had to identify enough funding to cover this. Because this was a master contract we could not move forward with the other changes until this was resolved as it would have resulted in amending this contract master twice for over 30 vendors.	
What is being done to prevent this from reoccurring?	It is not common to re-issue an RFP, but in this case, it was necessary to allow for additional services and service areas. We are continually working with key staff to put processes in place to ensure funding availability, as well as seeking more efficient ways of securing covered services and service areas based on responses to the RFP.	

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				
Justification Form			Department initials	Purchasing
IG#			DL	OK AC
"This form is not required for Political Subdivisions"			N/A	N/A AC
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:		N/A	N/A AC
Debarment/Suspension Verified	Date:	09/07/2022	DL	OK AC
Auditor's Finding	Date:	09/07/2022	DL	OK AC
Independent Contractor (I.C.) Requirement	Date:		N/A	N/A AC
Cover - Master amendments only			DL	OK AC
Contract Evaluation			DL	OK AC

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## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.	N/A	N/A AC
Checklist Verification	DL	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	DL
Matrix Law Screen shot	DL
COI	DL
Workers' Compensation Insurance	DL
Original Executed Contract (containing insurance terms) & all executed amendments	DL

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
1/1/2022 – 12/31/2022	HS260265	56110	UCH09303	\$0.00
1/1/2023 – 12/31/2023	HS260265	56110	UCH09303	\$0.00
			<b>TOTAL</b>	<b>\$0.00</b>

<b>Contract History CE/AG# (if applicable)</b>	
<b>Infor/Lawson PO# Code (if applicable)</b>	211333
<b>Lawson RQ# (if applicable)</b>	6690
<b>CM Contract#</b>	1942

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	<b>\$7,138,350.00</b>		<b>01-01-2022 – 12-31-2023</b>	<b>02/08/22</b>	<b>R2022-0025</b>
<b>Prior Amendment Amounts (list separately)</b>		\$			
		\$			
		\$			

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## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

<b>Pending Amendment</b>		<b>\$ 939,854.76</b>	<b>07.01.2022-12.31.2023</b>	<b>Pending</b>	<b>Pending</b>
<b>Total Amendments</b>		<b>\$ 939,854.76</b>			
<b>Total Contact Amount</b>		<b>\$8,078,204.76</b>			

### Purchasing Use Only:

Prior Resolutions:	R2022-0025
Amend:	1
Vendor Name:	OLMSTED FALLS
ftp:	01/01/22 – 12/31/23
Amount:	\$ 939,854.76
History/CE:	OK
EL:	OK
Procurement Notes:	
Purchasing Buyer's initials and date of approval	AC 9/28/22

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## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	6690
Buyspeed RQ# (if applicable):	
Infor/Lawson PO# Code (if applicable):	211334
CM Contract#	1943

CSSP22 – City of Solon – Amendment #1	Department	Clerk of the Board
Briefing Memo	DL	

Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Why is the amendment being submitted late?	We re-issued the RFP to allow for additional services and service areas to be covered. Because we felt strongly that all three proposals submitted should be funded, we had to identify enough funding to cover this. Because this was a master contract we could not move forward with the other changes until this was resolved as it would have resulted in amending this contract master twice for over 30 vendors.	
What is being done to prevent this from reoccurring?	It is not common to re-issue an RFP, but in this case, it was necessary to allow for additional services and service areas. We are continually working with key staff to put processes in place to ensure funding availability, as well as seeking more efficient ways of securing covered services and service areas based on responses to the RFP.	

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				
City of Solon CSSP22 AMND1			Department initials	Purchasing
Justification Form			DL	OK AC
IG#	"This form is not required for Political Subdivisions"		N/A	OK AC
Annual Non-Competitive Bid Contract Statement - (only needed if <i>not</i> going to BOC or Council for approval)	Date:		N/A	N/A AC
Debarment/Suspension Verified	Date:	09/07/2022	DL	OK AC
Auditor's Finding	Date:	09/07/2022	DL	OK AC
Independent Contractor (I.C.) Requirement	Date:		N/A	N/A AC
Cover - Master amendments only			DL	OK AC
Contract Evaluation			DL	OK AC

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## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.	N/A	N/A AC
Checklist Verification	DL	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	DL
Matrix Law Screen shot	DL
COI	DL
Workers' Compensation Insurance	DL
Original Executed Contract (containing insurance terms) & all executed amendments	DL

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
1/1/2022 – 12/31/2022	HS260265	56110	UCH09303	\$0.00
1/1/2023 – 12/31/2023	HS260265	56110	UCH09303	\$0.00
			<b>TOTAL</b>	<b>\$0.00</b>

<b>Contract History CE/AG# (if applicable)</b>	
<b>Infor/Lawson PO# Code (if applicable)</b>	211333
<b>Lawson RQ# (if applicable)</b>	6690
<b>CM Contract#</b>	1944

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	<b>\$7,138,350.00</b>		<b>01-01-2022 – 12-31-2023</b>	<b>02/08/22</b>	<b>R2022-0025</b>
<b>Prior Amendment Amounts (list separately)</b>		\$			
		\$			
		\$			

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## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Pending Amendment		\$ 939,854.76	07.01.2022-12.31.2023	Pending	Pending
Total Amendments		\$ 939,854.76			
Total Contact Amount		\$8,078,204.76			

### Purchasing Use Only:

Prior Resolutions:	R2022-0025
Amend:	1
Vendor Name:	City Of Solon
ftp:	07/01/22 -12/31/23
Amount:	\$ 939,854.76 (\$0.00)
History/CE:	OK
EL:	OK
Procurement Notes:	
Purchasing Buyer's initials and date of approval	AC 9/23/22



## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	6690
Buyspeed RQ# (if applicable):	
Infor/Lawson PO# Code (if applicable):	211343
CM Contract#	1944

CSSP22 – City of Strongsville – Amendment #1	Department	Clerk of the Board
Briefing Memo	DL	

Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Why is the amendment being submitted late?	We re-issued the RFP to allow for additional services and service areas to be covered. Because we felt strongly that all three proposals submitted should be funded, we had to identify enough funding to cover this. Because this was a master contract we could not move forward with the other changes until this was resolved as it would have resulted in amending this contract master twice for over 30 vendors.	
What is being done to prevent this from reoccurring?	It is not common to re-issue an RFP, but in this case, it was necessary to allow for additional services and service areas. We are continually working with key staff to put processes in place to ensure funding availability, as well as seeking more efficient ways of securing covered services and service areas based on responses to the RFP.	

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				
Justification Form			Department initials	Purchasing
IG# "This form is not required for Political Subdivisions"			DL	OK AC
Annual Non-Competitive Bid Contract Statement - (only needed if <i>not</i> going to BOC or Council for approval)	Date:		N/A	OK AC
Debarment/Suspension Verified	Date:	09/07/2022	N/A	N/A AC
Auditor's Finding	Date:	09/07/2022	DL	OK AC
Independent Contractor (I.C.) Requirement	Date:		DL	OK AC
Cover - Master amendments only			N/A	N/A AC
Contract Evaluation			DL	OK AC

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## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.	N/A	N/A AC
Checklist Verification	DL	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	DL
Matrix Law Screen shot	DL
COI	DL
Workers' Compensation Insurance	DL
Original Executed Contract (containing insurance terms) & all executed amendments	DL

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
1/1/2022 – 12/31/2022	HS260265	56110	UCH09303	\$0.00
1/1/2023 – 12/31/2023	HS260265	56110	UCH09303	\$0.00
1/1/2022 – 12/31/2022	HS260265	56110	UCH09309	\$0.00
1/1/2023 – 12/31/2023	HS260265	56110	UCH09309	\$0.00
			<b>TOTAL</b>	\$0.00

<b>Contract History CE/AG# (if applicable)</b>	
<b>Infor/Lawson PO# Code (if applicable)</b>	211343
<b>Lawson RQ# (if applicable)</b>	6690
<b>CM Contract#</b>	1944

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	<b>\$7,138,350.00</b>		<b>01-01-2022 – 12-31-2023</b>	<b>02/08/22</b>	<b>R2022-0025</b>
<b>Prior Amendment Amounts (list separately)</b>		\$			
		\$			
		\$			

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## Department of Purchasing – Required Documents Checklist

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<b>Pending Amendment</b>		<b>\$ 939,854.76</b>	<b>07.01.2022-12.31.2023</b>	<b>Pending</b>	<b>Pending</b>
<b>Total Amendments</b>		<b>\$ 939,854.76</b>			
<b>Total Contact Amount</b>		<b>\$8,078,204.76</b>			

### Purchasing Use Only:

Prior Resolutions:	R2022-0025
Amend:	1
Vendor Name:	City of Strongsville
ftp:	07/01/22 -12/31/23
Amount:	\$ 939,854.76 (\$0.00)
History/CE:	OK
EL:	OK
Procurement Notes:	
Purchasing Buyer's initials and date of approval	AC 9/23/22

## Department of Purchasing – Required Documents Checklist

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Infor/Lawson RQ#:	6690
Buyspeed RQ# (if applicable):	6690
Infor/Lawson PO# Code (if applicable):	RFP
CM Contract#	1945

<b>Cleveland Clergy Alliance</b>	<b>Department</b>	<b>Clerk of the Board</b>
Briefing Memo	AL	

Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Why is the amendment being submitted late?	We re-issued the RFP to allow for additional services and service areas to be covered. Because we felt strongly that all three proposals submitted should be funded, we had to identify enough funding to cover this. Because this was a master contract we could not move forward with the other changes until this was resolved as it would have resulted in amending this contract master twice for over 30 vendors.	
What is being done to prevent this from reoccurring?	It is not common to re-issue an RFP, but in this case, it was necessary to allow for additional services and service areas. We are continually working with key staff to put processes in place to ensure funding availability, as well as seeking more efficient ways of securing covered services and service areas based on responses to the RFP.	

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						
<b>Cleveland Clergy Alliance – CSSP22 Amendment 1</b>				<b>Department initials</b>	<b>Purchasing</b>	
Justification Form				AL	OK AC	
IG#	19-0005-REG			DG	OK AC	
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:			N/A	N/A AC	
Debarment/Suspension Verified	Date:	8/10/2022		DG	OK AC	
Auditor's Finding	Date:	8/9/2022		DG	OK AC	
Independent Contractor (I.C.) Requirement	Date:	7/18/2022		DG	OK AC	
Cover - Master amendments only				AL	OK AC	
Contract Evaluation				AL	OK AC	
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.				N/A	N/A AC	
Checklist Verification				AL	OK AC	

Other documentation may be required depending upon your specific item

Glossary of Terms at: <https://intranet.cuyahoga.cc/policies-procedures/procurement-information>

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## Department of Purchasing – Required Documents Checklist

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Reviewed by Law	
	Department initials
Agreement/Contract and Exhibits	AL
Matrix Law Screen shot	AL
COI	DG
Workers’ Compensation Insurance	DG
Original Executed Contract (containing insurance terms) & all executed amendments	AL

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
1/1/2022 – 12/31/2022	HS260265	56110	UCH09306	\$ 0.00
1/1/2023 – 12/31/2023	HS260265	56110	UCH09306	0.00
			<b>TOTAL</b>	<b>\$0.00</b>

<b>Contract History CE/AG# (if applicable)</b>	
<b>Infor/Lawson PO# Code (if applicable)</b>	RFP
<b>Lawson RQ# (if applicable)</b>	6690
<b>CM Contract#</b>	1945

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	<b>\$7,138,350.00</b>		<b>01-01-2022 – 12-31-2023</b>	<b>02/08/22</b>	<b>R2022-0025</b>
<b>Prior Amendment Amounts (list separately)</b>		\$			
		\$			
		\$			
<b>Pending Amendment</b>		<b>\$ 939,854.76</b>	<b>07.01.2022-12.31.2023</b>	<b>Pending</b>	<b>Pending</b>
<b>Total Amendments</b>		<b>\$ 939,854.76</b>			
<b>Total Contact Amount</b>		<b>\$8,078,204.76</b>			

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## Department of Purchasing – Required Documents Checklist

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### Purchasing Use Only:

Prior Resolutions:	R2022-0025
Amend:	1
Vendor Name:	Cleveland Clergy Alliance
ftp:	07/01/22 -12/31/23
Amount:	\$ 939,854.76 (\$0.00)
History/CE:	OK
EL:	OK
Procurement Notes:	
Purchasing Buyer’s initials and date of approval	AC 9/23/22

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	6690
Buyspeed RQ# (if applicable):	RFP
Infor/Lawson PO# Code (if applicable):	1245-1
CM Contract#	1947

<b>Community Partnership on Aging – CSSP22 AMND 1</b>	<b>Department</b>	<b>Clerk of the Board</b>
Briefing Memo	AL	

Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Why is the amendment being submitted late?	Insurance certification issues for multiple vendors	
What is being done to prevent this from reoccurring?	Trying to be more inclusive of insurance in RFP processes moving forward	

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input type="checkbox"/>
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Contract Amendments Reviewed by Purchasing				
			Department initials	Purchasing
Justification Form			AL	OK AJ
IG#	21-0146-REG	31DEC2025	21-0146-REG	OK AJ
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:		N/A	N/A AJ
Debarment/Suspension Verified	Date:	8/9/2022	DG	OK AJ
Auditor's Finding	Date:	8/9/2022	DG	OK AJ
Independent Contractor (I.C.) Requirement	Date:	7/15/22	DG	OK AJ
Cover - <i>Master amendments only</i>			AL	OK AJ
Contract Evaluation			AL	OK AJ
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			N/A	N/A AJ
Checklist Verification			AL	OK AJ

**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	AL
Matrix Law Screen shot	AL
COI	DG
Workers' Compensation Insurance	DG
Original Executed Contract (containing insurance terms) & all executed amendments	AL

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## **Department of Purchasing – Required Documents Checklist**

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Procurement Notes:	Contract #14/34
Purchasing Buyer’s initials and date of approval	AJ 9/23/2022

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	6690
Buyspeed RQ# (if applicable):	6690
Infor/Lawson PO# Code (if applicable):	1245-1
CM Contract#	1948

East End Neighborhood Housing Assoc – C SSP22 AMND 1	Department	Clerk of the Board
Briefing Memo	DG	

Late Submittal Required:	Yes <input checked="" type="checkbox"/> X	No <input type="checkbox"/>
Why is the amendment being submitted late?	We re-issued the RFP to allow for additional services and service areas to be covered. Because we felt strongly that all three proposals submitted should be funded, we had to identify enough funding to cover this. Because this was a master contract we could not move forward with the other changes until this was resolved as it would have resulted in amending this contract master twice for over 30 vendors.	
What is being done to prevent this from reoccurring?	It is not common to re-issue an RFP, but in this case, it was necessary to allow for additional services and service areas. We are continually working with key staff to put processes in place to ensure funding availability, as well as seeking more efficient ways of securing covered services and service areas based on responses to the RFP.	

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/> x
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Contract Amendments Reviewed by Purchasing				
Justification Form			Department initials	Purchasing
IG# 12-1174-REG 31DEC2023			DG	OK AJ
Annual Non-Competitive Bid Contract Statement - (only needed if <i>not</i> going to BOC or Council for approval)	Date:		N/A	N/A AJ
Debarment/Suspension Verified	Date:	8/10/2022	DG	OK AJ
Auditor's Finding	Date:	8/9/2022	DG	OK AJ
Independent Contractor (I.C.) Requirement	Date:	7/12/222	DG	OK AJ
Cover - Master amendments only			DG	OK AJ
Contract Evaluation			DG	OK AJ

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## Department of Purchasing – Required Documents Checklist

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TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.	N/A	N/A AJ
Checklist Verification	DG	OK AJ

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	DG
Matrix Law Screen shot	DG
COI	DG
Workers' Compensation Insurance	DG
Original Executed Contract (containing insurance terms) & all executed amendments	DG

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
01/01/2022 – 12/31/2022	HS260265	56110	UCH09303	\$0.00
01/01/2023 – 12/31/2023	HS260265	56110	UCH09303	\$0.00
01/01/2022 – 12/31/2022	HS260265	56110	UCH09304	\$0.00
01/01/2023 – 12/31/2023	HS260265	56110	UCH09304	\$0.00
01/01/2022 – 12/31/2022	HS260265	56110	UCH09309	\$0.00
			<b>TOTAL</b>	\$0.00

<b>Contract History CE/AG# (if applicable)</b>	
<b>Infor/Lawson PO# Code (if applicable)</b>	RFP
<b>Lawson RQ# (if applicable)</b>	6690
<b>CM Contract#</b>	1948

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$ 7,138,350.00		1/1/22-12/31/23	02/08/22	R2022-0025
<b>Prior Amendment Amounts (list separately)</b>		\$			
		\$			

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## Department of Purchasing – Required Documents Checklist

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		\$			
<b>Pending Amendment</b>		<b>\$ 939,854.76</b>	<b>07.01.2022-12.31.2023</b>	<b>Pending</b>	<b>Pending</b>
<b>Total Amendments</b>		<b>\$ 939,854.76</b>			
<b>Total Contact Amount</b>		<b>\$8,078,204.76</b>			

### Purchasing Use Only:

Prior Resolutions:	R2022-0025
Amend:	1
Vendor Name:	The East End Neighborhood House
ftp:	01/01/2022 – 12/31/2023
Amount:	\$ 939,854.76 (\$0)
History/CE:	OK
EL:	OK
Procurement Notes:	Contract #15/34
Purchasing Buyer’s initials and date of approval	AJ 9/23/2022

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	6690
Buyspeed RQ# (if applicable):	N/A
Infor/Lawson PO# Code (if applicable):	RFP
CM Contract#	1953

	<b>Department</b>	<b>Clerk of the Board</b>
Briefing Memo	PC	

Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Why is the amendment being submitted late?	<p>We re-issued the RFP to allow for additional services and service areas to be covered. Because we felt strongly that all three proposals submitted should be funded, we had to identify enough funding to cover this. With this being a master contract, we could not move forward with the other changes until this was resolved as it would have resulted in amending this contract master twice for over 30 vendors. There were some additional challenges with our smaller organizations as it relates to meeting the insurance requirements that took a lot of time to coordinate approval.</p>	
What is being done to prevent this from reoccurring?	<p>The flow of working on master agreements with over 30 vendors can be challenging. We are currently reviewing our internal protocols to determine where gaps exist and how we can close those gaps to reduce the time gaps. We have increased our communication efforts with vendors to secure documents in a timelier manner.</p>	

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**

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## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

<b>Harvard Community Serv Center-CSSP22-Amendment 1</b>			<b>Department initials</b>	<b>Purchasing</b>
Justification Form			PC	OK AJ
IG#	12-1457-REG	EXP: 31 DEC 2023	PC	OK AJ
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:		N/A	N/A AJ
Debarment/Suspension Verified	Date:	08/23/2022	PC	OK AJ
Auditor's Finding	Date:	08/01/2022 8/10/2022	PC	OK AJ
Independent Contractor (I.C.) Requirement	Date:	7/1/2022 7/12/2022	PC	OK AJ
Cover - Master amendments only			PC	OK AJ
Contract Evaluation			PC	OK AJ
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			N/A	N/A AJ
Checklist Verification			PC	OK AJ

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	
	<b>Department initials</b>
Agreement/Contract and Exhibits	PC
Matrix Law Screen shot	PC
COI	PC
Workers' Compensation Insurance	PC
Original Executed Contract (containing insurance terms) & all executed amendments	PC

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
01/01/2022 – 12/31/2022	HS260265	56110	UCH09303	\$0.00
01/01/2023 – 12/31/2023	HS260265	56110	UCH09303	\$0.00
01/01/2022 – 12/31/2022	HS260265	56110	UCH09304	\$0.00
01/01/2023 – 12/31/2023	HS260265	56110	UCH09304	\$0.00
01/01/2022 – 12/31/2022	HS260265	56110	UCH09309	\$0.00
01/01/2023 – 12/31/2023	HS260265	56110	UCH09309	\$0.00
01/01/2022 – 12/31/2022	HS260265	56110	UCH09306	\$0.00
01/01/2023 – 12/31/2023	HS260265	56110	UCH09306	\$0.00
*No Fiscal Changes			<b>TOTAL</b>	<b>\$0.00</b>

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## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

<b>Contract History CE/AG# (if applicable)</b>	
<b>Infor/Lawson PO# Code (if applicable)</b>	RFP
<b>Lawson RQ# (if applicable)</b>	6690
<b>CM Contract#</b>	1953

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	<b>\$7,138,350.00</b>		<b>01-01-2022 – 12-31-2023</b>	<b>02/08/22</b>	<b>R2022-0025</b>
<b>Prior Amendment Amounts (list separately)</b>		\$			
		\$			
		\$			
<b>Pending Amendment</b>		<b>\$ 939,854.76</b>	<b>07.01.2022-12.31.2023</b>	<b>Pending</b>	<b>Pending</b>
<b>Total Amendments</b>		<b>\$ 939,854.76</b>			
<b>Total Contact Amount</b>		<b>\$8,078,204.76</b>			

### Purchasing Use Only:

Prior Resolutions:	R2022-0025
Amend:	1
Vendor Name:	Harvard Community Services Center
ftp:	01/01/2022 – 12/31/2023
Amount:	\$ 939,854.76 (\$0)
History/CE:	OK
EL:	OK
Procurement Notes:	Contract #17/34
Purchasing Buyer's initials and date of approval	AJ 9/23/2022

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	6690
Buyspeed RQ# (if applicable):	N/A
Infor/Lawson PO# Code (if applicable):	RFP
CM Contract#	1954

<b>LEAP -CSSP22 AMND1</b>	<b>Department</b>	<b>Clerk of the Board</b>
Briefing Memo	PC	

Late Submittal Required:	Yes <input checked="" type="checkbox"/> X	No <input type="checkbox"/>
Why is the amendment being submitted late?	<p>We re-issued the RFP to allow for additional services and service areas to be covered. Because we felt strongly that all three proposals submitted should be funded, we had to identify enough funding to cover this. With this being a master contract, we could not move forward with the other changes until this was resolved as it would have resulted in amending this contract master twice for over 30 vendors. There were some additional challenges with our smaller organizations as it relates to meeting the insurance requirements that took a lot of time to coordinate approval.</p>	
What is being done to prevent this from reoccurring?	<p>The flow of working on master agreements with over 30 vendors can be challenging. We are currently reviewing our internal protocols to determine where gaps exist and how we can close those gaps to reduce the time gaps. We have increased our communication efforts with vendors to secure documents in a timelier manner.</p>	

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/> X
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## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Contract Amendments Reviewed by Purchasing				
Linking, Employment, Abilities & Potential CSSP22 Amend 1			Department initials	Purchasing
Justification Form			PC	OK AJ
IG#	12-3395-REG	EXP: 31 DEC 2024	PC	OK AJ
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:		N/A	N/A AJ
Debarment/Suspension Verified	Date:	8/23/2022	PC	OK AJ
Auditor's Finding	Date:	08/01/22 8/10/2022	PC	OK AJ
Independent Contractor (I.C.) Requirement	Date:	7/13/22	PC	OK AJ
Cover - Master amendments only			PC	OK AJ
Contract Evaluation			PC	OK AJ
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			N/A	N/A AJ
Checklist Verification			PC	OK AJ

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	PC
Matrix Law Screen shot	PC
COI	PC
Workers' Compensation Insurance	PC
Original Executed Contract (containing insurance terms) & all executed amendments	PC

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
01/01/2022 – 12/31/2022	HS260265	56110	UCH09303	\$0.00
01/01/2023 – 12/31/2023	HS260265	56110	UCH09303	\$0.00
01/01/2022 – 12/31/2022	HS260265	56110	UCH09304	\$0.00
01/01/2023 – 12/31/2023	HS260265	56110	UCH09304	\$0.00
01/01/2022 – 12/31/2022	HS260265	56110	UCH09309	\$0.00
01/01/2023 – 12/31/2023	HS260265	56110	UCH09309	\$0.00
01/01/2022 – 12/31/2022	HS260265	56110	UCH09306	\$0.00
01/01/2023 – 12/31/2023	HS260265	56110	UCH09306	\$0.00

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## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

*No Fiscal Changes			<b>TOTAL</b>	<b>\$0.00</b>
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<b>Contract History CE/AG# (if applicable)</b>	
<b>Infor/Lawson PO# Code (if applicable)</b>	RFP
<b>Lawson RQ# (if applicable)</b>	6690
<b>CM Contract#</b>	1954

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	<b>\$7,138,350.00</b>		<b>01-01-2022 – 12-31-2023</b>	<b>02/08/22</b>	<b>R2022-0025</b>
<b>Prior Amendment Amounts (list separately)</b>		\$			
		\$			
		\$			
<b>Pending Amendment</b>		<b>\$ 939,854.76</b>	<b>07.01.2022-12.31.2023</b>	<b>Pending</b>	<b>Pending</b>
<b>Total Amendments</b>		<b>\$ 939,854.76</b>			
<b>Total Contact Amount</b>		<b>\$8,078,204.76</b>			

### Purchasing Use Only:

Prior Resolutions:	R2022-0025
Amend:	1
Vendor Name:	Linking Employment, Abilities and Potential (LEAP)
ftp:	01/01/2022 – 12/31/2023
Amount:	\$939,854.76 (\$0)
History/CE:	OK
EL:	OK
Procurement Notes:	Contract #18/34
Purchasing Buyer's initials and date of approval	AJ 9/23/2022



## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	6690
Buyspeed RQ# (if applicable):	N/A
Infor/Lawson PO# Code (if applicable):	RFP
CM Contract#	1956

Murtis Taylor CSSP AMND1	Department	Clerk of the Board
Briefing Memo	PC	

Late Submittal Required:	Yes <input checked="" type="checkbox"/> X	No <input type="checkbox"/>
Why is the amendment being submitted late?	We re-issued the RFP to allow for additional services and service areas to be covered. Because we felt strongly that all three proposals submitted should be funded, we had to identify enough funding to cover this. With this being a master contract, we could not move forward with the other changes until this was resolved as it would have resulted in amending this contract master twice for over 30 vendors. There were some additional challenges with our smaller organizations as it relates to meeting the insurance requirements that took a lot of time to coordinate approval.	
What is being done to prevent this from reoccurring?	The flow of working on master agreements with over 30 vendors can be challenging. We are currently reviewing our internal protocols to determine where gaps exist and how we can close those gaps to reduce the time gaps. We have increased our communication efforts with vendors to secure documents in a timelier manner.	

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/> X
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Contract Amendments Reviewed by Purchasing		
Murtis Taylor Human Services System- CSSP22-Amend 1	Department initials	Purchasing
Justification Form	PC	OK AJ

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Revised 1/7/2022

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

IG#	12-1963-REG	EXP: 31 Dec 2024	PC	OK AJ
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:		N/A	N/A AJ
Debarment/Suspension Verified	Date:	8/23/2022	PC	OK AJ
Auditor's Finding	Date:	8/01/2022 8/10/2022	PC	OK AJ
Independent Contractor (I.C.) Requirement	Date:	7/11/2022	PC	OK AJ
Cover - <i>Master amendments only</i>			PC	OK AJ
Contract Evaluation			PC	OK AJ
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			N/A	N/A AJ
Checklist Verification			PC	OK AJ

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	PC
Matrix Law Screen shot	PC
COI	PC
Workers' Compensation Insurance	PC
Original Executed Contract (containing insurance terms) & all executed amendments	PC

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
01/01/2022 – 12/31/2022	HS260265	56110	UCH09303	\$0.00
01/01/2023 – 12/31/2023	HS260265	56110	UCH09303	\$0.00
01/01/2022 – 12/31/2022	HS260265	56110	UCH09304	\$0.00
01/01/2023 – 12/31/2023	HS260265	56110	UCH09304	\$0.00
01/01/2022 – 12/31/2022	HS260265	56110	UCH09309	\$0.00
01/01/2023 – 12/31/2023	HS260265	56110	UCH09309	\$0.00
01/01/2022 – 12/31/2022	HS260265	56110	UCH09306	\$0.00
01/01/2023 – 12/31/2023	HS260265	56110	UCH09306	\$0.00
*No Fiscal Changes			<b>TOTAL</b>	\$0.00

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Revised 1/7/2022

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

<b>Contract History CE/AG# (if applicable)</b>	
<b>Infor/Lawson PO# Code (if applicable)</b>	RFP
<b>Lawson RQ# (if applicable)</b>	6690
<b>CM Contract#</b>	1956

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	<b>\$7,138,350.00</b>		<b>01-01-2022 – 12-31-2023</b>	<b>02/08/22</b>	<b>R2022-0025</b>
<b>Prior Amendment Amounts (list separately)</b>		\$			
		\$			
		\$			
<b>Pending Amendment</b>		<b>\$ 939,854.76</b>	<b>07.01.2022-12.31.2023</b>	<b>Pending</b>	<b>Pending</b>
<b>Total Amendments</b>		<b>\$ 939,854.76</b>			
<b>Total Contact Amount</b>		<b>\$8,078,204.76</b>			

### Purchasing Use Only:

<b>Prior Resolutions:</b>	<b>R2022-0025</b>
<b>Amend:</b>	<b>1</b>
<b>Vendor Name:</b>	<b>Murtis Taylor Human Services System</b>
<b>ftp:</b>	<b>01/01/2022 – 12/31/2023</b>
<b>Amount:</b>	<b>\$939,854.76 (\$0)</b>
<b>History/CE:</b>	<b>OK</b>
<b>EL:</b>	<b>OK</b>
<b>Procurement Notes:</b>	<b>Contract #20/34</b>
<b>Purchasing Buyer's initials and date of approval</b>	<b>AJ 9/23/2022</b>

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	6690
Buyspeed RQ# (if applicable):	RFP
Infor/Lawson PO# Code (if applicable):	1245-1
CM Contract#	1957

	<b>Department</b>	<b>Clerk of the Board</b>
Briefing Memo	AJ	

Late Submittal Required:	Yes <input checked="" type="checkbox"/> X	No <input type="checkbox"/>
Why is the amendment being submitted late?	We re-issued the RFP to allow for additional services and service areas to be covered. Because we felt strongly that all three proposals submitted should be funded, we had to identify enough funding to cover this. With this being a master contract we could not move forward with the other changes until this was resolved as it would have resulted in amending this contract master twice for over 30 vendors. There were some additional challenges with our smaller organizations as it relates to meeting the insurance requirements that took a lot of time to coordinate approval.	
What is being done to prevent this from reoccurring?	The flow of working on master agreements with over 30 vendors can be challenging. We are currently reviewing our internal protocols to determine where gaps exist and how we can close those gaps to reduce the time gaps. We have increased our communication efforts with vendors to secure documents in a more timely manner.	

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/> X
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Contract Amendments Reviewed by Purchasing				
Near West Side Multi-Serv CSSP22 dba Amendment 1			Department initials	Purchasing
Justification Form			AJ	OK AJ
IG#	12-2002-REG	EXP: 12/31/23	AJ	OK AJ
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:		N/A	N/A AJ
Debarment/Suspension Verified	Date:	8/10/22 9/8/2022	AJ	OK AJ
Auditor's Finding	Date:	8/10/22	AJ	OK AJ
Independent Contractor (I.C.) Requirement	Date:	10/5/21	AJ	OK AJ
Cover - Master amendments only			AJ	OK AJ
Contract Evaluation			AJ	OK AJ
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			N/A	N/A AJ
Checklist Verification			AJ	OK AJ

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## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

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	AJ
Matrix Law Screen shot	AJ
COI	AJ
Workers' Compensation Insurance	AJ
Original Executed Contract (containing insurance terms) & all executed amendments	AJ

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
01.01.2022 -12.31.2022				\$0
01.01.2023 – 12.31.2023				\$0
			<b>TOTAL</b>	<b>\$0</b>

<b>Contract History CE/AG# (if applicable)</b>	
<b>Infor/Lawson PO# Code (if applicable)</b>	RFP
<b>Lawson RQ# (if applicable)</b>	6690
<b>CM Contract#</b>	1957

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	<b>\$7,138,350.00</b>		<b>01-01-2022 – 12-31-2023</b>	<b>02/08/22</b>	<b>R2022-0025</b>
<b>Prior Amendment Amounts (list separately)</b>		\$			
		\$			
		\$			
<b>Pending Amendment</b>		<b>\$ 939,854.76</b>	<b>07.01.2022-12.31.2023</b>	<b>Pending</b>	<b>Pending</b>
<b>Total Amendments</b>		<b>\$ 939,854.76</b>			

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## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Total Contact Amount		\$8,078,204.76			
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### Purchasing Use Only:

Prior Resolutions:	R2022-0025
Amend:	1
Vendor Name:	Near West Side Multi Service
ftp:	01.01.2022 -12.31.2023
Amount:	\$939,854.76 (\$0)
History/CE:	OK
EL:	OK
Procurement Notes:	Contract #21/34
Purchasing Buyer's initials and date of approval	AJ 9/23/2022



## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	6690
Buyspeed RQ# (if applicable):	N/A
Infor/Lawson PO# Code (if applicable):	RFP
CM Contract#	1958

	<b>Department</b>	<b>Clerk of the Board</b>
Briefing Memo	AJ	

Late Submittal Required:	<input checked="" type="checkbox"/> Yes	No <input type="checkbox"/>
Why is the amendment being submitted late?	We re-issued the RFP to allow for additional services and service areas to be covered. Because we felt strongly that all three proposals submitted should be funded, we had to identify enough funding to cover this. With this being a master contract we could not move forward with the other changes until this was resolved as it would have resulted in amending this contract master twice for over 30 vendors. There were some additional challenges with our smaller organizations as it relates to meeting the insurance requirements that took a lot of time to coordinate approval.	
What is being done to prevent this from reoccurring?	The flow of working on master agreements with over 30 vendors can be challenging. We are currently reviewing our internal protocols to determine where gaps exist and how we can close those gaps to reduce the time gaps. We have increased our communication efforts with vendors to secure documents in a more timely manner.	

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	<input checked="" type="checkbox"/> No
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Contract Amendments Reviewed by Purchasing				
<b>Rose Centers for Aging – C SSP22 Amendment 1</b>			<b>Department initials</b>	<b>Purchasing</b>
Justification Form			AJ	OK AJ
IG#	15-0225-REG	EXP: 12/31/23	AJ	OK AJ
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:		N/A	N/A AJ
Debarment/Suspension Verified	Date:	8/10/22 9/8/2022	AJ	OK AJ
Auditor's Finding	Date:	8/10/22	AJ	OK AJ
Independent Contractor (I.C.) Requirement	Date:	10/5/2021	AJ	OK AJ
Cover - Master amendments only			AJ	OK AJ
Contract Evaluation			AJ	OK AJ
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			N/A	N/A AJ
Checklist Verification			AJ	OK AJ

Other documentation may be required depending upon your specific item

Glossary of Terms at: <https://intranet.cuyahoga.cc/policies-procedures/procurement-information>

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## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Reviewed by Law	
	<b>Department initials</b>
Agreement/Contract and Exhibits	AJ
Matrix Law Screen shot	AJ
COI	AJ
Workers’ Compensation Insurance	AJ
Original Executed Contract (containing insurance terms) & all executed amendments	AJ

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
01.01.2022-12.31.2022				<b>\$0</b>
<b>01.01.2023-12.31.2023</b>				<b>\$0</b>
			<b>TOTAL</b>	<b>\$0</b>

<b>Contract History CE/AG# (if applicable)</b>	N/A
<b>Infor/Lawson PO# Code (if applicable)</b>	RFP
<b>Lawson RQ# (if applicable)</b>	8713
<b>CM Contract#</b>	1958

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	<b>\$7,138,350.00</b>		<b>01-01-2022 – 12-31-2023</b>	<b>02/08/22</b>	<b>R2022-0025</b>
<b>Prior Amendment Amounts (list separately)</b>		\$			
		\$			
		\$			
<b>Pending Amendment</b>		<b>\$ 939,854.76</b>	<b>07.01.2022-12.31.2023</b>	<b>Pending</b>	<b>Pending</b>
<b>Total Amendments</b>		<b>\$ 939,854.76</b>			
<b>Total Contact Amount</b>		<b>\$8,078,204.76</b>			

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## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

### Purchasing Use Only:

Prior Resolutions:	R2022-0025
Amend:	1
Vendor Name:	Rose Centers For Aging Well
ftp:	01/01/2022-12/31/2023
Amount:	\$ 939,854.76 (\$0)
History/CE:	OK
EL:	OK
Procurement Notes:	
Purchasing Buyer’s initials and date of approval	AJ 9/26/2022

## CONTRACT EVALUATION FORM

<b>Contractor</b>	Rose Centers for Aging Well				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	CM 1958				
<b>RQ#</b>	6690				
<b>Time Period of Original Contract</b>	1/1/2022-12/31/2023				
<b>Background Statement</b>	DSAS sought vendors to deliver services to seniors at senior centers throughout Cuyahoga County.				
<b>Service Description</b>	Congregate Meals				
<b>Performance Indicators</b>	Vendor will deliver services to seniors, maintaining a high rate of client satisfaction (over 75% satisfied) and reporting delivery of service units.				
<b>Actual Performance versus performance indicators (include statistics):</b>	Vendor has delivered services to seniors in excess of their Cuyahoga County funding, which is supported by their municipal budget.				
<b>Rating of Overall Performance of Contractor</b>	<b>Superior</b>	<b>Above Average</b>	<b>Average</b>	<b>Below Average</b>	<b>Poor</b>
<b>Select One (X)</b>			X		
<b>Justification of Rating</b>	The vendor is delivering their proposed services in accordance with the service contract. We are currently 6 months into the contract and do not have enough data to precisely determine their level of service delivery. The Executive Officer for DSAS, who oversees the CSSP contracting area, is currently meeting one on one with each vendor to address any barriers/challenges that may be hindering the service delivery, as well as establish and maintain clear and open lines of communication with contracted vendors. DCAP will also begin program monitoring in the fall of 2022.				

<b>Department Contact</b>	Marcos Cortes
<b>User Department</b>	Division of Senior and Adult Services
<b>Date</b>	9/8/2022

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	6690
Buyspeed RQ# (if applicable):	N/A
Infor/Lawson PO# Code (if applicable):	RFP
CM Contract#	1959

	<b>Department</b>	<b>Clerk of the Board</b>
Briefing Memo	AJ	

Late Submittal Required:	<input checked="" type="checkbox"/> Yes	No <input type="checkbox"/>
Why is the amendment being submitted late?	We re-issued the RFP to allow for additional services and service areas to be covered. Because we felt strongly that all three proposals submitted should be funded, we had to identify enough funding to cover this. With this being a master contract we could not move forward with the other changes until this was resolved as it would have resulted in amending this contract master twice for over 30 vendors. There were some additional challenges with our smaller organizations as it relates to meeting the insurance requirements that took a lot of time to coordinate approval.	
What is being done to prevent this from reoccurring?	The flow of working on master agreements with over 30 vendors can be challenging. We are currently reviewing our internal protocols to determine where gaps exist and how we can close those gaps to reduce the time gaps. We have increased our communication efforts with vendors to secure documents in a more timely manner.	

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	<input checked="" type="checkbox"/> No
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Contract Amendments Reviewed by Purchasing				
Salvation Army – CSSP22 Amendment 1			Department initials	Purchasing
Justification Form			AJ	OK AJ
IG#	12-2752-REG	EXP: 31DEC2023	AJ	OK AJ
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:		N/A	N/A AJ
Debarment/Suspension Verified	Date:	8/10/22 9/8/2022	AJ	OK AJ
Auditor's Finding	Date:	8/10/22	AJ	OK AJ
Independent Contractor (I.C.) Requirement	Date:	10/7/22 10/7/2021	AJ	OK AJ
Cover - Master amendments only			AJ	OK AJ
Contract Evaluation			AJ	OK AJ
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			N/A	N/A AJ

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## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Checklist Verification	AJ	OK AJ
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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	AJ
Matrix Law Screen shot	AJ
COI	AJ
Workers' Compensation Insurance	AJ
Original Executed Contract (containing insurance terms) & all executed amendments	AJ

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
				\$
			<b>TOTAL</b>	\$

<b>Contract History CE/AG# (if applicable)</b>	N/A
<b>Infor/Lawson PO# Code (if applicable)</b>	RFP
<b>Lawson RQ# (if applicable)</b>	6690
<b>CM Contract#</b>	1959

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$7,138,350.00		<b>01-01-2022 – 12-31-2023</b>	<b>02/08/22</b>	<b>R2022-0025</b>
<b>Prior Amendment Amounts (list separately)</b>		\$			
		\$			
		\$			

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## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Pending Amendment		\$ 939,854.76	07.01.2022-12.31.2023	Pending	Pending
Total Amendments		\$ 939,854.76			
Total Contact Amount		\$8,078,204.76			

### Purchasing Use Only:

Prior Resolutions:	R2022-0025
Amend:	1
Vendor Name:	The Salvation Army
ftp:	01-01-2022 – 12-31-2023
Amount:	\$939,854.76 (\$0)
History/CE:	OK
EL:	OK
Procurement Notes:	Contract #23/34
Purchasing Buyer's initials and date of approval	AJ 9/23/2022

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	6690
Buyspeed RQ# (if applicable):	RFP
Infor/Lawson PO# Code (if applicable):	1245-1
CM Contract#	1960

	<b>Department</b>	<b>Clerk of the Board</b>
Briefing Memo	AJ	

Late Submittal Required:	<input checked="" type="checkbox"/> Yes	No <input type="checkbox"/>
Why is the amendment being submitted late?	We re-issued the RFP to allow for additional services and service areas to be covered. Because we felt strongly that all three proposals submitted should be funded, we had to identify enough funding to cover this. With this being a master contract we could not move forward with the other changes until this was resolved as it would have resulted in amending this contract master twice for over 30 vendors. There were some additional challenges with our smaller organizations as it relates to meeting the insurance requirements that took a lot of time to coordinate approval.	
What is being done to prevent this from reoccurring?	The flow of working on master agreements with over 30 vendors can be challenging. We are currently reviewing our internal protocols to determine where gaps exist and how we can close those gaps to reduce the time gaps. We have increased our communication efforts with vendors to secure documents in a more timely manner.	

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	<input checked="" type="checkbox"/> No
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Contract Amendments Reviewed by Purchasing				
<b>Senior Citizen Resources – CSSP22 Amendment 1</b>			<b>Department initials</b>	<b>Purchasing</b>
Justification Form			AJ	OK AJ
IG#	20-0319-REG	EXP: 12/31/24	AJ	OK AJ
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:		N/A	N/A AJ
Debarment/Suspension Verified	Date:	8/10/22 9/8/2022	AJ	OK AJ
Auditor's Finding	Date:	8/10/22	AJ	OK AJ
Independent Contractor (I.C.) Requirement	Date:	7/18/22	AJ	OK AJ
Cover - Master amendments only			AJ	OK AJ
Contract Evaluation			AJ	OK AJ
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			N/A	N/A AJ
Checklist Verification			AJ	OK AJ

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## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

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	AJ
Matrix Law Screen shot	AJ
COI	AJ
Workers' Compensation Insurance	AJ
Original Executed Contract (containing insurance terms) & all executed amendments	AJ

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
01.01.2022-12.31.2022				\$0
<b>01.01.2023-12.31.2023</b>				\$0
			<b>TOTAL</b>	<b>\$0</b>

<b>Contract History CE/AG# (if applicable)</b>	
<b>Infor/Lawson PO# Code (if applicable)</b>	RFP
<b>Lawson RQ# (if applicable)</b>	6690
<b>CM Contract#</b>	1960

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	<b>\$7,138,350.00</b>		<b>01-01-2022 – 12-31-2023</b>	<b>02/08/22</b>	<b>R2022-0025</b>
<b>Prior Amendment Amounts (list separately)</b>		\$			
		\$			
		\$			
<b>Pending Amendment</b>		<b>\$ 939,854.76</b>	<b>07.01.2022-12.31.2023</b>	<b>Pending</b>	<b>Pending</b>

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## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Total Amendments		\$ 939,854.76			
Total Contact Amount		\$8,078,204.76			

### Purchasing Use Only:

Prior Resolutions:	R2022-0025
Amend:	1
Vendor Name:	Senior Citizen Resources
ftp:	01/01/2022-12/31/2023
Amount:	\$ 939,854.76 (\$0)
History/CE:	OK
EL:	OK
Procurement Notes:	Contract #24/34
Purchasing Buyer's initials and date of approval	AJ 9/23/2022

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	6690
Buyspeed RQ# (if applicable):	NA
Infor/Lawson PO# Code (if applicable):	RFP
CM Contract#	1961

<b>Senior Transport Connection CSSP AMND1</b>	<b>Department</b>	<b>Clerk of the Board</b>
Briefing Memo		

Late Submittal Required:	Yes <input checked="" type="checkbox"/> X	No <input type="checkbox"/>
Why is the amendment being submitted late?	Insurance certification issues for multiple vendors	
What is being done to prevent this from reoccurring?	Trying to be more inclusive of insurance in RFP processes moving forward	

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/> X
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Contract Amendments Reviewed by Purchasing				
			Department initials	Purchasing
Justification Form			CT	OK AJ
IG#	20-0277-REG	31DEC2024	WG	OK AJ
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:		NA	N/A AJ
Debarment/Suspension Verified	Date:	7/13/2022 9/15/2022	DM	OK AJ
Auditor's Finding	Date:	7/13/2022 9/15/2022	DM	OK AJ
Independent Contractor (I.C.) Requirement	Date:	7/14/2022	DM	OK AJ
Cover - Master amendments only			CT	OK AJ
Contract Evaluation			WG	OK AJ
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			NA	N/A AJ
Checklist Verification			WG	OK AJ

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	CT
Matrix Law Screen shot	CT
COI	WG

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## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Workers' Compensation Insurance	WG
Original Executed Contract (containing insurance terms) & all executed amendments	CT

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
01.01.2022-12.31.2022				\$0
01.01.2023-12.31.2023				\$0
			<b>TOTAL</b>	<b>\$0</b>

<b>Contract History CE/AG# (if applicable)</b>	N/A
<b>Infor/Lawson PO# Code (if applicable)</b>	RFP
<b>Lawson RQ# (if applicable)</b>	6690
<b>CM Contract#</b>	1961

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$7,138,350.00		01-01-2022 – 12-31-2023	02/08/22	R2022-0025
<b>Prior Amendment Amounts (list separately)</b>		\$			
		\$			
		\$			
<b>Pending Amendment</b>		\$ 939,854.76	07.01.2022-12.31.2023	Pending	Pending
<b>Total Amendments</b>		\$ 939,854.76			
<b>Total Contact Amount</b>		\$8,078,204.76			

### Purchasing Use Only:

Prior Resolutions:	R2022-0025
Amend:	1
Vendor Name:	Senior Transportation Connection
ftp:	01/01/2022-12/31/2023

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## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Amount:	\$ 939,854.76 (\$0)
History/CE:	OK
EL:	OK
Procurement Notes:	Contract #25/34
Purchasing Buyer’s initials and date of approval	AJ 9/23/2022

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	6690
Buyspeed RQ# (if applicable):	NA
Infor/Lawson PO# Code (if applicable):	RFP
CM Contract#	1962

<b>University Settlement CSSP22 AMND1</b>	<b>Department</b>	<b>Clerk of the Board</b>
Briefing Memo		

Late Submittal Required:	Yes <input checked="" type="checkbox"/> X	No <input type="checkbox"/>
Why is the amendment being submitted late?	Insurance certification issues for multiple vendors	
What is being done to prevent this from reoccurring?	Trying to be more inclusive of insurance in RFP processes moving forward	

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/> X
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Contract Amendments Reviewed by Purchasing					
<b>University Settlement CSSP22 AMND1</b>			<b>Department initials</b>	<b>Purchasing</b>	
Justification Form			CT	OK AJ	
IG#	12-2872-REG	31DEC2023	WG	OK AJ	
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:		NA	N/A AJ	
Debarment/Suspension Verified	Date:	8/09/2022 9/15/2022	WG	OK AJ	
Auditor's Finding	Date:	7/13/2022 9/15/2022	DM	OK AJ	
Independent Contractor (I.C.) Requirement	Date:	1/3/2022	DM	OK AJ	
Cover - Master amendments only			DL	OK AJ	
Contract Evaluation			WG	OK AJ	
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			NA	N/A AJ	
Checklist Verification			WG	OK AJ	

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	
	<b>Department initials</b>
Agreement/Contract and Exhibits	CT
Matrix Law Screen shot	CT
COI	WG
Workers' Compensation Insurance	WG

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## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Original Executed Contract (containing insurance terms) & all executed amendments	CT
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### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
1/1/2022 – 12/31/2022	HS260265	56110	UCH09309	\$0
01/01/2023-12/31/2023	HS26265	56110	UCH09309	\$0
			<b>TOTAL</b>	<b>\$0</b>

<b>Contract History CE/AG# (if applicable)</b>	N/A
<b>Infor/Lawson PO# Code (if applicable)</b>	RFP
<b>Lawson RQ# (if applicable)</b>	6690
<b>CM Contract#</b>	1962

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$7,138,350.00		<b>01-01-2022 – 12-31-2023</b>	<b>02/08/22</b>	<b>R2022-0025</b>
<b>Prior Amendment Amounts (list separately)</b>		\$			
		\$			
		\$			
<b>Pending Amendment</b>		<b>\$ 939,854.76</b>	<b>07.01.2022-12.31.2023</b>	<b>Pending</b>	<b>Pending</b>
<b>Total Amendments</b>		<b>\$ 939,854.76</b>			
<b>Total Contact Amount</b>		<b>\$8,078,204.76</b>			

### Purchasing Use Only:

Prior Resolutions:	R2022-0025
Amend:	1
Vendor Name:	University Settlement, Inc.
ftp:	01/01/2022-12/31/2023
Amount:	\$ 939,854.76 (\$0)

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Revised 1/7/2022

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

History/CE:	OK
EL:	OK
Procurement Notes:	Contract #26/34
Purchasing Buyer’s initials and date of approval	AJ 9/23/2022

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	6690
Buyspeed RQ# (if applicable):	N/A
Infor/Lawson PO# Code (if applicable):	RFP
CM Contract#	1964

<b>West Side Community House CSSP22 AMND1</b>	<b>Department</b>	<b>Clerk of the Board</b>
Briefing Memo	WG	

Late Submittal Required:	Yes <input checked="" type="checkbox"/> X	No <input type="checkbox"/>
Why is the amendment being submitted late?	Insurance certification issues for multiple vendors	
What is being done to prevent this from reoccurring?	Trying to be more inclusive of insurance in RFP processes moving forward	

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/> X
---	------------------------------	--

Contract Amendments Reviewed by Purchasing					
<b>West Side Community House CSSP22 AMND1</b>			<b>Department initials</b>		<b>Purchasing</b>
Justification Form			WG		OK AJ
IG#	12-2980-REG	31DEC2023	WG		OK AJ
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:		NA		N/A AJ
Debarment/Suspension Verified	Date:	8/9/2022 9/15/2022	WG		OK AJ
Auditor's Finding	Date:	7/22/2022 9/15/2022	DM		OK AJ
Independent Contractor (I.C.) Requirement	Date:	7/14/2022 7/11/2022	DM		OK AJ
Cover - Master amendments only			WG		OK AJ
Contract Evaluation			WG		OK AJ
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			NA		N/A AJ
Checklist Verification			WG		OK AJ

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	
	<b>Department initials</b>
Agreement/Contract and Exhibits	CT
Matrix Law Screen shot	CT

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## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

COI	WG
Workers' Compensation Insurance	WG
Original Executed Contract (containing insurance terms) & all executed amendments	CT

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
01/01/2022-12/31/2022	HS260265	56110	UCH09303	\$0
01/01/2022-12/31/2022	HS260265	56110	UCH09304	\$0
01/01/2022-12/31/2022	HS260265	56110	UCH09309	\$0
			TOTAL	\$0

<b>Contract History CE/AG# (if applicable)</b>	
<b>Infor/Lawson PO# Code (if applicable)</b>	6690
<b>Lawson RQ# (if applicable)</b>	NA
<b>CM Contract#</b>	1964

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$7,138,350.00		01-01-2022 – 12-31-2023	02/08/22	R2022-0025
<b>Prior Amendment Amounts (list separately)</b>		\$			
		\$			
		\$			
<b>Pending Amendment</b>		\$ 939,854.76	07.01.2022-12.31.2023	Pending	Pending
<b>Total Amendments</b>		\$ 939,854.76			
<b>Total Contact Amount</b>		\$8,078,204.76			

### Purchasing Use Only:

Prior Resolutions:	R2022-0025
Amend:	1
Vendor Name:	West Side Community House
ftp:	01/01/2022-12/31/2022

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## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Amount:	\$ 939,854.76 (\$0)
History/CE:	OK
EL:	OK
Procurement Notes:	Contract #27/34
Purchasing Buyer’s initials and date of approval	AJ 9/23/2022

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	6690
Buyspeed RQ# (if applicable):	N/A
Infor/Lawson PO# Code (if applicable):	RFP
CM Contract#	CM2757

<b>Ashbury CSSP22 AMND1</b>	<b>Department</b>	<b>Clerk of the Board</b>
Briefing Memo	L.C.	
Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Why is the amendment being submitted late?	<p>We re-issued the RFP to allow for additional services and service areas to be covered. Because we felt strongly that all three proposals submitted should be funded, we had to identify enough funding to cover this. With this being a master contract we could not move forward with the other changes until this was resolved as it would have resulted in amending this contract master twice for over 30 vendors. There were some additional challenges with our smaller organizations as it relates to meeting the insurance requirements that took a lot of time to coordinate approval.</p>	
What is being done to prevent this from reoccurring?	<p>The flow of working on master agreements with over 30 vendors can be challenging. We are currently reviewing our internal protocols to determine where gaps exist and how we can close those gaps to reduce the time gaps. We have increased our communication efforts with vendors to secure documents in a more timely manner.</p>	
TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

Contract Amendments Reviewed by Purchasing			
Ashbury CSSP22 AMND1		Department initials	Purchasing
Justification Form		L.C.	OK AC
IG#	22-0143-REG 31-Dec-2026	L.C.	OK AC

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## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date: 7/14/2022			OK AC
Debarment/Suspension Verified	Date: 8/10/2022		L.C.	OK AC
Auditor's Finding	Date: 8/10/2022		L.C.	OK AC
Independent Contractor (I.C.) Requirement	Date: 7/14/2022		L.C.	OK AC
Cover - <i>Master amendments only</i>			L.C.	OK AC
Contract Evaluation			N/A	N/A AC
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			N/A	N/A AC
Checklist Verification			L.C.	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	L.C.
Matrix Law Screen shot	L.C.
COI	L.C.
Workers' Compensation Insurance	L.C.
Original Executed Contract (containing insurance terms) & all executed amendments	L.C.

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
07.01.2022-12.31.2022	FS100500	55130	FS-21-ARP-LFRF	\$25,000.00
01.01.2022-12.31.2023	FS100500	55130	FS-21-ARP-LFRF	\$50,000.00
			<b>TOTAL</b>	<b>\$75,000.00</b>

Contract History CE/AG# (if applicable)	N/A
Infor/Lawson PO# Code (if applicable)	N/A
Lawson RQ# (if applicable)	6690
CM Contract#	2757

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## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	<b>\$7,138,350.00</b>		<b>01-01-2022 – 12-31-2023</b>	<b>02/08/22</b>	<b>R2022-0025</b>
<b>Prior Amendment Amounts (list separately)</b>		\$			
		\$			
		\$			
<b>Pending Amendment</b>		<b>\$ 939,854.76</b>	<b>07.01.2022-12.31.2023</b>	<b>Pending</b>	<b>Pending</b>
<b>Total Amendments</b>		<b>\$ 939,854.76</b>			
<b>Total Contact Amount</b>		<b>\$8,078,204.76</b>			

### Purchasing Use Only:

Prior Resolutions:	R2022-0025
Amend:	1
Vendor Name:	Ashbury Community Services
ftp:	07/01/22 -12/31/23
Amount:	\$ 939,854.76 (\$75,000.00)
History/CE:	OK
EL:	OK
Procurement Notes:	
Purchasing Buyer's initials and date of approval	AC 9/23/22

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	6690
Buyspeed RQ# (if applicable):	N/A
Infor/Lawson PO# Code (if applicable):	RFP
CM Contract#	CM2754

<b>Greater Cleveland Neighborhood Ctrs. Association CSSP22 AMND1</b>	<b>Department</b>	<b>Clerk of the Board</b>
Briefing Memo	L.C.	
Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Why is the amendment being submitted late?	We re-issued the RFP to allow for additional services and service areas to be covered. Because we felt strongly that all three proposals submitted should be funded, we had to identify enough funding to cover this. With this being a master contract we could not move forward with the other changes until this was resolved as it would have resulted in amending this contract master twice for over 30 vendors. There were some additional challenges with our smaller organizations as it relates to meeting the insurance requirements that took a lot of time to coordinate approval.	
What is being done to prevent this from reoccurring?	The flow of working on master agreements with over 30 vendors can be challenging. We are currently reviewing our internal protocols to determine where gaps exist and how we can close those gaps to reduce the time gaps. We have increased our communication efforts with vendors to secure documents in a more timely manner.	
TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

Contract Amendments Reviewed by Purchasing			
<b>Greater Cleveland Neighborhood Ctrs. Association CSSP22 AMND1</b>		<b>Department initials</b>	<b>Purchasing</b>
Justification Form			OK AC
IG#	12-3980-REG 31-Dec-2023	L.C.	OK AC

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## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Annual Non-Competitive Bid Contract Statement - <i>(only needed if <b>not</b> going to BOC or Council for approval)</i>	Date: 7/13/2022		L.C.	OK AC
Debarment/Suspension Verified	Date: 8/10/202		L.C.	OK AC
Auditor's Finding	Date: 8/10/202		L.C.	OK AC
Independent Contractor (I.C.) Requirement	Date: 7/12/2022		L.C.	OK AC
Cover - <i>Master amendments only</i>			L.C.	OK AC
Contract Evaluation			N/A	OK AC
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			N/A	N/A AC
Checklist Verification			L.C.	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	L.C.
Matrix Law Screen shot	L.C.
COI	L.C.
Workers' Compensation Insurance	L.C.
Original Executed Contract (containing insurance terms) & all executed amendments	L.C.

**Accounting Units**

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## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
07.01.2022-12.31.2022	FS100500	55130	FS-21-ARP-LFRF	\$33,333.33
01.01.2022-12.31.2023	FS100500	55130	FS-21-ARP-LFRF	\$66,666.67
			<b>TOTAL</b>	<b>\$100,000.00</b>

<b>Contract History CE/AG# (if applicable)</b>	N/A
<b>Infor/Lawson PO# Code (if applicable)</b>	N/A
<b>Lawson RQ# (if applicable)</b>	6690
<b>CM Contract#</b>	2754

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	<b>\$7,138,350.00</b>		<b>01-01-2022 – 12-31-2023</b>	<b>02/08/22</b>	<b>R2022-0025</b>
<b>Prior Amendment Amounts (list separately)</b>		\$			
		\$			
		\$			
<b>Pending Amendment</b>		<b>\$ 939,854.76</b>	<b>07.01.2022-12.31.2023</b>	<b>Pending</b>	<b>Pending</b>
<b>Total Amendments</b>		<b>\$ 939,854.76</b>			
<b>Total Contact Amount</b>		<b>\$8,078,204.76</b>			

### Purchasing Use Only:

Prior Resolutions:	RC2022-0025
Amend:	1
Vendor Name:	Greater Cleveland Neighborhood Centers Association
ftp:	07/01/22-12/31/23
Amount:	\$100,000.00
History/CE:	OK
EL:	OK
Procurement Notes:	
Purchasing Buyer's initials and date of approval	AC 9/22/22

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## **Department of Purchasing – Required Documents Checklist**

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Upload as “word” document in Infor

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## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	6690
Buyspeed RQ# (if applicable):	N/A
Infor/Lawson PO# Code (if applicable):	RFP
CM Contract#	2756

<b>Barton Centers CSSP22 AMND1</b>	<b>Department</b>	<b>Clerk of the Board</b>
Briefing Memo	L.C.	
Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Why is the amendment being submitted late?	<p>We re-issued the RFP to allow for additional services and service areas to be covered. Because we felt strongly that all three proposals submitted should be funded, we had to identify enough funding to cover this. With this being a master contract we could not move forward with the other changes until this was resolved as it would have resulted in amending this contract master twice for over 30 vendors. There were some additional challenges with our smaller organizations as it relates to meeting the insurance requirements that took a lot of time to coordinate approval.</p>	
What is being done to prevent this from reoccurring?	<p>The flow of working on master agreements with over 30 vendors can be challenging. We are currently reviewing our internal protocols to determine where gaps exist and how we can close those gaps to reduce the time gaps. We have increased our communication efforts with vendors to secure documents in a more timely manner.</p>	
TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

Contract Amendments Reviewed by Purchasing			
<b>Barton Centers CSSP22 AMND1</b>		<b>Department initials</b>	<b>Purchasing</b>
Justification Form		L.C.	OK AC
IG#	22-0171-REG 31-Dec-2026	L.C.	OK AC

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## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date: 7/13/2022		L.C.	OK AC
Debarment/Suspension Verified	Date: 8/10/2022		L.C.	OK AC
Auditor's Finding	Date: 8/10/2022		L.C.	OK AC
Independent Contractor (I.C.) Requirement	Date: 7/13/2022		L.C.	OK AC
Cover - <i>Master amendments only</i>			L.C.	OK AC
Contract Evaluation			N/A	OK AC
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			N/A	N/A AC
Checklist Verification			L.C.	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	L.C.
Matrix Law Screen shot	L.C.
COI	L.C.
Workers' Compensation Insurance	LC
Original Executed Contract (containing insurance terms) & all executed amendments	L.C.

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
07.01.2022-12.31.2022	FS100500	55130	FS-21-ARP-LFRF	\$8,333.33
01.01.2022-12.31.2023	FS100500	55130	FS-21-ARP-LFRF	\$16,666.67
			<b>TOTAL</b>	<b>\$25,000.00</b>

Contract History CE/AG# (if applicable)	N/A
Infor/Lawson PO# Code (if applicable)	N/A
Lawson RQ# (if applicable)	6690
CM Contract#	2756

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## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	<b>\$7,138,350.00</b>		<b>01-01-2022 – 12-31-2023</b>	<b>02/08/22</b>	<b>R2022-0025</b>
<b>Prior Amendment Amounts (list separately)</b>		\$			
		\$			
		\$			
<b>Pending Amendment</b>		<b>\$ 939,854.76</b>	<b>07.01.2022-12.31.2023</b>	<b>Pending</b>	<b>Pending</b>
<b>Total Amendments</b>		<b>\$ 939,854.76</b>			
<b>Total Contact Amount</b>		<b>\$8,078,204.76</b>			

### Purchasing Use Only:

Prior Resolutions:	R2022-0025
Amend:	1
Vendor Name:	Barton Center, Inc.
ftp:	07/01/22 -12/31/23
Amount:	\$ 939,854.76 (\$25,000.00)
History/CE:	OK
EL:	OK
Procurement Notes:	
Purchasing Buyer's initials and date of approval	AC 9/23/22

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	8713
Buyspeed RQ# (if applicable):	N/A
Infor/Lawson PO# Code (if applicable):	RFP
CM Contract#	2775

<b>Phillis Wheatley CSSP22 AMND1</b>	<b>Department</b>	<b>Clerk of the Board</b>
Briefing Memo.	WG	

Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Why is the amendment being submitted late?	Insurance certification issues for multiple vendors	
What is being done to prevent this from reoccurring?	Trying to be more inclusive of insurance in RFP processes moving forward	

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				
<b>Phillis Wheatley CSSP22 AMND1</b>			<b>Department initials</b>	<b>Purchasing</b>
Justification Form			WG	OK AC
IG#			NA	OK AC
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:		NA	OK AC
Debarment/Suspension Verified	Date:	8/9/2022	WG	OK AC
Auditor's Finding	Date:	7/13/2022	WG	OK AC
Independent Contractor (I.C.) Requirement	Date:		NA	OK AC
Cover - Master amendments only			DL	OK AC
Contract Evaluation			WG	OK AC
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			N/A	N/A AC
Checklist Verification			WG	

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	
	<b>Department initials</b>
Agreement/Contract and Exhibits	WG
Matrix Law Screen shot	WG
COI	WG
Workers' Compensation Insurance	WG

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## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Original Executed Contract (containing insurance terms) & all executed amendments	WG
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### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
07.01.2022-12.31.2022	FS100500	55130	FS-21-ARP-LFRF	\$36,664.45
01.01.2022-12.31.2023	FS100500	55130	FS-21-ARP-LFRF	\$73,031.55
			<b>TOTAL</b>	<b>\$109,696.00</b>

<b>Contract History CE/AG# (if applicable)</b>	
<b>Infor/Lawson PO# Code (if applicable)</b>	RFP
<b>Lawson RQ# (if applicable)</b>	8713
<b>CM Contract#</b>	2775

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	<b>\$7,138,350.00</b>		<b>01-01-2022 – 12-31-2023</b>	<b>02/08/22</b>	<b>R2022-0025</b>
<b>Prior Amendment Amounts (list separately)</b>		\$			
		\$			
		\$			
<b>Pending Amendment</b>		<b>\$ 939,854.76</b>	<b>07.01.2022-12.31.2023</b>	<b>Pending</b>	<b>Pending</b>
<b>Total Amendments</b>		<b>\$ 939,854.76</b>			
<b>Total Contact Amount</b>		<b>\$8,078,204.76</b>			

### Purchasing Use Only:

Prior Resolutions:	R2022-0025
Amend:	1
Vendor Name:	The Phillis Wheatley Assoc
ftp:	07/01/22 -12/31/23

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## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Amount:	\$ 939,854.76 (\$109,696.00)
History/CE:	OK
EL:	OK
Procurement Notes:	
Purchasing Buyer's initials and date of approval	AC 9/23/22

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	8713
Buyspeed RQ# (if applicable):	N/A
Infor/Lawson PO# Code (if applicable):	RFP
CM Contract#	2769

<b>Jennings Center for Older Adults CSSP22 AMND1</b>	<b>Department</b>	<b>Clerk of the Board</b>
Briefing Memo	WG	

Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Why is the amendment being submitted late?	Insurance certification issues for multiple vendors	
What is being done to prevent this from reoccurring?	Trying to be more inclusive of insurance in RFP processes moving forward	

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
---	------------------------------	--

Contract Amendments Reviewed by Purchasing				
<b>Jennings Center for Older Adults CSSP22 AMND1</b>			<b>Department initials</b>	<b>Purchasing</b>
Justification Form			WG	OK AJ
IG#	12-1610-REG	31DEC2023	WG	OK AJ
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:		NA	N/A AJ
Debarment/Suspension Verified	Date:	7/22/2022 9/15/2022	DM	OK AJ
Auditor's Finding	Date:	7/22/2022 9/15/2022	DM	OK AJ
Independent Contractor (I.C.) Requirement	Date:	7/14/2022	DM	OK AJ
Cover - Master amendments only			DL	OK AJ
Contract Evaluation			WG	OK AJ
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			N/A	N/A AJ
Checklist Verification			WG	OK AJ

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	
	<b>Department initials</b>
Agreement/Contract and Exhibits	WG
Matrix Law Screen shot	WG
COI	WG

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## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Workers' Compensation Insurance	WG
Original Executed Contract (containing insurance terms) & all executed amendments	WG

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
07.01.2022-12.31.2022	FS100500	55130	FS-21-ARP-LFRF	\$ 68,552.94
01.01.2023-12.31.2023	FS100500	55130	FS-21-ARP-LFRF	\$137,105.82
			<b>TOTAL</b>	<b>\$205,658.76</b>

<b>Contract History CE/AG# (if applicable)</b>	
<b>Infor/Lawson PO# Code (if applicable)</b>	8713
<b>Lawson RQ# (if applicable)</b>	RFP
<b>CM Contract#</b>	2769

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	<b>\$7,138,350.00</b>		<b>01-01-2022 – 12-31-2023</b>	<b>02/08/22</b>	<b>R2022-0025</b>
<b>Prior Amendment Amounts (list separately)</b>		\$			
		\$			
		\$			
<b>Pending Amendment</b>		<b>\$ 939,854.76</b>	<b>07.01.2022-12.31.2023</b>	<b>Pending</b>	<b>Pending</b>
<b>Total Amendments</b>		<b>\$ 939,854.76</b>			
<b>Total Contact Amount</b>		<b>\$8,078,204.76</b>			

### Purchasing Use Only:

Prior Resolutions:	R2022-0025
Amend:	1
Vendor Name:	Jennings Center for Older Adults

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Revised 1/7/2022

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

ftp:	07.01.2022-12.31.2023
Amount:	\$ 939,854.76 (\$205,658.76)
History/CE:	OK
EL:	OK
Procurement Notes:	
Purchasing Buyer’s initials and date of approval	AJ 9/23/2022

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	8713
Buyspeed RQ# (if applicable):	N/A
Infor/Lawson PO# Code (if applicable):	RFP
CM Contract#	2758

<b>City of Parma Heights Adults CSSP22 AMND1</b>	<b>Department</b>	<b>Clerk of the Board</b>
Briefing Memo	CT	

Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Why is the amendment being submitted late?	We re-issued the RFP to allow for additional services and service areas to be covered. Because we felt strongly that all three proposals submitted should be funded, we had to identify enough funding to cover this. With this being a master contract, we could not move forward with the other changes until this was resolved as it would have resulted in amending this contract master twice for over 30 vendors. There were some additional challenges with our smaller organizations as it relates to meeting the insurance requirements that took a lot of time to coordinate approval.	
What is being done to prevent this from reoccurring?	The flow of working on master agreements with over 30 vendors can be challenging. We are currently reviewing our internal protocols to determine where gaps exist and how we can close those gaps to reduce the time gaps. We have increased our communication efforts with vendors to secure documents in a timelier manner.	
TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

Contract Amendments Reviewed by Purchasing		
<b>City of Parma Heights CSSP22 AMND1</b>	<b>Department initials</b>	<b>Purchasing</b>
Justification Form	WG	OK AJ
IG#	N/A	N/A AJ

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## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:		N/A- Political Subdivision	N/A AJ
Debarment/Suspension Verified	Date:	<del>8/10/2022</del> 8/8/2022	L.C.	OK AJ
Auditor’s Finding	Date:	8/10/2022	L.C.	OK AJ
Independent Contractor (I.C.) Requirement	Date:		NA	N/A AJ
Cover - <i>Master amendments only</i>			DL	OK AJ
Contract Evaluation			CT	OK AJ
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			N/A	N/A AJ
Checklist Verification			L.C.	OK AJ

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	L.C.
Matrix Law Screen shot	L.C.
COI	L.C.
Workers’ Compensation Insurance	L.C.
Original Executed Contract (containing insurance terms) & all executed amendments	CT

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
07.01.2022-12.31.2022	FS100500	55130	FS-21-ARP-LFRF	\$124,833.30
01.01.2023-12.31.2023	FS100500	55130	FS-21-ARP-LFRF	\$249,666.70
			<b>TOTAL</b>	<b>\$374,500.00</b>

Contract History CE/AG# (if applicable)	N/A
Infor/Lawson PO# Code (if applicable)	RFP
Lawson RQ# (if applicable)	8713

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Revised 1/7/2022

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

<b>CM Contract#</b>	2758
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	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$7,138,350.00		01-01-2022 – 12-31-2023	02/08/22	R2022-0025
<b>Prior Amendment Amounts (list separately)</b>		\$			
		\$			
		\$			
<b>Pending Amendment</b>		\$ 939,854.76	07.01.2022-12.31.2023	Pending	Pending
<b>Total Amendments</b>		\$ 939,854.76			
<b>Total Contact Amount</b>		\$8,078,204.76			

### Purchasing Use Only:

Prior Resolutions:	R2022-0025
Amend:	1
Vendor Name:	City of Parma Heights
ftp:	07.01.2022-12.31.2023
Amount:	\$ 939,854.76 (\$374,500.00)
History/CE:	OK
EL:	OK
Procurement Notes:	
Purchasing Buyer's initials and date of approval	AJ 9/23/2022

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	6690
Buyspeed RQ# (if applicable):	N/A
Infor/Lawson PO# Code (if applicable):	RFP
CM Contract#	CM2754

<b>Greater Cleveland Neighborhood Ctrs. Association CSSP22 AMND1</b>	<b>Department</b>	<b>Clerk of the Board</b>
Briefing Memo	L.C.	
Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Why is the amendment being submitted late?	We re-issued the RFP to allow for additional services and service areas to be covered. Because we felt strongly that all three proposals submitted should be funded, we had to identify enough funding to cover this. With this being a master contract we could not move forward with the other changes until this was resolved as it would have resulted in amending this contract master twice for over 30 vendors. There were some additional challenges with our smaller organizations as it relates to meeting the insurance requirements that took a lot of time to coordinate approval.	
What is being done to prevent this from reoccurring?	The flow of working on master agreements with over 30 vendors can be challenging. We are currently reviewing our internal protocols to determine where gaps exist and how we can close those gaps to reduce the time gaps. We have increased our communication efforts with vendors to secure documents in a more timely manner.	
TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

Contract Amendments Reviewed by Purchasing			
<b>Greater Cleveland Neighborhood Ctrs. Association CSSP22 AMND1</b>		<b>Department initials</b>	<b>Purchasing</b>
Justification Form			OK AC
IG#	12-3980-REG 31-Dec-2023	L.C.	OK AC

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Revised 1/7/2022

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date: 7/13/2022		L.C.	OK AC
Debarment/Suspension Verified	Date: 8/10/202		L.C.	OK AC
Auditor's Finding	Date: 8/10/202		L.C.	OK AC
Independent Contractor (I.C.) Requirement	Date: 7/12/2022		L.C.	OK AC
Cover - <i>Master amendments only</i>			L.C.	OK AC
Contract Evaluation			N/A	OK AC
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			N/A	N/A AC
Checklist Verification			L.C.	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	L.C.
Matrix Law Screen shot	L.C.
COI	L.C.
Workers' Compensation Insurance	L.C.
Original Executed Contract (containing insurance terms) & all executed amendments	L.C.

Accounting Units

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## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
07.01.2022-12.31.2022	FS100500	55130	FS-21-ARP-LFRF	\$33,333.33
01.01.2022-12.31.2023	FS100500	55130	FS-21-ARP-LFRF	\$66,666.67
			<b>TOTAL</b>	<b>\$100,000.00</b>

<b>Contract History CE/AG# (if applicable)</b>	N/A
<b>Infor/Lawson PO# Code (if applicable)</b>	N/A
<b>Lawson RQ# (if applicable)</b>	6690
<b>CM Contract#</b>	2754

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	<b>\$7,138,350.00</b>		<b>01-01-2022 – 12-31-2023</b>	<b>02/08/22</b>	<b>R2022-0025</b>
<b>Prior Amendment Amounts (list separately)</b>		\$			
		\$			
		\$			
<b>Pending Amendment</b>		<b>\$ 939,854.76</b>	<b>07.01.2022-12.31.2023</b>	<b>Pending</b>	<b>Pending</b>
<b>Total Amendments</b>		<b>\$ 939,854.76</b>			
<b>Total Contact Amount</b>		<b>\$8,078,204.76</b>			

### Purchasing Use Only:

Prior Resolutions:	RC2022-0025
Amend:	1
Vendor Name:	Greater Cleveland Neighborhood Centers Association
ftp:	07/01/22-12/31/23
Amount:	\$100,000.00
History/CE:	OK
EL:	OK
Procurement Notes:	
Purchasing Buyer's initials and date of approval	AC 9/22/22

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Revised 1/7/2022



## **Department of Purchasing – Required Documents Checklist**

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## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	6690
Buyspeed RQ# (if applicable):	6690
Infor/Lawson PO# Code (if applicable):	1245
CM Contract#	1952

<b>ELIZA BRYANT – CSSP22 AMENDMENT 1</b>	<b>Department</b>	<b>Clerk of the Board</b>
Briefing Memo	DG	

Late Submittal Required:	Yes <input checked="" type="checkbox"/> X	No <input type="checkbox"/>
Why is the amendment being submitted late?	We re-issued the RFP to allow for additional services and service areas to be covered. Because we felt strongly that all three proposals submitted should be funded, we had to identify enough funding to cover this. Because this was a master contract we could not move forward with the other changes until this was resolved as it would have resulted in amending this contract master twice for over 30 vendors.	
What is being done to prevent this from reoccurring?	It is not common to re-issue an RFP, but in this case, it was necessary to allow for additional services and service areas. We are continually working with key staff to put processes in place to ensure funding availability, as well as seeking more efficient ways of securing covered services and service areas based on responses to the RFP.	

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/> x
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Contract Amendments Reviewed by Purchasing				
			<b>Department initials</b>	<b>Purchasing</b>
Justification Form			DG	OK AJ
IG#	No #		DG	OK AJ
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:		N/A	N/A AJ
Debarment/Suspension Verified	Date:	8/10/2022 8/9/2022	DG	OK AJ
Auditor's Finding	Date:	8/9/2022	DG	OK AJ
Independent Contractor (I.C.) Requirement	Date:	7/19/2022	DG	OK AJ
Cover - Master amendments only			DG	OK AJ
Contract Evaluation			DG	OK AJ

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## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.	N/A	N/A AJ
Checklist Verification	DG	OK AJ

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	
	<b>Department initials</b>
Agreement/Contract and Exhibits	DG
Matrix Law Screen shot	DG
COI	DG
Workers' Compensation Insurance	DG
Original Executed Contract (containing insurance terms) & all executed amendments	DG

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
01/01/2022 – 12/31/2022	HS260265	56110	UCH09310	\$0.00
01/01/2023 – 12/31/2023	HS260265	56110	UCH09310	\$0.00
01/01/2022 – 12/31/2022	HS260265	56110	UCH09309	\$0.00
01/01/2023 – 12/31/2023	HS260265	56110	UCH09309	\$0.00
*No fiscal change			<b>TOTAL</b>	<b>\$0.00</b>

<b>Contract History CE/AG# (if applicable)</b>	
<b>Infor/Lawson PO# Code (if applicable)</b>	RFP
<b>Lawson RQ# (if applicable)</b>	6690
<b>CM Contract#</b>	1952

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	<b>\$7,138,350.00</b>		<b>01-01-2022 – 12-31-2023</b>	<b>02/08/22</b>	<b>R2022-0025</b>
<b>Prior Amendment Amounts (list separately)</b>		\$			
		\$			
		\$			

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Revised 1/7/2022

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Pending Amendment		\$ 939,854.76	07.01.2022-12.31.2023	Pending	Pending
Total Amendments		\$ 939,854.76			
Total Contact Amount		\$8,078,204.76			

### Purchasing Use Only:

Prior Resolutions:	R2022-0025
Amend:	1
Vendor Name:	Eliza Bryant Village
ftp:	01/01/2022 – 12/31/2023
Amount:	\$ 939,854.76 (\$0)
History/CE:	OK
EL:	OK
Procurement Notes:	Contract #16/34
Purchasing Buyer's initials and date of approval	AJ 9/23/2022

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0342

<b>Sponsored by: County Executive Budish/Fiscal Officer/Office of Budget and Management</b>	<b>A Resolution</b> amending the 2022/2023 Biennial Operating Budget for 2022 by providing for additional fiscal appropriations from the General Fund and other funding sources, for appropriation transfers between budget accounts and for cash transfers between budgetary funds, to meet the budgetary needs of various County departments, offices and agencies; and declaring the necessity that this Resolution become immediately effective.
<b>Co-sponsored by: Councilmember Miller</b>	

WHEREAS, on December 7, 2021, the Cuyahoga County Council adopted the Biennial Operating Budget and Capital Improvements Program for 2022/2023 (Resolution No. R2021-0238) establishing the 2022/2023 biennial budget for all County departments, offices and agencies; and

WHEREAS, it is necessary to adjust the Biennial Operating Budget for 2022 to reflect budgetary funding increases, funding reductions, to transfer budget appropriations and to transfer cash between budgetary funds, to accommodate the operational needs of certain County departments, offices and agencies; and

WHEREAS, it is further necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue and to provide for the usual, daily operation of County departments, offices, and agencies.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**

**SECTION 1.** That the 2022/2023 Biennial Operating Budget for 2022 be amended to provide for the following additional appropriation increases and decreases:

**Fund Nos./Budget Accounts****Journal Nos.**

A. 2345 – Opioid Mitigation Fund			<b>BA2227684</b>
EX345100 – Opioid Mitigation			
Other Expenses	\$	5,000,000.00	

The Office of the County Executive requesting new appropriation in the Opioid Mitigation Fund in the amount of \$10,000,000.00. Cuyahoga County has developed an investment strategy that focuses on the mitigation of opioid addiction, with the intent to find solutions to the problem. A group of subject matter experts will be instituted as a governing board to hear innovative technologies or strategies tackling opioid addiction and make recommendations for funding such options, while at the same time leveraging funds from other investors. The period of performance will be November 1, 2022 to December 31, 2024. This is not a request for renewed funding. The funding source is the Opioid Mitigation fund (activity NOOPD0009001) which had a balance of 98,552,390.91 as of 08-31-2022.

**SECTION 2.** That the 2022/2023 Biennial Operating Budget for 2022 be amended to provide for the following appropriation transfers:

**Fund Nos./Budget Accounts****Journal Nos.**

N/A

**SECTION 3.** That the 2022/2023 Biennial Operating Budget for 2022 be amended to provide for the following cash transfers between County funds:

**Fund Nos./Budget Accounts****Journal Nos.**

N/A

**SECTION 4.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health, or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

**SECTION 5.** It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open

meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by \_\_\_\_\_, seconded by \_\_\_\_\_, the foregoing Resolution was duly adopted.

Yeas:

Nays:

\_\_\_\_\_  
County Council President                      Date

\_\_\_\_\_  
County Executive                              Date

\_\_\_\_\_  
Clerk of Council                              Date

First Reading/Referred to Committee: September 28, 2022

Committee(s) Assigned: Finance & Budgeting

Additional Sponsorship Requested on the Floor: September 28, 2022

Legislation Amended in Committee: October 31, 2022

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0381

<b>Sponsored by: County Executive Budish/Fiscal Officer/Office of Budget and Management</b>	<b>A Resolution</b> amending the 2022/2023 Biennial Operating Budget for 2022 by providing for additional fiscal appropriations from the General Fund and other funding sources, for appropriation transfers between budget accounts and for cash transfers between budgetary funds, to meet the budgetary needs of various County departments, offices and agencies; and declaring the necessity that this Resolution become immediately effective.
<b>Co-sponsored by: Councilmembers Miller and Turner</b>	

WHEREAS, on December 7, 2021, the Cuyahoga County Council adopted the Biennial Operating Budget and Capital Improvements Program for 2022/2023 (Resolution No. R2021-0238) establishing the 2022/2023 biennial budget for all County departments, offices and agencies; and

WHEREAS, it is necessary to adjust the Biennial Operating Budget for 2022 to reflect budgetary funding increases, funding reductions, to transfer budget appropriations and to transfer cash between budgetary funds, to accommodate the operational needs of certain County departments, offices and agencies; and

WHEREAS, it is further necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue and to provide for the usual, daily operation of County departments, offices, and agencies.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**

**SECTION 1.** That the 2022/2023 Biennial Operating Budget for 2022 be amended to provide for the following additional appropriation increases and decreases:



**Fund Nos./Budget Accounts****Journal Nos.**

A. 2300 – Other Social Services			<b>BA2222817</b>
HS300100 – Social Impact Financing Fund			
Other Expenses	\$	2,500,000.00	

The Department of Health and Human Services requests appropriations of \$2,500,000 for a Pay for Success program with the Ohio National Guard. Funding Source is the Social Impact Fund (previously funded with Health & Human Services Levy funding).

**SECTION 2.** That the 2022/2023 Biennial Operating Budget for 2022 be amended to provide for the following appropriation transfers:

**Fund Nos./Budget Accounts****Journal Nos.**

N/A

**SECTION 3.** That the 2022/2023 Biennial Operating Budget for 2022 be amended to provide for the following cash transfers between County funds:

**Fund Nos./Budget Accounts****Journal Nos.**

N/A

**SECTION 4.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health, or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

**SECTION 5.** It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by \_\_\_\_\_, seconded by \_\_\_\_\_, the foregoing Resolution was duly adopted.

Yeas:

Nays:

\_\_\_\_\_  
County Council President

\_\_\_\_\_  
Date

\_\_\_\_\_  
County Executive

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Date

First Reading/Referred to Committee: October 25, 2022

Committee(s) Assigned: Finance & Budgeting

Additional Sponsorship Requested on the Floor: October 25, 2022

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0382

<b>Sponsored by: County Executive Budish/Fiscal Officer/Office of Budget and Management</b>	<b>A Resolution</b> amending the 2022/2023 Biennial Operating Budget for 2022 by providing for additional fiscal appropriations from the General Fund and other funding sources, for appropriation transfers between budget accounts and for cash transfers between budgetary funds, to meet the budgetary needs of various County departments, offices and agencies; and declaring the necessity that this Resolution become immediately effective.
<b>Co-sponsored by: Councilmember Miller</b>	

WHEREAS, on December 7, 2021, the Cuyahoga County Council adopted the Biennial Operating Budget and Capital Improvements Program for 2022/2023 (Resolution No. R2021-0238) establishing the 2022/2023 biennial budget for all County departments, offices and agencies; and

WHEREAS, it is necessary to adjust the Biennial Operating Budget for 2022 to reflect budgetary funding increases, funding reductions, to transfer budget appropriations and to transfer cash between budgetary funds, to accommodate the operational needs of certain County departments, offices and agencies; and

WHEREAS, it is further necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue and to provide for the usual, daily operation of County departments, offices, and agencies.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**

**SECTION 1.** That the 2022/2023 Biennial Operating Budget for 2022 be amended to provide for the following additional appropriation increases and decreases:

**Fund Nos./Budget Accounts****Journal Nos.**

A.	2215 – Children Services			<b>BA2222818</b>
	HS215100 – Client Support Services			
	Other Expenses	\$	1,800,000.00	

The Department of Health and Human Services, Division of Children and Family Services requests appropriations of \$1,800,000 for a new Child Protection Team program. Funding Source is Health and Human Services Levy.

**SECTION 2.** That the 2022/2023 Biennial Operating Budget for 2022 be amended to provide for the following appropriation transfers:

**Fund Nos./Budget Accounts****Journal Nos.**

N/A

**SECTION 3.** That the 2022/2023 Biennial Operating Budget for 2022 be amended to provide for the following cash transfers between County funds:

**Fund Nos./Budget Accounts****Journal Nos.**

N/A

**SECTION 4.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health, or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

**SECTION 5.** It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by \_\_\_\_\_, seconded by \_\_\_\_\_, the foregoing Resolution was duly adopted.

Yeas:

Nays:

\_\_\_\_\_  
County Council President

\_\_\_\_\_  
Date

\_\_\_\_\_  
County Executive

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Date

First Reading/Referred to Committee: October 25, 2022

Committee(s) Assigned: Health, Human Services & Aging

Additional Sponsorship Requested in Committee: November 2, 2022

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0383

<b>Sponsored by: County Executive Budish/Department of Public Works</b>  <b>Co-sponsored by: Councilmembers Miller and Turner</b>	<b>A Resolution</b> requesting authority to apply for grant funds from Northeast Ohio Areawide Coordinating agency in the amount of \$1,000,000.00 for the Lake Road-Clifton Boulevard Project in the Cities of Lakewood and Rocky River in connection with the Cuyahoga County Lakefront Access Plan in connection with the 2023 Transportation for Livable Communities Initiative Implementation Program; confirming the County Executive/Department of Public Works has authority to apply for funding in connection with said grant application and all 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 Works is requesting authority to apply for grant funds from Northeast Ohio Areawide Coordinating agency in the amount of \$1,000,000.00 for the Lake Road-Clifton Boulevard Project in the Cities of Lakewood and Rocky River in connection with the Cuyahoga County Lakefront Access Plan in connection with the 2023 Transportation for Livable Communities Initiative Implementation Program; and

**WHEREAS**, the grant funds will be used to support the Lake-Clifton Connector, a critical piece of the Lakefront Access Plan; and

**WHEREAS**, the project is funded 100% by Northeast Ohio Areawide Coordinating Agency Grant Fund; and

**WHEREAS**, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue and to provide for the usual, daily operation of a County entity.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**

**SECTION 1.** That the Cuyahoga County Council hereby grants authority to apply for grant funds from Northeast Ohio Areawide Coordinating agency in the amount of \$1,000,000.00 for the Lake Road-Clifton Boulevard Project in the Cities of Lakewood and Rocky River in connection with the Cuyahoga County Lakefront

Access Plan in connection with the 2023 Transportation for Livable Communities Initiative Implementation Program.

**SECTION 2.** That the County Executive/ Department of Public Works has the authority to apply for funding in connection with said grant application and all documents consistent with this Resolution. To the extent that any exemptions are necessary under the County Code and contracting procedures, they shall be deemed approved by the adoption of this Resolution.

**SECTION 3.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

**SECTION 4.** It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by \_\_\_\_\_, seconded by \_\_\_\_\_, the foregoing Resolution was duly adopted.

Yeas:

Nays:

_____	_____
County Council President	Date

_____	_____
County Executive	Date

_____	_____
Clerk of Council	Date

First Reading/Referred to Committee: October 25, 2022  
Committee(s) Assigned: Public Works, Procurement & Contracting

Additional Sponsorship Requested on the Floor: October 25, 2022

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_



# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0385

Sponsored by: <b>County Executive Budish/Department of Public Works</b>	<b>A Resolution</b> approving and accepting a plat covering the vacation of a certain portion of Station Road located in the City of Brecksville in connection with Cleveland Metropolitan Park improvements; ordering the vacation of a certain portion of Station Road located in the City of Brecksville, Cuyahoga County, Ohio, in connection with Cleveland Metropolitan Park improvements; ordering all proceedings copied into the proper Road Record of the County by the County Engineer; and declaring the necessity that this Resolution become immediately effective.
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**WHEREAS**, County Council adopted Resolution No. R2022-0319 on September 28, 2022 which authorized the vacation of a certain portion of Station Road located in the City of Brecksville, consisting of 75,294 square feet of County-owned right-of-way on Station Road, located east of the intersection of Station Road and Riverview Road (the “Property”) setting the date, time and place for a view and date, time and place for a final hearing in connection with said vacation; and

**WHEREAS**, County Council viewed said Property on October 7, 2022; and

**WHEREAS**, County Council after such viewing of the Property considered the same of sufficient public importance to have a plat and survey made; and

**WHEREAS**, the County Engineer has this day deposited with County Council the plat and survey of said vacation of a certain portion of Station Road located in the City of Brecksville, as described above together with his report therein, which report this day has been read; and

**WHEREAS**, it is hereby found and determined by County Council that the vacation of a certain portion of Station Road located in the City of Brecksville, Ohio, as described above, will serve the public convenience and welfare, and the vacation thereof, as recommended in the report of the County Engineer, is hereby ordered in accordance with the boundaries set forth in said plat and survey of the County Engineer; and

**WHEREAS**, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue and to provide for the usual, daily operation of a County entity.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**

**SECTION 1.** The plat, survey and report submitted by the County Engineer be, and the same are, hereby approved and accepted, and said vacation of a certain portion of Station Road located in the City of Brecksville, consisting of 75,294 square feet of County-owned right-of-way on Station Road, located east of the intersection of Station Road and Riverview Road (the “Property”) be, and the same is, hereby ordered.

**SECTION 2.** All proceedings, including the plat and survey and accurate description of said vacation are hereby ordered copied into the Road Record of the County by the County Engineer.

**SECTION 3.** The Clerk of County Council be, and she is, also instructed to transmit two copies of this Resolution to David Ray, County Engineer.

**SECTION 4.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health, or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

**SECTION 5.** It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by \_\_\_\_\_, seconded by \_\_\_\_\_, the foregoing Resolution was duly adopted.

Yeas:

Nays:

\_\_\_\_\_  
County Council President                      Date

\_\_\_\_\_  
County Executive                                      Date

\_\_\_\_\_  
Clerk of Council                                      Date

First Reading/Referred to Committee: October 25, 2022  
Committee(s) Assigned: Public Works, Procurement & Contracting

Journal \_\_\_\_\_  
\_\_\_\_\_, 2022

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0386

Sponsored by: <b>County Executive Budish/Sheriff Department</b>	<b>A Resolution</b> authorizing an amendment to Agreement No. 1622 with Chagrin Valley Dispatch Council for dispatch operation services for law enforcement activities for the period 4/28/2021 – 12/31/2022 to extend the time period to 12/31/2024 and for additional funds in the amount not-to-exceed \$1,944,501.71; authorizing the County Executive to execute Agreement No. 1622 and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.
Co-sponsored by: <b>Councilmember Turner</b>	

**WHEREAS**, the County Executive/Sheriff Department recommends an amendment to Agreement No. 1622 with Chagrin Valley Dispatch Council for dispatch operation services for law enforcement activities for the period 4/28/2021 – 12/31/2022 to extend the time period to 12/31/2024 and for additional funds in the amount not-to-exceed \$1,944,501.71; and

**WHEREAS**, the primary goal of this project is to continue to provide the Sheriff's Department with reliable dispatch operations for law enforcement activities; and

**WHEREAS**, the project is funded 100% by the General Fund; and

**WHEREAS**, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue and to provide for the usual, daily operation of a County entity.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**

**SECTION 1.** That the Cuyahoga County Council hereby authorizes an amendment to Agreement No. 1622 with Chagrin Valley Dispatch Council for dispatch operation services for law enforcement activities for the period 4/28/2021 – 12/31/2022 to extend the time period to 12/31/2024 and for additional funds in the amount not-to-exceed \$1,944,501.71.

**SECTION 2.** That the County Executive is authorized to execute Agreement No. 1622 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: October 25, 2022

Committee(s) Assigned: Public Safety & Justice Affairs

Additional Sponsorship Requested on the Floor: October 25, 2022

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0387

<b>Sponsored by: County Executive Budish/Sheriff Department</b>	<b>A Resolution</b> making an award on RQ9001 for a Membership Participation Agreement with Chagrin Valley Dispatch Council in the amount not-to-exceed \$4,419,735.32 for the purchase of handheld portable radios and accessories for various officers of the Sheriff's Department and Juvenile Justice Center for the period 1/1/2023 – 12/31/2027; authorizing the County Executive to execute the Agreement No. 2794 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.
<b>Co-sponsored by: Councilmember Turner</b>	

WHEREAS, the County Executive/Sheriff Department recommends an award on RQ9001 for a Membership Participation Agreement with Chagrin Valley Dispatch Council in the amount not-to-exceed \$4,419,735.32 for the purchase of handheld portable radios and accessories for various officers of the Sheriff's Department and Juvenile Justice Center for the period 1/1/2023 – 12/31/2027; and

WHEREAS, the primary goal of this project is to replace aging handheld radios with new handheld radios for the Sheriff's Department and Juvenile Just Center to utilize in its daily operations; and

WHEREAS, the project is funded 100% by the General Fund; and

WHEREAS, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue and to provide for the usual, daily operation of a County entity.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**

**SECTION 1.** That the Cuyahoga County Council hereby makes an award on RQ9001 for a Membership Participation Agreement with Chagrin Valley Dispatch Council in the amount not-to-exceed \$4,419,735.32 for the purchase of handheld portable radios and accessories for various officers of the Sheriff's Department and Juvenile Justice Center for the period 1/1/2023 – 12/31/2027.

**SECTION 2.** That the County Executive is authorized to execute the Agreement No. 2794 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: October 25, 2022

Committee(s) Assigned: Public Safety & Justice Affairs

Additional Sponsorship Requested on the Floor: October 25, 2022

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0390

<b>Sponsored by: County Executive Budish/Department of Health and Human Services/Division of Community Initiatives/Office of Homeless Services</b>	<b>A Resolution</b> authorizing an amendment to Contract No. 769 with Young Women's Christian Association of Greater Cleveland (YWCA) for emergency shelter services for single adult women at the Norma Herr Women's Shelter, located at 2227 Payne Avenue, Cleveland, for the period 1/1/2021 – 8/31/2022 to extend the time period to 12/31/2022 and for additional funds in the amount not-to-exceed \$917,264.00; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.
<b>Co-sponsored by: Councilmember Turner</b>	

WHEREAS, the County Executive/Department of Health and Human Services/Division of Community Initiatives/Office of Homeless Services recommends an amendment to Contract No. 769 with Young Women's Christian Association of Greater Cleveland (YWCA) for emergency shelter services for single adult women at the Norma Herr Women's Shelter, located at 2227 Payne Avenue, Cleveland, for the period 1/1/2021 – 8/31/2022 to extend the time period to 12/31/2022 and for additional funds in the amount not-to-exceed \$917,264.00; and

WHEREAS, the primary goal of this project is to continue to provide operation and case management services for the Norma Herr Women's Shelter, located at 2227 Payne Avenue, Cleveland; and

WHEREAS, this project is funded 100% by the Health and Human Services Levy Fund; and

WHEREAS, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue and to provide for the usual, daily operation of a County entity.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**

**SECTION 1.** That the Cuyahoga County Council hereby authorizes an amendment to Contract No. 769 with Young Women's Christian Association of Greater Cleveland (YWCA) for emergency shelter services for single adult women at



the Norma Herr Women's Shelter, located at 2227 Payne Avenue, Cleveland, for the period 1/1/2021 – 8/31/2022 to extend the time period to 12/31/2022 and for additional funds in the amount not-to-exceed \$917,264.00.

**SECTION 2.** That the County Executive is authorized to execute the amendment and all 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: October 25, 2022  
Committee(s) Assigned: Health, Human Services & Aging

Additional Sponsorship Requested on the Floor: October 25, 2022

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_\_\_

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0372

Sponsored by: <b>County Executive Budish/County Sheriff</b>	<b>A Resolution</b> authorizing an amendment to Contract No. 2737 with Integrated Precision Systems, Inc. for maintenance and support on the Enterprise Network Security System for the period 1/1/2018 – 12/31/2022 to extend the time period to 6/30/2024 and for additional funds in the amount not-to-exceed \$869,156.66; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.
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**WHEREAS**, the County Executive/Sheriff recommends an amendment to Contract No. 2737 with Integrated Precision Systems, Inc. for maintenance and support on the Enterprise Network Security System for the period 1/1/2018 – 12/31/2022 to extend the time period to 6/30/2024 and for additional funds in the amount not-to-exceed \$869,156.66; and

**WHEREAS**, the primary goal of this project is to provide the Sheriff's Department with maintenance and support on County wide security and photo identifications systems; and

**WHEREAS**, the project is funded 100% by Protective Services - Internal Service Fund; and

**WHEREAS**, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue and to provide for the usual, daily operation of a County entity.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**

**SECTION 1.** That the Cuyahoga County Council hereby authorizes an amendment to Contract No. 2737 with Integrated Precision Systems, Inc. for maintenance and support on the Enterprise Network Security System for the period 1/1/2018 – 12/31/2022 to extend the time period to 6/30/2024 and for additional funds in the amount not-to-exceed \$869,156.66.

**SECTION 2.** That the County Executive is authorized to execute Contract No. 2737 and all other documents consistent with this Resolution.

**SECTION 3.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health or safety in the County and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

**SECTION 4.** It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by \_\_\_\_\_, seconded by \_\_\_\_\_, the foregoing Resolution was duly adopted.

Yeas:

Nays:

\_\_\_\_\_  
County Council President

\_\_\_\_\_  
Date

\_\_\_\_\_  
County Executive

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Date

First Reading/Referred to Committee: October 11, 2022

Committee(s) Assigned: Public Safety & Justice Affairs

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_

# County Council of Cuyahoga County, Ohio

## Ordinance No. O2022-0010

Sponsored by: <b>Council President Jones and County Executive Budish on behalf of the Cuyahoga County Personnel Review Commission and the Department of Human Resources</b>	<b>An Ordinance</b> providing for adoption of modifications of Cuyahoga County Non-Bargaining Salary Schedule A and authorizing various salary changes for unclassified employees; and declaring the necessity that this Ordinance become immediately effective.
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**WHEREAS**, Section 9.01 of the Charter of Cuyahoga County states that “[t]he County’s human resources policies and systems shall be established by ordinance and shall be administered in such a manner as will eliminate unnecessary expense and duplication of effort, while ensuring that persons will be employed in the public service without discrimination on the basis of race, color, religion, sex, national origin, sexual orientation, gender identity/expression, disability, age, or ancestry;” and

**WHEREAS**, Section 9.03 of the Charter of Cuyahoga County states that the Cuyahoga County Personnel Review Commission shall administer a clear, countywide classification and salary administration system for technical, specialist, administrative and clerical functions with a limited number of broad pay ranges within each classification; and

**WHEREAS**, Chapter 9 of the County’s Employee Handbook states that “[t]he County takes a holistic approach to employee compensation and administer a fair and equitable compensation program” that includes both direct and indirect compensation; and

**WHEREAS**, in 1994 the County adopted classification and compensation systems for classified non-bargaining unit employees to ensure a systematic approach to equitable compensation for positions with similar duties, responsibilities and minimum qualifications, and these systems have not been re-examined since 2005; and

**WHEREAS**, the County Executive recommended, and the Council approved, a new Non-Bargaining Salary Schedule B, which includes pay grades for the County’s Information Technology classifications, on December 7, 2021; and

**WHEREAS**, the pay grades included in the County’s Non-Bargaining Salary Schedule A governs pay for all the County’s classified employees except for employees in the County’s Department of Information Technology; and

**WHEREAS**, in response to recruitment and retention challenges the County has faced, the Personnel Review Commission and the County's Human Resources Department collaborated to engage The Archer Company to conduct a 2022 market study for the purpose of evaluating the market relevance of pay rates for Salary Schedule A; and

**WHEREAS**, The Archer Company concluded that the County should now adopt a new Non-Bargaining Salary Schedule A to be more closely aligned with the labor market; and

**WHEREAS**, on October 5, 2022, the Personnel Review Commission met and recommended the Salary Schedule A changes attached hereto as Exhibit A, and recommended to County Council the formal adoption and implementation of the attached changes; and

**WHEREAS**, at the recommendation of the County Executive, the Council recently approved significant bargaining unit hourly rate increases in the Sheriff's Department and Department of Health and Human Services; and

**WHEREAS**, due to the recent increases of hourly rates for several bargaining units and the classified non-bargaining Salary Schedules, compression adjustments are necessary to maintain internal pay equity for Schedule A non-bargaining classified and unclassified employees who did not receive a market-rate salary adjustment in 2022; and

**WHEREAS**, it is necessary that this Ordinance become immediately effective in order that critical services provided by Cuyahoga County can continue and to provide for the usual, daily operation of a County entity.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**

**SECTION 1.** That the Cuyahoga County Council hereby adopts the new Non-Bargaining Salary Schedule A (attached hereto as Exhibit A).

**SECTION 2.** Any specific appropriation necessary to effectuate the revisions to Salary Schedule A, as more particularly described herein and on Exhibit A, is hereby approved and the Director of the Office of Budget and Management is authorized to submit the requisite documentation to financial reporting to journalize the appropriation; provided that employees will be assigned to the same relative position within the pay grade of the new Salary Schedule A as they are assigned in the current Salary Schedule A or will receive a 6.44% salary increase, whichever is greater, not to exceed the maximum of the pay grade in the new Salary Schedule A.

**SECTION 3.** Any specific appropriation necessary to effectuate a 6.44% salary increase for unclassified employees of the Executive agencies, County Council, Board of Elections, Board of Revision, Agency of Inspector General, Department of

Internal Auditing, Law Library, Personnel Review Commission, Planning Commission, and the Soldiers and Sailors Monument is hereby approved and the Director of the Office of Budget and Management is authorized to submit the requisite documentation to financial reporting to journalize the appropriation.

**SECTION 4.** It is necessary that this Ordinance 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 Ordinance receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

**SECTION 5.** It is found and determined that all formal actions of this Council relating to the adoption of this Ordinance were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by \_\_\_\_\_, seconded by \_\_\_\_\_, the foregoing Ordinance was duly enacted.

Yeas:

Nays:

\_\_\_\_\_  
County Council President

\_\_\_\_\_  
Date

\_\_\_\_\_  
County Executive

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Date

First Reading/Referred to Committee:  
Committee(s) Assigned:

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_



Cuyahoga County  
Proposed Salary Schedule A -2022 Salary Survey  
Effective x/xx/xxxx

Pay Grade	Hourly Minimum	Annual Minimum	Hourly Midpoint	Annual Midpoint	Hourly Maximum	Annual Maximum
1	\$14.90	\$30,992.00	\$17.88	\$37,190.40	\$20.85	\$43,368.00
2	\$16.34	\$33,987.20	\$19.61	\$40,788.80	\$22.88	\$47,590.40
3	\$17.79	\$37,003.20	\$21.34	\$44,387.20	\$24.90	\$51,792.00
4	\$19.23	\$39,998.40	\$23.08	\$48,006.40	\$26.93	\$56,014.40
5	\$20.68	\$43,014.40	\$24.81	\$51,604.80	\$28.95	\$60,216.00
6	\$22.12	\$46,009.60	\$26.55	\$55,224.00	\$30.97	\$64,417.60
7	\$23.57	\$49,025.60	\$28.28	\$58,822.40	\$33.00	\$68,640.00
8	\$25.01	\$52,020.80	\$30.02	\$62,441.60	\$35.02	\$72,841.60
9	\$26.46	\$55,036.80	\$31.75	\$66,040.00	\$37.04	\$77,043.20
10	\$27.91	\$58,052.80	\$33.49	\$69,659.20	\$39.07	\$81,265.60
11	\$29.35	\$61,048.00	\$35.22	\$73,257.60	\$41.09	\$85,467.20
12	\$30.80	\$64,064.00	\$36.96	\$76,876.80	\$43.12	\$89,689.60
13	\$32.24	\$67,059.20	\$38.69	\$80,475.20	\$45.14	\$93,891.20
14	\$33.69	\$70,075.20	\$40.43	\$84,094.40	\$47.16	\$98,092.80
15	\$35.86	\$74,588.80	\$43.03	\$89,502.40	\$50.20	\$104,416.00
16	\$38.75	\$80,600.00	\$46.50	\$96,720.00	\$54.25	\$112,840.00
17	\$41.64	\$86,611.20	\$49.97	\$103,937.60	\$58.29	\$121,243.20
18	\$44.53	\$92,622.40	\$53.44	\$111,155.20	\$62.34	\$129,667.20
19	\$47.42	\$98,633.60	\$56.90	\$118,352.00	\$66.39	\$138,091.20
20	\$50.31	\$104,644.80	\$60.37	\$125,569.60	\$70.44	\$146,515.20
21	\$53.20	\$110,656.00	\$63.84	\$132,787.20	\$74.48	\$154,918.40
22	\$56.09	\$116,667.20	\$67.31	\$140,004.80	\$78.53	\$163,342.40
23	\$58.98	\$122,678.40	\$70.78	\$147,222.40	\$82.58	\$171,766.40
24	\$61.88	\$128,710.40	\$74.25	\$154,440.00	\$86.63	\$180,190.40
25	\$64.77	\$134,721.60	\$77.72	\$161,657.60	\$90.67	\$188,593.60
26	\$67.65	\$140,712.00	\$81.19	\$168,875.20	\$94.72	\$197,017.60
27	\$70.55	\$146,744.00	\$84.66	\$176,092.80	\$98.77	\$205,441.60
28	\$73.44	\$152,755.20	\$88.13	\$183,310.40	\$102.82	\$213,865.60
29	\$76.33	\$158,766.40	\$91.60	\$190,528.00	\$106.86	\$222,268.80
30	\$79.22	\$164,777.60	\$95.07	\$197,745.60	\$110.91	\$230,692.80










# County Council of Cuyahoga County, Ohio

## Ordinance No. O2022-0009

Sponsored by: <b>Cuyahoga County Executive</b>	<b>An Ordinance</b> providing for modifications to and adoption of, certain sections of the Cuyahoga County Employee Handbook; and declaring the necessity that this Ordinance become immediately effective.
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WHEREAS, the County Executive has reviewed the current Employee Handbook and, in consultation with the Cuyahoga County Department of Law, determined that various amendments are required; and

WHEREAS, pursuant to Section 9.01 of the County Charter it is County Council's authority to establish personnel policies by ordinance, and Council has previously approved prior versions of the County's Employee Handbook which is amended herein and may be amended in the future by Council; and

WHEREAS, it is necessary that this Ordinance become immediately effective in order that critical services provided by Cuyahoga County can continue and to provide for the usual, daily operation of a County entity.

**NOW, THEREFORE, BE IT ENACTED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**

**SECTION 1.** Adoption of Revised Employee Handbook: Council hereby adopts the amended sections of the County's Employee Handbook as set forth in Exhibit A attached hereto, to remain in full force and effect, to be applicable to all County employees under the authority of the County Council and the County Executive. The Department of Human Resources shall disseminate the amended handbook to all employees subject to the handbook, in accordance with the Department's usual method of dissemination.

**SECTION 2.** Policies applicable to bargaining employees shall be effective as permitted under state law and the Collective Bargaining Agreements.

**SECTION 3.** It is found and determined that all formal actions of this Council relating to the adoption of this Ordinance were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by \_\_\_\_\_, seconded by \_\_\_\_\_, the foregoing Ordinance was duly enacted.

Yeas:

Nays:

\_\_\_\_\_  
County Council President

\_\_\_\_\_  
Date

\_\_\_\_\_  
County Executive

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Date

First Reading/Referred to Committee:

Committee(s) Assigned:

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_



## EXHIBIT A

### **1.01 Profile of the County**

The County Executive is the chief executive officer of the county and, with the approval of the Council, appoints the heads of various agencies that carry out the functions of the County Executive. The County Executive has powers and duties of an administrative nature, including overseeing most personnel and collective bargaining matters, executing contracts, conveyances and indebtedness on behalf of the County, introducing ordinances and resolutions for Council's consideration and submitting tax and operating budgets, capital improvement plans, a five-year financial forecast for County operating funds and a related written message annually.

### **6.04 Pay, Direct Deposit of Pay and Payroll Deductions**

Employees are paid bi-weekly and must participate in the County's Direct Deposit program. A direct deposit entry must be completed as part of the employee's new hire process or when the employee experiences any changes to their applicable financial account(s). Any questions regarding direct deposit or deductions should be directed to Human Resources.

Human Resources publishes an annual payroll calendar that notes each pay day. The payroll calendar is available online or by contacting Human Resources.

Various payroll deductions will be taken out of each employee paycheck. These deductions fall into two (2) categories, mandatory and voluntary.

- ***Mandatory Deductions.*** Mandatory payroll deductions are mandated by statute. They include federal, state, city and school district taxes, OPERS contributions, support orders, Medicare, bankruptcy, garnishments and other applicable obligations.
- ***Voluntary Deductions.*** Voluntary payroll deductions are authorized by the employee. These include health, accident, disability and life insurance, charitable contributions, optional retirement plans, flexible spending accounts, credit union deductions, parking and transit costs and union dues.

Deductions can be pre-tax or post-tax depending on the nature of the deduction.

Employees should review their pay statements regularly for accuracy. Should an employee become aware of, a discrepancy, the employee should report the discrepancy to Human Resources as soon as it is discovered. An employee or former employee will be expected to repay any overpayment regardless of how or why it occurred. The period and method of repayment will be determined by the Director of Human Resources, taking into account the amount, the employee's ability to pay etc. If an employee terminates employment before an overpayment has been recovered, the County may deduct the outstanding amount from the employee's final paycheck, including from accrued vacation leave, sick leave, or compensatory

time that would be paid to the employee. The County reserves the right to recover funds through legal means when necessary.

### **6.05 Timekeeping**

The County must comply with applicable laws that require records to be maintained of the hours worked by employees. To ensure that accurate records are kept of an employee's work hours and that employees are paid in a timely manner, employees and their supervisor are required to maintain accurate time and attendance records. Attendance or use of leave should be recorded in the County's timekeeping system daily. Employees must enter their time into the timekeeping system at the time they start their work period, and again at the time they end their work period, and not at some other time during their shift. Employees should not record non-worked time such as, but not limited to, arriving unnecessarily early and waiting for their shift to begin or a delayed exit from the workplace that is unrelated to work duties. Employees should not enter time on behalf of another employee with the exception of a supervisor or payroll employee entering time for an employee who is unable to do so. Employees who fail to record their attendance or use of leave in the County's timekeeping system may be subject to disciplinary action up to and including termination.

After reviewing and resolving any discrepancies, the supervisor (or department designee) must authorize the number of hours worked or on leave in the County's timekeeping system weekly. Supervisors (or department designees) who fail to review employee time entries, resolve any discrepancies, and authorize the number of hours worked or on leave in the County's timekeeping system may be subject to disciplinary action up to and including termination.

All employees are expected to provide accurate information regarding time and attendance. Falsification is an act of misconduct and considered a violation of the County's policy and procedural guideline and may be subject to disciplinary action up to and including termination.

### **6.12 End of Employment**

#### **Final Paycheck**

Upon separation of employment, compensation for accrued vacation leave and compensatory time will be included in the last paycheck or may be included in a separate check (provided that all County property i.e. laptop, keys, have been returned and all debts to the County, including from tuition reimbursement and other programs, have been satisfied). There is no compensation for unused sick leave except upon retirement. An employee with ten (10) or more years of service may receive payment for one-fourth (1/4) the value of accrued, unused sick leave, not to exceed 240 hours (30 days).

## **7.04 Attendance**

### **Occurrences**

An occurrence is defined as an unauthorized absence, two (2) tardies, two (2) early departures, two (2) excessive breaks, or two (2) missed time clock punch-ins/outs. The total number of days or partial days that an employee is unavailable for work due to unauthorized absence are considered when applying discipline, as outlined in the table below.

### **Unauthorized Absences**

An absence is deemed unauthorized when an absence of more than one hour is not covered by an approved leave (e.g., sick, FMLA, vacation, compensatory or exchange time).

Employees will be docked pay for all hours missed due to unauthorized absences.

### **Tardy Arrivals, Early Departures, Excessive Breaks**

An employee is tardy when the following occurs involving periods of one hour or less:

- failure to report to work on time, as scheduled
- failure to remain at work, as scheduled
- taking an extended meal or break period without prior approval

### **Absence Without Leave (AWOL)**

Employees who are absent for three (3) or more consecutively scheduled workdays without prior notification to their supervisor will be AWOL and may be subject to removal. Supervisors should immediately consult with Human Resources if this situation occurs. A single day of no call/no show is subject to corrective action based on the circumstances of each individual case.

### **Progressive Discipline for Attendance**

An occurrence is documented as a tardy and/or missed time clock punch-in/out. Supervisors and department management staff are responsible for tracking accumulated occurrences and for initiating the discipline process in consultation with Human Resources to ensure consistent application of discipline across the organization.

The following table is a guideline for discipline based on the total number of occurrences. Occurrences will be considered active for discipline purposes using a rolling twelve (12) month period. Occurrences will not be issued for absences that are protected under FMLA, ADA, Workers' Compensation, or legal proceedings leave.

<b>Definition of an Occurrence</b>	<b>Occurrences</b>	<b>Disciplinary Action</b>
<b>One occurrence is equal to any of the following:</b> <ul style="list-style-type: none"><li>▪ 2 tardies</li><li>▪ 2 early departures</li><li>▪ 2 excessive breaks</li><li>▪ 2 missed clock punch-in/outs</li></ul>	2	Verbal reprimand
	3	Written reprimand
	5	1-day suspension
	7	3-day suspension
	9	Termination

▪ 1 full or partial day unauthorized absence		
▪ Day of no call/no show (i.e., without prior notice)	1	1-day suspension
	2	3-day suspension
	3	Termination
▪ AWOL (3 or more consecutive days of no call/no show)	1	Employee subject to removal as a job abandonment

If an employee accumulates several occurrences within a single pay period, the employee may be advanced to the level of discipline called for in these guidelines even if the employee has no prior discipline. For example, an employee with no prior discipline who accumulates five (5) occurrences in a pay period will be issued a one (1) day suspension.

This procedural guideline will be administered in conjunction with the timelines contained in this handbook and the County's CBAs for the expiration of active discipline. For example, if the timeline for the expiration of active discipline is twenty-four (24) months, a verbal reprimand issued under this procedural guideline will remain active for twenty-four (24) months and will be used as the basis of future discipline. If the discipline immediately prior to the one being assessed was less than twenty-four (24) months ago, the next discipline assessed will progress based on that prior discipline, unless the guidelines recommend discipline that is more severe. Examples: 1) If an employee has an active one (1) day suspension for missed clock punch-in/out and then is charged with two occurrences of tardiness, the employee will receive a three (3) day suspension. 2) If a three (3) day suspension has been imposed pursuant to this guideline and remains active, the next discipline will be termination.

### **7.07 Progressive Discipline**

The County in general subscribes to a policy of progressive discipline. Unclassified employees serve at the pleasure of the Appointing Authority and can be removed from their position at any time, without application of progressive discipline.

Progressive discipline is not intended to be punitive. The goal of progressive discipline is to help the employee recognize and correct unacceptable behavior before it becomes serious enough, or frequent enough, to warrant termination of employment. Certain offenses and misconduct may be severe enough to warrant immediate placement on administrative leave which may lead to removal from employment without applying progressive discipline. These include, but are not limited to the following examples: egregious or willful neglect of assigned duties or failure to supervise; disregarding safety or security regulations; destruction of County property; falsification of records; dishonesty in application for benefits; unauthorized time entries; soliciting or accepting a bribe; assault; fighting; theft; egregious sexual harassment; egregious hostile, intimidating or offensive work environment; unauthorized possession of dangerous items or weapons; use, possession, or distribution of alcohol or illicit drugs; refusal or failure to submit to mandatory alcohol or drug testing; failing or tampering with an alcohol or drug test; committing a felony; a felony conviction; absence without leave (AWOL) as defined by the attendance policy.

### Application

When progressive discipline is applied, the County shall examine the totality of the employee's current disciplinary record, including, but not limited to, attendance and tardiness discipline that remains active.

### Procedure

Supervisors and managers are responsible for exercising independent judgement to identify and recommend the need for discipline.

When a management representative recommends discipline, they shall consult with Human Resources for guidance and to ensure consistency across the organization. Prior to recommending discipline, supervisors must have investigated and obtained documentation of the alleged conduct.

After a supervisor has recommended discipline, the role of Human Resources is to provide guidance on the level of discipline to be imposed. If the facts of the case may justify a suspension, demotion, or removal, the management representative will complete a request for Pre-Disciplinary Conference (PDC).

The purpose of the PDC is to provide the employee with a final opportunity to present their side of the case and to provide any additional information or documentation that the employee desires to be considered. Human Resources will coordinate the PDC and will provide written notice to the employee and supervisor regarding the date, time, and location of the PDC. Employees shall be provided with the option of waiving the PDC. Employees shall have the right to take an audio or video recording of their PDC.

Depending on the nature of the discipline that is ultimately issued, employees will be notified of discipline by their supervisor or Human Resources.

All disciplinary actions that are imposed shall be filed with Human Resources. Disciplinary actions will remain active for two (2) years for purposes of progressive discipline. The two (2) year period shall be measured backward from the date of the subsequent offense to the date the prior discipline was imposed.

### Levels of Disciplinary Action

The County reserves the right to skip one or more levels of progressive discipline depending on the circumstances and/or severity of the offense.

- **Verbal Reprimand:** A verbal reprimand is an articulation of the problem by the supervisor to the employee. A verbal reprimand shall note the date and nature of the problem, as well as specifically state the employee is receiving a verbal reprimand.
- **Written Reprimand:** A written reprimand is formal, written notice by the supervisor to the employee that their conduct is inappropriate, what actions are necessary to correct the misconduct, and the consequences of continued misconduct.

- **Working Suspension:** A working suspension results when an employee is required to report to work to serve a suspension. An employee serving a working suspension shall be compensated at their regular rate of pay for hours worked. The working suspension shall be recorded in the employee's personnel file and has the same effect as a suspension for the purposes of progressive discipline.
- **Suspension:** A suspension is a forced, unpaid leave of absence from employment for one (1) or more days.
- **Demotion:** A demotion is a forced transfer of the employee from one classification or job to another classification or job in a lower pay grade.
- **Removal:** A removal is a forced separation of employment.

A record of any disciplinary action must be made using a form prescribed by Human Resources and will be placed in the employee's personnel file.

At the sole discretion of the Director of Human Resources or designee, an employee may be temporarily placed on paid administrative leave. This may be necessary because the employee's actions indicate that remaining on the job or returning to the job may be detrimental to the employee, co-workers, customers or the County. Employees who are placed on paid administrative leave shall be prepared to return to work each day and may be subject to other requirements determined by Human Resources.

#### Prohibited Conduct

The County considers the following to be a non-exhaustive list of unsatisfactory conduct that may be considered grounds for progressive disciplinary action or removal without progressive discipline when appropriate:

- Absence from duty without reasonable cause
- Absence without leave
- Being away from assigned work area without permission of supervisor
- Conduct that might endanger the safety of others
- Conduct unbecoming an employee of the County
- Creating a hostile, intimidating or offensive work environment based upon a protected characteristic
- Excessive absenteeism
- Excessive tardiness
- Failure to comply with safety regulations, procedures and/or guidelines
- Failure to cooperate in a workplace investigation
- Failure to follow call in procedures
- Failure to follow the orders of a supervisor
- Failure to properly report work status
- Failure to report known safety hazards
- Failure to wear required safety equipment

- Falsification
- Fighting
- Harassment, discrimination or retaliation against another
- Insubordination
- Intimidation or threats
- Misfeasance, malfeasance or nonfeasance
- Neglect of duty
- Offensive language or conduct toward another
- Poor job performance
- Possession of weapons on County premises without authorization
- Reckless operation and/or misuse of County vehicles and equipment
- Reporting for or being on duty in an unfit condition to work
- Reporting to work under the influence of alcohol and/or drugs
- Sleeping while on duty
- Theft
- Use of or possession of alcohol and/or drugs on County property
- Destruction of County property
- Violation of policies, procedures, rules, regulations, or guidelines...

#### Evaluation of Inappropriate Conduct

All inappropriate conduct shall be evaluated on a case by case basis, considering the following factors:

- Level of disruption to County business.
- Level of harm to the County's interests.
- Level of damage to the public's trust and confidence in Cuyahoga County government.
- The employee's position and the degree of responsibility inherent in that position (i.e., supervisory vs. non-supervisory positions). Employees who occupy a supervisory or management position are held to a higher standard of conduct commensurate with the level of leadership required of them.
- Whether the employee's conduct is part of a continuing problem.
- Whether the employee's conduct put a co-worker, vendor or customer's safety and/or security at risk.
- Whether the employee's truthfulness brought into question because of his or her conduct.
- Whether there are extenuating or mitigating circumstances.

#### Appeals

The Cuyahoga County Charter provides classified non-bargaining employees an appeals process for certain disciplinary action through the Personnel Review Commission (PRC). Details are available on the website of the PRC. Bargaining employees should review their CBA regarding appeals.

## **9.07 Exempt Employees: Exchange/Straight Time**

### **Exchange Time**

Exempt employees can earn exchange time (a form of paid leave) when they work more than forty (40) hours in a workweek, or work on a County holiday provided the following:

- there is a compelling reason for the exempt employee to be required to work beyond normal working hours –working beyond regular work hours to finish up normal assignments does not qualify.
- there is a “meeting of the minds” between the exempt employee and the supervisor - the employee must either be authorized or required by the supervisor to work the extra time.

Supervisors have discretion to make judgements regarding the application of the above criteria but are expected to do so in a way that supports the operations of the County without adversely affecting long-term staffing needs.

Usage of paid leave (i.e., sick, vacation, exchange time, etc.), does not count towards the forty (40) hours work requirement. However, paid time off on County recognized holidays does count.

Exchange time earned in lieu of holiday premium pay is not subject to the forty (40) hour requirement.

Exchange time hours must be designated as exchange time in the County’s payroll system. The County will not recognize exchange time beyond an accrual of 40 hours except as otherwise set forth below.

An employee who has requested paid leave using exchange time shall be permitted to use it within a reasonable time after the request, so long as it does not unduly disrupt their department’s operations. However, there is no guarantee that exchange time can be used if it is not possible to accommodate its usage within a six (6) months of the time that the exchange time is accrued.

Exchange time not used within six (6) months of accrual shall expire. If a critical or extraordinary operational need exists, the Director of Human Resources may authorize an employee to accrue up to two hundred (200) hours of exchange time and may extend the expiration timeframe up to one (1) year. At no time shall exchange time be paid out to the employee.

## **11.01 Paid Vacation Leave**

To receive service credit, employees must provide Human Resources with a signed letter from the former employer(s), on each employer’s letterhead, with qualifying start and end dates of employment, number of days worked if any of the service was less than a full year, number of hours worked if any of the service was less than full-time, and verification of any unused



accumulated sick leave. Employees must provide the required documentation within sixty (60) days of their date of hire. Forms received after sixty (60) days will be accepted; however, any service accrual granted will start from the beginning of the pay period in which the form is received. An employee who has retired in accordance with the provisions of any retirement plan offered by the State of Ohio shall not have prior service that was completed prior to retirement considered for the purpose of computing vacation leave.

### **11.02 Paid Holidays**

Eligible employees who are not required to work on a County-recognized holiday that falls on their regularly scheduled workday and are in a paid status on the regular workday immediately preceding and following a holiday are entitled to ~~holiday~~ regular pay for their regularly scheduled work hours. Employees who are in an unpaid status on the regular workday immediately preceding or following the holiday are not eligible for holiday pay. If the employee's work schedule is other than Monday through Friday, and the holiday falls on the employee's day off, the employee is entitled to a floating day off, to be used within ninety (90) calendar days and with prior approval.

An employee in a non-exempt position who is required to work on a County holiday shall be entitled to regular pay in addition to holiday premium pay at one and one-half (1.5) times for each hour worked. Exempt employees who are required to work on a County holiday will receive regular pay in addition to holiday premium pay at their regular rates for each hour worked, or exchange time. Normally, the County will credit the employee with exchange time. A department director may request, based on compelling or extraordinary operational needs, that the Director of Human Resources approve holiday premium pay for an employee or group of employees in lieu of exchange time, subject to the conditions in Section 9.07 of this handbook.

### **11.03 Paid Sick Leave**

#### *Sick Leave Credit*

Employees who have a balance of sick leave earned while employed by another political subdivision of the State of Ohio within the past ten (10) years may have the unused sick leave balance credited to their current sick leave balance with the County. To receive sick leave balance credit, employees must provide Human Resources with a signed letter from the most recent qualifying former employer, on the employer's letterhead, with qualifying start and end dates of employment and verification of any unused accumulated sick leave. An employee who has retired in accordance with the provisions of any retirement plan offered by the State of Ohio shall not have sick leave balance that was accrued prior to that retirement credited to their County sick leave balance.

### **11.04 Paid Bereavement Leave**

All full-time employees who experience the loss of a spouse, mother, father, step-parent, child, step-child, or persons to whom they stand in loco parentis or who stood in loco parentis to them, will be granted up to five (5) days of paid bereavement leave.

Full-time employees are entitled to up to three (3) days of paid bereavement leave for the loss of a brother, sister, half-brother, half-sister, step-brother, step-sister, mother-in-law, father-in-law, brother-in-law, sister-in-law, son-in-law, daughter-in-law, grandparent, grandchild, uncle, aunt; or any relative residing with the employee (proof of residency required).

### **11.07 Family Medical Leave**

The Family and Medical Leave Act (FMLA) and its amendments provide employees with the right to take job-protected unpaid time off for various identified reasons.

Employees with at least one (1) year of service who have worked at least 1,250 hours in the previous year are eligible, and can request up to twelve (12) workweeks (480 hours) of Family Medical Leave (FML), during a 12-month period, for one of the following reasons:

- For incapacity due to pregnancy, prenatal medical care or childbirth
- The birth or placement of a child for adoption or foster care
- To care for an immediate family member (as defined by this procedure to only include spouse, child or parent) with a serious health condition
- To take medical leave when employees are unable to work because of their own serious health condition

Employees may take up to twelve (12) weeks of approved leave within a twelve (12) month period. During the twelve (12) month period measured backward from the commencement date of FML, the employee must have worked 1,250 hours. If two married employees both work for the County and each wants to take leave for the birth of a child, adoption or placement with the employee of a child in foster care, or to care for a parent with a serious health condition, the employees may take only a combined total of twelve (12) weeks of leave...

#### **Status and Benefits While on FML**

While on paid FML, the County will continue employees' benefit coverage at the same level and under the same conditions as if they had continued to work. All available paid leave must be used and charged against the employee's FML before unpaid FML will be initiated. The employee's accrued time must be used in the following order: Sick, Vacation, Compensatory/Exchange. Sick and vacation leave will accrue during the employee's paid FML as it normally would. Available time accrued during paid FML must be used in the same order as above. All usual payroll deductions will be taken during the employee's paid FML.

#### **Leave Donation**

Any eligible employee may donate accrued sick or vacation leave to a fellow employee who has a serious health condition as defined under the FMLA and is in critical need of time off due to the condition. Donation of leave time is strictly voluntary. FML leave will run concurrently with the donated leave time.

An employee may receive donated leave provided that the employee:

- is first approved for FML leave that removes them from the workplace for fifteen (15) consecutive workdays for their own serious health condition. Donated leave may be applied retroactively to whenever the donee exhausts his or her paid leave balance. Employees on intermittent FML leave do not qualify to participate in the program. Any unused donated leave will be returned to the donating employee
- has exhausted all sick leave, vacation leave and compensatory/exchange time
- has not had any discipline for attendance within the previous year...

### **12.02 Recording of Conversations Voice and Video**

The County has established the following guidelines for the recording of voice or video concerning County business. This policy shall not apply to public meetings or any other meeting or forum involving the discussion of County business that is open to members of the public, including, but not limited to, public hearings. Any violation of this policy could result in disciplinary action as well as exclusion of the recording from consideration as evidence in proceedings such as workplace investigations, administrative appeals, and grievance arbitrations.

County employees shall not record any voice or video involving the discussion of County business unless at least one of the following applies:

- The Director of Law or designee authorizes in writing an employee to record such voice or video;
- In the case of an in-person meeting, all parties first consent in writing;
- In the case of a virtual meeting, training or presentation (“virtual activity”), recording is only permitted using the recording function available through the virtual activity’s host platform; only the County host in charge of the meeting is permitted to initiate and end recording; an employee participant is responsible for determining whether the virtual activity is being recorded; and an employee’s participation in the virtual activity constitutes acknowledgement that the virtual activity is being recorded; or
- The department director, with the approval of the Director of Law, authorizes recording as a standard course of business in the interest of the public (e.g., telephone calls to the 696-KIDS hotline, 911 calls, and calls to-and-from inmates).

### **12.07 Electronic Equipment and Communications Policy**

The County’s Electronic Equipment and Communications Policy defines the acceptable use of electronic equipment and the responsibilities of all users. Employees may access the Electronic Equipment and Communications Policy electronically or may request a copy from Human Resources

### **12.08 Travel Policy**

Employees may access the County's Travel Policy electronically or may request a copy from Human Resources.

Employees are expected to know and comply with the Travel Policy. Employees may be subject to disciplinary action for failure to comply with this policy.