



AGENDA
CUYAHOGA COUNTY HEALTH, HUMAN SERVICES & AGING
COMMITTEE MEETING
WEDNESDAY, MARCH 5, 2025
CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS
C. ELLEN CONNALLY COUNCIL CHAMBERS – 4TH FLOOR
1:00 PM

Committee Members:

Yvonne M. Conwell, Chair – District 7
Martin J. Sweeney, Vice Chair – District 3
Mark Casselberry – District 4
Robert E. Schleper, Jr. – District 6
Michael J. Houser, Sr. – District 10

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PUBLIC COMMENT**
- 4. APPROVAL OF MINUTES FROM THE FEBRUARY 19, 2025 MEETING [See Page 3]**
- 5. MATTERS REFERRED TO COMMITTEE**

- a) R2025-0095: A Resolution authorizing an amendment to Contract No. 3014 with Young Women's Christian Association of Greater Cleveland, Ohio dba YWCA Greater Cleveland for operation and case management services at the Norman Herr and Walton Road Women's Shelters for the period 1/1/2023 - 12/31/2024 to extend the time period to 12/31/2025, to amend the terms, and for additional funds in the amount not-to-exceed \$2,536,793.00, effective 1/1/2025; and 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 11]

6. PRESENTATION

- a) Overview of Cuyahoga Job and Family Services,
Kevin Gowan, Administrator, Cuyahoga Job and Family Services

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 5th 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 HEALTH, HUMAN SERVICES & AGING COMMITTEE MEETING

WEDNESDAY, FEBRUARY 19, 2025

CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS

C. ELLEN CONNALLY COUNCIL CHAMBERS – 4TH FLOOR

1:00 PM

1. CALL TO ORDER

Chairwoman Conwell called the meeting to order at 1:05 p.m.

2. ROLL CALL

Ms. Conwell asked Assistant Deputy Clerk Georgakopoulos to call the roll. Committee members Conwell, Sweeney, Casselberry, Schleper and Houser were in attendance and a quorum was determined.

3. PUBLIC COMMENT

There were no public comments given.

4. APPROVAL OF MINUTES FROM THE FEBRUARY 5, 2025 MEETING

A motion was made by Ms. Conwell, seconded by Mr. Schleper and approved by unanimous vote to approve the minutes from the February 5, 2025 meeting.

[Clerk's Note: Item No. 5.b) was taken out of order and was heard before Item No. 5.a)]

5. MATTERS REFERRED TO COMMITTEE

- a) R2025-0069: A Resolution authorizing an amendment to a Master Contract with various providers for Medicaid Home and Community-based Services for out-of-home placement and foster care services for the period 1/1/2022 – 12/31/2024, to extend the time period to 3/31/2026, to add new providers, and for additional funds in the amount not-to-exceed \$83,877,274.99, effective 1/1/2025; authorizing the County Executive to execute the amendment and all other documents consistent with this

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

Additional Funds

1. Contract No. 1991 with Adelphoi Village, Inc. in the anticipated amount not-to-exceed \$120,000.00.
2. Contract No. 2016 with Applewood Centers, Inc. in the anticipated amount not-to-exceed \$1,470,000.00.
3. Contract No. 2018 with Beech Brook in the anticipated amount not-to-exceed \$1,550,000.00.
4. Contract No. 2071 with Bellefaire Jewish Children's Bureau in the amount not-to-exceed \$3,982,274.99.
5. Contract No. 4283 (fka Contract No. 2072) with BHC Belmont Pines Hospital, Inc. in the anticipated amount not-to-exceed \$1,860,000.00.
6. Contract No. 2073 with BHC Fox Run Hospital, Inc. Fox Run: The Center for Children and Adolescents in the anticipated amount not-to-exceed \$400,000.00.
7. Contract No. CM4293 (fka Contract No. 2085) with Boys to Men Transitional Home, Inc. in the anticipated amount not-to-exceed \$0.01.
8. Contract No. 2075 with Cadence Care Network in the anticipated amount not-to-exceed \$1,200,000.00.
9. Contract No. 2076 with Caring for Kids, Inc. in the anticipated amount not-to-exceed \$1,920,000.00.
10. Contract No. 4161 (fka Contract No. 2077) with Carrington Behavioral Health, LLC in the anticipated amount not-to-exceed \$990,000.00.
11. Contract No. 2078 with Catholic Charities Corporation in the anticipated amount not-to-exceed \$640,000.00.
12. Contract No. 2079 with Christian Children's Home of Ohio, Inc. in the anticipated amount not-to-exceed \$660,000.00.
13. Contract No. 5085 (fka Contract No. 2007) with Cleveland Christian Home in the anticipated amount not-to-exceed \$2,620,000.00.
14. Contract No. 4207 (fka Contract No. 2008) with Cornell Abraxas Group, LLC in the anticipated amount not-to-exceed \$660,000.00.
15. Contract No. 4219 (fka Contract No. 2009) with Destiny Family Services in the anticipated amount not-to-exceed \$380,000.00.
16. Contract No. 2011 with Eastway Corporation in the anticipated amount not-to-exceed \$80,000.00.

17. Contract No. 4143 (fka Contract No. 2012) with ENA, Inc. dba Necco Center in the anticipated amount not-to-exceed \$2,830,000.00.
18. Contract No. 2013 with Freedom Youth Program in the anticipated amount not-to-exceed \$510,000.00.
19. Contract No. 2014 with Gracehaven, Inc. in the anticipated amount not-to-exceed \$220,000.00.
20. Contract No. 4187 (fka Contract No. 2015) with Habilitation Centers, LLC dba Little Creek Behavioral Health in the anticipated amount not-to-exceed \$670,000.00.
21. Contract No. 4247 (fka Contract No. 2030) with Habilitation Centers, LLC dba Millcreek of Arkansas in the anticipated amount not-to-exceed \$0.01.
22. Contract No. 2034 with Keystone Richland Center LLC dba Foundations for Living in the anticipated amount not-to-exceed \$260,000.00.
23. Contract No. 2035 with Laurel Oaks Behavioral Health Center in the anticipated amount not-to-exceed \$0.01.
24. Contract No. 2037 with Lighthouse Youth Services, Inc. dba Lighthouse Youth & Family Services in the anticipated amount not-to-exceed \$420,000.00.
25. Contract No. 4186 (fka Contract No. 1994) with Lutheran Homes Society, Inc. dba Genacross Family & Youth Services in the anticipated amount not-to-exceed \$1,700,000.00.
26. Contract No. 2039 with Lutheran Metropolitan Ministry dba S.T.A.R.T. (Support To At-Risk Teens) in the anticipated amount not-to-exceed \$1,280,000.00.
27. Contract No. 4139 (fka Contract No. 2040) with National Youth Advocate Program, Inc. in the anticipated amount not-to-exceed \$9,000,000.00.
28. Contract No. 2059 with Necco, LLC in the anticipated amount not-to-exceed \$0.01.
29. Contract No. 2063 with New Beginnings Residential Treatment, LLC in the anticipated amount not-to-exceed \$1,020,000.00.
30. Contract No. 4165 (fka Contract No. 2064) with New Directions, Inc. in the anticipated amount not-to-exceed \$100,000.00.
31. Contract No. 2065 with Northeast Ohio Adoption Services in the anticipated amount not-to-exceed \$80,000.00.

32. Contract No. 4138 (fka Contract No. 2067) with Ohio Mentor, Inc. in the anticipated amount not-to-exceed \$17,182,499.83.
33. Contract No. 5084 (fka Contract No. 2068) with OhioGuidestone in the anticipated amount not-to-exceed \$7,000,000.00.
34. Contract No. 2069 with Pathway Caring for Children in the anticipated amount not-to-exceed \$740,000.00.
35. Contract No. 4335 (fka Contract No. 2070) with Piney Ridge Treatment Center, LLC in the anticipated amount not-to-exceed \$120,000.00.
36. Contract No. 1998 with Pressley Ridge in the anticipated amount not-to-exceed \$820,000.00.
37. Contract No. 1999 with Quality Care Residential Homes, Inc. in the anticipated amount not-to-exceed \$1,430,000.00.
38. Contract No. 4153 (fka Contract No. 2000) with Raven House in the anticipated amount not-to-exceed \$370,000.00.
39. Contract No. 4316 (fka Contract No. 2002) with Rolling Hills Hospital, LLC in the anticipated amount not-to-exceed \$0.01.
40. Contract No. 5087 (fka Contract No. 2004) with Specialized Alternatives for Families & Youth of OH, Inc. in the anticipated amount not-to-exceed \$7,410,000.00.
41. Contract No. 2005 with The Bair Foundation in the anticipated amount not-to-exceed \$970,000.00.
42. Contract No. 2019 with The Village Network in the anticipated amount not-to-exceed \$1,300,000.00.
43. Contract No. 5086 (fka Contract No. 2020) with Young Star Academy LLC dba Mohican Young Star Academy in the anticipated amount not-to-exceed \$2,000,000.00.
44. Contract No. 2021 with Youth Intensive Services, Inc. in the anticipated amount not-to-exceed \$30,000.00.
45. Contract No. 2022 with Youth Opportunity Investments, LLC in the anticipated amount not-to-exceed \$490,000.00.
46. Contract No. 2023 with Artis's Tender Love & Care, Inc. in the anticipated amount not-to-exceed \$1,210,000.00.
47. Contract No. 2025 with In Focus of Cleveland, Inc. in the anticipated amount not-to-exceed \$910,000.00.

48. Contract No. 2026 with Jaystarr Homes 2, Inc in the anticipated amount not-to-exceed \$180,000.00.
49. Contract No. 4195 (fka Contract No. 1996) with Open Arms Adoptions, Inc. in the anticipated amount not-to-exceed \$80,000.00.
50. Contract No. 4284 (fka Contract No. 2342) with Healing Pathways Transitional Homes, Inc. in the anticipated amount not-to-exceed \$0.01.
51. Contract No. 4290 (fka Contract No. 2349) with Keystone Newport News, LLC in the anticipated amount not-to-exceed \$0.01.
52. Contract No. 4281 (fka Contract No. 2351) with Life Start, Inc in the anticipated amount not-to-exceed \$550,000.00.
53. Contract No. 4216 (fka Contract No. 2768) with One Child Every Chance Foundation, LLC in the anticipated amount not-to-exceed \$0.01.
54. Contract No. 4312 (fka Contract No. 2771) with SP Behavioral LLC dba Sandy Pines in the anticipated amount not-to-exceed \$400,000.00.
55. Contract No. 4448 (fka Contract No. 2722) with Tennessee Clinical School, LLC dba Hermitage Hall in the anticipated amount not-to-exceed \$0.01.
56. Contract No. 4257 (fka Contract No. 2773) with The Buckeye Ranch, Inc. in the anticipated amount not-to-exceed \$590,000.00.
57. Contract No. 4264 (fka Contract No. 2774) with Youth Opportunity Investments, LLC - Rockdale Youth Academy in the anticipated amount not-to-exceed \$0.01.
58. Contract No. 4289 (fka Contract No. 3183) with Conway Behavioral Health in the anticipated amount not-to-exceed \$0.01.
59. Contract No. 3186 with HHC Poplar Springs, LLC dba Poplar Springs Hospital in the anticipated amount not-to-exceed \$0.01.
60. Contract No. 3531 with Benchmark Behavioral Health Systems, Inc in the anticipated amount not-to-exceed \$260,000.00.
61. Contract No. 3427 with Rehabilitation Centers LLC dba Millcreek of Pontotoc in the anticipated amount not-to-exceed \$0.01.

62. Contract No. 3713 with A Loving Heart Youth Services in the anticipated amount not-to-exceed \$1,140,000.00.
63. Contract No. 3702 with HMIH Cedar Crest, LLC dba Cedar Crest Hospital and RTC in the anticipated amount not-to-exceed \$400,000.00.
64. Contract No. 3679 with Cumberland Hospital, LLC in the anticipated amount not-to-exceed \$140,000.00.
65. Contract No. 3659 with Harbor Point Behavioral Health Center in the anticipated amount not-to-exceed \$190,000.00.
66. Contract No. 3593 with Pathways to Purpose in the anticipated amount not-to-exceed \$750,000.00.
67. Contract No. 3683 with Rehabilitation Centers, LLC dba Millcreek of Magee ICF in the anticipated amount not-to-exceed \$0.01.
68. Contract No. 3903 with Advantage Family Outreach & Foster Care in the anticipated amount not-to-exceed \$210,000.00.
69. Contract No. 4446 with Youth Villages, Inc. in the anticipated amount not-to-exceed \$0.01.
70. Contract No. 4486 with KJ's Brighter Days, LLC in the anticipated amount not-to-exceed \$120,000.00.
71. Contract No. 4445 with HC Partnership dba Hill Crest Behavioral Health Services in the anticipated amount not-to-exceed \$200,000.00.
72. Contract No. 4872 with I Am Boundless, Inc. in the anticipated amount not-to-exceed \$0.01.
73. Contract No. 4749 with Providence House, Inc. in the anticipated amount not-to-exceed \$0.01.

New providers

74. Contract No. 5028 with Bluestone Child and Adolescent Psychiatric Hospital in the anticipated amount not-to-exceed \$31,250.00.
75. Contract No. 5119 with Change Academy at Lake of the Ozarks, LLC in the anticipated amount not-to-exceed \$31,250.00.

Mr. David Merriman, Director of the Department of Health and Human Services and Ms. Jacqueline Fletcher, Director of the Division of Children and Family Services, addressed the Committee regarding Resolution No. R2025-0069. Discussion ensued.

Committee members asked questions of Mr. Merriman and Ms. Fletcher pertaining to the item, which they answered accordingly.

On a motion by Mr. Sweeney with a second by Mr. Casselberry, Resolution No. R2025-0069 was considered and approved by unanimous vote to be referred to the full Council agenda with a recommendation for passage under second reading suspension of the rules.

- b) R2025-0080: A Resolution authorizing an amendment to Contract No. 3015 with Mental Health Services for Homeless Persons, Inc. dba Frontline Service for temporary housing for single adults and youth at North Point Transitional Housing, located at 1550 Superior Avenue, Cleveland, for the period 1/1/2023 - 12/31/2024 to extend the time period to 12/31/2025, to amend the terms, and for additional funds in the amount not-to-exceed \$1,422,933.00, effective 1/1/2025; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

Mr. Marcos Cortes, Administrator of the Division of Contracts and Performance for the Department of Health and Human Services; Ms. Allison Gill, Interim Executive Officer and Ms. Erin Rearden, Senior Administrator for the Office of Homeless Services; and Ms. Shawna Gurley, Director of Emergency Housing Services for Mental Health Services for Homeless Persons, Inc. dba Frontline Service, addressed the Committee regarding Resolution No. R2025-0080. Discussion ensued.

Committee members asked questions of Mr. Cortes, Ms. Gill, Ms. Rearden and Ms. Gurley pertaining to the item, which they answered accordingly.

On a motion by Ms. Conwell with a second by Mr. Schleper, Resolution No. R2025-0080 was considered and approved by unanimous vote to be referred to the full Council agenda with a recommendation for passage under second reading suspension of the rules.

6. MISCELLANEOUS BUSINESS

Ms. Conwell spoke about the providers covered under the prior amendment to the board and care Master Contract, whose payments were pending, while the outstanding required contract documents were being finalized, and asked Mr. Cortes for an update on this matter; and asked about the status of updating the contracts that will be reverting to a 15-month term, so payments will no longer be delayed due to year end activities. Mr. Schleper asked about the vetting process for contracting with new providers.

7. ADJOURNMENT

With no further business to discuss, Chairwoman Conwell adjourned the meeting at 1:42 p.m., without objection.

County Council of Cuyahoga County, Ohio

Resolution No. R2025-0095

Sponsored by: **County Executive Ronayne/Department of Health and Human Services/Division of Community Initiatives/Office of Homeless Services**

A Resolution authorizing an amendment to Contract No. 3014 with Young Women's Christian Association of Greater Cleveland, Ohio dba YWCA Greater Cleveland for operation and case management services at the Norman Herr and Walton Road Women's Shelters for the period 1/1/2023 - 12/31/2024 to extend the time period through 12/31/2025, to amend the terms, and to add additional funds in the amount not-to-exceed \$2,536,793.00, effective 1/1/2025; and authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution, and declaring the necessity that this Resolution become immediately effective.

WHEREAS, County Executive Ronayne/Department of Health and Human Services/Division of Community Initiatives/Office of Homeless Services recommends an amendment to Contract No. 3014 with Young Women's Christian Association of Greater Cleveland, Ohio dba YWCA Greater Cleveland for operation and case management services at the Norman Herr and Walton Road Women's Shelters for the period 1/1/2023 - 12/31/2024 to extend the time period through 12/31/2025, to amend the terms, and to add additional funds in the amount not-to-exceed \$2,536,793.00, effective 1/1/2025; and

WHEREAS, the primary goal of this project is to provide operation and case management services for the Norma Herr Women's Shelter and Walton Road Women's Shelters; and

WHEREAS, this project is funded 100% Health and Human Services Levy Fund; and

WHEREAS, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue.

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

SECTION 1. That the Cuyahoga County Council hereby authorizes an amendment to Contract No. 3014 with Young Women's Christian Association of Greater Cleveland, Ohio dba YWCA Greater Cleveland for operation and case management services at the Norman Herr and Walton Road Women's Shelters for the period 1/1/2023 - 12/31/2024 to extend the time period through 12/31/2025, to amend the terms, and to add additional funds in the amount not-to-exceed \$2,536,793.00, effective 1/1/2025.

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: February 25, 2025

Committee(s) Assigned: Health, Human Services & Aging

Journal _____
_____, 20____

PURCHASE-RELATED TRANSACTIONS

Title	OHS; YWCA Greater Cleveland; RQ 10456; 2024 Amendment 2; Emergency Shelter for Single Adult Women
Department or Agency Name	Office of Homeless Services
Requested Action	<input type="checkbox"/> Contract <input type="checkbox"/> Agreement <input type="checkbox"/> Lease <input type="checkbox"/> Amendment <input type="checkbox"/> Revenue Generating <input type="checkbox"/> Purchase Order <input type="checkbox"/> Other (please specify):

Original (O)/ Amendment (A-#)	Contract No. (If PO, list PO#)	Vendor Name	Time Period	Amount	Date BOC/Council Approved	Approval No.
O	3014	YWCA Greater Cleveland	1/1/23 – 12/31/23	\$2,536,793	2/28/23	R2023-0039
A-1	3014	YWCA Greater Cleveland	1/1/24 – 12/31/24	\$2,536,793	3/12/2024	R2024-0088
A-2	3014	YWCA Greater Cleveland	1/1/2025 – 12/31/2025	\$2,536,793	Pending	Pending

Service/Item Description (include quantity if applicable).

YWCA Greater Cleveland operates Norma Herr Women's Center 24 hours per day, 365 days per year. The shelter can accommodate up to 202 people in 177 regular beds and 25 overflow beds or mats.

YWCA serves homeless women ages 18 and above by providing immediate, low-barrier access to a safe and decent shelter in accordance with the Office of Homeless Services Advisory Board's adopted Community Standards for Emergency Shelters. The YWCA assists these women's efforts to return to stable housing as quickly as possible and connects them with services necessary to ensure long-term stable housing and self-sufficiency. Services and programming support identified subpopulations including but not limited to individuals over 55, youth, individuals who self-identify as LGBTQ, pregnant guests, those affected by trauma or other concerns, and veterans.

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

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

Project Goals, Outcomes or Purpose (list 3):

- Operate a safe, trauma-informed, low barrier, emergency shelter for single adult women, in accordance with continuum of care shelter standards
- Provide meals, access to laundry, and employment/housing services linkages
- Develop and implement a permanent housing plan with each person

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: YWCA Greater Cleveland 4019 Prospect Ave Cleveland OH 44115	Owner, executive director, other (specify): Helen Forbes Fields, executive director
Vendor Council District: 7	Project Council District: County-wide
If applicable provide the full address or list the municipality(ies) impacted by the project.	2227 Payne Ave Cleveland, OH 44114
If applicable provide the full address or list the municipality(ies) impacted by the project.	

COMPETITIVE PROCUREMENT	NON-COMPETITIVE PROCUREMENT
RQ# _____ (Insert RQ# for formal/informal items, as applicable) <input type="checkbox"/> RFB <input type="checkbox"/> RFP <input type="checkbox"/> RFQ <input type="checkbox"/> Informal <input type="checkbox"/> Formal Closing Date:	Provide a short summary for not using competitive bid process. Amendment on contract that allows for an extension. *See Justification for additional information.
The total value of the solicitation:	<input type="checkbox"/> Exemption
Number of Solicitations (sent/received) /	<input type="checkbox"/> State Contract, list STS number and expiration date <input type="checkbox"/> Government Coop (Joint Purchasing Program/GSA), list number and expiration date
Participation/Goals (%): () DBE () SBE () MBE () WBE. Were goals met by awarded vendor per DEI tab sheet review? <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain. If no, has this gone to the Administrative Reconsideration Panel? If so, what was the outcome?	<input type="checkbox"/> Sole Source <input type="checkbox"/> Public Notice posted by Department of Purchasing. Enter # of additional responses received from posting ().
Recommended Vendor was low bidder: <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain:	<input type="checkbox"/> Government Purchase <input type="checkbox"/> Alternative Procurement Process
How did pricing compare among bids received?	<input checked="" type="checkbox"/> Contract Amendment - (list original procurement) <i>RFP 10456, which closed 9/12/2022</i> <input type="checkbox"/> Other Procurement Method, please describe:

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

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

HHS Levy – 100%

Is funding for this included in the approved budget? ☒ Yes ☐ No (if “no” please explain):

List all Accounting Unit(s) upon which funds will be drawn and amounts if more than one accounting unit.

HS260350

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

Provide status of project.

Project is ongoing and being extended through 12/31/2025

Is contract/purchase late ☐ No ☒ Yes, In the fields below provide reason for late and timeline of late submission

Reason:

Negotiations with vendor took longer than expected.

Timeline

Project/Procurement Start Date (date your team started working on this item): 1/21/2025

Date documents were requested from vendor: 2/5/2025 – Contract Draft and Updated COI Endorsement Language

Date of insurance approval from risk manager:

Date Department of Law approved Contract:

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

If late, have services begun? ☐ No ☒ Yes (if yes, please explain) services provided while contract amendment in progress

Have payments been made? ☒ No ☐ Yes (if yes, please explain)

HISTORY (see instructions):

Prior Original (O) and subsequent Amendments (A-#)	Contract No. (If PO, list PO#)	Vendor Name	Time Period	Amount	Date BOC/Council Approved	Approval No.

Department of Purchasing – Required Documents Checklist

Upload as “word” document in OnBase Document Management

Infor/Lawson RQ# (if applicable):	10456
Buyspeed RQ# (if applicable):	N/A
Infor/Lawson PO # Code (if applicable):	RFP - 212177
CM Contract#	3014

Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/> X
Why is the contract being submitted late?	Negotiations with vendor took longer than expected.	
What is being done to prevent this from reoccurring?	Will try to start negotiations earlier and express the importance of coming to terms more quickly.	

TAC or CTO Required or Authorized IT Standard	Yes <input type="checkbox"/>	No <input type="checkbox"/> X
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Contract Amendments Reviewed by Purchasing				
YWCA – Amendment 2			Department Initials	Purchasing
Briefing Memo			AC	BRM
Justification Form			AC	BRM
IG#	23-0030- REG exp. 12/31/2027		AC	BRM
Annual Non-Competitive Bid Contract Statement <i>(Not required if item was competitively bid. Form is also not required if going to BOC or Council for approval)</i>	Date:		N/A	N/A
Debarment/Suspension Verified	Date:	1/28/2025 1/31/2025	NM	BRM
Auditor's Findings	Date:	1/28/2025	NM	BRM
Independent Contractor (I.C.) Form	Date:	2/6/2025	AC	BRM
Cover - Master contracts only			N/A	N/A
Contract Evaluation – if required provide most recent CM history on contract history table (see pg 2)			NM	BRM
TAC/CTO Approval or IT Standards <i>(if required attach and identify relevant page #s or meeting approval number)</i>			N/A	N/A
Checklist Verification			AC	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	NM
Matrix Law Screen shot	NM
COI	AC
Workers' Compensation Insurance	AC
Original Executed Contract (containing insurance terms) & all	NM

Department of Purchasing – Required Documents Checklist

executed amendments					
CONTRACT SPENDING PLAN					
Time Period	Accounting Unit	Account Number	Activity Code	Account Category or Subaccount	Dollar Amount
1/1/2025 – 12/31/2025	HS260350	55130	UCH09999	55130	\$2,113,994.17
1/1/2026 – 3/31/2026					
*Final Invoices	HS260350	55130	UCH09999	55130	\$422,798.83
			TOTAL		\$2,536,793.00

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

CE/AG# (if applicable)		N/A			
Infor/Lawson PO# and PO Code (if applicable)		212177			
Lawson RQ# (if applicable)		10456			
CM Contract#		3014			
	Original Amount	Amendment Amount (if applicable)	Original Time Period/Amended End Date	BOC/ Resolution Approval Date	BOC/ Resolution Approval #
Original Amount	\$2,536,793.00		1/1/23 – 12/31/23	2/28/2023	R2023-0039
Amendment 1		\$2,536,793.00	1/1/23 -12/31/24	3/12/2024	R2024-0088
Pending Amendment		\$2,536,793.00	1/1/23-12/31/25	Pending	Pending
Total Amendments		\$5,073,586.00			
Total Contract Amount		\$7,610,379.00			

PURCHASING USE ONLY

Prior Resolutions:	R2023-0039, R2024-0088
CM#:	3014
Vendor Name:	Young Women's Christian Association of Greater Cleveland, Ohio dba YWCA Greater Cleveland
Time Period:	1/1/2023-12/31/2024 ext 12/31/2025
Amount:	\$2,113,994.17 not to exceed \$2,536,793.00
History/CE:	Ok
EL:	Ok
Purchasing Notes:	
Purchasing Agents Initials and date of approval	BRM 2/10/2025

CONTRACT EVALUATION FORM

Contractor	YWCA of Greater Cleveland				
Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:	3014				
RQ#	10456				
Time Period of Original Contract	1/1/2023 – 12/31/2023				
Background Statement	The YWCA manages the Norma Herr Women's Center (NHWC), the emergency shelter for single women. The goal of the emergency shelter program in Cuyahoga County is to eliminate street homelessness by providing high-quality temporary shelter and access to services focused on returning persons to permanent housing as quickly as possible.				
Service Description	Services include development of an individualized housing plan, assessment and linkages to physical and mental health services, benefit eligibility assessment, and assistance with obtaining employment, education and/or training.				
Performance Indicators	Number of persons served; exits to permanent housing; average length of stay; client grievance resolution.				
Actual Performance versus performance indicators (include statistics):	# of unduplicated individuals provided shelter: 784 # exiting: 508 # exiting to perm housing: 68 Average length of stay: 140 days overall (89 days for leavers; 237 days for stayers)				
Rating of Overall Performance of Contractor	Superior	Above Average	Average	Below Average	Poor
Select One (X)			X		
Justification of Rating	YWCA provides a client-centered shelter to a very high-barrier population across the homeless continuum of care.				
Department Contact	Aaron Carlson				
User Department	Division of Contract Administration & Performance				
Date	2/7/2025				