



**AGENDA**  
**CUYAHOGA COUNTY EDUCATION, ENVIRONMENT & SUSTAINABILITY**  
**COMMITTEE MEETING**  
**WEDNESDAY, NOVEMBER 22, 2023**  
**CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS**  
**C. ELLEN CONNALLY COUNCIL CHAMBERS – 4<sup>TH</sup> FLOOR**  
**3:00 PM**

**Committee Members:**

**Sunny M. Simon, Chair – District 11**

**Cheryl L. Stephens, Vice Chair – District 10**

**Pernel Jones, Jr. – District 8**

**Jack H. Schron, Jr. – District 6**

**Yvonne M. Conwell – District 7**

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PUBLIC COMMENT**
- 4. APPROVAL OF MINUTES FROM THE NOVEMBER 1, 2023 MEETING [See page 6]**
- 5. MATTERS REFERRED TO COMMITTEE**
  - a) R2023-0312: A Resolution awarding a total sum, not to exceed \$10,000, to the Waterloo Alley Cat Project for the care of abandoned and feral cats from the District 11 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective. [See page 9]
  - b) R2023-0323: A Resolution making an award on RQ11017/Event 3632 to 21C LLC, d.b.a. Compass Energy Platform (“Compass”) for consulting and management services for the Cuyahoga County electric utility and microgrid, for a period of 10 years; authorizing the County Executive to

execute the Energy Consulting and Management Agreement with Compass and certain other documents; and declaring the necessity that this Resolution become immediately effective. [See page 17]

- c) R2023-0327: A Resolution authorizing an amendment to a Master Contract with various providers for the Comprehensive Case Management Employment Program- Employment, Education and Training Services for Young Adults for the period 4/1/2022 – 12/31/2023, to extend the time period to 10/31/2024, to change the terms, effective 1/1/2024, and for additional funds in the total amount not-to-exceed \$5,979,175.95; authorizing the County Executive to amend Contracts Nos. 2389 and 2390 and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective: [See page 31]
- 1) Contract No. 2389 with Verge, Inc. in the amount not-to-exceed \$753,856.95.
  - 2) Contract No. 2390 with Youth Opportunities Unlimited in the amount not-to-exceed \$5,225,319.00.
- d) R2023-0328: A Resolution authorizing amendments to contracts with various providers for the Ohio Works First Program for the period 1/1/2023 – 12/31/2023 to extend the time period to 12/31/2024, to change the terms, effective 1/1/2024 and for additional funds in the total amount not-to-exceed \$6,686,146.75; authorizing the County Executive to execute Contract Nos. 3437 & 3438 and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective: [See page 45]
- 1) Contract No. 3437 (fka Contract No. 2840) with Maximus Human Services Inc. for additional funds in the amount not-to-exceed \$2,823,646.75.
  - 2) Contract No. 3438 (fka Contract No. 2841) with The Centers for Families and Children for additional funds in the amount not-to-exceed \$3,862,500.00.
- e) R2023-0338: A Resolution authorizing an amendment to a Master Contract with various providers for School/Community-based Closing the Achievement Gap services for the period 1/1/2022 – 12/31/2023 to extend the time period to 12/31/2024, to change the terms, effective 1/1/2024, and for additional funds in the amount not-to-exceed \$1,075,377.00; 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 62]

- 1) Contract No. 2227 with East Cleveland City School District in the amount not-to-exceed \$120,680.00.
  - 2) Contract No. 2268 with Bedford City School District in the amount not-to-exceed \$120,680.00.
  - 3) Contract No. 2269 with Cleveland Municipal City School District in the amount not-to-exceed \$351,297.00.
  - 4) Contract No. 2270 with Cleveland Heights – University Heights City School District in the amount not-to-exceed \$120,680.00.
  - 5) Contract No. 2271 with Maple Heights City School District in the amount not-to-exceed \$120,680.00.
  - 6) Contract No. 2272 with Warrensville Heights City School District in the amount not-to-exceed \$120,680.00.
  - 7) Contract No. 2273 with Garfield Heights City School District in the amount not-to-exceed \$120,680.00.
- f) R2023-0339: A Resolution authorizing a contract with Educational Service Center of Northeast Ohio in the amount not-to-exceed \$654,000.00 for programming and fiscal agent services for the Families and Schools Together (FAST) Program for the period 1/1/2024 - 12/31/2025; authorizing the County Executive to execute Contract No. 3839 and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.[See page 85]
- g) R2023-0340: A Resolution authorizing an amendment to Agreement No. 1876 with Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County for fiscal agent and program administration services for the Early Childhood Mental Health Program in connection with the Invest in Children Program for the period 1/1/2022 – 12/31/2023 to extend the time period to 12/31/2024, to change the terms and expand the scope of services effective 1/1/2024, and for additional funds in the amount not-to-exceed \$700,000.00; and

declaring the necessity that this Resolution become immediately effective. [See page 95]

- h) R2023-0341: A Resolution authorizing an amendment to Contract No. 3266 (fka Contract No. 1917) with Child Care Resource Center of Cuyahoga County dba Starting Point for the Special Needs Child Care Program for the period 1/1/2022 - 12/31/2023 to extend the time period to 12/31/2024, to change the terms effective 1/1/2024, and for additional funds in the amount not-to-exceed \$1,899,281.78; 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 105]
- i) R2023-0342: A Resolution authorizing a Contract with Child Care Resource Center of Cuyahoga County dba Starting Point in an amount not-to-exceed \$1,700,816.02 for implementation and management of the Child Care Access and Quality Expansion Program for Invest in Children for the period 1/1/2024 - 12/31/2025; authorizing the County Executive to execute Contract No. 3687 and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective. [See page 116]
- j) R2023-0343: A Resolution authorizing a Contract with Child Care Resource Center of Cuyahoga County dba Starting Point in the amount not-to-exceed \$2,433,569.42 for management and administration of the Family Child Care Home Professional Development System for the period 1/1/2024 – 12/31/2025; authorizing the County Executive to execute Contract No. 3688 and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective. [See page 126]
- k) R2023-0344: A Resolution authorizing a contract with Family Connections of Northeast Ohio in the amount not-to-exceed \$1,028,000.00 for program administration and direct services for the Supporting Partnerships to Assure Ready Kids (SPARK) Program for Invest in Children for the period 1/1/2024 – 12/31/2025; authorizing the County Executive to execute Contract No. 3877 and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective. [See page 136]

## 6. DISCUSSION

- a) Environmental Phase II Study of Eddy/Kirby Road Site



**7. MISCELLANEOUS BUSINESS**

**8. ADJOURNMENT**

*\*Complimentary parking for the public is available in the attached garage at 900 Prospect. A skywalk extends from the garage to provide additional entry to the 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 EDUCATION, ENVIRONMENT & SUSTAINABILITY  
COMMITTEE MEETING  
WEDNESDAY, NOVEMBER 1, 2023  
CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS  
C. ELLEN CONNALLY COUNCIL CHAMBERS – 4<sup>TH</sup> FLOOR  
3:00 PM

### 1. CALL TO ORDER

**Chairwoman Simon called the meeting to order at 3:03 p.m.**

### 2. ROLL CALL

**Ms. Simon asked Deputy Clerk Carter to call the roll. Committee members Simon, Schron and Conwell were in attendance and a quorum was determined. Committee member Jones entered the meeting after the roll call was taken. Committee member Stephens was absent from the meeting.**

### 3. PUBLIC COMMENT

**There were no public comments given.**

### 4. APPROVAL OF MINUTES FROM THE OCTOBER 4, 2023 MEETING

**A motion was made by Ms. Conwell, seconded by Mr. Schron and approved by unanimous vote to approve the minutes from the October 4, 2023 meeting.**

### 5. MATTERS REFERRED TO COMMITTEE

- a) R2023-0300: A Resolution awarding a total sum, not to exceed \$10,000, to Music Through the Streets for the Battle of the Bands from the District 9 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.

**Mr. Donshon Wilson, Founder & Executive Director of Music Through the Streets, addressed the Committee regarding Resolution No. R2023-0300. Discussion ensued.**

**Committee members asked questions of Mr. Wilson pertaining to the item, which he answered accordingly.**

**On a motion by Ms. Simon with a second by Mr. Schron, Resolution No. R2023-0300 was considered and approved by unanimous vote to be referred to the full Council agenda for second reading.**

**Mr. Jones requested to have his name added as a co-sponsor to the legislation.**

- b) R2023-0301: A Resolution awarding a total sum, not to exceed \$10,000, to the Joseph Legacy d.b.a. Momentous Mentoring for the Momentous Mentoring Museum and HBCU College Tour from the District 9 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.

**Ms. Cynthia Wilson, Founder and CEO of Momentous Mentoring, addressed the Committee regarding Resolution No. R2023-0301. Discussion ensued.**

**Committee members asked questions of Ms. Wilson pertaining to the item, which she answered accordingly.**

**On a motion by Ms. Simon with a second by Mr. Schron, Resolution No. R2023-0301 was considered and approved by unanimous vote to be referred to the full Council agenda for second reading.**

- c) R2023-0310: A Resolution authorizing an amendment to Contract No. 3057 (fka Contract No. 2017) with Child Care Resource Center of Cuyahoga County dba Starting Point for Out-of-School Time services for youth for the period 1/1/2022 – 12/31/2023 to extend the time period to 12/31/2024, to change the terms effective 1/1/2024, and for additional funds in the amount not-to-exceed \$1,650,000.00; 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.

**Ms. Kathleen Stewart, Deputy Director of Family and Children First Council, addressed the Committee regarding Resolution No. R2023-0310. Discussion ensued.**

**Committee members asked questions of Ms. Stewart pertaining to the item, which she answered accordingly.**

6. MISCELLANEOUS BUSINESS

**There was no miscellaneous business.**

7. ADJOURNMENT

**With no further business to discuss, Chairwoman Simon adjourned the meeting at 3:34 p.m., without objection.**

# County Council of Cuyahoga County, Ohio

## Resolution No. R2023-0312

Sponsored by: <b>Councilmember Simon</b>	<b>A Resolution</b> awarding a total sum, not to exceed \$10,000, to the Waterloo Alley Cat Project for the care of abandoned and feral cats 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 \$10,000 to the Waterloo Alley Cat Project for the care of abandoned and feral cats; and

**WHEREAS**, the Waterloo Alley Cat Project estimates the total cost of the project is \$40,000; and

**WHEREAS**, the Waterloo Alley Cat Project indicates the other funding source(s) for this project includes:

- A. \$10,000 from Casino Funding;
- B. \$20,000 from fundraising
- C. \$5,000 from individual donations; and

**WHEREAS**, the Waterloo Alley Cat Project is estimating the start date of the project will be January 2024 and the project will be completed by December 2024; and

**WHEREAS**, the Waterloo Alley Cat Project requested \$5,000 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 \$10,000 to the Waterloo Alley Cat Project to ensure this project is completed; and

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

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

**SECTION 1.** That the Cuyahoga County Council hereby awards a not-to-exceed amount of \$10,000 to the Waterloo Alley Cat Project from the General Fund made available by the American Rescue Plan Act revenue replacement provision for the care of abandoned and feral cats.

**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

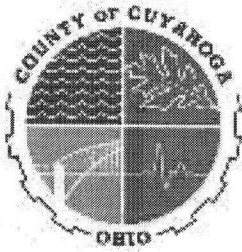
\_\_\_\_\_  
Date

First Reading/Referred to Committee: November 14, 2023

Committee(s) Assigned: Education, Environment & Sustainability

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.):**

Waterloo Alley Cat Project (non-profit)

**Address of Requesting Entity:**

P.O. Box 19246  
Cleveland, OH 44119

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

11

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

16001 Waterloo Road  
Cleveland, OH 44110

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

10

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

Deborah Gulyas

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

**Email:**

feralcatproject@hotmail.com

**Phone:**

216-287-1632

**Federal IRS Tax Exempt No.:**

61-1849310

**Date:**

October 28, 2023



## 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 Waterloo Alley Cat Project (WACP) is an all-volunteer 15-year-old community service organization that cares for the abandoned and feral cats that live in the historic arts and retail district around Waterloo Road in the North Collinwood district. WACP implemented the humane method of trap-neuter-release in November 2009 to reduce the number of unsterilized cats that were multiplying and suffering in search of food and shelter. To date, WACP has spayed and neutered over 800 cats and are currently managing 3 healthy outdoor and indoor cat colonies by feeding, providing shelter, veterinary care and facilitating adoptions. We care for approximately 50 cats daily and work hard to keep the number of free roaming cats in our neighborhood on the decline. Our project helps the community visually, environmentally and brings people together of all ages who want to help the community as well as the cats.

**Project Start Date: January 2024**

**Project End Date: December 2024**

## **IMPACT OF PROJECT:**

**Who will be served:**

**Residents, business owners and visitors to the Waterloo Arts and Business District**

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

**Everyone who lives, works or visit our target area from E. 152<sup>nd</sup> St. to E. 156<sup>th</sup> St including side streets off Waterloo Road.**

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

**Yes. We help residents who cannot afford veterinary care for their cats. We've also found homes for unwanted cat and kittens when people cannot afford surrender fees charged at a shelter.**

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

**The Waterloo Alley Cat Project members live and work in the neighborhood and are very involved in the community. We've teamed up with local businesses and non-profits to hold fundraising events. We are currently working with a neighbor who asked for our help in starting a neighborhood watch group.**

**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 overpopulation of stray and feral cats in the community poses a public nuisance and can upset the ecological balance in the neighborhood. Also, the sight of free roaming cats and kittens can leave the unwanted impression of an uncaring community.**

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

**We hope to be an inspiration to other communities or individuals who are dealing with an overpopulation of cats and kittens.**

**FINANCIAL INFORMATION:**

**Total Budget of Project:**

**\$40,000**

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

**\$10,000 Casino Funding**

**\$20,000 fundraising**

**\$ 5,000 individual donations**

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

**\$5,000**

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

**Fundraisers and individual donors.**

**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.

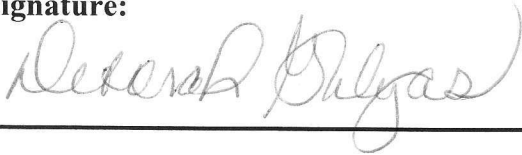
I understand that any willful misrepresentation on this application or on any of the attachments thereto could result in a fine and/or imprisonment under relevant local, state, and/or federal laws or guidelines.

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:**

**Deborah Gulyas**

**Signature:**



**Date:**

**October 28, 2023**

**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. R2023-0323

<p>Sponsored by: <b>County Executive Ronayne/Department of Public Works/Division of Public Utilities</b></p>	<p><b>A Resolution</b> making an award on RQ11017/Event 3632 to 21C LLC, d.b.a. Compass Energy Platform (“Compass”) for consulting and management services for the Cuyahoga County electric utility and microgrid, for a period of 10 years; authorizing the County Executive to execute the Energy Consulting and Management Agreement with Compass and certain other documents; and declaring the necessity that this Resolution become immediately effective.</p>
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**WHEREAS**, the County is authorized under the Ohio Constitution, Ordinance No. O2021-003, passed by this Council on September 14, 2021, and Section 202.04 of the Cuyahoga County Code, to own and operate a municipal electric system and microgrid that supplies, transmits, and distributes electricity and provides related services to residential, commercial, and industrial customers within the County (the “County Utility”); and

**WHEREAS**, through operation of its electric utility and microgrid the County desires to spur economic development, achieve its Climate Change Action Plan, boost electric resiliency, and advance equity; and

**WHEREAS**, the County Executive/Department of Public Works/Division of Public Utilities recommends an award on RQ11017/Event 3632 to 21C LLC, d.b.a. Compass Energy Platform (“Compass”), for consulting and management services for the Cuyahoga County electric utility and microgrid, effective upon contract signature of all parties, for a period of 10 years; and

**WHEREAS**, the consulting and management services are to assist the County with the development and build-out of the County Utility, to obtain private financing for the County Utility to develop microgrid and distributed energy resources (“DER”) projects, to develop generation resources and renewable and resilient energy projects, including microgrids and DER projects, and to operate and manage the County Utility; 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 RQ11017/Event 3632 to 21C LLC, d.b.a. Compass Energy Platform (“Compass”) for consulting and management services for the Cuyahoga County electric utility and microgrid, effective upon contract signature of all parties, for a period of 10 years.

**SECTION 2.** That the County Executive is authorized to execute the Energy Consulting and Management Agreement with Compass, currently on file with the Clerk of Council, and any other documents specifically set forth therein that do not require Council’s additional approval under prior legislation of Council; provided that no County funds are appropriated by this resolution to said agreement or such other documents.

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

**SECTION 4.** It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

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

Yeas:

Nays:

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

First Reading/Referred to Committee: November 14, 2023

Committee(s) Assigned: Education, Environment & Sustainability

Journal \_\_\_\_\_

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

**PURCHASE-RELATED TRANSACTIONS**

<b>Title</b>	Energy Consulting and Management Services for County Microgrid Utility
<b>Department or Agency Name</b>	Departments of Sustainability and Public Works
<b>Requested Action</b>	<input checked="" type="checkbox"/> Contract <input type="checkbox"/> Agreement <input type="checkbox"/> Lease <input type="checkbox"/> Amendment <input checked="" type="checkbox"/> Revenue Generating <input type="checkbox"/> Purchase Order <input type="checkbox"/> Other (please specify):

Original (O)/ Amendment (A-# )	Contract No. (If PO, list PO#)	Vendor Name	Time Period	Amount	Date BOC Approved/ Council's Journal Date	Approval No.
O	3889	21C LLC d/b/a Compass Energy Platform	Effective Date - 10 Years	\$0.00	Pending	Pending

**Service/Item Description (include quantity if applicable). Indicate whether  New or  Existing service or purchase.**  
 This is a 10-year contract to work with Compass Energy Platform to develop operational parameters of the County Microgrid Utility as well as to assist with financing and developing three (3) initial projects in Euclid, Brooklyn, and in the Aerozone Alliance footprint. The anticipated start-completion dates are upon signature and will continue over a 10-year period with check points built into the contract for review of services, performance, and goals.

**For purchases of furniture, computers, vehicles:  Additional    Replacement**  
**Age of items being replaced: \_\_\_\_\_ How will replaced items be disposed of? \_\_\_\_\_**

**Project Goals, Outcomes or Purpose (list 3):**

1. Help Cuyahoga County start up utility operations and create initial microgrid districts in Euclid, Brooklyn and the Aerozone region of Cuyahoga County, among other communities. This work will include the development of financial and commercial models, conceptual engineering, and financing approaches for each project.
2. Collaborate with Cuyahoga County on the development of tariffs and power purchase agreements (PPAs) for utility off-takers.
3. Assist Cuyahoga County with federal grant applications and other funding opportunities.
4. Undertake initial feasibility design work for new projects as they arise.
5. Develop and present to Cuyahoga County a proposal for the optimal structure for the Microgrid Utility.
6. Assist Cuyahoga County with preparation for individual project approvals.

**If a County Council item, are you requesting passage of the item without 3 readings.  Yes    No**

<b>In the boxes below, list Vendor/Contractor, etc. Name, Street Address, City, State and Zip Code. Beside each vendor/contractor, etc. provide owner, executive director, other (specify)</b>	
Vendor Name and address:	Owner, executive director, other (specify):
Compass Energy Platform	Rick Bolton, Chief Executive Officer



4000 Division St. Los Angeles, CA 90065	
Vendor Council District:	Project Council District:
N/A	Depends on development projects
If applicable provide the full address or list the municipality(ies) impacted by the project.	

COMPETITIVE PROCUREMENT	NON-COMPETITIVE PROCUREMENT
RQ # <i>if applicable</i> <input type="checkbox"/> RFB <input type="checkbox"/> RFP <input checked="" type="checkbox"/> RFQ <input type="checkbox"/> Informal <input type="checkbox"/> Formal Closing Date:	Provide a short summary for not using competitive bid process.  *See Justification for additional information.
The total value of the solicitation: \$0.00	<input type="checkbox"/> Exemption
Number of Solicitations (sent/received) 118 / 4	<input type="checkbox"/> State Contract, list STS number and expiration date  <input type="checkbox"/> Government Coop (Joint Purchasing Program/GSA), list number and expiration date
Participation/Goals (%): ( 0 ) DBE ( 0 ) SBE ( 0 ) MBE ( 0 ) WBE. Were goals met by awarded vendor per DEI tab sheet review?: <input type="checkbox"/> Yes <input type="checkbox"/> No, <i>please explain.</i>	<input type="checkbox"/> Sole Source <input type="checkbox"/> Public Notice posted by Department of Purchasing. Enter # of additional responses received from posting ( ).
Recommended Vendor was low bidder: <input type="checkbox"/> Yes <input type="checkbox"/> No, <i>please explain:</i> N/A	<input type="checkbox"/> Government Purchase  <input type="checkbox"/> Alternative Procurement Process
How did pricing compare among bids received?  N/A	<input type="checkbox"/> Contract Amendment ( <i>list original procurement</i> )  <input type="checkbox"/> Other Procurement Method, please describe:

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

<b>FUNDING SOURCE: i.e. General Fund, Health and Human Services Levy Funds, Community Development Block Grant (No acronyms i.e. HHS Levy, CDBG, etc.). Include % if more than one source.</b>  N/A
Is funding for this included in the approved budget? <input type="checkbox"/> Yes <input type="checkbox"/> No (if "no" please explain):

Payment Schedule:  Invoiced  Monthly  Quarterly  One-time  Other (please explain):

<b>Provide status of project.</b>	
<input checked="" type="checkbox"/> New Service or purchase <input type="checkbox"/> Recurring service or purchase	Is contract late <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes, In the fields below provide reason for late and timeline of late submission
<b>Reason:</b>	
<b>Timeline:</b>	
Project/Procurement Start Date (date your team started working on this item):	
Date documents were requested from vendor:	
Date of insurance approval from risk manager:	
Date Department of Law approved Contract:	
Date item was entered and released in Infor:	
Detail any issues that arose during processing in Infor, such as the item being disapproved and requiring correction:	
If late, have services begun? <input type="checkbox"/> No <input type="checkbox"/> Yes (if yes, please explain)	
Have payments be made? <input type="checkbox"/> No <input type="checkbox"/> Yes (if yes, please explain)	

**HISTORY (see instructions):**  
Cuyahoga County selected Compass Energy Platform through a competitive RFQ in December 2022 to be the operations and finance partner for the new County Microgrid Utility. In April 2023, Cuyahoga County entered into a 9-month contract in order to (1) have Compass assist with federal grant applications and (2) work on project development as negotiations occurred regarding this long-term, 10-year contract.

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	11071
Infor/Lawson PO# Code (if applicable):	RFQ
Event #	3632
CM Contract#	3889

	<b>Department initials</b>	<b>Clerk of the Board</b>
Briefing Memo	MTH	<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"/>
---	------------------------------	--

<b>FULL AND OPEN COMPETITION Formal RFQ Reviewed by Purchasing</b>
--

	Department initials	Purchasing
Notice of Intent to Award (sent to all responding vendors)	MTH	CQ
Bid Specification Packet	MTH	CQ
Final DEI Goal Setting Worksheet	MTH	CQ
Diversity Documents – <i>if required (goal set)</i>	N/A	NA
Award Letter (sent to awarded vendor)	MTH	CQ
Vendor’s Confidential Financial Statement – <i>if RFP requested</i>	N/A	NA
Tabulation Sheet	MTH	CQ
Evaluation with Scoring Summary ( <i>Names of evaluators to be included, must have minimum of three evaluators</i> ).	MTH	CQ
IG# 23-0036-REG	MTH	CQ
Debarment/Suspension Verified      Date: 10/19/2023	MTH	CQ
Auditor’s Finding                      Date: 10/19/2023	MTH	CQ
Vendor’s Submission	MTH	CQ
Independent Contractor (I.C.) Requirement      Date: 2/7/2023	MTH	CQ 11/2/2023
Cover - <i>Master contracts only</i>	N/A	NA
Contract Evaluation – <i>if required</i>	N/A	NA
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.	N/A	NA
Checklist Verification	MTH	CQ

Other documentation may be required depending upon your specific item

Glossary of Terms at: <https://intranet.cuyahoga.cc/policies-procedures/procurement-information>

<b>Reviewed by Law</b>	
	<b>Department initials</b>
Agreement/Contract and Exhibits	MTH

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Matrix Law Screen shot	MTH
COI	MTH
Workers’ Compensation Insurance	MTH

### CONTRACT SPENDING PLAN

Time Period	Accounting Unit	Account	Activity	Account Category or Subaccount	Amount
Effective Date – 12/31/2023					\$0.00
1/1/2024-12/31/2024					\$0.00
1/1/2025-12/31/2025					\$0.00
1/1/2026-12/31/2026					\$0.00
1/1/2027-12/31/2027					\$0.00
1/1/2028-12/31/2028					\$0.00
1/1/2029-12/31/2029					\$0.00
1/1/2030-12/31/2030					\$0.00
1/1/2031-12/31/2031					\$0.00
1/1/2032-12/31/2032					\$0.00
1/1/2033-10 years					\$0.00
			<b>TOTAL</b>		\$0.00

### 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>					
<b>CM Contract#</b>					
	<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>	\$0.00		<b>Effective Date – 10 Years</b>	<b>Pending</b>	<b>Pending</b>
	<b>Prior Amendment Amounts (list separately)</b>	\$			
		\$			
		\$			
	<b>Pending Amendment</b>	\$			
	<b>Total Amendments</b>	\$			
<b>Total Contact Amount</b>	\$0.00				

## **Department of Purchasing – Required Documents Checklist**

Upload as “word” document in Infor

### **PURCHASING USE ONLY**

Prior Resolutions	NA
CM#:	3889
Vendor Name:	21C LLC DBA Compass Energy Platform
ftp:	Effective Date – 10 Years
Amount:	\$0.00
History/CE:	OK
EL:	OK
Procurement Notes:	
Purchasing Buyer’s initials and date of approval	CQ 11/2/2023



## Department of Purchasing Tabulation Sheet

REQUISITION NUMBER: 11071 Event 3632	TYPE: (RFB/RFP/RFQ): RFQ	ESTIMATE: \$0.00
CONTRACT PERIOD:	RFB/RFP/RFQ DUE DATE: Friday November 18, 2022, at 11:00 AM	NUMBER OF RESPONSES (issued/submitted): 324/7
REQUESTING DEPARTMENT: Department of Sustainability	COMMODITY DESCRIPTION: Cuyahoga County Electric Utility's Operational & Strategic Partner	
DIVERSITY GOAL/SBE 0 %	DIVERSITY GOAL/MBE 0 %	DIVERSITY GOAL/WBE 0 %
Does CCBB Apply: <input type="checkbox"/> Yes <input type="checkbox"/> No		
Does CCBEIP Apply: <input type="checkbox"/> Yes <input type="checkbox"/> No		
Does PRICE PREFERENCE APPLY? <input type="checkbox"/> Yes <input type="checkbox"/> No		

Bidders' / Vendors' Name and Address	Actual Bid Amount	Buyer Administrative Review:	Dept. Tech. Review	Award: (Y/N)
1. Green Strategies 1100 Market Street, Floor 6 Chattanooga, TN 37402 (NO BID)	\$	PH: YES IG Registration Complete: NO IG Number: #NA Compliant: NO OPD Buyer Initials: CQ	Subcontractor Name(s): SBE/MBE/WBE Prime: <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: <input type="checkbox"/> Yes <input type="checkbox"/> No SBE/MBE/WBE Comments and Initials:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

2.	Maple Creek Land Company 1339 Park Row Lakewood, OH 44107		\$	PH: NO IG Registration Complete: NO IG Number: # NA Compliant: YES OPD Buyer Initials: CQ	<table border="1"> <tr> <td colspan="2">Subcontractor Name(s):</td> <td colspan="2"></td> <td colspan="2"></td> <td colspan="2"> <input type="checkbox"/> Yes  <input checked="" type="checkbox"/> No         </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         </td> <td colspan="2"></td> <td colspan="2"></td> <td colspan="2"></td> </tr> <tr> <td>Total %</td> <td>SBE: _____ % MBE: _____ % WBE: _____ %</td> <td colspan="2"></td> <td colspan="2"></td> <td colspan="2"></td> </tr> <tr> <td>SBE/MBE/WBE Comply: (Y/N)</td> <td> <input type="checkbox"/> Yes  <input type="checkbox"/> No         </td> <td colspan="2"></td> <td colspan="2"></td> <td colspan="2"></td> </tr> <tr> <td colspan="2">SBE/MBE/WBE Comments and Initials:</td> <td colspan="2"></td> <td colspan="2"></td> <td colspan="2"></td> </tr> </table>	Subcontractor Name(s):						<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							Total %	SBE: _____ % MBE: _____ % WBE: _____ %							SBE/MBE/WBE Comply: (Y/N)	<input type="checkbox"/> Yes <input type="checkbox"/> No							SBE/MBE/WBE Comments and Initials:							
Subcontractor Name(s):						<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																																												
Total %	SBE: _____ % MBE: _____ % WBE: _____ %																																												
SBE/MBE/WBE Comply: (Y/N)	<input type="checkbox"/> Yes <input type="checkbox"/> No																																												
SBE/MBE/WBE Comments and Initials:																																													
3.	Power Secure, Inc 4068 Stirrup Creek Dr Durham, NC 27703		\$	PH: YES IG Registration Complete: NO IG Number: # NA Compliant: YES OPD Buyer Initials: CQ	<table border="1"> <tr> <td colspan="2">Subcontractor Name(s):</td> <td colspan="2"></td> <td colspan="2"></td> <td colspan="2"> <input type="checkbox"/> Yes  <input checked="" type="checkbox"/> No         </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         </td> <td colspan="2"></td> <td colspan="2"></td> <td colspan="2"></td> </tr> <tr> <td>Total %</td> <td>SBE: _____ % MBE: _____ % WBE: _____ %</td> <td colspan="2"></td> <td colspan="2"></td> <td colspan="2"></td> </tr> <tr> <td>SBE/MBE/WBE Comply: (Y/N)</td> <td> <input type="checkbox"/> Yes  <input type="checkbox"/> No         </td> <td colspan="2"></td> <td colspan="2"></td> <td colspan="2"></td> </tr> <tr> <td colspan="2">SBE/MBE/WBE Comments and Initials:</td> <td colspan="2"></td> <td colspan="2"></td> <td colspan="2"></td> </tr> </table>	Subcontractor Name(s):						<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							Total %	SBE: _____ % MBE: _____ % WBE: _____ %							SBE/MBE/WBE Comply: (Y/N)	<input type="checkbox"/> Yes <input type="checkbox"/> No							SBE/MBE/WBE Comments and Initials:							
Subcontractor Name(s):						<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																																												
Total %	SBE: _____ % MBE: _____ % WBE: _____ %																																												
SBE/MBE/WBE Comply: (Y/N)	<input type="checkbox"/> Yes <input type="checkbox"/> No																																												
SBE/MBE/WBE Comments and Initials:																																													

Transaction ID:

<p>4.</p> <p>Prime Power Solutions, LLC  dba Life Cycle Power  230 S. Commerce Street  Centerville, TX 75833  (NO BID)</p>		<p>\$</p>	<p>PH: YES</p> <p>IG Registration Complete: NO</p> <p>IG Number: # NA</p> <p>Compliant: NO</p> <p>OPD Buyer Initials: CQ</p>	<p>Subcontractor Name(s):</p> <p>SBE/MBE/WBE Prime:  <input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE  <input type="checkbox"/> No</p> <p>Total %  SBE: <u>    </u> % MBE: <u>    </u> % WBE: <u>    </u> %</p> <p>SBE/MBE/WBE Comply:  <input type="checkbox"/> Yes  <input type="checkbox"/> No</p> <p>SBE/MBE/WBE  Comments and Initials:</p>	<p><input type="checkbox"/> Yes  <input checked="" type="checkbox"/> No</p>
<p>5.</p> <p>Schneider Electric  3623 Brecksville Road  Richfield, OH 44286  (NO BID)</p>		<p>\$</p>	<p>PH: YES</p> <p>IG Registration Complete: NO</p> <p>IG Number: #NA</p> <p>Compliant: NO</p> <p>OPD Buyer Initials: CQ</p>	<p>Subcontractor Name(s):</p> <p>SBE/MBE/WBE Prime:  <input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE  <input type="checkbox"/> No</p> <p>Total %  SBE: <u>    </u> % MBE: <u>    </u> % WBE: <u>    </u> %</p> <p>SBE/MBE/WBE Comply:  <input type="checkbox"/> Yes  <input type="checkbox"/> No</p> <p>SBE/MBE/WBE  Comments and Initials:</p>	<p><input type="checkbox"/> Yes  <input checked="" type="checkbox"/> No</p>

Transaction ID:



6.	Sustainable Exploration (SUSEX) 3021 Euclid Heights Blvd Cleveland Heights, OH 44118		\$	PH: YES IG Registration Complete: NO IG Number: # NA Compliant: YES OPD Buyer Initials: CQ	Subcontractor Name(s): SBE/MBE/WBE Prime: <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: <input type="checkbox"/> Yes <input type="checkbox"/> No SBE/MBE/WBE Comments and Initials:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
7.	21C, LLC dba Compass Energy Platform 4000 Division St. Los Angeles, CA 90065		\$	PH: YES IG Registration Complete: NO IG Number: # NA Compliant: YES OPD Buyer Initials: CQ	Subcontractor Name(s): SBE/MBE/WBE Prime: <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: <input type="checkbox"/> Yes <input type="checkbox"/> No SBE/MBE/WBE Comments and Initials:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Transaction ID:



# County Council of Cuyahoga County, Ohio

## Resolution No. R2023-0327

<p>Sponsored by: <b>County Executive Ronayne/Department of Health and Human Services/Cuyahoga Job and Family Services</b></p>	<p><b>A Resolution</b> authorizing an amendment to a Master Contract with various providers for the Comprehensive Case Management Employment Program- Employment, Education and Training Services for Young Adults for the period 4/1/2022 – 12/31/2023, to extend the time period to 10/31/2024, to change the terms, effective 1/1/2024, and for additional funds in the total amount not-to-exceed \$5,979,175.95; authorizing the County Executive to amend Contracts Nos. 2389 and 2390 and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.</p>
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**WHEREAS**, the County Executive/ Department of Health and Human Services/Cuyahoga Job and Family Services has recommended an amendment to a Master Contract with various providers for the Comprehensive Case Management Employment Program- Employment, Education and Training Services for Young Adults for the period 4/1/2022 – 12/31/2023, to extend the time period to 10/31/2024, to change the terms, effective 1/1/2024, and for additional funds in the total amount not-to-exceed \$5,979,175.95 as follows:

- a) Contract No. 2389 with Verge, Inc. in an anticipated amount of \$753,856.95; and
- b) Contract No. 2390 with Youth Opportunities Unlimited in an anticipated amount of \$5,225,319.00; and

**WHEREAS**, the primary goals of this project are (a) provide workforce services to youth and young adults ages 14-24 and (b) provide work experiences enriched with training opportunities that will serve as a significant pipeline to career pathway credential training programs offered throughout the community; and; and

**WHEREAS**, the project is funded 100% Temporary Assistance for Needy Families (TANF) Fund; and

**WHEREAS**, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue 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 providers for the Comprehensive Case Management Employment Program- Employment, Education and Training Services for Young Adults for the period 4/1/2022 – 12/31/2023, to extend the time period to 10/31/2024, to change the terms, effective 1/1/2024, and for additional funds in the total amount not-to-exceed \$5,979,175.95 as follows:

- a) Contract No. 2389 with Verge, Inc. in an anticipated amount of \$753,856.95; and
- b) Contract No. 2390 with Youth Opportunities Unlimited in an anticipated amount of \$5,225,319.00; and

**SECTION 2.** That the County Executive is authorized to execute the amendment and all other documents consistent with this Resolution. To the extent that any exemptions are necessary under the County Code and contracting procedures, they shall be deemed approved by the adoption of this Resolution.

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

**SECTION 4.** It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

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

Yeas:

Nays:

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

First Reading/Referred to Committee: November 14, 2023

Committee(s) Assigned: Education, Environment & Sustainability

Journal \_\_\_\_\_

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

**PURCHASE-RELATED TRANSACTIONS**

<b>Title</b>	<b>Cuyahoga County Department of Job &amp; Family Services; RQ# 8476; Youth Opportunities Unlimited (Y.O.U.); Verge, Inc.; Summer Youth Employment Program</b>
--------------	--

<b>Department or Agency Name</b>	Cuyahoga Job and Family Services
<b>Requested Action</b>	<input type="checkbox"/> Contract <input type="checkbox"/> Grant Agreement <input type="checkbox"/> Lease <input type="checkbox"/> Loan Agreement <input checked="" type="checkbox"/> Amendment <input type="checkbox"/> Revenue Generating <input type="checkbox"/> Purchase Order <input type="checkbox"/> Other (please specify):
<b>Department of Purchasing use only</b>	

<b>Original (O)/ Amendment (A-# )</b>	<b>Contract No. (If PO, list PO#)</b>	<b>Vendor Name</b>	<b>Time Period</b>	<b>Amount</b>	<b>Approval Date</b>	<b>Approval No.</b>
Amendment #2	CM2390	Youth Opportunities Unlimited	4/1/2023 – 12/31/2023	\$819,123.00	10/3/2022	R2022-0329
Amendment #1	CM2390	Youth Opportunities Unlimited	Effective Date – 12/31/2023	\$0.00	8/15/2022	R2022-0126
Original Contract	CM2390	Youth Opportunities Unlimited		\$9,397,120.00	5/24/2022	R2022-0126
<b>Original (O)/ Amendment (A-# )</b>	<b>Contract No. (If PO, list PO#)</b>	<b>Vendor Name</b>	<b>Time Period</b>	<b>Amount</b>	<b>Approval Date</b>	<b>Approval No.</b>
Amendment #2	CM2389	Verge, Inc.	4/1/2023 – 12/31/2023	\$0.00	10/3/2022	R2022-0329
Amendment #1	CM2389	Verge, Inc.	Effective Date – 12/31/2023	\$0.00	8/15/2022	R2022-0126
Original Contract	CM2389	Verge, Inc.		\$9,397,120.00	5/24/2022	R2022-0126

<b>Service/Item Description (include quantity if applicable):</b> Master agreement between Y.O.U. and Verge, Inc. will collaborate to operate a Summer Youth Employment Program serving low-income, in-school, TANF-eligible youth ages 14-24 for the period April 1, 2022 through December 31, 2023. This amendment is to add additional funding for Youth Opportunities Unlimited in the amount of \$829,059.00 and to allow for an advance payment for each.	
<b>For purchases of furniture, computers, vehicles:</b> <input type="checkbox"/> Additional <input type="checkbox"/> Replacement	
<b>Age of items being replaced:</b>	<b>How will replaced items be disposed?</b>
<b>Project Goals, Outcomes or Purpose (list 3):</b>	
To increase the employability of TANF-eligible youth by providing a summer work experience which will result in improved soft skills necessary for success in the workplace	
<ul style="list-style-type: none"> <li>• To increase the ability of TANF-eligible youth to compete in the current job market by developing a work history and obtaining a positive job reference</li> <li>• To improve TANF-eligible youth job retention in paid, unsubsidized employment by enhancing workplace skills and offering youth the opportunity to obtain quality, full time employment with benefits</li> </ul>	

<b>In the boxes below, list Vendor/Contractor Name, Street Address, City, State and Zip Code. Beside each vendor provide owner, executive director, other (specify)</b>	
Youth Opportunities Unlimited 1228 Euclid Ave, Suite 200 Cleveland, OH 44115	Craig Dorn, CEO
Vendor Council District: 07	Project Council District: Countywide
If applicable provide the full address or list the municipality(ies) impacted by the project.	Multiple
Verge, Inc. 1325 Carnegie Avenue, 2 <sup>nd</sup> Floor Cleveland, Ohio 44115	Shaun Woods, President
Vendor Council District: 07	Project Council District: Countywide
If applicable provide the full address or list the municipality(ies) impacted by the project.	Multiple

<b>COMPETITIVE PROCUREMENT</b>	<b>NON-COMPETITIVE PROCUREMENT</b>
RQ # <i>if applicable</i> 8476	Provide a short summary for not using competitive bid process.
<input type="checkbox"/> RFB <input checked="" type="checkbox"/> RFP <input type="checkbox"/> RFQ	
<input type="checkbox"/> Informal	
<input type="checkbox"/> Formal Closing Date: 1/26/2022	*See Justification for additional information.
The total value of the solicitation: \$9,397,120.00	<input type="checkbox"/> Exemption
Number of Solicitations (sent/received) 94/4	<input type="checkbox"/> State Contract, list STS number and expiration date

Participation/Goals (%): ( ) DBE ( ) SBE ( ) MBE ( ) WBE. Were goals met by awarded vendor per DEI tab sheet review?	<input type="checkbox"/> Sole Source <input type="checkbox"/> Public Notice posted by department of Purchasing. # of additional responses received from posting ( )
Recommended Vendor was low bidder: <input type="checkbox"/> Yes <i>If not, please explain:</i>	<input type="checkbox"/> Government Purchase
How did pricing compare among bids received?	<input type="checkbox"/> Government Coop (Joint Purchasing Program/GSA)
	<input checked="" type="checkbox"/> Contract Amendment ( <i>list original procurement</i> )
	<b>Other Procurement Method, please describe:</b>

<b>TECHNOLOGY ITEMS: Complete, if the request is for the purchase of software or technical equipment</b>		
<input type="checkbox"/> Check if item on IT Standard List of approved purchase. If item is not on IT Standard List answer:		
State date of TAC approval:	Is the item ERP approved?	
Are services covered under original ERP Budget or Project?		
Are the purchases compatible with the new ERP system?		

<b>FUNDING SOURCE(S):</b> ( <i>No acronyms – General Fund, HHS Levy, Capital, etc.</i> ). Include % if more than one source 100% TANF
Is this approved in the biennial budget? No
<b>Payment Schedule:</b> <input checked="" type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> One-time <input type="checkbox"/> Other (please explain):

<b>PROJECT STATUS: Provide status of project and if late, include timeline for lateness.</b>
<input type="checkbox"/> New Service or purchase <input checked="" type="checkbox"/> Recurring service or purchase
If late, have services begun or payments made? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes (if yes, please explain):
<ol style="list-style-type: none"> <li>1. Project/Procurement start –  The project assignment date was on 4/25/2023  The contract was submitted to the law dept. on 5/2/2023.  The contract was sent back from law on 5/15/2023.  The vendors were sent the contract on 5/18/2023.  The signed contract was received back from YOU on 5/18/2023.  The signed contract was received back from Verge on 5/22/2023.</li> <li>2. Date of insurance approval from risk manager <b>TBD</b></li> <li>3. Date documents were requested from vendor <b>Documents requested from Y.O.U. on 5/4/2023; Documents received from Y.O.U. on 5/4/2023. Documents requested from Verge on 5/23/2023.</b></li> <li>4. Date item was entered and released in Infor <b>5/26/2023</b></li> <li>5. Date using department approved item in Infor <b>TBD</b></li> <li>6. Date Law Department approved item in Infor <b>TBD</b></li> <li>7. Date approved by DoP in Infor <b>TBD</b></li> <li>8. Length of processing time in Infor in calendar days <b>TBD</b></li> </ol>

<b>HISTORY:</b> Provide prior approval numbers and date of approval, unless submitting a contract amendment and the details were provided on page 1.
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## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	8476
Buyspeed RQ# (if applicable):	N/A
Infor/Lawson PO# Code (if applicable):	RFP
CM Contract#	2389

<b>Summer Youth Employment Program-VergeCJFS 1 of 2</b>	<b>Department</b>	<b>Clerk of the Board</b>
Briefing Memo	LS	

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 type="checkbox"/>
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Contract Amendments Reviewed by Purchasing				
VERGE-AMND 4-SYEP			Department initials	Purchasing
Justification Form			DA	EB 10/13/23
IG#	22-0082-REG exp. 12.31.2026		LS	EB 10/13/23
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:	09.14.2023	LS	EB 10/13/23
Auditor’s Finding	Date:	09.25.2023	LS	EB 10/13/23
Independent Contractor (I.C.) Requirement <i>expires 9.15.2024</i>	Date:	9/15/2023	LS	EB 10/13/23
Cover - <i>Master amendments only</i>			DA	EB 10/13/23
Contract Evaluation			LS	EB 10/13/23
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			N/A	N/A
Checklist Verification			LS	EB 10/13/23

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

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
1/1/2024 – 10/31/2024	HS260100	55130	UCH08301	\$753,856.95
			<b>TOTAL</b>	<b>\$753,856.95</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>	
<b>CM Contract#</b>	CM2389

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	1,400,000.00		4/1/2022 – 12/31/2023	5/24/2022	R2022-0126
<b>Prior Amendment Amounts (list separately)-AMND 2</b>		\$0.00	4/1/2022 – 12/31/2023	8/15/2022	R2022-0126; ION
<b>Amendment 3</b>		\$0.00	Effective Date – 12/31/2023	8/1/2023	R2023-0200
<b>Pending Amendment</b>		\$753,856.95	1/1/2024 – 10/31/2024	Pending	Pending
<b>Total Amendments</b>		\$			
<b>Total Contract Amount</b>		\$2,153,856.95	1/1/2024 – 10/31/2024	Pending	Pending

### Purchasing Use Only:

Prior Resolutions:	R2022-0126; R2022-0126; ION; R2022-0329; R2023-0200
Amend:	4
Vendor Name:	Verge Inc
ftp:	4/1/2022 – 12/31/2023 EXT. 10/31/2024
Amount:	\$753,856.95
History/CE:	OK
EL:	OK
Procurement Notes:	N/A
Purchasing Buyer’s initials and date of approval	EB 10/13/2023

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	8476
Buyspeed RQ# (if applicable):	N/A
Infor/Lawson PO# Code (if applicable):	RFP
CM Contract#	2390

<b>Y.O.U Amendment 4</b>	<b>Department</b>	<b>Clerk of the Board</b>
Briefing Memo	LS	

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				
Y.O.U Amendment 4			Department initials	Purchasing
Justification Form			DA	EB 10/16/23
IG#	20-0365	20-0365-REG 31DEC2024	DA	EB 10/16/23
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:	9.26.23	DA	EB 10/16/23
Auditor’s Finding	Date:	9.27.23	DA	EB 10/16/23
Independent Contractor (I.C.) Requirement	Date:	10.3.23	DA	EB 10/16/23
Cover - <i>Master amendments only</i>			SM/DA	EB 10/16/23
Contract Evaluation			DA	EB 10/16/23
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			N/A	N/A
Checklist Verification			DA	EB 10/16/23

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

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor .

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
01/01/2024-10/31/2024	HS260100	55130	UCH08301	\$5,225,319.00
			<b>TOTAL</b>	<b>\$5,225,319.00</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>	8476
<b>CM Contract#</b>	2390

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$7,997,121.00		4/1/22-12/31/2023	05/24/2022	R022-0126
<b>Prior Amendment Amounts (list separately)</b>		\$1,600,000.00	4/1/22-12/31/2023	8/2/2022	R022-0126
		\$819,123.00	4/1/22-12/31/2023	10/3/2022	R022-0329
		\$829,059.00	4/1/22-12/31/2023	8/1/2023	R2023-0200
<b>Pending Amendment</b>		\$5,225,319.00	1/1/24-10/31/2024	pending	pending
<b>Total Amendments</b>		\$8,473,501.00			
<b>Total Contact Amount</b>		\$16,470,622.00			

### Purchasing Use Only:

Prior Resolutions:	R022-0126; R022-0126; R022-0329; R2023-0200
Amend:	4
Vendor Name:	Youth Opportunities Unlimited (Y.O.U.)
ftp:	4/1/2022 – 12/31/2023 EXT. 10/31/2024
Amount:	\$5,225,319.00
History/CE:	OK
EL:	OK
Procurement Notes:	N/A
Purchasing Buyer’s initials and date of approval	EB 10/16/2023

## CONTRACT EVALUATION FORM

<b>Contractor</b>	Verge, Inc.				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	CM#2389				
<b>RQ#</b>	8476				
<b>Time Period of Original Contract</b>	1/01/2024 – 10/31/2024				
<b>Background Statement</b>	The Workforce Innovation and Opportunity Act (WIOA) funds OhioMeansJobs Cleveland-Cuyahoga County to deliver an array of integrated services to individuals seeking jobs and skills training. The WIOA funds are braided with Temporary Assistance to Needy Families (TANF) funding to provide the services for youth in the Comprehensive Case Management and Employment Program (CCMEP).				
<b>Service Description</b>	TANF Summer Youth Employment Program serves low-income, TANF-eligible youth between the ages of 14 and 24. The program provides a quality, paid work experience to eligible youth in order to provide participants with an employment history, practical work experience, job skills and knowledge of the workplace.				
<b>Performance Indicators</b>	<ul style="list-style-type: none"> <li>• Enrolled – 200</li> <li>• Work Experience – 200</li> <li>• Number of employers – 28</li> <li>• Customer Satisfaction – 100%</li> </ul>				
<b>Actual Performance versus performance indicators (include statistics):</b>	<ul style="list-style-type: none"> <li>• Enrolled– 60</li> <li>• Work Experience – 51</li> <li>• Number of employers – 30</li> <li>• Customer Satisfaction – 100%</li> </ul>				
<b>Rating of Overall Performance of Contractor</b>	<b>Superior</b>	<b>Above Average</b>	<b>Average</b>	<b>Below Average</b>	<b>Poor</b>
<b>Select One (X)</b>			x		
<b>Justification of Rating</b>	Based on previous performance we expect the vendor to achieve their deliverables.				

<b>Department Contact</b>	Marcos Cortes 216 698-2586
<b>User Department</b>	CJFS
<b>Date</b>	10.5.2023

## CONTRACT EVALUATION FORM

<b>Contractor</b>	Youth Opportunities Unlimited				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	CM#2390				
<b>RQ#</b>	8476				
<b>Time Period of Original Contract</b>	4/1/2023-12/31/2023				
<b>Background Statement</b>	The Workforce Innovation and Opportunity Act (WIOA) funds OhioMeansJobs Cleveland-Cuyahoga County to deliver an array of integrated services to individuals seeking jobs and skills training. The WIOA funds are braided with Temporary Assistance to Needy Families (TANF) funding to provide the services for youth in the Comprehensive Case Management and Employment Program (CCMEP).				
<b>Service Description</b>	TANF Summer Youth Employment Program serves low-income, TANF-eligible youth between the ages of 14 and 24. The program provides a quality, paid work experience to eligible youth in order to provide participants with an employment history, practical work experience, job skills and knowledge of the workplace.				
<b>Performance Indicators</b>	<p>Job Retention:</p> <ul style="list-style-type: none"> <li>• 90% will successfully complete work</li> </ul> <p>Customer Satisfaction:</p> <ul style="list-style-type: none"> <li>• 85% or higher are satisfied or very satisfied with the program</li> </ul> <p>Customer Satisfaction- Employers:</p> <ul style="list-style-type: none"> <li>• 85% or higher are satisfied or very satisfied with the program</li> </ul> <p>Employment readiness:</p> <ul style="list-style-type: none"> <li>• 100% of youth will score “proficient” or “exemplary” on 7 of the 10 foundations skills on the youth evaluation</li> </ul>				
<b>Actual Performance versus performance indicators (include statistics):</b>	<p>Job Retention:</p> <ul style="list-style-type: none"> <li>• 89% successfully complete work</li> </ul> <p>Customer Satisfaction:</p> <ul style="list-style-type: none"> <li>• 85% or higher are satisfied or very satisfied with the program</li> </ul> <p>Customer Satisfaction- Employers:</p> <ul style="list-style-type: none"> <li>• 78% or higher are satisfied or very satisfied with the program</li> </ul> <p>Employment readiness:</p> <ul style="list-style-type: none"> <li>• 80.7% of youth will score “proficient” or “exemplary” on 7 of the 10 foundations skills on the youth evaluation</li> </ul>				
<b>Rating of Overall Performance of Contractor</b>	<b>Superior</b>	<b>Above Average</b>	<b>Average</b>	<b>Below Average</b>	<b>Poor</b>
<b>Select One (X)</b>			X		

<b>Justification of Rating</b>	Base on previous performance we expect the vendor to achieve their deliverables.
<b>Department Contact</b>	Marcos Cortes 216 698-2586
<b>User Department</b>	CJFS
<b>Date</b>	10/5/2023



# County Council of Cuyahoga County, Ohio

## Resolution No. R2023-0328

<p>Sponsored by: <b>County Executive Ronayne/Department of Health and Human Services/Cuyahoga Job and Family Services</b></p>	<p><b>A Resolution</b> authorizing amendments to contracts with various providers for the Ohio Works First Program for the period 1/1/2023 – 12/31/2023 to extend the time period to 12/31/2024, to change the terms, effective 1/1/2024 and for additional funds in the total amount not-to-exceed \$6,686,146.75; authorizing the County Executive to execute Contract Nos. 3437 &amp; 3438 and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.</p>
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**WHEREAS**, the County Executive/Department of Health and Human Services/ Cuyahoga Job and Family Services recommends amendments to contracts with various providers for the Ohio Works First Program for the period 1/1/2023 – 12/31/2023 to extend the time period to 12/31/2024, to change the terms effective 1/1/2024, and for additional funds in the total amount not-to-exceed \$6,686,146.75 as follows:

- a) Contract No. 3437 (fka Contract No. 2840) with Maximus Human Services, Inc. for additional funds in the amount not-to-exceed \$2,823,646.75; and
- b) Contract No. 3438 (fka Contract No. 2841) with The Centers for Families and Children for additional funds in the amount not-to-exceed \$3,862,500.00; and

**WHEREAS**, the primary goals of this project are to maintain and employ a current knowledge of effective case management, workforce development services, career pathways, work readiness practices and local labor market conditions; and

**WHEREAS**, this project is funded 100% by Federal Temporary Assistance for Needy Families (TANF) funding; 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 amendments to contracts with various providers for the Ohio Works First Program for the period 1/1/2023 – 12/31/2023 to extend the time period to 12/31/2024, to change the terms effective 1/1/2024 and for additional funds in the total amount not-to-exceed \$6,686,146.75 as follows:

- a) Contract No. 3437 (fka Contract No. 2840) with Maximus Human Services, Inc. for additional funds in the amount not-to-exceed \$2,823,646.75; and
- b) Contract No. 3438 (fka Contract No. 2841) with The Centers for Families and Children for additional funds in the amount not-to-exceed \$3,862,500.00; and

**SECTION 2.** That the County Executive is authorized to execute Contract Nos. 3437 & 3438 and all other documents consistent with this Resolution.

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

**SECTION 4.** It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

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

Yeas:

Nays:

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

First Reading/Referred to Committee: November 14, 2023  
Committee(s) Assigned: Education, Environment & Sustainability

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

**PURCHASE-RELATED TRANSACTIONS**

<b>Title</b>	CM3437 RQ10161 – 2024 – MAXIMUS Human Services, Inc. – Contract Amendment 2 – Work Experience Program for Recipients of Ohio Works First (OWF)
<b>Department or Agency Name</b>	Cuyahoga Job and Family Services
<b>Requested Action</b>	<input type="checkbox"/> Contract <input type="checkbox"/> Agreement <input type="checkbox"/> Lease <input checked="" type="checkbox"/> Amendment <input type="checkbox"/> Revenue Generating <input type="checkbox"/> Purchase Order <input type="checkbox"/> Other (please specify):

Original (O)/ Amendment (A-# )	Contract No. (If PO, list PO#)	Vendor Name	Time Period	Amount	Date BOC Approved/ Council's Journal Date	Approval No.
A#2	3437	MAXIMUS Human Services, Inc.	1/1/2024 - 12/31/2024	\$2,823,646.75	Pending	Pending

**Service/Item Description (include quantity if applicable). Indicate whether  New or  Existing service or purchase.**  
 Cuyahoga Job and Family Services Work Experience Program for Recipients of Ohio Works First (OWF) is requesting approval of a contract amendment with MAXIMUS Human Services, Inc. to add time and funds in the amount of \$2,823,646.75 - effective 1/1/2024.

**For purchases of furniture, computers, vehicles:  Additional  Replacement**  
**Age of items being replaced: \_\_\_\_\_ How will replaced items be disposed of? \_\_\_\_\_ N/A**

**Project Goals, Outcomes or Purpose (list 3):**

- Maintain and employ a current knowledge of effective case management, workforce development services, career pathways, work readiness practices and local labor market conditions
- Ensure meaningful client participation in required work and work-related activities
- Leverage the resources of the workforce development system in Cuyahoga County

**If a County Council item, are you requesting passage of the item without 3 readings.  Yes  No**

**In the boxes below, list Vendor/Contractor, etc. Name, Street Address, City, State and Zip Code. Beside each vendor/contractor, etc. provide owner, executive director, other (specify)**

Vendor Name and address: MAXIMUS Human Services, Inc. 1600 Tysons Blvd Ste 1400 McLean VA 22102-4893	Owner, executive director, other (specify): Lisa Simmons, Vice President.
Vendor Council District: <b>Out of State Vendor</b>	Project Council District: <b>Countywide</b>
If applicable provide the full address or list the municipality(ies) impacted by the project.	<b>Countywide</b>

COMPETITIVE PROCUREMENT	NON-COMPETITIVE PROCUREMENT
RQ # <i>if applicable</i> <b>10161</b> <input type="checkbox"/> RFB <input checked="" type="checkbox"/> RFP <input type="checkbox"/> RFQ <input type="checkbox"/> Informal <input checked="" type="checkbox"/> Formal Closing Date: <b>August 18, 2022</b>	Provide a short summary for not using competitive bid process.  *See Justification for additional information.
The total value of the solicitation: \$2,823,646,75	<input type="checkbox"/> Exemption
Number of Solicitations (sent/received) / <b>Originally, there were three (3) proposals submitted for review, and two (2) proposals approved.</b>	<input type="checkbox"/> State Contract, list STS number and expiration date  <input type="checkbox"/> Government Coop (Joint Purchasing Program/GSA), list number and expiration date
Participation/Goals (%): ( ) DBE ( ) SBE ( ) MBE ( ) WBE. Were goals met by awarded vendor per DEI tab sheet review?: <input type="checkbox"/> Yes <input type="checkbox"/> No, <i>please explain.</i>  <b>N/A</b>	<input type="checkbox"/> Sole Source <input type="checkbox"/> Public Notice posted by Department of Purchasing. Enter # of additional responses received from posting ( ).
Recommended Vendor was low bidder: <input type="checkbox"/> Yes <input type="checkbox"/> No, <i>please explain.</i>  <b>N/A</b>	<input type="checkbox"/> Government Purchase  <input type="checkbox"/> Alternative Procurement Process
How did pricing compare among bids received?  <b>N/A</b>	<input checked="" type="checkbox"/> Contract Amendment ( <i>list original procurement</i> )  <input type="checkbox"/> Other Procurement Method, please describe:

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

<b>FUNDING SOURCE: i.e. General Fund, Health and Human Services Levy Funds, Community Development Block Grant (No acronyms i.e. HHS Levy, CDBG, etc.). Include % if more than one source.</b>  <b>100% Funded by TANF (Temporary Assistance for Needy Families)</b>
Is funding for this included in the approved budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (if "no" please explain):
Payment Schedule: <input type="checkbox"/> Invoiced <input checked="" type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> One-time <input type="checkbox"/> Other (please explain):

<b>Provide status of project.</b>	
<input type="checkbox"/> New Service or purchase <input checked="" type="checkbox"/> Recurring service or purchase	Is contract late <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes, In the fields below provide reason for late and timeline of late submission
<b>Reason:</b>	

<b>Timeline:</b>	
Project/Procurement Start Date (date your team started working on this item):	
Date documents were requested from vendor:	
Date of insurance approval from risk manager:	
Date Department of Law approved Contract:	
Date item was entered and released in Infor:	
Detail any issues that arose during processing in Infor, such as the item being disapproved and requiring correction:	
If late, have services begun? <input type="checkbox"/> No <input type="checkbox"/> Yes (if yes, please explain)	
Have payments be made? <input type="checkbox"/> No <input type="checkbox"/> Yes (if yes, please explain)	

<b>HISTORY (see instructions):</b>
<b>O - 12/6/2022 - R2022-0440</b>

**PURCHASE-RELATED TRANSACTIONS**

<b>Title</b>	CM3438 RQ10161 – 2024 – Centers for Families and Children – Contract Amendment 2 – Work Experience Program for Recipients of Ohio Works First (OWF)
<b>Department or Agency Name</b>	Cuyahoga Job and Family Services
<b>Requested Action</b>	<input type="checkbox"/> Contract <input type="checkbox"/> Agreement <input type="checkbox"/> Lease <input checked="" type="checkbox"/> Amendment <input type="checkbox"/> Revenue Generating <input type="checkbox"/> Purchase Order <input type="checkbox"/> Other (please specify):

Original (O)/ Amendment (A-# )	Contract No. (If PO, list PO#)	Vendor Name	Time Period	Amount	Date BOC Approved/ Council's Journal Date	Approval No.
O	2841 <i>(Original contract)</i>	Centers for Families and Children	1/1/2023 - 12/31/2023	\$3,750,000.00	12/6/2022	R2022-0440
A-1	3438 <i>(Copy Contract)</i>	Centers for Families and Children	1/1/2023- 12/31/2023	\$141,000.00	7/5/2023	BC2023-417
A-2	3438	Center for Families and Children	1/1/2024- 12/31/2024	\$3,862,500.00	Pending	Pending

**Service/Item Description (include quantity if applicable). Indicate whether  New or  Existing service or purchase.**  
 Cuyahoga Job and Family Services Work Experience Program for Recipients of Ohio Works First (OWF) is requesting approval of contract amendment 2 with **The Centers for Families and Children** to extend the period to **12/31/2024** and to add funds in the amount of **\$3,862,500.00** - effective 1/1/2024.

**For purchases of furniture, computers, vehicles:**  Additional  Replacement N/A  
**Age of items being replaced:** N/A **How will replaced items be disposed of?** N/A

**Project Goals, Outcomes or Purpose (list 3):**

- Maintain and employ a current knowledge of effective case management, workforce development services, career pathways, work readiness practices and local labor market conditions.
- Ensure meaningful client participation in required work and work-related activities.
- Leverage the resources of the workforce development system in Cuyahoga County
- Utilize professional assessment and planning to determine client and family needs and connect.

**If a County Council item, are you requesting passage of the item without 3 readings.**  Yes  No

**In the boxes below, list Vendor/Contractor, etc. Name, Street Address, City, State and Zip Code. Beside each vendor/contractor, etc. provide owner, executive director, other (specify)**

Vendor Name and address:	Owner, executive director, other (specify):
<b>The Centers for Families and Children 4500 Euclid Avenue Cleveland, Ohio 44103</b>	<b>Eric Morse, CEO</b>
Vendor Council District:	Project Council District:

<b>07</b>	<b>Serving Countywide</b>
If applicable provide the full address or list the municipality(ies) impacted by the project.	<b>Countywide</b>

<b>COMPETITIVE PROCUREMENT</b>	<b>NON-COMPETITIVE PROCUREMENT</b>
<b>RQ # 10161</b> <input type="checkbox"/> RFB <input checked="" type="checkbox"/> RFP <input type="checkbox"/> RFQ <input type="checkbox"/> Informal <input type="checkbox"/> Formal      Closing Date: <b>August 18, 2022</b>	Provide a short summary for not using competitive bid process.  *See Justification for additional information.
The total value of the solicitation: <b>The total value of the RFP was \$3,750,000.00.</b>	<input type="checkbox"/> Exemption
Number of Solicitations: <b>Originally, there were three (3) proposals submitted for review, and two (2) proposals approved.</b>	<input type="checkbox"/> State Contract, list STS number and expiration date  <input type="checkbox"/> Government Coop (Joint Purchasing Program/GSA), list number and expiration date
Participation/Goals (%): ( ) DBE ( ) SBE ( ) MBE ( ) WBE. Were goals met by awarded vendor per DEI tab sheet review?: <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain. <b>N/A</b>	<input type="checkbox"/> Sole Source <input type="checkbox"/> Public Notice posted by Department of Purchasing. Enter # of additional responses received from posting ( ).
Recommended Vendor was low bidder: <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain: <b>N/A</b>	<input type="checkbox"/> Government Purchase  <input type="checkbox"/> Alternative Procurement Process
How did pricing compare among bids received? <b>N/A</b>	<input checked="" type="checkbox"/> Contract Amendment <b>CM3438</b>  <input type="checkbox"/> Other Procurement Method, please describe:

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

<b>FUNDING SOURCE: i.e. General Fund, Health and Human Services Levy Funds, Community Development Block Grant (No acronyms i.e. HHS Levy, CDBG, etc.). Include % if more than one source.</b>  <b>100% Temporary Assistance for Needy Families</b>
Is funding for this included in the approved budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (if "no" please explain):
Payment Schedule: <input type="checkbox"/> Invoiced <input checked="" type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> One-time <input type="checkbox"/> Other (please explain):



<b>Provide status of project.</b>	
<input type="checkbox"/> New Service or purchase <input checked="" type="checkbox"/> Recurring service or purchase	Is contract late <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes, In the fields below provide reason for late and timeline of late submission
<b>Reason: N/A</b>	
<b>Timeline:</b> Project/Procurement Start Date (date your team started working on this item):	<b>N/A</b>
Date documents were requested from vendor:	
Date of insurance approval from risk manager:	
Date Department of Law approved Contract:	
Date item was entered and released in Infor:	
Detail any issues that arose during processing in Infor, such as the item being disapproved and requiring correction:	
If late, have services begun? <input type="checkbox"/> No <input type="checkbox"/> Yes (if yes, please explain) <b>N/A</b>	
Have payments be made? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes (if yes, please explain)	

<b>HISTORY (see instructions):</b>

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	10161
Buyspeed RQ# (if applicable):	RFP
Infor/Lawson PO# Code (if applicable):	N/A
CM Contract#	3437

	<b>Department</b>	<b>Clerk of the Board</b>
Briefing Memo	LC	

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				
MAXIMUS HUMAN SERVICES, INC.			Department initials	Purchasing
Justification Form			LC	
IG#	20-0152-31DEC2024	20-0152-REG 31DEC2024	LC	EB 10/18/23
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:	10/3/2023	LC	EB 10/18/23
Auditor’s Finding	Date:	8/28/2023	LC	EB 10/18/23
Independent Contractor (I.C.) Requirement	Date:	9/26/2023	LC	EB 10/18/23
Cover - <i>Master amendments only</i>			N/A	N/A
Contract Evaluation			LC	EB 10/18/23
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			N/A	N/A
Checklist Verification			LC	EB 10/18/23

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

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
1/1/2024 – 12/31/2024	HS260195	55130	UCH08300	\$2,823,646.75
			<b>TOTAL</b>	<b>\$2,823,646.75</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>	10161
<b>CM Contract#</b>	3437

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$2,718,017.12		1/1/2023 - 12/31/2023	8/18/2022	R2022-0440
<b>Prior Amendment Amounts (list separately)</b>		\$141,000.00	1/1/2023 – 12/31/2023	7/5/2023	BC2023-417
<b>Pending Amendment</b>		\$2,823,646.75	1/1/2024 – 12/31/2024	Pending	Pending
<b>Total Amendments</b>		\$2,964,646.75			
<b>Total Contact Amount</b>		\$5,682,663.87			

### Purchasing Use Only:

<b>Prior Resolutions:</b>	R2022-0440; BC2023-417
<b>Amend:</b>	2
<b>Vendor Name:</b>	MAXIMUS US SERVICES, INC
<b>ftp:</b>	1/1/2023 – 12/31/2023 EXT 12/31/2024
<b>Amount:</b>	\$2,823,646.75
<b>History/CE:</b>	OK
<b>EL:</b>	OK
<b>Procurement Notes:</b>	N/A
<b>Purchasing Buyer’s initials and date of approval</b>	EB 10/18/2023

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	10161
Buyspeed RQ# (if applicable):	N/A
Infor/Lawson PO# Code (if applicable):	AMND
CM Contract#	3438

<b>OWF 2023 AMND2- The Centers for Families and Children</b>	<b>Department</b>	<b>Clerk of the Board</b>
Briefing Memo	AL	

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				
OWF 2023 AMND2- The Centers for Families and Children			Department initials	Purchasing
Justification Form			AL	EB 10/18/23
IG#	12-0785-REG 12-0785-REG 31DEC2023		AL	EB 10/18/23
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:	10/13/2023	AL	EB 10/18/23
Auditor’s Finding	Date:	10/13/2023	AL	EB 10/18/23
Independent Contractor (I.C.) Requirement	Date:	8/24/2023	AL	EB 10/18/23
Cover - <i>Master amendments only</i>			N/A	N/A
Contract Evaluation			PB	EB 10/18/23
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			N/A	N/A
Checklist Verification			AL	EB 10/18/23

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, set to expire 12/1/2023
Workers’ Compensation Insurance	AL
Original Executed Contract (containing insurance terms) & all executed amendments	AL

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

### Accounting Units

Time Period	Accounting Unit	Account Number	Activity	Sub Account	Dollar Amount
1/1/2024- 12/31/2024	HS260195	55130	UCH08300	55130	<b>\$3,862,500.00</b>
				<b>TOTAL</b>	<b>\$3,862,500.00</b>

<b>Contract History CE/AG# (if applicable)</b>	N/A
<b>Infor/Lawson PO# Code (if applicable)</b>	AMND
<b>Lawson RQ# (if applicable)</b>	10161
<b>CM Contract#</b>	3438

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	<b>\$3,750,000.00</b>		1/1/2023- 12/31/2023	12/6/2022	R2022-0440
<b>Prior Amendment Amounts (list separately)</b>		\$141,000.00	1/1/2023- 12/31/2023	7/5/2023	BC2023-417
		\$			
		\$			
<b>Pending Amendment</b>		<b>\$3,862,500.00</b>	1/1/2024- 12/31/2024	Pending	Pending
<b>Total Amendments</b>		<b>\$4,003,500.00</b>			
<b>Total Contract Amount</b>		<b>\$7,753,500.00</b>			

### Purchasing Use Only:

Prior Resolutions:	R2022-0440; BC2023-417
Amend:	2
Vendor Name:	The Centers for Families and Children; DBA The Centers
ftp:	1/1/2023 -12/31/2023 EXT 12/31/2024
Amount:	\$3,862,500.00
History/CE:	OK
EL:	OK
Procurement Notes:	COI set to expire on 12/1/2023
Purchasing Buyer's initials and date of approval	EB 10/18/2023

## CONTRACT EVALUATION FORM

<b>Contractor</b>	Maximus, Inc				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>					
<b>RQ#</b>					
<b>Time Period of Original Contract</b>	July 1 2022-December 31 2022				
<b>Background Statement</b>	Temporary Assistance for Needy Families is a federal assistance program of the United States. It began on July 1, 1997 and succeeded the Aid to Families with Dependent Children program, providing cash assistance to indigent American families through the United States Department of Health and Human Services.				
<b>Service Description</b>	To provide high quality employment and training services to Temporary Assistance for Needy Families (TANF) recipients. An array of key services such as Work Experience, and Technical Skills training are provided with the purpose of assisting the client reach self-sufficiency.				
<b>Performance Indicators</b>	Credential attainment Enrolled in work activity 70% of participants place in a job 90 job retention 65% of placed participants 180 job retention 60 % of placed participants Placement in a In-Demand occupation				
<b>Actual Performance versus performance indicators (include statistics):</b>	<b>Indicator</b>	<b>Actual Performance</b>	<b>Actual Percent Of Referrals Received</b>		
	Obtained Credential	5	2.35%		
	Enrolled in Work Activity	324	N/A		
	Job Placement	46	21.70%		
	90day Job Retention	26	12.26%		
	180day Job Retention	17	8.01%		
	In Demand Occupation	28	N/A		
<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>	Provider is meeting expectations of program. Like most agencies, the provider has been affected by the effects of the COVID-19 pandemic. CJFS will continue to provide support to ensure contracted services are of the highest quality for participants.				

<b>Department Contact</b>	Paul Bounds
<b>User Department</b>	Job and Family Services
<b>Date</b>	10/13/2022

## CONTRACT EVALUATION FORM

<b>Contractor</b>	The Centers for Family and Children				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	CM3438 (Copy of CM2841)				
<b>RQ#</b>	10161				
<b>Time Period of Original Contract</b>	1/1/2023-12/31/2023				
<b>Background Statement</b>	Temporary Assistance for Needy Families is a federal assistance program of the United States. It began on July 1, 1997 and succeeded the Aid to Families with Dependent Children program, providing cash assistance to indigent American families through the United States Department of Health and Human Services.				
<b>Service Description</b>	To provide high quality employment and training services to Temporary Assistance for Needy Families (TANF) recipients. An array of key services such as Work Experience, and Technical Skills training are provided with the purpose of assisting the client reach self-sufficiency.				
<b>Performance Indicators</b>	Credential attainment Enrolled in work activity 70% of participants place in a job 90 job retention 65% of placed participants 180 job retention 60 % of placed participants Placement in a In-Demand occupation				
<b>Actual Performance versus performance indicators (include statistics):</b>	<b>Indicator</b>	<b>Actual Performance</b>	<b>Actual Percentual Of Referrals Received</b>		
	Obtained Credential	55	65%		
	Enrolled in Work Activity	147	N/A		
	Job Placement	109	79%		
	90day Job Retention	28	26%		
	180day Job Retention	21	35%		
	In Demand Occupation	75	N/A		
<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>	Provider is meeting expectations of program. Like most agencies, the provider has been affected by the effects of the COVID-19 pandemic. CJFS will continue to provide support to ensure contracted services are of the highest quality for participants.
<b>Department Contact</b>	Paul Bounds
<b>User Department</b>	Cuyahoga County Job and Family Services
<b>Date</b>	10/16/2023

# County Council of Cuyahoga County, Ohio

## Resolution No. R2023-0338

<b>Sponsored by: County Executive Ronayne/Department of Health and Human Services/Division of Community Initiatives/Family and Children First Council</b>	<b>A Resolution</b> authorizing an amendment to a Master Contract with various providers for school/community-based Closing the Achievement Gap services for the period 1/1/2022 – 12/31/2023 to extend the time period to 12/31/2024, to change the terms, effective 1/1/2024, and for additional funds in the amount not-to-exceed \$1,075,377.00; 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/ Family and Children First Council recommends an amendment to a Master Contract with various providers for school/community-based Closing the Achievement Gap services for the period 1/1/2022 – 12/31/2023 to extend the time period to 12/31/2024, to change the terms, effective 1/1/2024, and for additional funds in the amount not-to-exceed \$1,075,377.00 as follows:

- a) Contract No. CM2227 with East Cleveland City School District;
- b) Contract No. CM2268 with Bedford City School District;
- c) Contract No. CM2269 with Cleveland Municipal City School District;
- d) Contract No. CM2270 with Cleveland Heights-University Heights School District;
- e) Contract No. CM2271 with Maple Heights City School District;
- f) Contract No. CM2272 with Warrensville Heights City School District; and
- g) Contract No. CM2273 with Garfield Heights City School District.

**WHEREAS**, the County on behalf of FCFC desires to increase the achievement levels of students who are at risk in Cuyahoga County including but not limited to the following areas of concentration: Absent 2 or more days the previous school year, excessive tardiness, five or more days of in or out-of-school suspension, failed two or more core subjects, performed below proficiency level in one or core subject areas, Juvenile Court supervision of adjudicated youth, or over age for current grade level or repeating a grade; and

**WHEREAS**, the County seeks Districts to manage, monitor and implement the Closing the Achievement Gap program (CTAG). The Districts will recruit,

engage, retain, and provide oversight of the day-to-day Closing the Achievement Gap program; and

**WHEREAS**, the primary goals of this program is to effectuate positive behavioral and academic changes for the youth enrolled in the program; and

**WHEREAS**, this project is funded 100% by Health and Human Services Levy Funds; and

**WHEREAS**, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue 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 providers for school/community-based Closing the Achievement Gap services for the period 1/1/2022 – 12/31/2023 to extend the time period to 12/31/2024, to change the terms, effective 1/1/2024, and for additional funds in the amount not-to-exceed \$1,075,377.00 as follows:

- a) Contract No. CM2227 with East Cleveland City School District;
- b) Contract No. CM2268 with Bedford City School District;
- c) Contract No. CM2269 with Cleveland Municipal City School District;
- d) Contract No. CM2270 with Cleveland Heights-University Heights School District;
- e) Contract No. CM2271 with Maple Heights City School District;
- f) Contract No. CM2272 with Warrensville Heights City School District; and
- g) Contract No. CM2273 with Garfield Heights City School District.

**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: November 14, 2023  
Committee(s) Assigned: Education, Environment & Sustainability

Additional Sponsorship Requested on the Floor: November 14, 2023

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

**PURCHASE-RELATED TRANSACTIONS**

<b>Title</b>	RQ#6689 - Family and Children First Council - Bedford City School District, Cleveland Municipal School District, Cleveland Heights – University Heights City School District, East Cleveland City School District, Garfield Heights City School District, Maple Heights City School District, and Warrensville Heights City School District; Contract Amendment for 1/1/2024 to 12/31/24
<b>Department or Agency Name</b>	Family and Children First Council
<b>Requested Action</b>	<input type="checkbox"/> Contract <input type="checkbox"/> Agreement <input type="checkbox"/> Lease <input checked="" type="checkbox"/> Amendment <input type="checkbox"/> Revenue Generating <input type="checkbox"/> Purchase Order <input type="checkbox"/> Other (please specify):

Original (O)/ Amendment (A-# )	Contract No. (If PO, list PO#)	Vendor Name	Time Period	Amount	Date BOC Approved/ Council's Journal Date	Approval No.
O	2227,2268 ,2269,227 0,2271,22 72,2273	Various Schools	1/1/2022 – 12/31/2023	\$2,135,727.00	3/22/2023	R2022-0063
<b>A-1</b>	2227,2268 ,2269,227 0,2271, 2272, 2273	Various Schools	1/1/2024- 12/31/2024	\$1,075,377.00	Pending	Pending

**Service/Item Description (include quantity if applicable). Indicate whether  New or  Existing service or purchase.**

The purpose of the contract is to provide service for the Master Agreement Closing the Achievement Gap. Requesting approval of a contract as indicated in the chart above or with Bedford City School District \*, Cleveland Municipal School District \*, Cleveland Heights – University Heights City School District \*, East Cleveland City School District \*, Garfield Heights City School District\*, Maple Heights City School District \*, and Warrensville Heights City School District \* in the amount of or not-to-exceed \$1,075,377.00 for the period 01/01/2024-12/31/2024.

\*This indicates the vendor is non-compliant at the time of the pre-approval.

For purchases of furniture, computers, vehicles:  Additional    Replacement  
 Age of items being replaced: \_\_\_\_\_ How will replaced items be disposed of? \_\_\_\_\_

**Project Goals, Outcomes or Purpose (list 3):**  
 Cuyahoga County school districts will identify 9th -12th grade youth who are in academic danger with the following risk factors: Students have failed two or more core subjects, Students are absent 36 days or more, Students have received five or more days of out-of-school suspensions, Students have been held back a grade (Over the age for grade level). Schools will offer intensive interventions including credit retention opportunities, linkages to community-based/ county services, and exposure field trips (One out of state trip

per year/ per district). As a result of participation, students are expected to improve their grade point average and ultimately graduate on time from high school.

The primary goals of the project is positive behavioral and academic changes for the youth enrolled in the program.

If a County Council item, are you requesting passage of the item without 3 readings.  Yes  No

In the boxes below, list Vendor/Contractor, etc. Name, Street Address, City, State and Zip Code. Beside each vendor/contractor, etc. provide owner, executive director, other (specify)

Vendor Name and address:	Owner, executive director, other (specify):
<p>Bedford City School District 475 Northfield Road Bedford, Ohio 44146 Council District 9</p> <p>Cleveland Municipal School District 1111 Superior Avenue East, Suite 1800 Cleveland, Ohio 44114 Council District 7</p> <p>East Cleveland City School District 1843 Stanwood Road East Cleveland, Ohio 44112 Council District 10</p> <p>Warrensville Heights City School District 4500 Warrensville Center Road Warrensville Heights, Ohio 44128 Council District 9</p> <p>Garfield Heights City School District 5640 Briarcliff Drive Garfield Heights, Ohio 44125 Council District 8</p> <p>Maple Heights City School District 5740 Lawn Avenue Maple Heights, Ohio 44137 Council District 8</p> <p>Cleveland Heights- University Heights City School District 2155 Miramar Boulevard University Heights, Ohio 44118 Council District 10</p>	<p>The Superintendent of Bedford City School District is Dr. Cassandra J. Johnson.</p> <p>The CEO of Cleveland Municipal School District is Warren G. Morgan II.</p> <p>The CEO of East Cleveland City School District is Dr. Henry Pettiegrew.</p> <p>The Superintendent of Warrensville City School District is Donald Jolly.</p> <p>The Superintendent of Garfield City School District is Richard D. Reynolds.</p> <p>The Superintendent of Maple Heights City School District is Dr. Charles Keenan.</p> <p>The Superintendent of Cleveland Heights-University Heights School District is Elizabeth Kirby.</p>
Vendor Council District:	Project Council District:
9,7,10,9,8,8,10	9,7,10,9,8,8,10

If applicable provide the full address or list the municipality(ies) impacted by the project.	<b>Bedford City School District</b> <b>Cleveland Heights University Heights City School District</b> <b>Cleveland Municipal School District</b> <b>East Cleveland School District</b> <b>Garfield Heights City School District</b> <b>Maple Heights City School District</b> <b>Warrensville Heights City School District</b>
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COMPETITIVE PROCUREMENT	NON-COMPETITIVE PROCUREMENT
RQ # if applicable (Provide RQ# for formals, informal as applicable) <input type="checkbox"/> RFB <input type="checkbox"/> RFP <input type="checkbox"/> RFQ <input type="checkbox"/> Informal <input type="checkbox"/> Formal Closing Date:	Provide a short summary for not using competitive bid process. An RFP was issued in 2015 with the ESC being the only responding vendor.  *See Justification for additional information.
The total value of the solicitation:	<input type="checkbox"/> Exemption
Number of Solicitations (sent/received) /	<input type="checkbox"/> State Contract, list STS number and expiration date  <input type="checkbox"/> Government Coop (Joint Purchasing Program/GSA) , list number and expiration date
Participation/Goals (%): ( ) DBE ( ) SBE ( ) MBE ( ) WBE. Were goals met by awarded vendor per DEI tab sheet review? : <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain.	<input type="checkbox"/> Sole Source <input type="checkbox"/> Public Notice posted by Department of Purchasing. Enter # of additional responses received from posting ( ).
Recommended Vendor was low bidder: <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain:	<input type="checkbox"/> Government Purchase  <input type="checkbox"/> Alternative Procurement Process
How did pricing compare among bids received?	<input checked="" type="checkbox"/> Contract Amendment (list original procurement) RQ#6689 RFP <input type="checkbox"/> Other Procurement Method, please describe:

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

**FUNDING SOURCE(S):** (No acronyms – General Fund, HHS Levy, Capital, etc.). Include % if more than one source  
**Health and Human Services Levy %100**

Is this approved in the biennial budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (if "no" please explain):
Payment Schedule: <input type="checkbox"/> Invoiced <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> One-time <input type="checkbox"/> Other (please explain):

<b>Provide status of project and if late, include timeline for lateness:</b>	
<input type="checkbox"/> New Service or purchase <input checked="" type="checkbox"/> Recurring service or purchase	Is contract late <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes, In the fields below provide reason for late and timeline of late submission
Reason:	
<b>Timeline: Provide details for the items listed below in the box to its right.</b> Project/Procurement Start Date (date your team started working on this item):	<b>8/15/23</b>
Date documents were requested from vendor:	<b>8/30/23</b>
Date of insurance approval from risk manager:	<b>/23</b>
Date Department of Law approved Contract:	<b>/23</b>
Date item was entered and released in Infor:	<b>/23</b>
Detail any issues that arose during processing in Infor, such as the item being disapproved and requiring correction.	
If late, have services begun? <input type="checkbox"/> No <input type="checkbox"/> Yes (if yes, please explain)	
Have payments be made? <input type="checkbox"/> No <input type="checkbox"/> Yes (if yes, please explain)	

<b>HISTORY (see instructions):</b>				
Original	\$2,135,727.00	1/1/2022- 12/31/2022	3/22/2022	R2022-0063



## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

RQ#:	6689
Description of Solicitation	CTAG MASTER AGREEMENT AMENDMENT 1

	<b>Department initials</b>	<b>Clerk of the Board</b>
Briefing Memo	SM	<input type="checkbox"/>

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

<b>FULL AND OPEN COMPETITION Master Agreement Amendment</b>		
	<b>Department initials</b>	<b>Purchasing</b>
Justification	SM	Not reviewed
Cover - <i>Master contracts only</i>	SM	Not reviewed
Contract Evaluation	SM	Not reviewed
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.	N/A	Not reviewed
Agreement/Contract and Exhibits	SM	Not reviewed
Checklist Verification	SM	Not reviewed
Auditors Findings	SM	Not reviewed
Debarment	SM	Not reviewed

Other documentation may be required depending upon your specific item

Glossary of Terms at: <https://intranet.cuyahoga.cc/policies-procedures/procurement-information>

### 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#		2227,2268,2269,2270,2271,2272, 2273			
	<b>Original Amount</b>	<b>Amendment Amount</b>	<b>Time Period</b>	<b>Approval Date</b>	<b>Approval #</b>
	\$2,135,727.00		1/1/2022-12/31/2023	3/22/2023	R2022-0063
		\$1,075,377.00	1/1/2024-12/31/2024	Pending	Pending

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

<b>Original Amount</b>	<b>\$2,135,727.00</b>				
	<b>Prior</b>	\$			
	<b>Amendment</b>	\$			
	<b>Amounts (list</b>	\$			
	<b>separately)</b>				
	<b>Pending</b>	<b>\$1,075.377.00</b>			
	<b>Amendment</b>				
	<b>Total</b>	<b>\$1,075.377.00</b>			
	<b>Amendments</b>				
<b>Total Contact</b>	<b>\$3,211,104.00</b>				
<b>Amount</b>					

## CONTRACT EVALUATION FORM

<b>Contractor</b>	Bedford City School District
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	HHS-0898, 20001769 GOVP, 2268
<b>RQ#</b>	FC-337
<b>Time Period of Original Contract</b>	3/1/2020 -12/31/2021
<b>Background Statement</b>	The County Council received a request from four suburban school districts requesting assistance with their youth population. The goal is to offer social services, academic assistance, college access activities, and parent engagement to youth who are at-risk of high school dropout. The community requests were sent directly to several County Council members. Based on those requests, this item was added by Council. The communities expressed concerns related to safety, low academic scores, and college exposure/ access. The school districts researched the program prior to submitting their requests. None of these districts were eligible when the program was originally released by the state. Their requests are based on the fact that their economic and academic landscapes have changed in the past seven years.
<b>Service Description</b>	Closing the Achievement Gap
<b>Performance Indicators</b>	SCHOOL DISTRICTS WILL IDENTIFY 9TH-12TH GRADE YOUTH WHO ARE IN ACADEMIC DANGER WITH THE FOLLOWING RISK FACTORS: STUDENTS WHO HAVE FAILED TWO OR MORE CORE CLASSES; ARE ABSENT 36 DAYS OR MORE, HAVE RECEIVED FIVE OR MORE DAYS OF OUT-OF-SCHOOL SUSPENSION, OR HAVE BEEN HELD BACK A GRADE (OVER THE AGE FOR GRADE-LEVEL). SCHOOLS WILL OFFER INTENSIVE INTERVENTION WHICH INCLUDES SCHOOL CREDIT RETENTION, LINKAGE TO COMMUNITY-BASED AND COUNTY SERVICES AND COMMUNITY AND COLLEGE EXPOSURE.
<b>Actual Performance versus performance indicators (include statistics):</b>	The district has identified over 75 youth that meet this criteria. Eighty-seven youth (70%) have secured enough academic credits to move from 9th to 10th grade.

<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>	SCHOOL DISTRICT STAFF HAVE REPORTED POSITIVE BEHAVIORAL AND ACADEMIC CHANGES FOR THE YOUTH ENROLLED IN THE PROGRAM.				
<b>Department Contact</b>	Kathleen Stewart				
<b>User Department</b>	Family & Children First Council				
<b>Date</b>	10/6/2023				

## CONTRACT EVALUATION FORM

<b>Contractor</b>	East Cleveland City School District
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	HHS0657, AG1800120-01 CONV
<b>RQ#</b>	FC-18-41617
<b>Time Period of Original Contract</b>	1/1/202-12/31/2023
<b>Background Statement</b>	<p>The County Council received a request from four suburban school districts requesting assistance with their youth population. The goal is to offer social services, academic assistance, college access activities, and parent engagement to youth who are at-risk of high school dropout. The community requests were sent directly to several County Council members. Based on those requests, this item was added by Council in the 2014-2015 budget cycle. The communities expressed concerns related to safety, low academic scores, and college exposure/ access. The school districts researched the program prior to submitting their requests. None of these districts were eligible when the program was originally released by the state. Their requests are based on the fact that their economic and academic landscapes have changed in the past seven years. Cleveland Metropolitan School District offered a component of Closing the Achievement Gap for males only in the high schools; however the females were exhibiting the same at-risk behaviors which resulted in lower graduation rates, poor school attendance, below grade level for age, and excessive disciplinary infractions. Cuyahoga County Council has offered to provide support to CMSD to cover the cost of the female CTAG component at East Technical High School and Glenville High School.</p>
<b>Service Description</b>	Closing the Achievement Gap
<b>Performance Indicators</b>	<p>SCHOOL DISTRICTS WILL IDENTIFY 9TH-12TH GRADE YOUTH WHO ARE IN ACADEMIC DANGER WITH THE FOLLOWING RISK FACTORS: STUDENTS WHO HAVE FAILED TWO OR MORE CORE CLASSES; ARE ABSENT 36 DAYS OR MORE, HAVE RECEIVED FIVE OR MORE DAYS OF OUT-OF-SCHOOL SUSPENSION, OR HAVE BEEN HELD BACK A GRADE (OVER THE AGE FOR GRADE-LEVEL). SCHOOLS WILL OFFER INTENSIVE INTERVENTION WHICH INCLUDES SCHOOL CREDIT RETENTION, LINKAGE TO COMMUNITY-BASED AND COUNTY SERVICES AND COMMUNITY AND COLLEGE EXPOSURE.</p>

<b>Actual Performance versus performance indicators (include statistics):</b>	The districts have identified over 100 youth that meet this criteria. 50% of those students are enrolled and engaged in the Closing the Achievement Gap (female only component) program.				
<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>	SCHOOL DISTRICT STAFF HAVE REPORTED POSITIVE BEHAVIORAL AND ACADEMIC CHANGES FOR THE YOUTH ENROLLED IN THE PROGRAM				
<b>Department Contact</b>	Kathleen Stewart				
<b>User Department</b>	Family & Children First Council				
<b>Date</b>	10/10/2023				

## CONTRACT EVALUATION FORM

<b>Contractor</b>	Cleveland Metropolitan School District - East Technical High School and Glenville High School
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	AG1800121-01 CONV, 2269
<b>RQ#</b>	FC-18-43081
<b>Time Period of Original Contract</b>	1/1/2021-12/31/23
<b>Background Statement</b>	<p>The County Council received a request from four suburban school districts requesting assistance with their youth population. The goal is to offer social services, academic assistance, college access activities, and parent engagement to youth who are at-risk of high school dropout. The community requests were sent directly to several County Council members. Based on those requests, this item was added by Council in the 2014-2015 budget cycle. The communities expressed concerns related to safety, low academic scores, and college exposure/ access. The school districts researched the program prior to submitting their requests. None of these districts were eligible when the program was originally released by the state. Their requests are based on the fact that their economic and academic landscapes have changed in the past seven years. Cleveland Metropolitan School District offered a component of Closing the Achievement Gap for males only in the high schools; however the females were exhibiting the same at-risk behaviors which resulted in lower graduation rates, poor school attendance, below grade level for age, and excessive disciplinary infractions. Cuyahoga County Council has offered to provide support to CMSD to cover the cost of the female CTAG component at East Technical High School and Glenville High School.</p>
<b>Service Description</b>	Closing the Achievement Gap
<b>Performance Indicators</b>	<p>SCHOOL DISTRICTS WILL IDENTIFY 9TH-12TH GRADE YOUTH WHO ARE IN ACADEMIC DANGER WITH THE FOLLOWING RISK FACTORS: STUDENTS WHO HAVE FAILED TWO OR MORE CORE CLASSES; ARE ABSENT 36 DAYS OR MORE, HAVE RECEIVED FIVE OR MORE DAYS OF OUT-OF-SCHOOL SUSPENSION, OR HAVE BEEN HELD BACK A GRADE (OVER THE AGE FOR GRADE-LEVEL). SCHOOLS WILL OFFER INTENSIVE INTERVENTION WHICH INCLUDES SCHOOL CREDIT RETENTION, LINKAGE TO COMMUNITY-</p>

	BASED AND COUNTY SERVICES AND COMMUNITY AND COLLEGE EXPOSURE.				
<b>Actual Performance versus performance indicators (include statistics):</b>	The districts have identified over 100 youth that meet this criteria. 80% of those students are enrolled and engaged in the Closing the Achievement Gap (female only component) program.				
<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>	SCHOOL DISTRICT STAFF HAVE REPORTED POSITIVE BEHAVIORAL AND ACADEMIC CHANGES FOR THE YOUTH ENROLLED IN THE PROGRAM.				
<b>Department Contact</b>	Kathleen Stewart				
<b>User Department</b>	Family & Children First Council				
<b>Date</b>	10/6/2023				



## CONTRACT EVALUATION FORM

<b>Contractor</b>	Cleveland Heights-University Heights City Schools District
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	AG1800007-01 CONV, 2270
<b>RQ#</b>	FC-18-41617
<b>Time Period of Original Contract</b>	1/1/2021-12/31/2023
<b>Background Statement</b>	<p>The County Council received a request from four suburban school districts requesting assistance with their youth population. The goal is to offer social services, academic assistance, college access activities, and parent engagement to youth who are at-risk of high school dropout. The community requests were sent directly to several County Council members. Based on those requests, this item was added by Council in the 2014-2015 budget cycle. The communities expressed concerns related to safety, low academic scores, and college exposure/ access. The school districts researched the program prior to submitting their requests. None of these districts were eligible when the program was originally released by the state. Their requests are based on the fact that their economic and academic landscapes have changed in the past seven years.</p>
<b>Service Description</b>	Closing the Achievement Gap
<b>Performance Indicators</b>	<p>SCHOOL DISTRICTS WILL IDENTIFY 9TH-12TH GRADE YOUTH WHO ARE IN ACADEMIC DANGER WITH THE FOLLOWING RISK FACTORS: STUDENTS WHO HAVE FAILED TWO OR MORE CORE CLASSES; ARE ABSENT 36 DAYS OR MORE, HAVE RECEIVED FIVE OR MORE DAYS OF OUT-OF-SCHOOL SUSPENSION, OR HAVE BEEN HELD BACK A GRADE (OVER THE AGE FOR GRADE-LEVEL). SCHOOLS WILL OFFER INTENSIVE INTERVENTION WHICH INCLUDES SCHOOL CREDIT RETENTION, LINKAGE TO COMMUNITY-BASED AND COUNTY SERVICES AND COMMUNITY AND COLLEGE EXPOSURE.</p>

<b>Actual Performance versus performance indicators (include statistics):</b>	The districts have identified over 200 youth that meet this criteria. Eighty-seven youth (57%) have secured enough academic credits to move from 9th to 10th grade..				
<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>	SCHOOL DISTRICT STAFF HAVE REPORTED POSITIVE BEHAVIORAL AND ACADEMIC CHANGES FOR THE YOUTH ENROLLED IN THE PROGRAM.				
<b>Department Contact</b>	Kathleen Stewart				
<b>User Department</b>	Family & Children First Council				
<b>Date</b>	10/6/2023				

## CONTRACT EVALUATION FORM

<b>Contractor</b>	Maple Heights City Schools District				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	AG1800006-01 CONV, 2271				
<b>RQ#</b>	FC-18-41617				
<b>Time Period of Original Contract</b>	1/1/2021-12/31/23				
<b>Background Statement</b>	<p>The County Council received a request from four suburban school districts requesting assistance with their youth population. The goal is to offer social services, academic assistance, college access activities, and parent engagement to youth who are at-risk of high school dropout. The community requests were sent directly to several County Council members. Based on those requests, this item was added by Council in the 2014-2015 budget cycle. The communities expressed concerns related to safety, low academic scores, and college exposure/ access. The school districts researched the program prior to submitting their requests. None of these districts were eligible when the program was originally released by the state. Their requests are based on the fact that their economic and academic landscapes have changed in the past seven years.</p>				
<b>Service Description</b>	Closing the Achievement Gap				
<b>Performance Indicators</b>	<p>SCHOOL DISTRICTS WILL IDENTIFY 9TH-12TH GRADE YOUTH WHO ARE IN ACADEMIC DANGER WITH THE FOLLOWING RISK FACTORS: STUDENTS WHO HAVE FAILED TWO OR MORE CORE CLASSES; ARE ABSENT 36 DAYS OR MORE, HAVE RECEIVED FIVE OR MORE DAYS OF OUT-OF-SCHOOL SUSPENSION, OR HAVE BEEN HELD BACK A GRADE (OVER THE AGE FOR GRADE-LEVEL). SCHOOLS WILL OFFER INTENSIVE INTERVENTION WHICH INCLUDES SCHOOL CREDIT RETENTION, LINKAGE TO COMMUNITY-BASED AND COUNTY SERVICES AND COMMUNITY AND COLLEGE EXPOSURE.</p>				
<b>Actual Performance versus performance indicators (include statistics):</b>	<p>The districts have identified over 200 youth that meet this criteria. Eighty-seven youth (57%) have secured enough academic credits to move from 9th to 10th grade.</p>				
<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>	<p>SCHOOL DISTRICT STAFF HAVE REPORTED POSITIVE BEHAVIORAL AND ACADEMIC CHANGES FOR THE YOUTH ENROLLED IN THE PROGRAM</p>				

<b>Department Contact</b>	Kathleen Stewart
<b>User Department</b>	Family & Children First Council
<b>Date</b>	10/6/2023

## CONTRACT EVALUATION FORM

<b>Contractor</b>	Warrensville Heights City Schools District				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	AG1800006-01 CONV, 2272				
<b>RQ#</b>	FC-18-41617				
<b>Time Period of Original Contract</b>	1/1/2021 -12/31/2023				
<b>Background Statement</b>	<p>The County Council received a request from four suburban school districts requesting assistance with their youth population. The goal is to offer social services, academic assistance, college access activities, and parent engagement to youth who are at-risk of high school dropout. The community requests were sent directly to several County Council members. Based on those requests, this item was added by Council in the 2014-2015 budget cycle. The communities expressed concerns related to safety, low academic scores, and college exposure/ access. The school districts researched the program prior to submitting their requests. None of these districts were eligible when the program was originally released by the state. Their requests are based on the fact that their economic and academic landscapes have changed in the past seven years.</p>				
<b>Service Description</b>	Closing the Achievement Gap				
<b>Performance Indicators</b>	<p>SCHOOL DISTRICTS WILL IDENTIFY 9TH-12TH GRADE YOUTH WHO ARE IN ACADEMIC DANGER WITH THE FOLLOWING RISK FACTORS: STUDENTS WHO HAVE FAILED TWO OR MORE CORE CLASSES; ARE ABSENT 36 DAYS OR MORE, HAVE RECEIVED FIVE OR MORE DAYS OF OUT-OF-SCHOOL SUSPENSION, OR HAVE BEEN HELD BACK A GRADE (OVER THE AGE FOR GRADE-LEVEL). SCHOOLS WILL OFFER INTENSIVE INTERVENTION WHICH INCLUDES SCHOOL CREDIT RETENTION, LINKAGE TO COMMUNITY-BASED AND COUNTY SERVICES AND COMMUNITY AND COLLEGE EXPOSURE.</p>				
<b>Actual Performance versus performance indicators (include statistics):</b>	The districts have identified over 200 youth that meet this criteria. Eighty-seven youth (57%) have secured enough academic credits to move from 9th to 10th grade.				
<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>	SCHOOL DISTRICT STAFF HAVE REPORTED POSITIVE BEHAVIORAL AND ACADEMIC CHANGES FOR THE YOUTH ENROLLED IN THE PROGRAM				

<b>Department Contact</b>	Kathleen Stewart
<b>User Department</b>	Family & Children First Council
<b>Date</b>	10/6/2023

## CONTRACT EVALUATION FORM

<b>Contractor</b>	Garfield Heights City Schools District				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	AG1800006-01 CONV, 2273				
<b>RQ#</b>	FC-18-41617				
<b>Time Period of Original Contract</b>	1/1/2021 -12/31/2023				
<b>Background Statement</b>	<p>The County Council received a request from four suburban school districts requesting assistance with their youth population. The goal is to offer social services, academic assistance, college access activities, and parent engagement to youth who are at-risk of high school dropout. The community requests were sent directly to several County Council members. Based on those requests, this item was added by Council in the 2014-2015 budget cycle. The communities expressed concerns related to safety, low academic scores, and college exposure/ access. The school districts researched the program prior to submitting their requests. None of these districts were eligible when the program was originally released by the state. Their requests are based on the fact that their economic and academic landscapes have changed in the past seven years.</p>				
<b>Service Description</b>	Closing the Achievement Gap				
<b>Performance Indicators</b>	<p>SCHOOL DISTRICTS WILL IDENTIFY 9TH-12TH GRADE YOUTH WHO ARE IN ACADEMIC DANGER WITH THE FOLLOWING RISK FACTORS: STUDENTS WHO HAVE FAILED TWO OR MORE CORE CLASSES; ARE ABSENT 36 DAYS OR MORE, HAVE RECEIVED FIVE OR MORE DAYS OF OUT-OF-SCHOOL SUSPENSION, OR HAVE BEEN HELD BACK A GRADE (OVER THE AGE FOR GRADE-LEVEL). SCHOOLS WILL OFFER INTENSIVE INTERVENTION WHICH INCLUDES SCHOOL CREDIT RETENTION, LINKAGE TO COMMUNITY-BASED AND COUNTY SERVICES AND COMMUNITY AND COLLEGE EXPOSURE.</p>				
<b>Actual Performance versus performance indicators (include statistics):</b>	The districts have identified over 200 youth that meet this criteria. Eighty-seven youth (57%) have secured enough academic credits to move from 9th to 10th grade.				
<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>	SCHOOL DISTRICT STAFF HAVE REPORTED POSITIVE BEHAVIORAL AND ACADEMIC CHANGES FOR THE YOUTH ENROLLED IN THE PROGRAM				

<b>Department Contact</b>	Kathleen Stewart
<b>User Department</b>	Family & Children First Council
<b>Date</b>	10/6/2023



# County Council of Cuyahoga County, Ohio

## Resolution No. R2023-0339

<b>Sponsored by: County Executive Ronayne/Department of Health and Human Services/Division of Community Initiatives/Family and Children First Council</b>	<b>A Resolution</b> authorizing a contract with Educational Service Center of Northeast Ohio in the amount not-to-exceed \$654,000.00 for programming and fiscal agent services for the Families and Schools Together (FAST) Program for the period 1/1/2024 - 12/31/2025; authorizing the County Executive to execute Contract No. 3839 and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.
---	--

**WHEREAS**, the County Executive/ Department of Health and Human Services/Division of Community Initiatives/ Family and Children First Council recommends a contract with Educational Service Center of Northeast Ohio in the amount not-to-exceed \$654,000.00 for programming and fiscal agent services for the Families and Schools Together (FAST) Program for the period 1/1/2024 - 12/31/2025; and

**WHEREAS**, the primary goal of this project is to serve as the fiscal agent for the disbursement and monitoring of funds; and

**WHEREAS**, this project is funded 100% by Health and Human Services Levy Funds; and

**WHEREAS**, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue 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 a contract with Educational Service Center of Northeast Ohio in the amount not-to-exceed \$654,000.00 for programming and fiscal agent services for the Families and Schools Together (FAST) Program for the period 1/1/2024 - 12/31/2025.

**SECTION 2.** That the County Executive is authorized to execute Contract No. 3839 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\_\_

**PURCHASE-RELATED TRANSACTIONS**

<b>Title</b>	<b>Family and Children First Council/ Educational Service Center of Northeast Ohio/Contract for 1/1/2024 to 12/31/25 RQ# The purpose of the contract is to provide Fiscal Agent Services for FCFC for the Families and Schools Together(FAST) and Families and Schools Together Works.</b>
<b>Department or Agency Name</b>	<b>Family and Children First Council</b>
<b>Requested Action</b>	<input checked="" type="checkbox"/> Contract <input type="checkbox"/> Agreement <input type="checkbox"/> Lease <input type="checkbox"/> Amendment <input type="checkbox"/> Revenue Generating <input type="checkbox"/> Purchase Order <input type="checkbox"/> Other (please specify):

<b>Original (O)/ Amendment (A-# )</b>	<b>Contract No. (If PO, list PO#)</b>	<b>Vendor Name</b>	<b>Time Period</b>	<b>Amount</b>	<b>Date BOC Approved/ Council's Journal Date</b>	<b>Approval No.</b>
O		Educational Service Center of Northeast Ohio	1/1/2024 – 12/31/2025	\$654,000.00	Pending	

**Service/Item Description (include quantity if applicable). Indicate whether  New or  Existing service or purchase.**

Requesting approval of a contract as indicated in the chart above or with Educational Service Center of Northeast Ohio in the amount of or not-to-exceed \$654,000.00 for the period 01/01/2024-12/31/2025. This is an Original Contract as the allowed amendments has been reached.  
 -The not to exceed amount by Seventy Thousand Dollars (\$654,000.00) for the term of the contract.

**For purchases of furniture, computers, vehicles:  Additional    Replacement**  
**Age of items being replaced: \_\_\_\_\_ How will replaced items be disposed of? \_\_\_\_\_**

**Project Goals, Outcomes or Purpose (list 3):**

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 school and community based programming related to the project and reimburses trainers and vendors according to the FAST budget guidelines and fiscal procedures.

b. Enter into contracts with the identified trainers and vendors to provide the annual FASTWORKS event.  
 c. None of the services covered by this contract shall be contracted to any agency organization, other than the Selected Provider(s).

If a County Council item, are you requesting passage of the item without 3 readings.  Yes  No

In the boxes below, list Vendor/Contractor, etc. Name, Street Address, City, State and Zip Code. Beside each vendor/contractor, etc. provide owner, executive director, other (specify)

Vendor Name and address:	Owner, executive director, other (specify):
Educational Services of Northeast Ohio	Dr. Robert Mengerink, Superintendent
Vendor Council District:	Project Council District:
6	4, 7, 10
If applicable provide the full address or list the municipality(ies) impacted by the project.	Parma School District 5 schools Cleveland Heights University Heights 3 schools Cleveland School District 2 schools East Cleveland School District 1 school

COMPETITIVE PROCUREMENT	NON-COMPETITIVE PROCUREMENT
RQ # if applicable (Provide RQ# for formals, informal as applicable) <input type="checkbox"/> RFB <input type="checkbox"/> RFP <input type="checkbox"/> RFQ <input type="checkbox"/> Informal <input type="checkbox"/> Formal Closing Date:	Provide a short summary for not using competitive bid process. An RFP was issued in 2015 with the ESC being the only responding vendor.  *See Justification for additional information.
The total value of the solicitation:	<input checked="" type="checkbox"/> Exemption
Number of Solicitations (sent/received) /	<input type="checkbox"/> State Contract, list STS number and expiration date  <input type="checkbox"/> Government Coop (Joint Purchasing Program/GSA), list number and expiration date
Participation/Goals (%): ( ) DBE ( ) SBE ( ) MBE ( ) WBE. Were goals met by awarded vendor per DEI tab sheet review? : <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain.	<input type="checkbox"/> Sole Source <input type="checkbox"/> Public Notice posted by Department of Purchasing. Enter # of additional responses received from posting ( ).
Recommended Vendor was low bidder: <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain:	<input type="checkbox"/> Government Purchase  <input type="checkbox"/> Alternative Procurement Process
How did pricing compare among bids received?	<input type="checkbox"/> Contract Amendment (list original procurement)  <input type="checkbox"/> Other Procurement Method, please describe:

Is Purchase/Services technology related  No  Yes, complete section below

<input type="checkbox"/> Check if item on IT Standard List of approved purchase.	If item is not on IT Standard List state date of TAC approval:
--	--

Is the item ERP related?  No  Yes, answer the below questions.

Are services covered under the original ERP Budget or Project?  Yes  No, please explain.

Are the purchases compatible with the new ERP system?  Yes  No, please explain.

**FUNDING SOURCE(S):** *(No acronyms – General Fund, HHS Levy, Capital, etc.). Include % if more than one source*

**Health and Human Services Levy %100**

Is this approved in the biennial budget?  Yes  No (if “no” please explain):

Payment Schedule:  Invoiced  Monthly  Quarterly  One-time  Other (please explain):

**Provide status of project and if late, include timeline for lateness:**

<input type="checkbox"/> New Service or purchase	<input checked="" type="checkbox"/> Recurring service or purchase	Is contract late <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes, In the fields below provide reason for late and timeline of late submission
<b>Reason:</b>		
<b>Timeline: Provide details for the items listed below in the box to its right.</b>	<b>8/15/23</b>	
Project/Procurement Start Date (date your team started working on this item):		
Date documents were requested from vendor:	<b>8/30/23</b>	
Date of insurance approval from risk manager:	<b>9/29/23</b>	
Date Department of Law approved Contract:	<b>9/29/23</b>	
Date item was entered and released in Infor:	<b>9/29/23</b>	
Detail any issues that arose during processing in Infor, such as the item being disapproved and requiring correction.		
If late, have services begun? <input type="checkbox"/> No <input type="checkbox"/> Yes (if yes, please explain)		
Have payments be made? <input type="checkbox"/> No <input type="checkbox"/> Yes (if yes, please explain)		

**HISTORY (see instructions):**

Original	\$919,944.00	1/1/2019 – 12/31/2020	11/26/2018	BC2018-862
Amendment 1	\$919,944.00	1/1/2020 -12/31/2021	3/10/2020	R2020-0059
Amendment 2	\$724,000.00	1/1/2022 – 12/31/2023	4/12/2022	R2022-0078
Amendment 3	\$654,000.00	1/1/2023 – 12/31/2023	12/16/2022	R2022-0414

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	AG1800155-CONV
Infor/Lawson PO # Code (if applicable):	
CM Contract#	3839

	<b>Department initials</b>	<b>Clerk of the Board</b>
Briefing Memo	KS	<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"/>
---	------------------------------	--

OTHER THAN FULL AND OPEN COMPETITION				
RFP Exemptions (Contract)				
Reviewed by Purchasing				
			Department initials	Purchasing
Justification Form			KS	BRM
IG#			NA/Gov't Entity KS	N/A
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:		NA	N/A
Debarment/Suspension Verified	Date:	9/28/23	KS	BRM
Auditor's Finding	Date:	9/28/23	KS	BRM
Vendor's Submission			KS	n/a
Independent Contractor (I.C.) Requirement	Date:		NA/ Gov't Entity	N/A
Cover - <i>Master contracts only</i>				n/a
Contract Evaluation – <i>if required</i>			KS	BRM
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			N/A	N/A
Checklist Verification			KS	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	
	Department initials
Agreement/Contract and Exhibits	KS
Matrix Law Screen shot	KS
COI	KS
Workers' Compensation Insurance	KS

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
1/1/2024 – 12/31/2024	HS260300	55130	UCH08346	\$327,000.00
1/1/2025 – 12/31/2025	HS260300	55130	UCH08346	\$327,000.00
			<b>TOTAL</b>	<b>\$654,000.00</b>

<b>Contract History CE/AG# (if applicable)</b>	BC2018-865, AG1800155, R2020-0059, R2022-0278, R2022-0414
<b>Infor/Lawson PO# and PO Code (if applicable)</b>	
<b>Lawson RQ# (if applicable)</b>	
<b>CM Contract#</b>	3373(2259)

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$654,000.00		1/1/2024-12/31/2025		
<b>Prior Amendment Amounts (list separately)</b>		\$919,944.00	1/1/2019-12/31/2020	11/26/2018	BC2018-862
		\$919,944.00	1/1/2020 - 12/31/2020	3/10/2020	R2020-0059
		\$724,000.00	1/1/2022 – 12/31/2023	4/12/2022	R2022-0078
		\$654,000.00	1/1/2023 – 12/31/2023	12/16/2022	R2022-0414
<b>Pending Amendment</b>		\$654,000.00		Pending	Pending
<b>Total Amendments</b>		\$			
<b>Total Contact Amount</b>		\$2,493,888.00			

### Purchasing Use Only:

<b>Prior Resolutions:</b>	BC2018-862, R2020-0059, R2022-0078, R2022-0414
<b>CM#:</b>	3839
<b>Vendor Name:</b>	Educational Services of Northeast Ohio
<b>ftp:</b>	1/1/2024-12/31/2025
<b>Amount:</b>	\$654,000.00



## **Department of Purchasing – Required Documents Checklist**

Upload as “word” document in Infor

History/CE:	Ok
EL:	ok
Procurement Notes:	

Purchasing Buyer approval: BRM 10/16/2023



## 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>	1/1/2021-12/31/2023
<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 in order 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</p>

	through the 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 is in need of 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 compliants 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 Stewart				
<b>User Department</b>	Family and Children First Council				
<b>Date</b>	10/2/2023				

# County Council of Cuyahoga County, Ohio

## Resolution No. R2023-0340

<b>Sponsored by: County Executive Ronayne/Department of Health and Human Services/Division of Community Initiatives/Office of Early Childhood</b>	<b>A Resolution</b> authorizing an amendment to Agreement No. 1876 with Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County for fiscal agent and program administration services for the Early Childhood Mental Health Program in connection with the Invest in Children Program for the period 1/1/2022 – 12/31/2023 to extend the time period to 12/31/2024, to change the terms and expand the scope of services, effective 1/1/2024, and for additional funds in the amount not-to-exceed \$700,000.00; 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/Office of Early Childhood recommends an amendment to Agreement No. 1876 with Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County for fiscal agent and program administration services for the Early Childhood Mental Health Program in connection with the Invest in Children Program for the period 1/1/2022 – 12/31/2023 to extend the time period 12/31/2024, to change the terms and expand the scope of services effective 1/1/2024, and for additional funds in the amount not-to-exceed \$700,000.00; and

**WHEREAS**, the primary goals of this project are to: (a) promote healthy social and emotional development of young children, (b) prevent and/or provide early intervention of mental health difficulties, and (c) provide treatment of mental health conditions among very young children in the context of their families; 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 Agreement No. 1876 with Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County for fiscal agent and program administration services for the Early Childhood Mental Health Program in connection with the Invest in Children Program for the period 1/1/2022 – 12/31/2023 to extend the time period 12/31/2024, to change the terms and expand the scope of services effective 1/1/2024, and for additional funds in the amount not-to-exceed \$700,000.00.

**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: November 14, 2023

Committee(s) Assigned: Education, Environment & Sustainability

Journal \_\_\_\_\_

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

**PURCHASE-RELATED TRANSACTIONS**

<b>Title</b>	Office of Early Childhood/Invest in Children 2024 Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County, Contract Amendment 1 for the Early Childhood Mental Health Program
<b>Department or Agency Name</b>	Office of Early Childhood/Invest in Children
<b>Requested Action</b>	<input type="checkbox"/> Contract <input type="checkbox"/> Agreement <input type="checkbox"/> Lease <input checked="" type="checkbox"/> Amendment <input type="checkbox"/> Revenue Generating <input type="checkbox"/> Purchase Order <input type="checkbox"/> Other (please specify):

Original (O)/Amendment (A-# )	Contract No. (If PO, list PO#)	Vendor Name	Time Period	Amount	Date BOC Approved/Council's Journal Date	Approval No.
O	1876	Alcohol, Drug Addiction and Mental Health Services	1/1/2022-12/31/2023	\$1,639,104.00	1/25/2022	R2022-0016
A-1	1876	Alcohol, Drug Addiction and Mental Health Services	01/01/2024-12/31/2024	\$700,000.00	pending	pending

**Service/Item Description (include quantity if applicable). Indicate whether  New or  Existing service or purchase.**  
 Early childhood mental health services encompass a continuum of approaches in working with young children and their families that include the promotion of healthy social and emotional development, the prevention and early intervention of mental health difficulties and the treatment of health conditions among very young children in the context of their families .

**For purchases of furniture, computers, vehicles:**  Additional  Replacement  
**Age of items being replaced:** N/A **How will replaced items be disposed of?**

**Project Goals, Outcomes or Purpose (list 3):**

- Promote healthy social and emotional development.
- Prevention and early intervention of mental health difficulties.
- Treatment of mental health conditions among very young children in the context of their families.
- Children will show progress in their socioemotional development as measured by increases in their assessment scores.
- Emergency cases are served in a timely fashion by the identified Emergency Response staff, as measured by number of days between referral and intake.

Rev. 7/24/23

If a County Council item, are you requesting passage of the item without 3 readings.  Yes  No

In the boxes below, list Vendor/Contractor, etc. Name, Street Address, City, State and Zip Code. Beside each vendor/contractor, etc. provide owner, executive director, other (specify)

Vendor Name and address:	Owner, executive director, other (specify):
Alcohol, Drug Addiction and Mental Health Services Board 2012 W. 25 <sup>th</sup> Street, Cleveland, Ohio 44113	Scott Osiecki, Chief Executive Officer
Vendor Council District:	Project Council District:
Council District 7	County wide
If applicable provide the full address or list the municipality(ies) impacted by the project.	

COMPETITIVE PROCUREMENT	NON-COMPETITIVE PROCUREMENT
RQ # if applicable <input type="checkbox"/> RFB <input type="checkbox"/> RFP <input type="checkbox"/> RFQ <input type="checkbox"/> Informal <input type="checkbox"/> Formal Closing Date:	Provide a short summary for not using competitive bid process.  *See Justification for additional information.
The total value of the solicitation:	<input type="checkbox"/> Exemption
Number of Solicitations (sent/received) /	<input type="checkbox"/> State Contract, list STS number and expiration date  <input type="checkbox"/> Government Coop (Joint Purchasing Program/GSA), list number and expiration date
Participation/Goals (%): ( ) DBE ( ) SBE ( ) MBE ( ) WBE. Were goals met by awarded vendor per DEI tab sheet review?: <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain.	<input type="checkbox"/> Sole Source <input type="checkbox"/> Public Notice posted by Department of Purchasing. Enter # of additional responses received from posting ( ).
Recommended Vendor was low bidder: <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain:	<input type="checkbox"/> Government Purchase  <input type="checkbox"/> Alternative Procurement Process
How did pricing compare among bids received?	<input checked="" type="checkbox"/> Contract Amendment (list original procurement) GOVP <input type="checkbox"/> Other Procurement Method, please describe:

Is Purchase/Services technology related <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No. If yes, complete section below:	
<input type="checkbox"/> Check if item on IT Standard List of approved purchase.	If item is not on IT Standard List state date of TAC approval:
Is the item ERP related? <input type="checkbox"/> No <input type="checkbox"/> Yes, answer the below questions.	
Are services covered under the original ERP Budget or Project? <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain.	

Rev. 7/24/23

Are the purchases compatible with the new ERP system?  Yes  No, please explain.

**FUNDING SOURCE:** i.e. General Fund, Health and Human Services Levy Funds, Community Development Block Grant (No acronyms i.e. HHS Levy, CDBG, etc.). Include % if more than one source.

Health and Human Services Levy-100%.

Is funding for this included in the approved budget?  Yes  No (if "no" please explain):

Payment Schedule:  Invoiced  Monthly  Quarterly  One-time  Other (please explain):

**Commented [CKT]:** Suggestion by MBV - I can't recall exactly how she said it. See text in green. (or we can refer them to instructions) and provide more detail in the instruction.

**Provide status of project.**

New Service or purchase  Recurring service or purchase  Is contract late  No  Yes, in the fields below provide reason for late and timeline of late submission

**Reason:**

**Timeline:**

Project/Procurement Start Date (date your team started working on this item):

Date documents were requested from vendor:

Date of insurance approval from risk manager:

Date Department of Law approved Contract:

Date item was entered and released in Infor:

Detail any issues that arose during processing in Infor, such as the item being disapproved and requiring correction:

If late, have services begun?  No  Yes (if yes, please explain)

Have payments be made?  No  Yes (if yes, please explain)

**HISTORY (see instructions):**

Original Contract – R2022-0016 approved 1/25/2022



## 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):	GOVP
CM Contract#	1876

	<b>Department</b>	<b>Clerk of the Board</b>
Briefing Memo	DLL	

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			DLL	BRM
IG#	N/A		N/A	N/A
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:		N/A	N/A
Debarment/Suspension Verified	Date:	8/25/2023	DLL	BRM
Auditor’s Finding	Date:	8/25/2023	DLL	BRM
Independent Contractor (I.C.) Requirement	Date:		N/A	N/A
Cover - <i>Master amendments only</i>			N/A	N/A
Contract Evaluation			DLL	BRM
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			N/A	N/A
Checklist Verification			DLL	BRM

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

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
1/1/2024-12/31/2024	HS260240	55130	UCH09999	\$700,000
			<b>TOTAL</b>	<b>\$700,000</b>

<b>Contract History CE/AG# (if applicable)</b>	N/A
<b>Infor/Lawson PO# Code (if applicable)</b>	GOVP
<b>Lawson RQ# (if applicable)</b>	N/A
<b>CM Contract#</b>	1876

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$1,639,104.00		1/1/2022-12/31/2023	1/25/2022	R2022-0016
<b>Prior Amendment Amounts (list separately)</b>		\$0			
		\$			
		\$			
<b>Pending Amendment</b>		\$700,000	1/1/2024-12/31/2024	pending	pending
<b>Total Amendments</b>		\$			
<b>Total Contact Amount</b>	\$2,339,104.00	\$			

### Purchasing Use Only:

Prior Resolutions:	R2022-0016
Amend:	1876
Vendor Name:	Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County
ftp:	1/1/2022-12/31/2024
Amount:	\$700,000.00
History/CE:	OK
EL:	OK
Procurement Notes:	
Purchasing Buyer’s initials and date of approval	10/6/2023

## CONTRACT EVALUATION FORM

<b>Contractor</b>	Alcohol, Drug Addiction and Mental Health Services Board				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	CM #1876				
<b>RQ#</b>	N/A				
<b>Time Period of Original Contract</b>	1/1/2022-12/31/2023				
<b>Background Statement</b>					
<b>Service Description</b>	<p>The goals of the ECMH program are to identify children, ages 0 through 6, in need of ECMH services, ensure timely access to ECMH services, engage the family in a treatment plan, and assure that necessary follow-up and transition services occur. Early childhood mental health services encompass a continuum of approaches in working with young children and their families that include the promotion of healthy social and emotional development, the prevention and early intervention of mental health difficulties and the treatment of health conditions among very young children in the context of their families.</p>				
<b>Performance Indicators</b>	Total number of unduplicated children served: Target 850				
<b>Actual Performance versus performance indicators (include statistics):</b>	<p>Unduplicated children 2022: 653 Unduplicated children thru July 2023: 350</p> <p>The ECMH program has been significantly impacted by workforce issues throughout this contract period. These workforce issues significantly impacted the ADAMHS board and contracted ECMH providers from meeting identified performance indicators. The ADAMHS Board and IIC are currently partnering with other ECMH stakeholders through an IECMH Workforce Task Force that will help support innovative solutions to the current workforce crisis and support a healthy ECMH system in Cuyahoga County.</p>				
<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 Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County has consistently met goals and outcomes for this ECMH program despite workforce challenges at many our contracted ECMH providers.				
<b>Department Contact</b>	Alyssa Swiatek				
<b>User Department</b>	Office of Early Childhood/Invest in Children				
<b>Date</b>	9/28/2023				

# County Council of Cuyahoga County, Ohio

## Resolution No. R2023-0341

<p>Sponsored by: <b>County Executive Ronayne/Department of Health and Human Services/Division of Community Initiatives/Office of Early Childhood</b></p>	<p><b>A Resolution</b> authorizing an amendment to Contract No. 3266 (fka Contract No. 1917) with Child Care Resource Center of Cuyahoga County dba Starting Point for the Special Needs Child Care Program for the period 1/1/2022 - 12/31/2023 to extend the time period to 12/31/2024, to change the terms effective 1/1/2024, and for additional funds in the amount not-to-exceed \$1,899,281.78; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.</p>
--	--

**WHEREAS**, the County Executive/Department of Health and Human Services/Division of Community Initiatives/Office of Early Childhood recommends an amendment to Contract No. 3266 (fka Contract No. 1917) with Child Care Resource Center of Cuyahoga County dba Starting Point for the Special Needs Child Care Program for the period 1/1/2022 - 12/31/2023 to extend the time period to 12/31/2024, to change the terms effective 1/1/2024, and for additional funds in the amount not-to-exceed \$1,899,281.78; and

**WHEREAS**, the primary goals of this project are to: a) increase inclusion of young children with identified disabilities, challenging behaviors, medial needs and children who are “at risk” of expulsion when served in typical child care settings and b) provide child assessments, technical assistance, training, special equipment, and resources for families who need specialized child care; and

**WHEREAS**, this project is funded 100% by 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. 3266 (fka Contract No. 1917) with Child Care Resource Center of Cuyahoga County dba Starting Point for the Special Needs Child Care Program for the period 1/1/2022 - 12/31/2023 to extend the time period to 12/31/2024, to change the terms effective 1/1/2024, and for additional funds in the amount not-to-exceed \$1,899,281.78.

**SECTION 2.** That the County Executive is authorized to execute the amendment and all documents consistent with this Resolution. To the extent that any exemptions are necessary under the County Code and contracting procedures, they shall be deemed approved by the adoption of this Resolution.

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

**SECTION 4.** It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

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

Yeas:

Nays:

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

First Reading/Referred to Committee: November 14, 2023

Committee(s) Assigned: Education, Environment & Sustainability

Journal \_\_\_\_\_

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

**PURCHASE-RELATED TRANSACTIONS**

<b>Title</b>	Office of Early Childhood; 2024-25 Starting Point; Contract Amendment Prevention and Inclusion Programs (previously Special Needs Child Care Program)
<b>Department or Agency Name</b>	Office Early Childhood/Invest in Children
<b>Requested Action</b>	<input type="checkbox"/> Contract <input type="checkbox"/> Agreement <input type="checkbox"/> Lease <input checked="" type="checkbox"/> Amendment <input type="checkbox"/> Revenue Generating <input type="checkbox"/> Purchase Order <input type="checkbox"/> Other (please specify):

Original (O)/ Amendment (A-# )	Contract No. (if PO, list PO#)	Vendor Name	Time Period	Amount	Date BOC Approved/ Council's Journal Date	Approval No.
O	1917	Starting Point	1/1/2022 – 12/31/2023	\$4,442,092.00	12/7/2021	R2021-0276
A1	3266	Starting Point	1/1/2024 – 12/1/2025	\$1,899,281.78	Pending	Pending

**Service/Item Description (include quantity if applicable). Indicate whether  New or  Existing service or purchase.**  
 The Office of Early Childhood requesting approval of a contract amendment with Child Care Resource Center of Cuyahoga County dba Starting Point to add \$1,899,281.78 and extend the contract by one year to 12/31/2024.

**For purchases of furniture, computers, vehicles:**  Additional  Replacement  
**Age of items being replaced:** \_\_\_\_\_ **How will replaced items be disposed of?** \_\_\_\_\_

**Project Goals, Outcomes or Purpose (list 3):**

- To increase inclusion of young children with identified disabilities, challenging behaviors, medical needs, and children who are "at risk" of expulsion when served in typical childcare settings (Centers and Family Child Care Homes);
- To provide child assessments, technical assistance, training, special equipment, and resources for families who need specialized childcare;
- Provide training and technical assistance to teachers in developing positive relationships and communication with parents and teachers who have experienced trauma.

**If a County Council item, are you requesting passage of the item without 3 readings.**  Yes  No

**In the boxes below, list Vendor/Contractor, etc. Name, Street Address, City, State and Zip Code. Beside each vendor/contractor, etc. provide owner, executive director, other (specify)**

Vendor Name and address:	Owner, executive director, other (specify):
4600 Euclid Avenue, Suite 500 Cleveland, OH 44103	<b>Nancy Mendez</b>
Vendor Council District:	Project Council District:
7	7
If applicable provide the full address or list the municipality(ies) impacted by the project.	<b>N/A</b>

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COMPETITIVE PROCUREMENT	NON-COMPETITIVE PROCUREMENT
RQ # <i>if applicable</i> <input type="checkbox"/> RFB <input type="checkbox"/> RFP <input type="checkbox"/> RFQ <input type="checkbox"/> Informal } <input type="checkbox"/> Formal Closing Date:	Provide a short summary for not using competitive bid process.  Starting Point is designated by the Ohio Department of Jobs and Family Services (ODJFS) as the child care resource and referral agency for Cuyahoga, Lake, Geauga and Ashtabula counties. Starting Point provides assistance to parents needing care for their children, assistance to child care providers in need of technical assistance and training, and assistance to employers seeking quality child care for their employees. They are often considered to be the best qualified and most logical vendor to provide services under this contract.  *See Justification for additional information.
The total value of the solicitation:	<input type="checkbox"/> Exemption
Number of Solicitations (sent/received) /	<input type="checkbox"/> State Contract, list STS number and expiration date  <input type="checkbox"/> Government Coop (Joint Purchasing Program/GSA), list number and expiration date
Participation/Goals (%): ( ) DBE ( ) SBE ( ) MBE ( ) WBE. Were goals met by awarded vendor per DEI tab sheet review?: <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain.	<input type="checkbox"/> Sole Source <input type="checkbox"/> Public Notice posted by Department of Purchasing. Enter # of additional responses received from posting ( ).
Recommended Vendor was low bidder: <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain:	<input type="checkbox"/> Government Purchase  <input type="checkbox"/> Alternative Procurement Process
How did pricing compare among bids received?	<input checked="" type="checkbox"/> Contract Amendment ( <i>list original procurement</i> ) <i>Original procurement was an exemption.</i> <input type="checkbox"/> Other Procurement Method, please describe:

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

<b>FUNDING SOURCE:</b> i.e. General Fund, Health and Human Services Levy Funds, Community Development Block Grant (No acronyms i.e. HHS Levy, CDBG, etc.). Include % if more than one source.  <b>100% Health and Human Services levy</b>
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**Commented [CK1]:** Suggestion by MBV - I can't recall exactly how she said it. See text in green. (or we can refer them to instructions) and provide more detail in the instruction.

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Is funding for this included in the approved budget?  Yes  No (if "no" please explain):

Payment Schedule:  Invoiced  Monthly  Quarterly  One-time  Other (please explain):

**Provide status of project.**

New Service or purchase  Recurring service or purchase Is contract late  No  Yes, In the fields below provide reason for late and timeline of late submission

**Reason:**

**Timeline:**

Project/Procurement Start Date

(date your team started working on this item):

Date documents were requested from vendor:

Date of insurance approval from risk manager:

Date Department of Law approved Contract:

Date item was entered and released in Infor:

Detail any issues that arose during processing in Infor, such as the item being disapproved and requiring correction:

If late, have services begun?  No  Yes (if yes, please explain)

Have payments be made?  No  Yes (if yes, please explain)

**HISTORY (see instructions):**

- Contract was copied in April 2023 to change CM# from 1917 to 3266.
- See above

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## 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):	EXMT
CM Contract#	3266

	<b>Department</b>	<b>Clerk of the Board</b>
Briefing Memo	DWM	

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				
			Department initials	Purchasing
Justification Form			DWM	BRM
IG#	12-2605 – exp: 12/31/2023		DWM	BRM
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:		N/A	N/A
Debarment/Suspension Verified	Date:	8/25/23 10/19/23	DWM	BRM
Auditor’s Finding	Date:	8/25/23 10/19/23	DWM	BRM
Independent Contractor (I.C.) Requirement	Date:	9/19/23 9/15/23	DWM	BRM
Cover - <i>Master amendments only</i>			DWM	N/A
Contract Evaluation			DWM	BRM
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			N/A	N/A
Checklist Verification			DWM	BRM

**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	DWM
Matrix Law Screen shot	DWM
COI	DWM
Workers’ Compensation Insurance	DWM

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Original Executed Contract (containing insurance terms) & all executed amendments	DWM
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### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
1/1/2024 – 12/31/2024	HS260120	52000	HS-16-MS-UPK2	<b>\$60,960.00</b>
1/1/2024 – 12/31/2024	HS260240	55130	UCH09999	<b>\$1,838,321.78</b>
			<b>TOTAL</b>	<b>\$1,899,281.78</b>

<b>Contract History CE/AG# (if applicable)</b>	N/A
<b>Infor/Lawson PO# Code (if applicable)</b>	EXMT
<b>Lawson RQ# (if applicable)</b>	N/A
<b>CM Contract#</b>	3266

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$4,442,092.00		1/1/2022 – 12/31/2024	12/7/2021	R2021-0276
<b>Prior Amendment Amounts (list separately)</b>		\$			
		\$			
		\$			
<b>Pending Amendment</b>		\$1,899,281.78	1/1/2024 – 12/31/2025	PENDING	PENDING
<b>Total Amendments</b>		\$			
<b>Total Contact Amount</b>		\$6,341,373.78			

### Purchasing Use Only:

Prior Resolutions:	R2021-0276
Amend:	3266
Vendor Name:	Child Care Resource Center of Cuyahoga Co., Inc., dba Starting Point
ftp:	1/1/2022-12/31/2025
Amount:	\$1,899,281.78
History/CE:	Ok

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

EL:	ok
Procurement Notes:	
Purchasing Buyer’s initials and date of approval	BRM 10/31/2023

**CONTRACT EVALUATION FORM**

<b>Contractor</b>	Child Care Resource Center of Cuyahoga County, dba Starting Point
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	CM1917
<b>RQ#</b>	
<b>Time Period of Original Contract</b>	1/1/2022 - 12/31/2023
<b>Background Statement</b>	
<b>Service Description</b>	<p>The purpose of the Special Needs Child Care program is to increase inclusion of young children with identified disabilities, challenging behaviors, medical needs and children who are "at risk" of expulsion when served in typical child care settings. (i.e. Centers and Family Child Care Homes). Starting Point, as the lead partner agency for SNCC will ensure, that the SNCC program</p> <ul style="list-style-type: none"> <li>• Maintains and supports children with special needs in the early childhood setting</li> <li>• Links parents who have children with special needs in finding quality childcare</li> <li>• Provides training and technical assistance to parents in their integral role in the social-emotional development of children in early childhood settings</li> <li>• Provides training and technical assistance to teachers in developing positive relationships and communication with parents in the early childhood setting</li> <li>• Provides support and resources to parents and teachers who have experienced trauma</li> </ul>
<b>Performance Indicators</b>	<p>Provide SNCC technical assistance to teachers on behalf of 1,105 children with special needs during each 12 month contract period.</p> <p>Provide SNCC Intensive Classroom Technical Assistance to 30 UPK classrooms for 200 children with severe behavior challenges during each 12 month contract period.</p>
<b>Actual Performance versus performance indicators (include statistics):</b>	<p>In 2022, Starting Point ensured that SNCC services were provided in support of 1,165 unduplicated children, exceeding the performance indicator of 1,105 students (unduplicated).</p> <p>In addition, 32 classrooms were supported through the SNCC Intensive Classroom model exceeding their yearly target of 30 classrooms.</p>

<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>	Starting Point has been consistent in meeting SNCC/PIPs goals and outcomes for many years.				
<b>Department Contact</b>	Alyssa Swiatek <a href="mailto:alyssa.swiatek@ifs.ohio.gov">alyssa.swiatek@ifs.ohio.gov</a> (216) 348-3971				
<b>User Department</b>	HHS: Community Initiatives: Office of Early Childhood/Invest in Children				
<b>Date</b>	10/18/23				

# County Council of Cuyahoga County, Ohio

## Resolution No. R2023-0342

<p>Sponsored by: <b>County Executive Ronayne/Department of Health and Human Services/Division of Community Initiatives/Office of Early Childhood</b></p>	<p><b>A Resolution</b> authorizing a Contract with Child Care Resource Center of Cuyahoga County dba Starting Point in an amount not-to-exceed \$1,700,816.02 for implementation and management of the Child Care Access and Quality Expansion Program for Invest in Children for the period 1/1/2024 - 12/31/2025; authorizing the County Executive to execute the Contract No. 3687 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.</p>
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**WHEREAS**, the County Executive/Department of Health and Human Services/Division of Community Initiatives/Office of Early Childhood recommends a Contract with Child Care Resource Center of Cuyahoga County dba Starting Point in an amount not-to-exceed \$1,700,816.02 for implementation and management of the Child Care Access and Quality Expansion Program for Invest in Children for the period 1/1/2024 - 12/31/2025; and

**WHEREAS**, the primary goals for this project are to: a) improve the quality of center based child care by providing technical assistance and training to center based child care providers; b) provide scholarships, training and technical assistance to individual child care providers through the TEACH component of the program; c) to recruit and increase the number of centers participating in the state administered voluntary tiered rating system known as Step Up to Quality; and d) to increase the supply of quality child care through start up or expansion of early care and education programs in neighborhoods where care has been determined as needed; and

**WHEREAS**, the project is funded 100% by 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 a Contract with Child Care Resource Center of Cuyahoga County dba Starting Point in an amount not-to-exceed \$1,700,816.02 for implementation and management of the Child Care Access and Quality Expansion Program for Invest in Children for the period 1/1/2024 - 12/31/2025.

**SECTION 2.** That the County Executive is authorized to execute Contract No. 3687 and all documents consistent with said award and with this Resolution. To the extent that any exemptions are necessary under the County Code and contracting procedures, they shall be deemed approved by the adoption of this Resolution.

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

**SECTION 4.** It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

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

Yeas:

Nays:

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

First Reading/Referred to Committee: November 14, 2023  
Committee(s) Assigned: Education, Environment & Sustainability

Journal \_\_\_\_\_

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

**PURCHASE-RELATED TRANSACTIONS**

<b>Title</b>	Office of Early Childhood; 2024-2025 Starting Point; Child Care Access and Quality Expansion Program.
<b>Department or Agency Name</b>	Office of Early Childhood/Invest In Children
<b>Requested Action</b>	<input checked="" type="checkbox"/> Contract <input type="checkbox"/> Agreement <input type="checkbox"/> Lease <input type="checkbox"/> Amendment <input type="checkbox"/> Revenue Generating <input type="checkbox"/> Purchase Order <input type="checkbox"/> Other (please specify):

Original (O)/ Amendment (A-# )	Contract No. (If PO, list PO#)	Vendor Name	Time Period	Amount	Date BOC Approved/ Council's Journal Date	Approval No.
O	3687	Starting Point	1/1/24 – 12/31/25	\$1,700,816.02	Pending	Pending

**Service/Item Description (include quantity if applicable). Indicate whether  New or  Existing service or purchase.**

Starting Point will continue to implement programs and services, which are core elements to having a quality Early Care and Education Professional Development System for child care centers. These program include:

- **T.E.A.C.H.** is responsible for oversight, planning, and administration in conjunction with Cuyahoga County, Ohio Department of Job and Family Services (ODJFS), and Ohio Child Care Resource and Referral Association (OCCRRA); recruiting, maintaining, and tracking information for T.E.A.C.H. scholars in collaboration with OCCRA.
- **Language Environment Analysis (LENA) Grow Program:** Starting Point staff members will be involved with planning, policy, and procedure development; oversight and administration of the LENA Grow Program in conjunction with the Office of Early Childhood (OEC).
- **Early Care & Education Center Capacity Expansion System:** This program is tasked with increasing the supply of quality child care through start-up or expansion of early care and education programs in neighborhoods where care is essential to meet the needs of families as determined by research on supply for child care.
- **Training and Technical Assistance for Center Expansion:** Facilitation of business management training and technical assistance for potential child care center owners. Starting Point will conduct initial and individualized technical assistance sessions, including site selection, zoning, architect design, business plan development, creation of a finance package, personnel management, licensing, and quality programming.
- **Child Care Referral:** Starting Point will maintain referral services 24-hours a day/7 days per-week via website and telephone consultation. Provide families with a menu of services to identify child care, caregiver education on high-quality child care; information about child development, early learning, and school success; child care subsidy programs; and other related resources as needed.
- **Billie Osborne-Fears Child Care Scholarship Program** will provide child care tuition assistance for low-to-moderate-income parents and caregivers. The scholarship will also provide client intake and screening, including parent/caregiver employment or

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training, income, and dates and times child care is needed, to determine program eligibility.

- **Community Planning** will educate community stakeholders on accessibility, availability, and quality in early care and education services. This may include consulting legislators, funders, planners, employers, organizations, and institutions of higher learning.

For purchases of furniture, computers, vehicles:  Additional  Replacement  
 Age of items being replaced: \_\_\_\_\_ How will replaced items be disposed of? \_\_\_\_\_

**Project Goals, Outcomes or Purpose (list 3):**

1. Increase professional development opportunities for early care and education professionals in Cuyahoga County.
2. Provide financial resources to enable education professionals to attend colleges and universities.
3. Expand the availability and accessibility of childcare centers, especially for working families in high-need neighborhoods.
4. Provide specialized outreach and recruitment efforts to inform parents of high-quality childcare/early education programs for Cuyahoga County's Universal Prekindergarten (UPK), and ODJFS Step Up To Quality high-quality rated programs.

If a County Council item, are you requesting passage of the item without 3 readings.  Yes  No

In the boxes below, list Vendor/Contractor, etc. Name, Street Address, City, State and Zip Code. Beside each vendor/contractor, etc. provide owner, executive director, other (specify)

Vendor Name and address:	Owner, executive director, other (specify):
Starting Point 4600 Euclid Avenue, Suite 500 Cleveland, OH 44103	Nancy Mendez
Vendor Council District:	Project Council District:
7	7
If applicable provide the full address or list the municipality(ies) impacted by the project.	n/a

COMPETITIVE PROCUREMENT	NON-COMPETITIVE PROCUREMENT
RQ # if applicable <input type="checkbox"/> RFB <input type="checkbox"/> RFP <input type="checkbox"/> RFQ <input type="checkbox"/> Informal <input type="checkbox"/> Formal Closing Date: _____	Provide a short summary for not using competitive bid process.  Starting Point is designated by the Ohio Department of Jobs and Family Services (ODJFS) as the child care resource and referral agency for Cuyahoga, Lake, Geauga and Ashtabula counties. Starting Point provides assistance to parents needing care for their children, assistance to child care providers in need of technical assistance and training, and assistance to employers seeking quality child care for their employees. They are often considered to be the best qualified and most logical vendor to provide services under this contract.

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	*See Justification for additional information.
The total value of the solicitation:	<input checked="" type="checkbox"/> Exemption
Number of Solicitations (sent/received) /	<input type="checkbox"/> State Contract, list STS number and expiration date <input type="checkbox"/> Government Coop (Joint Purchasing Program/GSA), list number and expiration date
Participation/Goals (%): ( ) DBE ( ) SBE ( ) MBE ( ) WBE. Were goals met by awarded vendor per DEI tab sheet review?: <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain.	<input type="checkbox"/> Sole Source <input type="checkbox"/> Public Notice posted by Department of Purchasing. Enter # of additional responses received from posting ( ).
Recommended Vendor was low bidder: <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain:	<input type="checkbox"/> Government Purchase <input type="checkbox"/> Alternative Procurement Process
How did pricing compare among bids received?	<input type="checkbox"/> Contract Amendment (list original procurement) <input type="checkbox"/> Other Procurement Method, please describe:

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

<b>FUNDING SOURCE:</b> i.e. General Fund, Health and Human Services Levy Funds, Community Development Block Grant (No acronyms i.e. HHS Levy, CDBG, etc.). Include % if more than one source. Health and Human Service Levy
Is funding for this included in the approved budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (if "no" please explain):
Payment Schedule: <input checked="" type="checkbox"/> Invoiced <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> One-time <input type="checkbox"/> Other (please explain):

**Commented [CK1]:** Suggestion by MBV - I can't recall exactly how she said it. See text in green. (or we can refer them to instructions) and provide more detail in the instruction.

<b>Provide status of project.</b> This is a new contract for an ongoing project.	
<input type="checkbox"/> New Service or purchase <input checked="" type="checkbox"/> Recurring service or purchase	Is contract late <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes, In the fields below provide reason for late and timeline of late submission
<b>Reason:</b>	
<b>Timeline:</b> Project/Procurement Start Date (date your team started working on this item):	
Date documents were requested from vendor:	

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Date of insurance approval from risk manager:	
Date Department of Law approved Contract:	
Date item was entered and released in Infor:	
Detail any issues that arose during processing in Infor, such as the item being disapproved and requiring correction:	
If late, have services begun? <input type="checkbox"/> No <input type="checkbox"/> Yes (if yes, please explain)	
Have payments be made? <input type="checkbox"/> No <input type="checkbox"/> Yes (if yes, please explain)	

CONTRACT HISTORY						
Original (O)/ Amendment (A-# )	Contract No. (If PO, list PO#)	Vendor Name	Time Period	Amount	Date BOC Approved/ Council's Journal Date	Approval No.
O	1949	Starting Point	1/1/22 – 12/31/23	\$1,620,682	12/30/21	R2021-0274
A	1949	Starting Point	1/1/22- 12/31/23	+\$10,489.81	8/22/22	BC2022-502
A2	1949	Starting Point	1/1/22- 12/31/23	+\$39,103.00	4/10/23	BC2023-210

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## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	N/A
Infor/Lawson PO # Code (if applicable):	EXMT
CM Contract#	3687

	<b>Department initials</b>	<b>Clerk of the Board</b>
Briefing Memo	DWM	<input type="checkbox"/>

Late Submittal Required:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Why is the contract being submitted late?	n/a	
What is being done to prevent this from reoccurring?	n/a	

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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OTHER THAN FULL AND OPEN COMPETITION RFP Exemptions (Contract) Reviewed by Purchasing					
				Department initials	Purchasing
Justification Form				DWM	
IG#	12-2605-REG / 12/31/23			DWM	
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:	10/19/23		DWM	
Auditor’s Finding	Date:	10/19/23		DWM	
Vendor’s Submission				DWM	
Independent Contractor (I.C.) Requirement	Date:	9/19/23		DWM	
Cover - <i>Master contracts only</i>				n/a	
Contract Evaluation – <i>if required</i>				DWM	
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.				n/a	
Checklist Verification				DWM	

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					
				Department initials	
Agreement/Contract and Exhibits				DWM	
Matrix Law Screen shot				DWM	
COI				DWM	
Workers’ Compensation Insurance				DWM	

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
1/1/2024 – 12/31/2024	HS290100	55130	HS-23-LENA	\$ 91,029.00
1/1/2024 – 12/31/2024	HS260240	55130	UCH09999	\$ 759,379.01
1/1/2025 – 12/31/2025	HS260240	55130	UCH09999	\$ 850,408.01
			<b>TOTAL</b>	<b>\$1,700,816.02</b>

<b>Contract History CE/AG# (if applicable)</b>	N/A
<b>Infor/Lawson PO# and PO Code (if applicable)</b>	EXMT
<b>Lawson RQ# (if applicable)</b>	N/A
<b>CM Contract#</b>	3687

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	<b>\$1,620,682.00</b>		<b>1/1/2022 – 12/31/2023</b>	<b>12/07/2021</b>	<b>R2021-0274</b>
<b>Prior Amendment Amounts (list separately)</b>		<b>\$10,498.81</b>	<b>1/1/2023 – 12/31/2023</b>	<b>8/22/2022</b>	<b>BC2022-502</b>
		<b>\$39,103.00</b>	<b>1/1/2022 – 12/31/2023</b>	<b>4/10/2023</b>	<b>BC2023-210</b>
		<b>\$</b>			
<b>Pending Amendment</b>		<b>\$</b>			
<b>Total Amendments</b>		<b>\$</b>			
<b>Total Contact Amount</b>		<b>\$1,670,283.81</b>			

### Purchasing Use Only:

Prior Resolutions:	
CM#:	
Vendor Name:	
ftp:	
Amount:	
History/CE:	
EL:	
Procurement Notes:	



## CONTRACT EVALUATION FORM

<b>Contractor</b>	Child Care Resource Center of Cuyahoga County, dba Starting Point				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	CM183				
<b>RQ#</b>	EC-20-47504				
<b>Time Period of Original Contract</b>	1/1/2020 - 12/31/2021				
<b>Background Statement</b>					
<b>Service Description</b>	The purpose of the Teacher Education and Compensation Helps (TEACH) and the Early Care and Professional Development System program is to improve the quality of center based childcare by providing technical assistance and training to center based child care providers and to provide scholarships, training and technical assistance to individual child care providers through the TEACH component of the program.				
<b>Performance Indicators</b>	28 new TEACH Scholarships will be determined and enrolled per year. Starting Point will provide assessments, technical assistance, community-based training and staff professional development to 130 sites. A total of 300 childcare centers rated in Step Up To Quality, with 50 newly rated.				
<b>Actual Performance versus performance indicators (include statistics):</b>	46 Teachers participating in TEACH Scholarships: (100%, goal was 28). Starting Point administered provided assessments, technical assistance, community-based training and staff professional development to 402 centers (100%, goal was 130). Starting Point helped 447 centers maintain or achieve SUTQ rating. (100%, goal was 300), with 78 newly being newly rated (100%, goal was 50)				
<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>	Starting Point has been consistent in meeting goals and outcomes for many years. The years covered by the previous contract were unusual given the COVID-19 pandemic, but they deftly switched to virtual service provision.				
<b>Department Contact</b>	Shawna Rohrman				
<b>User Department</b>	HHS: Community Initiatives: Office of Early Childhood/Invest in Children				
<b>Date</b>	9/30/2021				

# County Council of Cuyahoga County, Ohio

## Resolution No. R2023-0343

<p>Sponsored by: <b>County Executive Ronayne/Department of Health and Human Services/Division of Community Initiatives/Office of Early Childhood</b></p>	<p><b>A Resolution</b> authorizing a Contract with Child Care Resource Center of Cuyahoga County dba Starting Point in the amount not-to-exceed \$2,433,569.42 for management and administration of the Family Child Care Home Professional Development System for the period 1/1/2024 – 12/31/2025; authorizing the County Executive to execute Contract No. 3688 and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.</p>
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**WHEREAS**, the County Executive/Department of Health and Human Services/Division of Community Initiatives/Office of Early Childhood recommends a Contract with Child Care Resource Center of Cuyahoga County dba Starting Point in the amount not-to-exceed \$2,433,569.42 for management and administration of the Family Child Care Home Professional Development System for the period 1/1/2024 – 12/31/2025; and

**WHEREAS**, the primary goals for this project are to: a) improve the quality of family child care homes, b) support family child care homes in maintaining their license and c) facilitate their entry into the Step Up to Quality star rating system; and

**WHEREAS**, the project is funded 100% by 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 a Contract with Child Care Resource Center of Cuyahoga County dba Starting Point in the amount not-to-exceed \$2,433,569.42 for management and administration of the Family Child Care Home Professional Development System for the period 1/1/2024 – 12/31/2025.

**SECTION 2.** That the County Executive is authorized to execute Contract No. 3688 and all documents consistent with said award and his Resolution. To the extent that any exemptions are necessary under the County Code and contracting procedures, they shall be deemed approved by the adoption of this Resolution.

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

**SECTION 4.** It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

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

Yeas:

Nays:

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

First Reading/Referred to Committee: November 14, 2023

Committee(s) Assigned: Education, Environment & Sustainability

Journal \_\_\_\_\_

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

**PURCHASE-RELATED TRANSACTIONS**

<b>Title</b>	Office of Early Childhood; 2024-25 Starting Point; Contract Amendment Family Child Care Home (FCCH) Professional Development System
<b>Department or Agency Name</b>	Office of Early Childhood/Invest in Children
<b>Requested Action</b>	<input checked="" type="checkbox"/> Contract <input type="checkbox"/> Agreement <input type="checkbox"/> Lease <input type="checkbox"/> Amendment <input type="checkbox"/> Revenue Generating <input type="checkbox"/> Purchase Order <input type="checkbox"/> Other (please specify):

Original (O)/ Amendment (A-# )	Contract No. (If PO, list PO#)	Vendor Name	Time Period	Amount	Date BOC Approved/ Council's Journal Date	Approval No.
O	3688	Starting Point	1/1/2024 – 12/31/2025	\$2,433,569.42	Pending	Pending

**Service/Item Description (include quantity if applicable). Indicate whether  New or  Existing service or purchase.**

**For purchases of furniture, computers, vehicles:**  Additional  Replacement  
**Age of items being replaced:** \_\_\_\_\_ **How will replaced items be disposed of?** \_\_\_\_\_

**Project Goals, Outcomes or Purpose (list 3):**

- To improve the quality of family child care homes;
- Support family child care homes in maintaining their license and;
- To facilitate their entry into the Step Up to Quality (SUTQ) star rating system of maintaining their star rating.

**If a County Council item, are you requesting passage of the item without 3 readings.**  Yes  No

**In the boxes below, list Vendor/Contractor, etc. Name, Street Address, City, State and Zip Code. Beside each vendor/contractor, etc. provide owner, executive director, other (specify)**

Vendor Name and address:	Owner, executive director, other (specify):
Starting Point 4600 Euclid Avenue, Suite 500 Cleveland, OH 44103	<b>Nancy Mendez</b>
Vendor Council District:	Project Council District:
7	County wide
If applicable provide the full address or list the municipality(ies) impacted by the project.	County wide

<b>COMPETITIVE PROCUREMENT</b>	<b>NON-COMPETITIVE PROCUREMENT</b>
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RQ # <i>if applicable</i> <input type="checkbox"/> RFB <input type="checkbox"/> RFP <input type="checkbox"/> RFQ <input type="checkbox"/> Informal <input type="checkbox"/> Formal      Closing Date:	Provide a short summary for not using competitive bid process.  Starting Point is designated by the Ohio Department of Jobs and Family Services (ODJFS) as the child care resource and referral agency for Cuyahoga, Lake, Geauga and Ashtabula counties. Starting Point provides assistance to parents needing care for their children, assistance to child care providers in need of technical assistance and training, and assistance to employers seeking quality child care for their employees. They are often considered to be the best qualified and most logical vendor to provide services under this contract.  *See Justification for additional information.
The total value of the solicitation:	<input checked="" type="checkbox"/> Exemption
Number of Solicitations (sent/received) /	<input type="checkbox"/> State Contract, list STS number and expiration date  <input type="checkbox"/> Government Coop (Joint Purchasing Program/GSA), list number and expiration date
Participation/Goals (%): ( ) DBE ( ) SBE ( ) MBE ( ) WBE. Were goals met by awarded vendor per DEI tab sheet review?: <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain.	<input type="checkbox"/> Sole Source <input type="checkbox"/> Public Notice posted by Department of Purchasing. Enter # of additional responses received from posting ( ).
Recommended Vendor was low bidder: <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain:	<input type="checkbox"/> Government Purchase <input type="checkbox"/> Alternative Procurement Process
How did pricing compare among bids received?	<input type="checkbox"/> Contract Amendment ( <i>list original procurement</i> ) <input type="checkbox"/> Other Procurement Method, please describe:

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

<b>FUNDING SOURCE:</b> i.e. General Fund, Health and Human Services Levy Funds, Community Development Block Grant (No acronyms i.e. HHS Levy, CDBG, etc.). Include % if more than one source.  100% Health and Human Services Levy
Is funding for this included in the approved budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (if "no" please explain):

**Commented [CK1]:** Suggestion by MBV - I can't recall exactly how she said it. See text in green. (or we can refer them to instructions) and provide more detail in the instruction

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Payment Schedule:  Invoiced  Monthly  Quarterly  One-time  Other (please explain):

**Provide status of project.** This is a new contract for an ongoing project.

New Service or purchase  Recurring service or purchase  Is contract late  No  Yes, In the fields below provide reason for late and timeline of late submission

**Reason:**

**Timeline:**  
 Project/Procurement Start Date (date your team started working on this item):  
 Date documents were requested from vendor:  
 Date of insurance approval from risk manager:  
 Date Department of Law approved Contract:  
 Date item was entered and released in Infor:

Detail any issues that arose during processing in Infor, such as the item being disapproved and requiring correction:

If late, have services begun?  No  Yes (if yes, please explain)

Have payments be made?  No  Yes (if yes, please explain)

**HISTORY (see instructions):**

Original (O)/ Amendment (A-# )	Contract No. (If PO, list PO#)	Vendor Name	Time Period	Amount	Date BOC Approved/ Council's Journal Date	Approval No.
O	1918	Starting Point	1/1/2022 – 12/31/2024	\$2,708,844.00	12/7/21	R2021-0275

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	N/A
Infor/Lawson PO # Code (if applicable):	EXMT
CM Contract#	3688

	<b>Department initials</b>	<b>Clerk of the Board</b>
Briefing Memo	DWM	<input type="checkbox"/>

Late Submittal Required:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Why is the contract being submitted late?	N/A	
What is being done to prevent this from reoccurring?	N/A	

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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OTHER THAN FULL AND OPEN COMPETITION RFP Exemptions (Contract) Reviewed by Purchasing				
			Department initials	Purchasing
Justification Form			DWM	BRM
IG#	12-2605-REG – 12/31/23		DWM	BRM
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:	N/A	N/A	N/A
Debarment/Suspension Verified	Date:	10/19/23	DWM	BRM
Auditor’s Finding	Date:	10/19/23	DWM	BRM
Vendor’s Submission			DWM	N/A
Independent Contractor (I.C.) Requirement	Date:	9/19/23	DWM	BRM
Cover - <i>Master contracts only</i>			N/A	N/A
Contract Evaluation – <i>if required</i>			DWM	BRM
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			N/A	N/A
Checklist Verification			DWM	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	
	Department initials
Agreement/Contract and Exhibits	DWM
Matrix Law Screen shot	DWM
COI	DWM
Workers’ Compensation Insurance	DWM



## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
1/1/2024 – 12/31/2024	HS260240	55130	UCH09999	\$1,216,784.71
1/1/2025 – 12/31/2025	HS260240	55130	UCH09999	\$1,216,784.71
			<b>TOTAL</b>	<b>\$2,433,569.42</b>

<b>Contract History CE/AG# (if applicable)</b>	N/A
<b>Infor/Lawson PO# and PO Code (if applicable)</b>	EXMT
<b>Lawson RQ# (if applicable)</b>	NA
<b>CM Contract#</b>	1918

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$2,708,844.00		1/1/2022 – 12/31/2023	12/30/2021	R2021-0275
<b>Prior Amendment Amounts (list separately)</b>		\$			
		\$			
		\$			
<b>Pending Amendment</b>		\$			
<b>Total Amendments</b>		\$			
<b>Total Contact Amount</b>		\$2,708,844.00			

### Purchasing Use Only:

<b>Prior Resolutions:</b>	R2021-0275
<b>CM#:</b>	3688
<b>Vendor Name:</b>	Child Care Resource and Referral Center of Cuyahoga County, dba Starting Point
<b>ftp:</b>	1/1/2024-12/31/2025
<b>Amount:</b>	\$2,433,569.42
<b>History/CE:</b>	OK
<b>EL:</b>	OK
<b>Procurement Notes:</b>	

Purchasing Buyer approval: BRM 11/1/2023

## CONTRACT EVALUATION FORM

<b>Contractor</b>	Child Care Resource Center of Cuyahoga County, dba Starting Point				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	3688				
<b>RQ#</b>	n/a				
<b>Time Period of Original Contract</b>	1/1/22 – 12/31/23				
<b>Background Statement</b>					
<b>Service Description</b>	The purpose of this project is to provide services to administer, manage and ensure quality assurance of the Family Child Care Home Professional Development System and to support family child care homes in maintaining licenses and in facilitating entry into the Step Up To Quality (SUTQ) star rating system.				
<b>Performance Indicators</b>	Provide 1500 technical assistance sessions addressing providers' needs around Step Up To Quality, the Child Development Associate's Credential and the Ohio Professional Registry. Provide 120 one-to-one technical assistance sessions for pre-licensing for potential providers seeking a family childcare license. Provide 30 one-on-one technical assistance sessions for issues related to family childcare licensing compliance.				
<b>Actual Performance versus performance indicators (include statistics):</b>	Starting Point provided 1750 technical assistance sessions addressing providers' needs around SUTO, CDA and the OPR: (100% goal 1500). Starting Point provided 327 one-to-one technical assistance sessions for pre-licensing for potential providers seeking a family childcare license (100% goal 120). Starting Point provided 53 one-on-one technical assistance sessions for issues related to family childcare licensing compliance (100% goal 30).				
<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>	Starting Point has been consistent in meeting goals and outcomes for many years. The years covered by the previous contract were unusual given the COVID-19 pandemic, but they deftly switched to virtual service provision.				
<b>Department Contact</b>	Shawna Rohrman				

<b>User Department</b>	HHS: Community Initiatives: Office of Early Childhood/Invest in Children
<b>Date</b>	9/7/2023

# County Council of Cuyahoga County, Ohio

## Resolution No. R2023-0344

<p>Sponsored by: <b>County Executive Ronayne/Department of Health and Human Services/Division of Community Initiatives/Office of Early Childhood</b></p>	<p><b>A Resolution</b> authorizing a contract with Family Connections of Northeast Ohio in the amount not-to-exceed \$1,028,000.00 for program administration and direct services for the Supporting Partnerships to Assure Ready Kids (SPARK) Program for Invest in Children for the period of 1/1/2024 – 12/31/2025; authorizing the County Executive to execute Contract No. 3877 and all other documents consistent with this Resolution, and declaring the necessity that this Resolution become immediately effective.</p>
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**WHEREAS**, the County Executive/Department of Health and Human Services/Division of Community Initiatives/Office of Early Childhood recommends a contract with Family Connections of Northeast Ohio in an amount not-to-exceed \$1,028,000.00 for program administration and direct services for the Supporting Partnerships to Assure Ready Kids (SPARK) Program for Invest in Children for the period of 1/1/2024 – 12/31/2025; and

**WHEREAS**, the SPARK program is an early literacy program for toddlers aged 3 to 5 with the goal of improving school readiness levels among SPARK children entering kindergarten; and

**WHEREAS**, the 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 a contract with Family Connections of Northeast Ohio in the amount not-to-exceed \$1,028,000.00 for program administration and direct services for the Supporting Partnerships to Assure Ready Kids (SPARK) Program for Invest in Children for the period of 1/1/2024 – 12/31/2025.

**SECTION 2.** That the County Executive is authorized to execute Contract No. 3877 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: November 14, 2023  
Committee(s) Assigned: Education, Environment & Sustainability

Journal \_\_\_\_\_

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

**PURCHASE-RELATED TRANSACTIONS**

<b>Title</b>	HHS: Office of Early Childhood/Invest in Children; 2024 Family Connections of Northeast Ohio, Contract for Supporting Partnerships to Assure Ready Kids (SPARK) Program.
<b>Department or Agency Name</b>	Office of Early Childhood/Invest in Children
<b>Requested Action</b>	<input checked="" type="checkbox"/> Contract <input type="checkbox"/> Agreement <input type="checkbox"/> Lease <input type="checkbox"/> Amendment <input type="checkbox"/> Revenue Generating <input type="checkbox"/> Purchase Order <input type="checkbox"/> Other (please specify):

Original (O)/ Amendment (A-# )	Contract No. (if PO, list PO#)	Vendor Name	Time Period	Amount	Date BOC Approved/ Council's Journal Date	Approval No.
O	CM3877	Family Connections of Northeast Ohio	01/01/2024 - 12/31/2025	\$1,028,000.00	Pending	Pending

**Service/Item Description (include quantity if applicable). Indicate whether  New or  Existing service or purchase.**

Cuyahoga County Office of Early Childhood, Invest in Children, is requesting approval of a contract with Family Connections of Northeast Ohio in the amount of \$1,028,000.00 for the time period 01/01/2024 - 12/31/2025. Family Connections of Northeast Ohio will oversee implementation of the Supporting Partnerships to Assure Ready Kids (SPARK) program in Cuyahoga County. They will implement SPARK for up to three hundred and ten (310) three- and four-year-olds.

Family Connections of Northeast Ohio will ensure that the essential elements of SPARK include:

- Trained parent partner/s who work closely with children and families;
- Developmental screenings for all participants including a review of results by a Responsive Services Team;
- Follow-up assessments;
- Referrals for individual therapies as needed (ex., for speech or behavioral issues);
- Learning plans individualized to each child's specific learning needs; and
- A minimum of eight (and as many as twelve) home or group visits per family for three and four-year olds with prescribed lesson plans based on Ohio's Early Content Standards.

For purchases of furniture, computers, vehicles:  Additional  Replacement  
 Age of items being replaced: \_\_\_\_\_ How will replaced items be disposed of? \_\_\_\_\_

**Project Goals, Outcomes or Purpose (list 3):**

Supporting Partnerships to Assure Ready Kids (SPARK) is a family-focused intervention program that helps 3 and 4-year-olds get ready for school by building reading, language and social skills. SPARK's home visiting services extend over a 12-month period and include:

- Individualized support and learning opportunities from a Parent Partner.
- Developmental assessments, screenings and linkages to community resources.
- Assistance with the transition to kindergarten.

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<ul style="list-style-type: none"> <li>• Educational supplies.</li> </ul>
<b>If a County Council item, are you requesting passage of the item without 3 readings.</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

<b>In the boxes below, list Vendor/Contractor, etc. Name, Street Address, City, State and Zip Code. Beside each vendor/contractor, etc. provide owner, executive director, other (specify)</b>	
Vendor Name and address:	Owner, executive director, other (specify):
Family Connections of Northeast Ohio 11811 Shaker Blvd., Suite 220, Cleveland, OH 44120	Beth Darmstadter, Executive Director
Vendor Council District:	Project Council District:
Council District 7	County wide
If applicable provide the full address or list the municipality(ies) impacted by the project.	

<b>COMPETITIVE PROCUREMENT</b> RQ # <i>if applicable</i> <input type="checkbox"/> RFB <input type="checkbox"/> RFP <input type="checkbox"/> RFQ <input type="checkbox"/> Informal <input type="checkbox"/> Formal      Closing Date:	<b>NON-COMPETITIVE PROCUREMENT</b> Provide a short summary for not using competitive bid process.  Family Connections is the only agency that currently provides SPARK Services. They hold the replication agreement with SPARK Ohio to implement SPARK in Cuyahoga County.  *See Justification for additional information.
The total value of the solicitation:	<input checked="" type="checkbox"/> Exemption
Number of Solicitations (sent/received) /	<input type="checkbox"/> State Contract, list STS number and expiration date  <input type="checkbox"/> Government Coop (Joint Purchasing Program/GSA), list number and expiration date
Participation/Goals (%): ( ) DBE ( ) SBE ( ) MBE ( ) WBE. Were goals met by awarded vendor per DEI tab sheet review?: <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain.	<input type="checkbox"/> Sole Source <input type="checkbox"/> Public Notice posted by Department of Purchasing. Enter # of additional responses received from posting ( ).
Recommended Vendor was low bidder: <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain:	<input type="checkbox"/> Government Purchase  <input type="checkbox"/> Alternative Procurement Process
How did pricing compare among bids received?	<input type="checkbox"/> Contract Amendment ( <i>list original procurement</i> )  <input type="checkbox"/> Other Procurement Method, please describe:

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

<b>FUNDING SOURCE:</b> i.e. General Fund, Health and Human Services Levy Funds, Community Development Block Grant (No acronyms i.e. HHS Levy, CDBG, etc.). Include % if more than one source.
<b>Health and Human Services Levy- 100%</b>
Is funding for this included in the approved budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (if "no" please explain):
Payment Schedule: <input checked="" type="checkbox"/> Invoiced <input checked="" type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> One-time <input type="checkbox"/> Other (please explain):

**Commented [CK1]:** Suggestion by MBV - I can't recall exactly how she said it. See text in green. (or we can refer them to instructions) and provide more detail in the instruction.

<b>Provide status of project.</b>	
<input type="checkbox"/> New Service or purchase <input checked="" type="checkbox"/> Recurring service or purchase	Is contract late <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes, In the fields below provide reason for late and timeline of late submission
<b>Reason:</b>	
<b>Timeline:</b>	
Project/Procurement Start Date (date your team started working on this item):	
Date documents were requested from vendor:	
Date of insurance approval from risk manager:	
Date Department of Law approved Contract:	
Date item was entered and released in Infor:	
Detail any issues that arose during processing in Infor, such as the item being disapproved and requiring correction:	
If late, have services begun? <input type="checkbox"/> No <input type="checkbox"/> Yes (if yes, please explain)	
Have payments be made? <input type="checkbox"/> No <input type="checkbox"/> Yes (if yes, please explain)	

<b>HISTORY (see instructions):</b>
O R2022-0048 03/08/2022
A- 1 BC2022-241 04/18/2022

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## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	N/A
Infor/Lawson PO # Code (if applicable):	EXMT
CM Contract#	3877

	<b>Department initials</b>	<b>Clerk of the Board</b>
Briefing Memo	JW	<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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<b>OTHER THAN FULL AND OPEN COMPETITION</b>				
<b>RFP Exemptions (Contract)</b>				
<b>Reviewed by Purchasing</b>				
<b>IHC Family Connections for SPARK Program 2024</b>			<b>Department initials</b>	<b>Purchasing</b>
Justification Form			JW	BRM
IG#	23-0255-REG (Exp. 12/31/27)		JW	BRM
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:	10/17/23	JW	BRM
Auditor’s Finding	Date:	10/17/23	JW	BRM
Vendor’s Submission			N/A	N/A
Independent Contractor (I.C.) Requirement	Date:	08/25/2023	AC	BRM
Cover - <i>Master contracts only</i>			N/A	N/A
Contract Evaluation – <i>if required</i>			AC	BRM
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			N/A	N/A
Checklist Verification			JW	BRM

Other documentation may be required depending upon your specific item

Glossary of Terms at: <https://intranet.cuyahoga.cc/policies-procedures/procurement-information>

<b>OTHER THAN FULL AND OPEN COMPETITION</b>	
<b>RFP Exemptions (Contract)</b>	
<b>Reviewed by Law</b>	
	<b>Department initials</b>
Agreement/Contract and Exhibits	JW
Matrix Law Screen shot	AC
COI	AC
Workers’ Compensation Insurance	AC

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

### Accounting Units

Time Period	Accounting Unit	Account Number	Activity	Dollar Amount
01/01/2024-12/31/2024	HS260240	55130	UCH09999	\$514,000.00
01/01/2025-12/31/2025	HS260240	55130	UCH09999	\$514,000.00
			<b>TOTAL</b>	<b>\$ 1,028,000.00</b>

<b>Contract History CE/AG# (if applicable)</b>	N/A
<b>Infor/Lawson PO# and PO Code (if applicable)</b>	211454/EXMT
<b>Lawson RQ# (if applicable)</b>	N/A
<b>CM Contract#</b>	2182

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$1,028,000.00		2/1/2022 – 12/31/2023	03/08/2022	R2022-0048
<b>Prior Amendment Amounts (list separately)</b>		\$217,087.97	2/1/2022 – 12/31/2023	04/18/2022	BC2022-241
<b>Pending Amendment</b>					
<b>Total Amendments</b>		\$217,087.97			
<b>Total Contact Amount</b>		\$1,245,087.97			

### Purchasing Use Only:

<b>Prior Resolutions:</b>	R2022-0048, BC2022-241
<b>CM#:</b>	3877
<b>Vendor Name:</b>	Family Connections of Northeast Ohio
<b>ftp:</b>	1/1/2024-12/31/2025
<b>Amount:</b>	\$1,028,000.00
<b>History/CE:</b>	Ok
<b>EL:</b>	ok
<b>Procurement Notes:</b>	

Purchasing Buyer approval: BRM 11/2/2023

## CONTRACT EVALUATION FORM

<b>Contractor</b>	Family Connections of Northeast Ohio				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	#2182				
<b>RQ#</b>	N/A				
<b>Time Period of Original Contract</b>	1/1/2022 to 12/31/2023				
<b>Background Statement</b>					
<b>Service Description</b>	The SPARK program (Supporting Partnerships to Assure Ready Kids) is an early literacy program for toddlers aged 3 to 5. Early literacy activities are delivered in the home by a trained specialist working with the child and parent together.				
<b>Performance Indicators</b>	<p>Improve school-readiness levels among SPARK children entering kindergarten in targeted communities by increase the percentage of children who Demonstrate Readiness and increasing the percentage of children who are Approaching Readiness and decreasing those with Emerging Readiness on the KRA. (Kindergarten Reading Assessment).</p> <p>Demonstrating Readiness - Approaching Readiness and Emerging Readiness</p>				
<b>Actual Performance versus performance indicators (include statistics):</b>	In the most recent evaluation of the SPARK Program (2017 Cohort), SPARK children tended to perform better on the Kindergarten Readiness Assessment compared to other children in their school district. In three of four districts SPARK serves, a higher percentage of SPARK children were in the "Demonstrating" and "Approaching" categories, and a smaller percentage were in the "Emerging" category, relative to children in the school district.				
<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>	Family Connections consistently delivers high quality services that have demonstrated impact on Kindergarten Readiness as evidenced by several evaluations. Family Connections actively partners with Invest in Children throughout program planning and provides timely invoices and all other required information including quarterly reports.				

<b>Department Contact</b>	Alyssa Swiatek
<b>User Department</b>	HHS: Office of Early Childhood/Invest in Children
<b>Date</b>	9/29/2023