

AGENDA
CUYAHOGA COUNTY COUNCIL REGULAR MEETING
TUESDAY, JUNE 12, 2012
CUYAHOGA COUNTY JUSTICE CENTER
COUNCIL CHAMBERS – 1ST FLOOR
5:00 PM

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PLEDGE OF ALLEGIANCE**
- 4. SILENT MEDITATION**
- 5. PUBLIC COMMENT RELATED TO AGENDA**
- 6. APPROVAL OF MINUTES**
 - a) May 22, 2012 Regular Meeting
- 7. ANNOUNCEMENTS FROM THE COUNCIL PRESIDENT**
- 8. MESSAGES FROM THE COUNTY EXECUTIVE**
 - a) Contracts executed by County Executive (attachment)
- 9. RECEPTION OF REPORT SUBMITTED TO COUNCIL**
 - a) 5-Year Economic Development Plan Annual Update

10. CONSIDERATION OF MOTIONS OF COUNCIL FOR FIRST READING AND REFERRAL TO COMMITTEE

- a) M2012-0019: A Motion confirming the County Executive's appointment of individuals to serve on the Gateway Economic Development Corporation of Greater Cleveland Board of Trustees, and declaring the necessity that this Motion become immediately effective:
- 1) William J. Reidy
 - 2) Timothy Offtermatt

Sponsor: Council President Connally

- b) M2012-0020: A Motion confirming the County Executive's reappointment of Patricia Carey to serve on the Western Reserve Resource Conservation and Development Council, and declaring the necessity that this Motion become immediately effective.

Sponsor: Council President Connally

11. CONSIDERATION OF RESOLUTIONS OF COUNCIL FOR FIRST READING AND REFERRAL TO COMMITTEE

- a) R2012-0097: A Resolution providing for submission to the electors of the County of Cuyahoga an amendment to Article 2, Section 4, and Article 3 Section 7 of the Charter of Cuyahoga County; and declaring the necessity that this Resolution become immediately effective.

Sponsor: Councilmember Miller

- b) R2012-0098: A Resolution providing for submission to the electors of the County of Cuyahoga an amendment to Article 3, Section 10, Subsection 5 of the Charter of Cuyahoga County; and declaring the necessity that this Resolution become immediately effective.

Sponsor: Councilmember Miller

- c) R2012-0099: A Resolution providing for submission to the electors of the County of Cuyahoga an amendment to Article 6, Section 2 of the Charter of Cuyahoga County; and declaring the necessity that this Resolution become immediately effective.

Sponsor: Councilmember Miller

- d) R2012-0100: A Resolution providing for submission to the electors of the County of Cuyahoga an amendment to Article 9, Section 1 of the Charter

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

Sponsors: Councilmembers Conwell and Miller

- e) R2012-0101: A Resolution providing for submission to the electors of the County of Cuyahoga an amendment to Article 11, Sections 1 and 3 of the Charter of Cuyahoga County; and declaring the necessity that this Resolution become immediately effective.

Sponsors: Council President Connally and Councilmember Miller

12. CONSIDERATION OF AN ORDINANCE OF COUNCIL FOR FIRST READING AND REFERRAL TO COMMITTEE

- a) O2012-0014: An Ordinance adopting an Equity Plan for Cuyahoga County.

Sponsors: Councilmembers Conwell, Miller and Rogers

13. CONSIDERATION OF A RESOLUTION FOR FIRST READING ADOPTION UNDER SUSPENSION OF RULES

- a) R2012-0102: A Resolution amending the 2012/2013 Biennial Operating Budget for 2012 by providing for additional fiscal appropriations from the General Fund and other funding sources, for appropriation transfers between budget accounts, and for cash transfers between budgetary funds, in order to meet the budgetary needs of various County departments, offices, and agencies; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive FitzGerald/Fiscal Officer/Office of Budget & Management

14. CONSIDERATION OF RESOLUTIONS FOR FIRST READING AND REFERRAL TO COMMITTEE

- a) R2012-0103: A Resolution providing for submission to the electors of the County of Cuyahoga an amendment to Article 2, Section 2.03(1) and Article 9, Section 4 of the Charter of Cuyahoga County; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive FitzGerald

- b) R2012-0104: A Resolution providing for submission to the electors of the County of Cuyahoga an amendment to Article 5, Section 2, Section 7 and

Article 10, Section 1 of the Charter of Cuyahoga County; and declaring the necessity that this Resolution become immediately effective.

Sponsors: County Executive FitzGerald/Fiscal Officer/County Treasurer/
Office of Procurement & Diversity and Councilmember Miller

- c) R2012-0105: A Resolution declaring that public convenience and welfare requires resurfacing of Solon Road from Maple Street to Solon North Corporation Line in the Villages of Bentleyville and Chagrin Falls; total estimated construction cost \$1,500,000.00; finding that special assessments will neither be levied nor collected to pay for any part of the County's costs of said improvement; and authorizing the County Executive to enter into agreements of cooperation with said municipalities in connection with said project.

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

- d) R2012-0106: A Resolution declaring that public convenience and welfare requires reconstruction of Pleasant Valley Road from Brecksville Road to Kichler Lighting Drive in the City of Independence; total estimated construction cost \$2,614,000.00; finding that special assessments will neither be levied nor collected to pay for any part of the County's costs of said improvement; and authorizing the County Executive to enter into an agreement of cooperation with said municipality in connection with said project.

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

- e) R2012-0107: A Resolution making an award on RQ23394 to Fabrizi Trucking & Paving Co., Inc. in the amount not-to-exceed \$806,847.80 for rehabilitation of Prospect Road Culvert No. 9 in the City of Strongsville; authorizing the County Executive to execute the contract and all other documents consistent with said award and this Resolution; and authorizing the County Engineer, on behalf of the County Executive, to make an application for allocation from County Motor Vehicle \$5.00 License Tax Funds in the amount of \$645,478.24 to fund said contract.

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

- f) R2012-0108: A Resolution authorizing a revenue generating agreement with City of North Olmsted for maintenance of storm sewerage systems located in County Sewer District No. 7; authorizing the County Executive to execute the agreement and all other documents consistent with this

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

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

- g) R2012-0109: A Resolution establishing County Sewer District No. 3A, located in the City of Shaker Heights, in accordance with Ohio Revised Code Sections 6117.01 and 6117.03, effective 7/1/2012; authorizing a revenue generating agreement with said municipality for maintenance of storm sewerage systems located in said sewer district for the period 7/1/2012 - 12/31/2012; authorizing the County Executive to execute the agreement and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

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

- h) R2012-0110: A Resolution making a revenue generating award on RQ22467 to AVI Foodsystems, Inc. for food service operations at the Cuyahoga County Justice Center Cafeteria for the period 7/1/2012 - 6/30/2017; authorizing the County Executive to execute the contract and all other documents consistent with said award and this Resolution.

Sponsor: County Executive FitzGerald/Department of Public Works

- i) R2012-0111: A Resolution making a revenue generating award on RQ22321 to DLAJ, Inc. for coffee and limited beverage and food service operations at the Justice Center Galleria for the period 7/1/2012 - 6/30/2017; authorizing the County Executive to execute the contract and all other documents consistent with said award and this Resolution.

Sponsor: County Executive FitzGerald/Department of Public Works

- j) R2012-0112: A Resolution authorizing an Economic Development Loan in the amount not-to-exceed \$1,260,000.00 to Swift Filters, Inc. for construction of a facility at 24040 Forbes Road, Oakwood Village; authorizing the Deputy Chief of Staff of Development or Director of Development to execute all documents consistent with said loan and this Resolution.

Sponsor: County Executive FitzGerald/Department of Development

- k) R2012-0113: A Resolution authorizing the issuance of not-to-exceed \$21,000,000.00 County of Cuyahoga, Ohio, Health Care Facilities

Mortgage Revenue Bonds, Series 2012 (Menorah Park Center for Senior Living – Wiggins Place Project), for the purpose of (1) refunding the outstanding principal amount of Series 2003 Revenue Bonds that were issued to provide funds to assist Menorah Park Center for Senior Living in financing costs of Wiggins Place and (2) providing funds to make improvements and expansions to Wiggins Place; authorizing the execution and delivery of a base lease, a lease, a trust indenture and an assignment to secure and provide for the payment of the bonds; authorizing the execution and delivery of a bond purchase agreement and authorizing the execution and delivery of certain other documents and actions in connection with the issuance of such bonds.

Sponsor: County Executive FitzGerald/Department of Development

Bond Counsel: Squire, Sanders & Dempsey, L.L.P.

- l) R2012-0114: A Resolution making awards on RQ23233 to various providers for SAP Human Capital Management professional services; authorizing the County Executive to execute the contracts and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective:
- 1) Sage Group Consulting, Inc. in the amount not-to-exceed \$890,000.00 for the period 7/2/2012 - 7/1/2014.
 - 2) Unify Solutions, Inc. in the amount not-to-exceed \$110,000.00 for the period 7/2/2012 - 7/1/2013.

Sponsor: County Executive FitzGerald/Information Services Center

- m) R2012-0115: A Resolution authorizing an agreement with Mayfield Village for participation in the Cuyahoga County Benefits Regionalization Program for the period 6/12/2012 - 12/31/2014; authorizing the County Executive to execute the agreement and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive FitzGerald/Department of Human Resources

- n) R2012-0116: A Resolution adopting the Annual Tax Budget, including the Cuyahoga County Library Budget, for the year 2013, and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive FitzGerald/Fiscal Officer/Office of Budget & Management

- o) R2012-0117: A Resolution making awards on RQ22544 to various providers for the Staff Secure Shelter Program and Placement Planning Day Report services for various time periods; authorizing the County Executive to execute the contracts and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective:

- 1) for the period 3/1/2012 - 2/28/2014:
 - i) Carrington Youth Academy LLC in the amount not-to-exceed \$1,618,852.00.
 - ii) The Cleveland Christian Home Incorporated in the amount not-to-exceed \$534,000.00.
- 2) for the period 6/1/2012 - 5/31/2014:
 - i) Applewood Centers, Inc. in the amount not-to-exceed \$100,000.00.

Sponsors: County Executive FitzGerald on behalf of Juvenile Court

- p) R2012-0118: A Resolution authorizing amendments to contracts with various providers for placement services for the period 10/1/2011 - 6/30/2012 for additional funds; authorizing the County Executive to execute the amendments and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective:

- 1) No. CE1100618-01 with Beech Brook in the amount of \$280,000.00.
- 2) No. CE1100619-01 with BHC Belmont Pines Hospital, Inc. in the amount of \$300,000.00.
- 3) No. CE1100630-01 with The Cleveland Christian Home Incorporated in the amount of \$404,000.00.

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

- q) R2012-0119: A Resolution authorizing and directing the Cuyahoga County Fiscal Officer to make the necessary levy pursuant to Ohio Revised Code Section 5901.11, and declaring the necessity that this Resolution become immediately effective.

Sponsors: County Executive FitzGerald/Fiscal Officer/Office of Budget & Management on behalf of Veterans Service Commission

15. COMMITTEE REPORTS AND CONSIDERATION OF RESOLUTIONS FOR SECOND READING ADOPTION UNDER SUSPENSION OF RULES

- a) R2012-0086: A Resolution authorizing an amendment to Contract No. CE1000462-02 with The Brewer-Garrett Company for implementation of energy conservation measures in various County buildings, in accordance with Ohio Revised Code Section 307.041 and American Recovery and Reinvestment Act of 2009 reporting requirements, for the period 7/1/2010 - 6/30/2020 for additional funds in the amount not-to-exceed \$1,225,000.00; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive FitzGerald/Department of Public Works

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

- b) R2012-0087: A Resolution declaring that public convenience and welfare requires replacement of Rockside Road Bridge No. 3.23 in the City of Independence; total estimated construction cost \$4,000,000.00; finding that special assessments will neither be levied nor collected to pay for any part of the County's costs of said improvement; and authorizing the County Executive to enter into an agreement of cooperation with said municipality in connection with said project.

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

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

- c) R2012-0088: A Resolution making an award on RQ23213 to Terrace Construction Company, Inc. in the amount not-to-exceed \$2,197,758.00 for the Sewer and Lateral Repair Program for various County Sewer Districts; authorizing the County Executive to execute the contract and all other documents consistent with said award and this Resolution.

Sponsor: County Executive FitzGerald/Department of Public Works/ Division of County Engineer and Councilmember Germana

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

- d) R2012-0089: A Resolution making an award on RQ22973 to Perk Company, Inc. in the amount not-to-exceed \$3,212,023.08 for resurfacing, restoration and rehabilitation of Snow/Rockside Road from Broadview Road to Lombardo Road in the Cities of Parma and Seven Hills; authorizing the County Executive to execute the contract and all other documents consistent with said award and this Resolution; and authorizing the County Engineer, on behalf of the County Executive, to make an application for allocation from County Motor Vehicle \$5.00 License Tax Funds in the amount of \$642,404.61 to fund said contract.

Sponsors: County Executive FitzGerald/Department of Public Works/
Division of County Engineer and Councilmember Germana

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

- e) R2012-0091: A Resolution making awards on RQ21514 to various providers for residential treatment services for the Youth and Family Community Partnership Program for the period 1/1/2012 - 12/31/2013; authorizing the County Executive to execute the contracts and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective:

- 1) Applewood Centers, Inc. in the amount not-to-exceed \$500,000.00.
- 2) Beech Brook in the amount not-to-exceed \$350,000.00.
- 3) Bellefaire Jewish Children's Bureau in the amount not-to-exceed \$400,000.00.
- 4) Carrington Youth Academy LLC in the amount not-to-exceed \$300,000.00.
- 5) The Cleveland Christian Home Incorporated in the amount not-to-exceed \$400,000.00.
- 6) New Directions, Inc. in the amount not-to-exceed \$250,000.00.
- 7) The Village Network in the amount not-to-exceed \$250,000.00.
- 8) Catholic Charities Services Corporation dba Parmadale in the amount not-to-exceed \$250,000.00.

Sponsor: County Executive FitzGerald on behalf of Juvenile Court

Committee Assignment and Chair: Justice Affairs – Simon

- f) R2012-0092: A Resolution making awards on RQ21516 to various providers for residential treatment services for the period 2/1/2012 - 1/31/2014; authorizing the County Executive to execute the contracts and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective:

- 1) Applewood Centers, Inc. in the amount not-to-exceed \$30,000.00.
- 2) Beech Brook in the amount not-to-exceed \$30,000.00.
- 3) Bellefaire Jewish Children's Bureau in the amount not-to-exceed \$130,000.00.
- 4) Berea Children's Home aka Guidestone in the amount not-to-exceed \$130,000.00.
- 5) Carrington Youth Academy LLC in the amount not-to-exceed \$30,000.00.
- 6) The Cleveland Christian Home Incorporated in the amount not-to-exceed \$200,000.00.
- 7) Cornell Abraxas Group, Inc. in the amount not-to-exceed \$250,000.00.
- 8) The Glen Mills Schools in the amount not-to-exceed \$720,000.00.
- 9) The House of Emmanuel Inc. in the amount not-to-exceed \$100,000.00.
- 10) Keystone Richland Center LLC dba Foundations for Living in the amount not-to-exceed \$125,000.00.
- 11) New Directions, Inc. in the amount not-to-exceed \$30,000.00.
- 12) Safe House Ministries, Inc. in the amount not-to-exceed \$75,000.00.
- 13) The Village Network in the amount not-to-exceed \$300,000.00.
- 14) Catholic Charities Services Corporation dba Parmadale in the amount not-to-exceed \$100,000.00.

Sponsor: County Executive FitzGerald on behalf of Juvenile Court

Committee Assignment and Chair: Justice Affairs – Simon

- g) R2012-0093: A Resolution authorizing an agreement with Cuyahoga County District Board of Health in the amount not-to-exceed \$553,000.00 for the Newborn Home Visiting Program for the period 4/1/2012 - 2/1/2013; authorizing the County Executive to execute the contract and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

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

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

- h) R2012-0094: A Resolution making an award on RQ22685 to MHS, Inc. in the amount not-to-exceed \$1,034,798.00 for transitional housing program services for the period 6/1/2012 - 3/31/2013; authorizing the County Executive to execute the contract and all other documents

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

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

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

- i) R2012-0095: A Resolution making awards on RQ21578 to various providers for various services for the Cuyahoga OPTIONS for Elders Program for the period 7/1/2012 - 6/30/2014; authorizing the County Executive to execute the contracts and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective:
 - 1) Chore Services and Grab Bar Services
 - i) ABC International Services, Inc. in the amount not-to-exceed \$14,496.00.
 - 2) Emergency Response Services
 - i) Critical Signal Technologies, Inc. in the amount not-to-exceed \$192,364.00.
 - ii) Valued Relationships, Inc. in the amount not-to-exceed \$115,625.00.
 - 3) Home Delivered Meals Services
 - i) Casleo Corporation dba Global Meals in the amount not-to-exceed \$195,624.00.
 - ii) Mobile Meals, Inc. in the amount not-to-exceed \$507,983.00.
 - iii) The Golden Age Centers of Greater Cleveland in the amount not-to-exceed \$295,311.00.
 - 4) Homemaker Services
 - i) A-1 Health Care, Inc. in the amount not-to-exceed \$271,253.00.
 - ii) Absolute Home Health Care Agency, Inc. in the amount not-to-exceed \$260,479.00.
 - iii) Agape Home Health Care in the amount not-to-exceed \$105,956.00.
 - iv) B & B Launch, Inc. dba Home Instead Senior Care in the amount not-to-exceed \$140,140.00.

- v) BZKZ Inc. dba Heritage Home Healthcare of Elyria & Rocky River in the amount not-to-exceed \$149,760.00.
 - vi) First Choice Medical Staffing of Ohio, Inc. in the amount not-to-exceed \$218,294.00.
 - vii) Geocare, Inc. in the amount not-to-exceed \$100,100.00.
 - viii) Health Care Bridge Inc. in the amount not-to-exceed \$60,695.00.
 - ix) Home Care Relief, Inc. in the amount not-to-exceed \$422,519.00.
 - x) Rx Home Healthcare Inc. in the amount not-to-exceed \$65,936.00.
 - xi) Xcel Healthcare Providers, Inc. in the amount not-to-exceed \$229,632.00.
- 5) Home Delivered Meals Services and Homemaker Services
- i) Senior Outreach Services in the amount not-to-exceed \$179,619.00.
- 6) Medical Transportation Services
- i) Ace Taxi Service Inc. in the amount not-to-exceed \$163,200.00.
 - ii) Future Age, Inc. dba Provide-A-Ride in the amount not-to-exceed \$160,532.00.

Sponsor: County Executive FitzGerald/Department of Health and Human Services/Division of Senior and Adult Services

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

- j) R2012-0096: A Resolution making awards on RQ22613 to various providers for Job Readiness, Job Search, Job Placement and Job Retention Services for the period 7/1/2012 - 6/30/2013; and authorizing the County Executive to execute the contracts and all other documents consistent with said awards and this Resolution:
 - 1) El Barrio, Incorporated fka Westside Ecumenical Ministry in the amount not-to-exceed \$515,000.00.
 - 2) LNE & Associates, LLP in the amount not-to-exceed \$505,512.00.

Sponsor: County Executive FitzGerald/ Department of Health and Human Services/Division of Employment and Family Services/Cuyahoga Support Enforcement Agency

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

**16. CONSIDERATION OF ORDINANCES FOR FIRST READING AND REFERRAL TO
COMMITTEE**

- a) O2012-0015: An Ordinance amending Ordinance No. O2011-0014, as amended, which enacted the Cuyahoga County Contracting and Purchasing Procedures Ordinance; and declaring the necessity that this Ordinance become immediately effective.

Sponsors: County Executive FitzGerald/Department of Law and
Councilmember Miller

- b) O2012-0016: An Ordinance providing for adoption of various changes to the Cuyahoga County Non-Bargaining Classification Plan, and declaring the necessity that this Ordinance become immediately effective.

Sponsors: County Executive FitzGerald on behalf of Human Resource
Commission

17. CONSIDERATION OF AN ORDINANCE FOR THIRD READING ADOPTION

- a) O2012-0012: An Ordinance establishing the Department of Information Technology under the direction of a Chief Information Officer who shall serve at the pleasure of the County Executive, and declaring the necessity that this Ordinance become immediately effective.

Sponsor: County Executive FitzGerald

18. MISCELLANEOUS COMMITTEE REPORTS

19. MISCELLANEOUS BUSINESS

20. PUBLIC COMMENT UNRELATED TO AGENDA

21. ADJOURNMENT

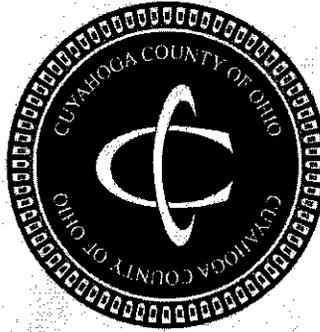
NEXT MEETINGS

COMMITTEE OF THE WHOLE: TUESDAY, JUNE 26, 2012
1:00 PM / COUNCIL CHAMBERS

WORK SESSION: TUESDAY, JUNE 26, 2012
4:30 PM / COUNCIL CHAMBERS

REGULAR MEETING: TUESDAY, JUNE 26, 2012
5:00 PM / COUNCIL CHAMBERS

*In accordance with Ordinance No. O2011-0020, complimentary parking in the Huntington Park Garage will be available for the public **beginning at 4:00 p.m.** on any day when the Council or any of its committees holds evening meetings. Please see the Clerk to obtain a parking pass.



MINUTES

CUYAHOGA COUNTY COUNCIL REGULAR MEETING

TUESDAY, MAY 22, 2012

CUYAHOGA COUNTY JUSTICE CENTER

COUNCIL CHAMBERS – 1ST FLOOR

5:00 PM

1. CALL TO ORDER

The meeting was called to order by Council President Connally at 5:02 p.m.

2. ROLL CALL

Council President Connally asked Clerk Schmotzer to call the roll. Councilmembers Germana, Gallagher, Schron, Conwell, Jones, Rogers, Simon, Greenspan, Miller and Connally were in attendance and a quorum was determined. Councilmember Brady was absent from the meeting.

A motion was then made by Mr. Miller, seconded by Mr. Gallagher and approved by unanimous vote to excuse Mr. Brady from the meeting.

3. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

4. SILENT MEDITATION

Council President Connally requested there be a moment of silent meditation for personal reflection.

5. PUBLIC COMMENT RELATED TO AGENDA

Ms. Penny Jeffrey, representing the League of Women Voters, addressed Council regarding issues of concern to her relating to Ordinance No. O2012-0004, an Ordinance amending the Cuyahoga County Code of Ethics.

6. APPROVAL OF MINUTES

- a) May 8, 2012 Work Session

A motion was made by Ms. Conwell, seconded by Mr. Greenspan and approved by unanimous vote to approve the minutes of the May 8, 2012 work session.

- b) May 8, 2012 Regular Meeting

A motion was made by Mr. Schron, seconded by Mr. Germana and approved by unanimous vote to approve the minutes of the May 8, 2012 regular meeting.

7. ANNOUNCEMENTS FROM THE COUNCIL PRESIDENT

Council President Connally reported that County Executive FitzGerald will be holding a Town Hall meeting in District 9 on Wednesday, May 30, 2012, at the Warrensville Senior Center.

8. MESSAGES FROM THE COUNTY EXECUTIVE

- a) Contracts executed by County Executive (attachment)

There were no messages given by the County Executive.

9. COMMITTEE REPORTS AND CONSIDERATION OF MOTIONS OF COUNCIL FOR SECOND READING ADOPTION UNDER SUSPENSION OF RULES

A motion was made by Ms. Simon, seconded by Mr. Gallagher and approved by unanimous vote to suspend Rule 9D and to place on final passage Motion Nos. M2012-0017 and M2012-0018.

- a) M2012-0017: A Motion confirming the County Executive's reappointment of individuals to serve on the Cuyahoga Arts and Culture Board of Trustees, and declaring the necessity that this Motion become immediately effective:

- 1) Victoria Eaton Johnson
- 2) Sari Feldman

Sponsor: Council President Connally

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

On a motion by Mr. Schron with a second by Mr. Rogers, Motion No. M2012-0017 was considered and approved by unanimous vote.

- b) M2012-0018: A Motion confirming the County Executive's appointment of individuals to serve on the Cuyahoga County Public Defender Commission, and declaring the necessity that this Motion become immediately effective:

- 1) Phyllis L. Crocker
- 2) Gordon Friedman

Sponsor: Council President Connally

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

On a motion by Mr. Rogers with a second by Ms. Conwell, Motion No. M2012-0018 was considered and approved by unanimous vote.

10. CONSIDERATION OF A RESOLUTION OF COUNCIL FOR FIRST READING ADOPTION UNDER SUSPENSION OF RULES/EXECUTIVE SESSION

[Note: Item No. 10 was taken out of order after Item No. 20 on the agenda.]

A motion was made by Ms. Simon, seconded by Mr. Gallagher and approved by unanimous vote to suspend Rules 9D and 12A and to place on final passage Resolution No. R2012-0081.

- a) R2012-0081: A Resolution authorizing employment of the law firm of Baker & Hostetler LLP in the amount not-to-exceed \$745,000.00 for legal services in connection with U.S. District Court, Northern District of Ohio, Case No. 1:11-CV-933, D'Ambrosio v. Marino, et al., in accordance with Ohio Revised Code Section 305.14; and declaring the necessity that this Resolution become immediately effective.

Sponsor: Council President Connally

Clerk Schmotzer read Resolution No. R2012-0081 into the record. A motion was then made by Ms. Simon, seconded by Mr. Gallagher and approved by unanimous roll-call vote to move to Executive Session for the purpose of discussing pending litigation, and for no other purpose whatsoever. Executive Session was then called to order by Council President Connally at 6:02 p.m. The following members were present: Councilmembers Germana, Gallagher, Schron, Conwell, Jones, Rogers, Simon, Greenspan, Miller and Connally. The following additional invitees were present: Director of Law Majeed Makhoul, Assistant Law Director Joe Boatwright and Civil Division Chief David Lambert. At 6:38 p.m., Executive Session was adjourned, without objection, and Council President Connally then reconvened the regular meeting.

On a motion by Ms. Conwell with a second by Mr. Miller, Resolution No. R2012-0081 was considered and adopted by majority roll-call vote, with Ms. Simon casting a dissenting vote.

11. COMMITTEE REPORT AND CONSIDERATION OF A RESOLUTION OF COUNCIL FOR SECOND READING ADOPTION UNDER SUSPENSION OF RULES

A motion was made by Ms. Simon, seconded by Mr. Gallagher and approved by unanimous vote to suspend Rule 9D and to place on final passage Resolution No. R2012-0076.

- a) R2012-0076: A Resolution authorizing the County Fiscal Officer to create a special project account within the Capital Improvements Fund for the purpose of accepting a deposit of funds in the amount of \$211,018.26 from the Soldiers' and Sailors' Monument Support Group (Federal ID No. 34-1949122); directing that said funds be appropriated for extraordinary maintenance and capital improvements for the Cuyahoga County Soldiers' and Sailors' Monument; and declaring the necessity that this Resolution become immediately effective.

Sponsor: Council President Connally

Committee Assignment and Chair: Finance & Budgeting – Miller

On a motion by Mr. Miller with a second by Ms. Conwell, Resolution No. R2012-0076 was considered and adopted by unanimous vote.

12. CONSIDERATION OF AN ORDINANCE OF COUNCIL FOR FIRST READING AND REFERRAL TO COMMITTEE

- a) O2012-0013: An Ordinance establishing a Veterans Services Fund to provide educational and other assistance to veterans residing in Cuyahoga County and devoting all unspent monies budgeted each previous fiscal year for the Veterans Services Commission in Cuyahoga County to such a fund.

Sponsors: Councilmembers Greenspan, Germana, Connally, Rogers, Conwell and Schron

Council President Connally referred Ordinance No. O2012-0013 to the Finance & Budgeting Committee.

13. CONSIDERATION OF AN ORDINANCE OF COUNCIL FOR THIRD READING ADOPTION

- a) O2012-0004: An Ordinance amending the Cuyahoga County Code of Ethics, as amended, and declaring the necessity that this Ordinance become immediately effective.

Sponsor: Councilmember Greenspan

On a motion by Mr. Schron with a second by Ms. Conwell, Ordinance No. O2012-0004 was considered and adopted by unanimous.

14. CONSIDERATION OF RESOLUTIONS FOR FIRST READING ADOPTION UNDER
SUSPENSION OF RULES

A motion was made by Ms. Simon, seconded by Mr. Gallagher and approved by unanimous vote to suspend Rules 9D and 12A and to place on final passage Resolution Nos. R2012-0082, R2012-0083, R2012-0084 and R2012-0085.

- a) R2012-0082: A Resolution amending the 2012/2013 Biennial Operating Budget for 2012 by providing for additional fiscal appropriations from the General Fund and other funding sources, for appropriation transfers between budget accounts, and for cash transfers between budgetary funds, in order to meet the budgetary needs of various County departments, offices, and agencies; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive FitzGerald/Fiscal Officer/Office of Budget & Management

On a motion by Mr. Schron with a second by Ms. Conwell, Resolution No. R2012-0082 was considered and adopted by unanimous vote.

- b) R2012-0083: A Resolution amending Resolution No. R2011-0277 dated 9/27/2011, which authorized awards on RQ20292 to various providers for group healthcare benefits for County employees and their eligible dependents, including medical and pharmacy benefit management services, for the period 1/1/2012 - 12/31/2014 to change the name of a provider from Medical Mutual, LLC to Medical Mutual Services, LLC; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive FitzGerald/Department of Human Resources

On a motion by Mr. Germana with a second by Mr. Greenspan, Resolution No. R2012-0083 was considered and adopted by unanimous vote.

- c) R2012-0084: A Resolution authorizing amendments to an agreement and contracts with various providers for Workforce Investment Act In-School and Out-of-School Youth Training Programs for the period 9/1/2011 - 6/30/2012 to extend the time period to 8/31/2012, to change the scope of services, effective 5/1/2012, and for additional funds; authorizing the County Executive to execute the amendments and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective:
- 1) No. AG1100140-01 with Cuyahoga Community College District in the amount not-to-exceed \$350,165.00.
 - 2) No. CE1100662-01 with Esperanza, Incorporated in the amount not-to-exceed \$338,420.00.
 - 3) No. CE1100663-01 with Linking Employment, Abilities & Potential in the amount not-to-exceed \$117,176.00.
 - 4) No. CE1100665-01 with Open Doors, Inc. in the amount not-to-exceed \$103,354.00.
 - 5) No. CE1100666-01 with Youth Opportunities Unlimited in the amount not-to-exceed \$2,779,656.00.

Sponsors: County Executive FitzGerald/Department of Workforce Development and **Councilmembers Jones, Conwell and Miller**

On a motion by Mr. Jones with a second by Ms. Conwell, Resolution No. R2012-0084 was considered and adopted by unanimous vote.

- d) R2012-0085: A Resolution amending Resolution No. R2012-0060 dated 4/10/2012, which authorized awards on RQ22383 to various providers for emergency shelter services for homeless men, women and families for the period 1/1/2012 - 12/31/2012; and declaring the necessity that this Resolution become immediately effective:
- 1) Lutheran Metropolitan Ministry to change the time period to 4/1/2012 - 12/31/2012 and to change the annual amount from \$1,654,920.00 to the amount not-to-exceed \$1,245,498.00.
 - 2) MHS, Inc. to change the time period to 6/1/2012 - 12/31/2012 and to change the annual amount from \$1,124,293.00 to the amount not-to-exceed \$679,838.00.

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

On a motion by Mr. Jones with a second by Ms. Conwell, Resolution No. R2012-0085 was considered and adopted by unanimous vote.

- e) R2012-0086: A Resolution authorizing an amendment to Contract No. CE1000462-02 with The Brewer-Garrett Company for implementation of energy conservation measures in various County buildings, in accordance with Ohio Revised Code Section 307.041 and American Recovery and Reinvestment Act of 2009 reporting requirements, for the period 7/1/2010 - 6/30/2020 for additional funds in the amount not-to-exceed \$1,225,000.00; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive FitzGerald/Department of Public Works

At the request of Councilmember Jones and the County Executive's staff, Council President Connally referred Resolution No. R2012-0086 to the Public Works, Procurement & Contracting Committee.

15. CONSIDERATION OF RESOLUTIONS FOR FIRST READING AND REFERRAL TO COMMITTEE

- a) R2012-0087: A Resolution declaring that public convenience and welfare requires replacement of Rockside Road Bridge No. 3.23 in the City of Independence; total estimated construction cost \$4,000,000.00; finding that special assessments will neither be levied nor collected to pay for any part of the County's costs of said improvement; and authorizing the County Executive to enter into an agreement of cooperation with said municipality in connection with said project.

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

Council President Connally referred Resolution No. R2012-0087 to the Public Works, Procurement & Contracting Committee.

- b) R2012-0088: A Resolution making an award on RQ23213 to Terrace Construction Company, Inc. in the amount not-to-exceed \$2,197,758.00 for the Sewer and Lateral Repair Program for various County Sewer districts; authorizing the County Executive to execute the contract and all other documents consistent with said award and this Resolution.

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

Council President Connally referred Resolution No. R2012-0088 to the Public Works, Procurement & Contracting Committee.

- c) R2012-0089: A Resolution making an award on RQ22973 to Perk Company, Inc. in the amount not-to-exceed \$3,212,023.08 for

resurfacing, restoration and rehabilitation of Snow/Rockside Road from Broadview Road to Lombardo Road in the Cities of Parma and Seven Hills; authorizing the County Executive to execute the contract and all other documents consistent with said award and this Resolution; and authorizing the County Engineer, on behalf of the County Executive, to make an application for allocation from County Motor Vehicle \$5.00 License Tax Funds in the amount of \$642,404.61 to fund said contract.

Sponsors: County Executive FitzGerald/Department of Public Works/
Division of County Engineer and **Councilmember Germana**

Council President Connally referred Resolution No. R2012-0089 to the Public Works, Procurement & Contracting Committee.

- d) R2012-0090: A Resolution authorizing an amendment to Contract No. CE0700407-02, 03, 04 with Halle Industrial Park, LLC, for the lease of Type 1 warehouse and storage space for use by various County departments for the period 4/1/2007 - 3/31/2012 to extend the time period to 3/31/2015, to change the terms, effective 4/1/2012, and for additional funds in the amount of \$1,562,552.88; authorizing the County Executive to execute the contract and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive FitzGerald/Department of Public Works/
Division of Central Services

Council President Connally referred Resolution No. R2012-0090 to the Capital Improvements & Facilities Ad Hoc Committee.

- e) R2012-0091: A Resolution making awards on RQ21514 to various providers for residential treatment services for the Youth and Family Community Partnership Program for the period 1/1/2012 - 12/31/2013; authorizing the County Executive to execute the contracts and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective:
- 1) Applewood Centers, Inc. in the amount not-to-exceed \$500,000.00.
 - 2) Beech Brook in the amount not-to-exceed \$350,000.00.
 - 3) Bellefaire Jewish Children's Bureau in the amount not-to-exceed \$400,000.00.
 - 4) Carrington Youth Academy LLC in the amount not-to-exceed \$300,000.00.
 - 5) The Cleveland Christian Home Incorporated in the amount not-to-exceed \$400,000.00.
 - 6) New Directions, Inc. in the amount not-to-exceed \$250,000.00.

- 7) The Village Network in the amount not-to-exceed \$250,000.00.
- 8) Catholic Charities Services Corporation dba Parmadale in the amount not-to-exceed \$250,000.00.

Sponsor: County Executive FitzGerald on behalf of Juvenile Court

Council President Connally referred Resolution No. R2012-0091 to the Justice Affairs Committee.

- f) R2012-0092: A Resolution making awards on RQ21516 to various providers for residential treatment services for the period 2/1/2012 - 1/31/2014; authorizing the County Executive to execute the contracts and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective:

- 1) Applewood Centers, Inc. in the amount not-to-exceed \$30,000.00.
- 2) Beech Brook in the amount not-to-exceed \$30,000.00.
- 3) Bellefaire Jewish Children's Bureau in the amount not-to-exceed \$130,000.00.
- 4) Berea Children's Home aka Guidestone in the amount not-to-exceed \$130,000.00.
- 5) Carrington Youth Academy LLC in the amount not-to-exceed \$30,000.00.
- 6) The Cleveland Christian Home Incorporated in the amount not-to-exceed \$200,000.00.
- 7) Cornell Abraxas Group, Inc. in the amount not-to-exceed \$250,000.00.
- 8) The Glen Mills Schools in the amount not-to-exceed \$720,000.00.
- 9) The House of Emmanuel Inc. in the amount not-to-exceed \$100,000.00.
- 10) Keystone Richland Center LLC dba Foundations for Living in the amount not-to-exceed \$125,000.00.
- 11) New Directions, Inc. in the amount not-to-exceed \$30,000.00.
- 12) Safe House Ministries, Inc. in the amount not-to-exceed \$75,000.00.
- 13) The Village Network in the amount not-to-exceed \$300,000.00.
- 14) Catholic Charities Services Corporation dba Parmadale in the amount not-to-exceed \$100,000.00.

Sponsor: County Executive FitzGerald on behalf of Juvenile Court

Council President Connally referred Resolution No. R2012-0092 to the Justice Affairs Committee.

- g) R2012-0093: A Resolution authorizing an agreement with Cuyahoga County District Board of Health in the amount not-to-exceed \$553,000.00

for the Newborn Home Visiting Program for the period 4/1/2012 - 2/1/2013; authorizing the County Executive to execute the contract and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

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

Council President Connally referred Resolution No. R2012-0093 to the Health, Human Services & Aging Committee.

- h) R2012-0094: A Resolution making an award on RQ22685 to MHS, Inc. in the amount not-to-exceed \$1,034,798.00 for transitional housing program services for the period 6/1/2012 - 3/31/2013; authorizing the County Executive to execute the contract and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.

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

Council President Connally referred Resolution No. R2012-0094 to the Health, Human Services & Aging Committee.

- i) R2012-0095: A Resolution making awards on RQ21578 to various providers for various services for the Cuyahoga OPTIONS for Elders Program for the period 7/1/2012 - 6/30/2014; authorizing the County Executive to execute the contracts and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective:

1) Chore Services and Grab Bar Services

- i) ABC International Services, Inc. in the amount not-to-exceed \$14,496.00.

2) Emergency Response Services

- i) Critical Signal Technologies, Inc. in the amount not-to-exceed \$192,364.00.
ii) Valued Relationships, Inc. in the amount not-to-exceed \$115,625.00.

3) Home Delivered Meals Services

- i) Casleo Corporation dba Global Meals in the amount not-to-exceed \$195,624.00.
 - ii) Mobile Meals, Inc. in the amount not-to-exceed \$507,983.00.
 - iii) The Golden Age Centers of Greater Cleveland in the amount not-to-exceed \$295,311.00.

- 4) Homemaker Services
 - i) A-1 Health Care, Inc. in the amount not-to-exceed \$271,253.00.
 - ii) Absolute Home Health Care Agency, Inc. in the amount not-to-exceed \$260,479.00.
 - iii) Agape Home Health Care in the amount not-to-exceed \$105,956.00.
 - iv) B & B Launch, Inc. dba Home Instead Senior Care in the amount not-to-exceed \$140,140.00.
 - v) BZKZ Inc. dba Heritage Home Healthcare of Elyria & Rocky River in the amount not-to-exceed \$149,760.00.
 - vi) First Choice Medical Staffing of Ohio, Inc. in the amount not-to-exceed \$218,294.00.
 - vii) Geocare, Inc. in the amount not-to-exceed \$100,100.00.
 - viii) Health Care Bridge Inc. in the amount not-to-exceed \$60,695.00.
 - ix) Home Care Relief, Inc. in the amount not-to-exceed \$422,519.00.
 - x) Rx Home Healthcare Inc. in the amount not-to-exceed \$65,936.00.
 - xi) Xcel Healthcare Providers, Inc. in the amount not-to-exceed \$229,632.00.

- 5) Home Delivered Meals Services and Homemaker Services
 - i) Senior Outreach Services in the amount not-to-exceed \$179,619.00.

- 6) Medical Transportation Services
 - i) Ace Taxi Service Inc. in the amount not-to-exceed \$163,200.00.
 - ii) Future Age, Inc. dba Provide-A-Ride in the amount not-to-exceed \$160,532.00.

Sponsor: County Executive FitzGerald/Department of Health and Human Services/Division of Senior and Adult Services

Council President Connally referred Resolution No. R2012-0095 to the Health, Human Services & Aging Committee.

j) R2012-0096: A Resolution making awards on RQ22613 to various providers for Job Readiness, Job Search, Job Placement and Job Retention Services for the period 7/1/2012 – 6/30/2013; and authorizing the County Executive to execute the contracts and all other documents consistent with said awards and this Resolution:

- 1) El Barrio, Incorporated fka Westside Ecumenical Ministry in the amount not-to-exceed \$515,000.00.
- 2) LNE & Associates, LLP in the amount not-to-exceed \$505,512.00.

Sponsor: County Executive FitzGerald/ Department of Health and Human Services/Division of Employment and Family Services/Cuyahoga Support Enforcement Agency

Council President Connally referred Resolution No. R2012-0096 to the Health, Human Services & Aging Committee.

16. COMMITTEE REPORTS AND CONSIDERATION OF RESOLUTIONS FOR SECOND READING ADOPTION UNDER SUSPENSION OF RULES

A motion was made by Ms. Simon, seconded by Mr. Gallagher and approved by unanimous vote to suspend Rule 9D and to place on final passage Resolution Nos. R2012-0079 and R2012-0080.

a) R2012-0079: A Resolution authorizing an agreement with City of Cleveland in the amount not-to-exceed \$2,620,777.24 for reimbursement of eligible expenses for planning, training, exercises, equipment and grant administration in connection with the FY2009 Urban Area Security Initiative Grant Program for the period 8/1/2009 - 6/30/2012; and authorizing the County Executive to execute the agreement and all other documents consistent with this Resolution.

Sponsor: County Executive FitzGerald/Department of Public Safety and Justice Services/Division of Public Safety Grants

Committee Assignment and Chair: Public Safety – Gallagher

On a motion by Mr. Schron with a second by Mr. Gallagher, Resolution No. R2012-0079 was considered and adopted by unanimous vote.

b) R2012-0080: A Resolution approving a Sanitary Sewer Line Vacation and Granting of Easement agreement with Wal-Mart Real Estate Business

Trust, a Delaware statutory trust, in connection with property located in the City of Brooklyn; and authorizing the County Executive to execute all documents required in connection with said agreement.

Sponsors: County Executive FitzGerald/Department of Public Works/
Division of County Engineer and Councilmember Germana

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

On a motion by Mr. Jones with a second by Ms. Simon, Resolution No. R2012-0080 was considered and adopted by unanimous vote.

17. COMMITTEE REPORT AND CONSIDERATION OF AN ORDINANCE FOR SECOND READING

- a) O2012-0012: An Ordinance establishing the Department of Information Technology under the direction of a Chief Information Officer who shall serve at the pleasure of the County Executive, and declaring the necessity that this Ordinance become immediately effective.

Sponsor: County Executive FitzGerald

Committee Assignment and Chair: Finance & Budgeting – Miller

Clerk Schmotzer read Ordinance No. O2012-0012 into the record. This item will move to the June 12, 2012 Council meeting agenda for consideration for third reading adoption.

18. MISCELLANEOUS COMMITTEE REPORTS

Mr. Greenspan gave an update regarding the Charter Review process.

Mr. Miller reported that the Finance & Budgeting Committee will meet on Monday, June 4, 2012 at 1:00 p.m. He also noted that May is Multiple Chemical Sensitivity Awareness Month, and spoke briefly about its significance.

Ms. Simon reported that the Justice Affairs Committee will meet on Friday, May 25, 2012 at 11:30 a.m. She mentioned that she will be introducing legislation mandating spaying and neutering of dog breeds formally designated as vicious.

Mr. Germana noted that it is week is National Dog Bite Awareness Week.

Mr. Schron gave remarks in observance of Memorial Day.

Mr. Jones reported that the Public Works, Procurement & Contracting Committee will meet on Thursday, May 31, 2012 at 11:00 a.m.

19. MISCELLANEOUS BUSINESS

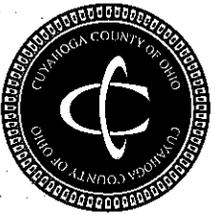
There was no miscellaneous business.

20. PUBLIC COMMENT UNRELATED TO AGENDA

No public comments were given.

21. ADJOURNMENT

With no further business to discuss, the meeting was adjourned by Council President Connally at 6:40 p.m., without objection.



EDWARD FITZGERALD
Cuyahoga County Executive

June 8, 2012

C. Ellen Connally
Council President
County Administration Building
1219 Ontario Street
Cleveland, Ohio 44113

Dear Council President Connally,

The attached document lists the items that County Executive Edward FitzGerald approved and/or signed in May 2012. This list includes: the contracts, purchases or sales executed; all grants or loans made or received for more than \$50,000; and the change orders and amendments in which the total additions exceeds \$50,000.

Please contact me at (216) 263-4606 if you would like additional information on any of these contracts or items.

Respectfully submitted,

David Merriman

Special Assistant to the Executive

Item	Department/Court, Summary
1.	<p>County Planning Commission, submitting agreements with various municipalities in the total amount of \$455,500.00 for reimbursement for various activities for the American Society of Heating, Refrigerating and Air Conditioning Engineers Level II energy efficient audits in connection with the Federal Energy Efficiency and Conservation Block Grant/County Municipal Energy Grant programs for the period 1/30/2011 - 6/30/2014:</p> <ul style="list-style-type: none"> a) City of Bedford in the amount not-to-exceed \$40,000.00. b) City of Berea in the amount not-to-exceed \$45,000.00. c) City of Brook Park in the amount not-to-exceed \$65,000.00. d) City of Highland Heights in the amount not-to-exceed \$26,000.00. e) City of Independence in the amount not-to-exceed \$50,000.00. f) City of Maple Heights in the amount not-to-exceed \$30,000.00. g) City of Lyndhurst in the amount not-to-exceed \$21,000.00. h) City of North Olmsted in the amount not-to-exceed \$65,000.00. i) City of Olmsted Falls in the amount not-to-exceed \$20,000.00. j) City of Parma Heights in the amount not-to-exceed \$22,500.00. k) City of Shaker Heights in the amount not-to-exceed \$50,000.00. l) City of Seven Hills in the amount of \$22,000.00. m) City of Warrensville Heights in the amount not-to-exceed \$25,000.00. n) Village of Bentleyville in the amount not-to-exceed \$5,000.00. o) Village of Cuyahoga Heights in the amount of not-to-exceed \$20,000.00. p) Village of Orange in the amount not-to-exceed \$14,000.00.
2.	<p>County Planning Commission, submitting agreements with various municipalities in the total amount of \$856,405.76 for reimbursement for various activities for the American Society of Heating, Refrigerating and Air Conditioning Engineers Level II energy efficient audits in connection with the Federal Energy Efficiency and Conservation Block Grant/County Municipal Energy Grant programs:</p> <ul style="list-style-type: none"> 1) for the period 1/30/2011 - 6/30/2014: <ul style="list-style-type: none"> a) City of Brecksville in the amount not to-exceed \$64,500.00 b) City of East Cleveland in the amount not to-exceed \$35,000.00 c) City of Fairview Park in the amount not to-exceed \$45,000.00 d) City of Solon in the amount not to-exceed \$95,000.00. e) Village of Brooklyn Heights in the amount not to-exceed \$15,000.00 f) Village of Glenwillow in the amount not to-exceed \$5,000.00 g) Village of Linndale in the amount not to-exceed \$3,000.00 h) Village of Mayfield in the amount not to-exceed \$22,000.00. i) Village of Newburgh Heights in the amount not to-exceed \$10,000.00. j) Village of Oakwood in the amount not to-exceed \$10,000.00. k) Village of Valley View in the amount not to-exceed \$35,000.00. l) Village of Woodmere in the amount not to-exceed \$5,000.00. 2) for the period 4/12/2011 - 6/30/2014: <ul style="list-style-type: none"> l) City of Beachwood in the amount not to-exceed \$85,000.00

	<p>3) for the period 1/30/2012 - 9/28/2015: m) City of Mayfield Heights in the amount not to-exceed \$436,905.76.</p>
3.	<p>County Sheriff, submitting an amendment to Contract No CE1100094-01 with Community Reentry, Inc. for counseling and transitional services for female offenders for the period 1/1/2011- 12/31/2011 to extend the time period to 6/30/2012 and for additional funds in the amount not-to-exceed \$12,500.00.</p>
4.	<p>Department of Development, recommending a HOME Rental Rehabilitation loan in the amount not-to-exceed \$300,000.00 to Famicos Foundation for University Tower LLC for the University Tower Project, located at 1575 East Boulevard, Cleveland.</p>
5.	<p>Department of Development, recommending a loan in the amount not-to-exceed \$100,000.00 to Zuga Medical, Inc. for a North Coast Opportunities Technology Fund Project, located at 1163 East 40th Street, Suite 202A Cleveland.</p>
6.	<p>Department of Development, recommending a subgrant award to South Euclid Lyndhurst School District in the amount not-to-exceed \$20,000.00 for environmental cleanup for the Food Lab Asbestos Abatement project located at 4875 Glenlyn Road, Lyndhurst, in connection with the United States Environmental Protection Agency Brownfield Revolving Loan Fund Program for the period 5/15/2012 - 6/30/2013.</p>
7.	<p>Department of Development, recommending an economic development loan in the amount not-to-exceed \$156,000.00 to 2323 Lee Road, LLC Heights Dental Group for renovation of property, located at 2323 Lee Road, Cleveland Heights.</p>
8.	<p>Department of Development, recommending an economic development loan in the amount not-to-exceed \$212,000.00 to Kamac, Inc. for renovation of property, located at 4878 Van Epps Road, Brooklyn Heights.</p>
9.	<p>Department of Development, recommending an economic development loan in the amount not-to-exceed \$110,000.00 to SP Data Ohio, LCC for renovation of property, located at 1500 West 3rd Street, Cleveland.</p>
10.	<p>Department of Development, recommending an economic development loan in the amount not-to-exceed \$202,000.00 to 5400 Warner Road, LLC J & F Transportation for facility infrastructure improvements, located at 5400 Warner Road, Valley View, Ohio.</p>
11.	<p>Department of Development, submitting a contract with American Building and Kitchen Products Inc. in the amount of \$15,400.00 for Lead Remediation for property located at 13407 Shaw Avenue, East Cleveland, in connection with the FY2010 Lead-Based Paint Hazard Control and Lead Hazard Reduction Demonstration Grant Program for the period 5/7/2012 - 7/6/2012.</p>
12.	<p>Department of Development, submitting a contract with Property Rejuvenation, Inc. in the amount of \$17,000.00 for Lead Remediation for property located at 14306 Shaw Avenue, East Cleveland, in connection with the FY2010 Lead-Based Paint Hazard Control</p>

	and Lead Hazard Reduction Demonstration Grant Program for the period 5/7/2012 - 7/6/2012.
13.	Department of Health and Human Services, Community Initiative Division/Office of Homeless Services, submitting a contract with Emerald Development and Economic Network, Inc. in the amount not-to-exceed \$302,400.00 for the Shelter Plus Care Sponsor-based Rental Assistance Program in connection with the FY2010 Continuum of Care Homeless Assistance Programs for the period 12/1/2011 - 11/30/2016.
14.	Department of Health and Human Services, Community Initiatives Division, Office of Homeless Services, submitting various grant agreements with U.S. Department of Housing and Urban Development in connection with FY2011 Continuum of Care Homeless Assistance Grant Programs in connection with the McKinney-Vento Homeless Assistance Act: a) in the amount of \$174,731.00 for the Zelma George Link Program/Supportive Housing Grant Program for the period 2/1/2012 - 1/31/2013. b) in the amount of \$10,116,156.00 for the Emerald Development & Economic Network Program/Shelter Plus Care Grant Program for the period 4/10/2012 - 4/9/2013.
15.	Department of Health and Human Services, Community Initiatives Division/Office of Early Childhood, submitting an amendment to Contract No. CE1100784-02 with Guidestone fka Berea Children's Home and Family Services for development of a curriculum for alleviating maternal distress in high risk populations for the Positively Moms Initiative in connection with the William J. and Dorothy K. O'Neill Foundation for the period 12/1/2011 - 7/31/2012 to change the terms, effective 4/1/2012, and for additional funds in the amount of \$1,123.00.
16.	Department of Health and Human Services, Community Initiatives Division/Office of Homeless Services, submitting a contract with Metanoia Project, Inc. in the amount not-to-exceed \$25,000.00 for shelter services for homeless families for the period 1/1/2012 - 12/31/2012.
17.	Department of Health and Human Services, Community Initiatives Division/Office of Homeless Services, submitting a grant agreement with U.S. Department of Housing & Urban Development in the amount of \$317,109.00 for supportive services for the Housing Empowerment Program in connection with the FY2011 Continuum of Care Homeless Assistance Grant Programs and the McKinney-Vento Homeless Assistance Act for the period 5/1/2012 - 4/31/2013.
18.	Department of Health and Human Services, Community Initiatives Division/Office of Reentry, submitting an amendment to Contract No. CE1000249-01 with Oriana House, Inc. for operation of a Neighborhood Reentry Resource Center for the period 2/1/2010 - 1/31/2012 to extend the time period to 7/31/2012 to change the scope of services, effective 2/1/2012, and for additional funds in the amount of \$175,000.00.
19.	Department of Health and Human Services, Division of Children & Family Services,

	submitting a contract with Adoption Network Cleveland in the amount not-to-exceed \$236,250.00 for child-centered recruitment services for the Adopt Cuyahoga's Kids Initiative for the period 1/1/2012 - 09/30/2012.
20.	Department of Health and Human Services, Division of Children & Family Services, submitting a contract with LexisNexis Risk Solutions FL Inc., sole source, in the amount not-to-exceed \$40,000.00 for Accurint for Government Plus online location services for the period 1/1/2012 - 12/31/2012.
21.	Department of Health and Human Services, Division of Children & Family Services, submitting amendments to contracts with various providers for adoption services for the period 1/1/2011 - 12/31/2011 to extend the time period to 12/31/2012; no additional funds required: a) No. CE1100028-01 with Christian Children's Home of Ohio, Inc. b) No. CE1100071-01 with National Youth Advocate Program, Inc. c) No. CE1100072-01 with Pathway Caring for Children. d) No. CE1100074-01 with The Twelve of Ohio, Inc. e) No. CE1100076-01 with The Bair Foundation. f) No. CE1100085-01 with The United Methodist Children's Home.
22.	Department of Health and Human Services, Division of Children & Family Services, submitting amendments to contracts with various providers for adoption services for the period 1/1/2011 - 12/31/2011 to extend the time period to 12/31/2012; no additional funds required: a) No. CE1100075-01 with Applewood Centers, Inc. b) No. CE1100077-01 with Beech Brook c) No. CE1100078-01 with Bellefaire Jewish Children's Bureau d) No. CE1100030-01 with Options for Families and Youth e) No. CE1100073-01 with Specialized Alternatives for Families & Youth of Ohio, Inc.
23.	Department of Health and Human Services, Division of Children & Family Services, submitting an amendment to Contract No. CE1100026-01 with Caring for Kids, Inc. for adoption services for the period 1/1/2011 - 12/31/2011 to extend the time period to 12/31/2012 and for additional funds in the amount not-to-exceed \$22,000.00.
24.	Department of Health and Human Services, Division of Children & Family Services, submitting contracts with various providers for adoption services for the period 1/1/2012 - 12/31/2012: a) House of New Hope in the amount not-to-exceed \$3,000.00. b) Maryhurst, Inc. in the amount not-to-exceed \$5,000.00.
25.	Department of Health and Human Services, Division of Children & Family Services, submitting contracts with various providers for adoption services for the period 1/1/2012 - 12/31/2012: a) Adoption Advocacy, Inc. in the amount not-to-exceed \$5,000.00. b) Catholic Charities Services Corporation in the amount not-to-exceed \$3,000.00. c) Catholic Family Center in the amount not-to-exceed \$5,000.00.

	<p>d) Children's Home Society of North Carolina, Inc. in the amount not-to-exceed \$7,000.00.</p> <p>e) The Village Network in the amount not-to-exceed \$1,000.00.</p>
26.	<p>Department of Health and Human Services, Division of Children and Family Services, submitting amendments to contracts with various providers for evidence-based family focused parenting services for the period 12/1/2010 - 11/30/2011 to extend the time period to 11/30/2012; no additional funds required as follows:</p> <p>1) for evidence-based family focused parenting services identified as trauma-focused cognitive behavioral therapy services:</p> <p>a) No. CE1000878-01 with Applewood Centers, Inc.</p> <p>b) No. CE1000879-01 with Beech Brook</p> <p>c) No. CE1000880-01 with The Cleveland Christian Home Incorporated</p> <p>2) for evidence-based family focused parenting services identified as parent child interaction therapy services:</p> <p>d) No. CE1000881-01 with Beech Brook</p> <p>e) No. CE1000882-01 with The Cleveland Christian Home Incorporated</p>
27.	<p>Department of Health and Human Services, Division of Employment & Family Services/Cuyahoga Enforcement Agency, submitting a contract with CLOH Associates LLC on behalf of Hilton Garden Inn Cleveland Downtown in the amount not-to-exceed \$11,000.00 for rental of space and related services for the Fatherhood Initiative Conference for the period 4/1/2012 - 8/1/2012.</p>
28.	<p>Department of Health and Human Services, Division of Employment & Family Services/Cuyahoga Support Enforcement Agency, submitting an agreement with Department of Workforce Development in the amount of \$3,764,798.40 for the Temporary Assistance to Needy Families Summer Youth Employment Program for the period 6/1/2012 - 8/31/2012.</p>
29.	<p>Department of Health and Human Services, Division of Senior and Adult Services, submitting an amendment to Contract No. CE1000510-01 with Agape Home Health Care for Homemaker Service for the Cuyahoga OPTIONS for Elders Program for the period 7/1/2010 - 6/30/2012 for additional funds in the amount of \$1,652.00.</p>
30.	<p>Department of Health and Human Services, Employment & Family Services/Cuyahoga Support Enforcement Agency, submitting a contract with The Huffman Group, LLC, in the amount not-to-exceed \$6,000.00 for consultant services for the Fatherhood Conference for the period 5/1/2012 - 6/30/2012.</p>
31.	<p>Department of Health and Human Services, submitting an amendment to Agreement No. AG1100007-01 with Cuyahoga County Common Pleas Court for Re-entry Court intensive probation supervision services for the 3/1/2011 - 12/31/2011 to extend the time period to 12/31/2012, to change the scope of services, effective 1/1/2012, and for additional funds in the amount of \$67,000.00.</p>
32.	<p>Department of Justice Services, submitting a contract with Beta Drive Conference Center,</p>

	LLC in the amount not-to-exceed \$10,359.00 for the Juvenile Justice Crime Coalition Spring Conference for the period 5/4/2012 - 6/8/2012
33.	Department of Law, submitting a Memorandum of Understanding with Case Western Reserve University School of Law for students to be placed in the Cuyahoga County Law Department Externship Program for the period starting January 24, 2012. The Externs will work 12 hours per week for the entire 13 week semester. During the summer, externs enrolled in the course will work approximately 40 hours per week for nine consecutive weeks and then Fall semester will begin.
34.	Department of Public Safety and Justice Services, recommending to amend Board of Control Approval No. BC2012-102 which made an award on RQ22817 to Audio Visual Innovations, Inc. in the amount not-to-exceed \$134,987.69 for an audio visual system located at the Juvenile Justice Center training room, by changing the time period from 9//1/2008 - 5/31/2012 to 4/13/2012 - 6/30/2012.
35.	<p>Department of Public Safety and Justice Services, submitting agreements with various users of the Cuyahoga Regional Information System for the period 1/1/2012 - 12/31/2012:</p> <p>Terminal/Direct and Non-Terminal/Indirect User's</p> <ul style="list-style-type: none"> a) Broadview Heights Mayor's Court b) Broadview Heights Police Department c) City of Shaker Heights dba Ohio High Intensity Drug Trafficking Area d) Cleveland Metropark Rangers e) Cuyahoga County Sheriff's Office f) Independence Police Department g) Independence Mayor's Court h) Lakewood Law Director i) Lakewood Municipal Court j) Lakewood Police Department k) Lakewood Probation Department l) Lyndhurst Municipal Court - Lyndhurst Police Department m) Lyndhurst Municipal Court - Mayfield Village Police Department n) Lyndhurst Police Department o) Mayfield Village Police Department p) Medina County Court of Common Pleas-Adult Probation Department q) North Olmsted Police Department r) North Olmsted Prosecutor's Office s) Ohio State Highway Patrol - Cleveland t) Parma Law Department u) Parma Police Department v) Rocky River Municipal Court - North Olmsted Police Department w) Rocky River Probation Department - North Olmsted Police Department x) Rocky River Municipal Court - Westlake Police Department y) Rocky River Probation Department - Westlake Police Department z) Seven Hills Mayor's Court aa) Seven Hills Police Department ab) Seven Hills Prosecutor's Office

	<p>ac) U.S. Federal Bureau of Investigation ad) U.S. Postal Inspector - Cleveland ae) Westlake Police Department af) Westlake Prosecutor's Office</p>
36.	<p>Department of Public Safety and Justice Services, submitting agreements with various providers for reimbursement of eligible expenses in connection with the FY2011 Port Security Grant Program for the period 9/1/2011 - 8/31/2014: a) City of Cleveland in the amount not-to-exceed \$400,000.00. b) Ohio Department of Natural Resources-Division of Watercraft in the amount not-to-exceed \$52,000.00.</p>
37.	<p>Department of Public Safety and Justice Services, submitting an amendment to Contract No. CE1200126-01 with Elsag North America LLC for maintenance on license plate readers for the period 3/30/2011 - 3/30/2012 to extend the time period to 6/30/2012; no additional funds required.</p>
38.	<p>Department of Public Safety and Justice Services/Division of Witness/Victim, submitting a contract with Case Western Reserve University in the amount of \$152,992.00 for consultant services for the FY2011 Attorney General's Children Exposed to Violence Demonstration Program: Phase 2 Grant Program for the period 11/1/2011 - 9/30/2013.</p>
39.	<p>Department of Public Safety and Justice Services/Emergency Services Division, submitting a contract with Eoc2go, LLC, sole source, in the amount not-to-exceed \$3,675.00 for emergency communications hardware, software and maintenance for the period 1/1/2012 - 12/31/2012.</p>
40.	<p>Department of Public Safety and Justice Services/Public Safety Grants, submitting an agreement with Cuyahoga Metropolitan Housing Authority in the amount not-to-exceed \$1,437.64 for reimbursement of eligible expenses in connection with FY2009 Urban Area Security Grant Program for the period 10/3/2011 - 4/1/2012.</p>
41.	<p>Department of Public Safety and Justice Services/Public Safety Grants, submitting an agreement with Southeast Area Law Enforcement for the purchase of equipment, valued in the amount of \$21,936.69, for the FY2009 Urban Area Security Initiative Grant Program for the period 10/14/2011 - 7/31/2012.</p>
42.	<p>Department of Public Safety and Justice Services/Public Safety Grants, submitting agreements with various municipalities for reimbursement of eligible training expenses in connection with the FY2008 Urban Area Security Initiative Grant Program for the period 1/6/2011 - 5/15/2011: a) City of Garfield Heights in the amount not-to-exceed \$1,502.32. b) City of Lakewood in the amount not-to-exceed \$332.73.</p>
43.	<p>Department of Public Safety and Justice Services/Public Safety Grants, submitting an amendment to Agreement No. AG1200096-01 with Lake County Board of Commissioners for reimbursement of eligible expenses in connection with the FY2009 State Homeland Security- Law Enforcement Grant Program for the period 8/1/2009 - 5/31/2012, to</p>

	change the scope of services, effective 4/1/2012; no additional funds required.
44.	Department of Public Safety and Justice Services/Public Safety Grants, submitting an agreement with Southwest Council of Governments for the purchase of equipment, valued in the amount of \$424.80, for the FY2009 State Homeland Security Grant Program for the period 8/1/2009 - 6/30/2012.
45.	Department of Public Safety and Justice Services/Public Safety Grants, submitting an agreement with City of Cleveland Heights for the purchase of equipment, valued in the amount of \$7,148.70, for the FY2008 Urban Area Security Grant Program for the period 9/1/2008 - 8/31/2012.
46.	Department of Public Safety and Justice Services/Public Safety Grants, submitting an agreement with City of Cleveland in the amount of \$12,023.01 for reimbursement of eligible training expenses in connection with the FY2009 Urban Area Security Initiative Grant Program for the period 6/1/2011 - 3/15/2012.
47.	Department of Public Safety and Justice Services/Public Safety Grants, submitting contracts with various providers for reimbursement of eligible expenses in connection with the FY2009 Urban Area Security Grant Program for the period 3/1/2012 - 5/1/2012. a) Gordie Polando in the amount not-to-exceed \$3,000.00. b) David Sword in the amount not-to-exceed \$4,000.00. c) Mark Vedder in the amount not-to-exceed \$2,000.00.
48.	Department of Public Safety and Justice Services/Public Safety Grants, submitting an amendment to Contract No. CE1200033-01, 02 with Motorola Solutions, Inc. for installation of a Point-to-Point link antenna and 4 Public Safety Network cameras in connection with the FY2008 Urban Area Security Initiative grant program for the period 12/1/2011 - 1/31/2015 to change the terms, effective 11/1/2012.
49.	Department of Public Safety and Justice Services/Public Safety Grants, submitting an agreement with City of Brook Park for the purchase of equipment, valued in the amount of \$47,453.80 for the FY2007 State Homeland Security Grant Program for the period 7/1/2007 - 3/31/2010.
50.	Department of Public Safety and Justice Services/Public Safety Grants, submitting an agreement with City of Brook Park for the purchase of equipment, valued in the amount of \$25,443.46, for the FY2007 Urban Area Security Initiative Grant Program for the period 7/1/2007 - 9/30/2010.
51.	Department of Public Safety and Justice Services/Public Safety Grants, submitting an agreement with City of Parma Heights in the amount not-to-exceed \$653.38 for reimbursement of eligible training expenses in connection with the FY2008 Urban Area Security Initiative Grant Program for the period 1/6/2011 - 5/15/2011.
52.	Department of Public Safety and Justice Services/Public Safety Grants, submitting an agreement with the City of Independence in the amount not-to-exceed \$399.70 for

	reimbursement of eligible training expenses in connection with the FY2010 Interoperable Emergency Communication Grant Program for the period 6/01/2010 - 12/31/2012.
53.	Department of Public Works, recommending an award on RQ20505 and enter into a contract with Conserve First, LLC in the amount not-to-exceed \$146,000.00 for detailed design, furnishing and installation of renewable energy and sustainability exhibits for the Fairgrounds Energy Center in connection with the County Fairgrounds Wind Turbine Project for the period 4/1/2012 - 7/30/2012. (Executive Approval No. EA2011-0818 - authority to seek proposals).
54.	Department of Public Works, recommending an award on RQ22724 and enter into a contract with S.A. Communale Co., Inc. in the amount not-to-exceed \$170,950.00 for maintenance and repair of the Fire Alarm System in the Justice Center Complex located at 1200 Ontario Street for the period 7/1/2012 - 6/30/2014. (Deputy Chief Approval No. DC2012-28 - authority to seek proposals).
55.	Department of Public Works, recommending awards to various property owners as settlement for property rights in connection with the widening and reconstruction of Barrett Road from Spafford Road to the Berea West Corporation Line, replacement of Barrett Road Culvert Nos. 8, 9, 10 and 11 and improvement of Barrett Road Culvert No. 12 in Olmsted Township: Parcel No(s): 7CH Owner(s): J. & L. Hirsch Approved Appraisal (Fair Market Value Estimated): \$300.00 Parcel No(s): 27CH Owner(s): A. & A. Desermia Approved Appraisal (Fair Market Value Estimated): \$300.00
56.	Department of Public Works, recommending payment of a claim from the County's Self-Insurance Fund in the amount of \$255.50 to A. Harrison for vehicle damage.
57.	Department of Public Works, recommending payment of a claim from the County's Self-Insurance Fund in the amount of \$500.00 to Great Cleveland Youth for Christ for vehicle damage.
58.	Department of Public Works, recommending payment of a claim from the County's Self-Insurance Fund in the amount of \$208.19 to J. Chapman for vehicle damage.
59.	Department of Public Works, recommending payment of a claim from the County's Self-Insurance Fund in the amount of \$723.97 to Dominion East Ohio Gas for property damage.
60.	Department of Public Works, recommending payment of a claim from the County's Self-Insurance Fund in the amount of \$896.35 to Columbus Gas of Ohio, Inc. for property damage.
61.	Department of Public Works, requesting authority to enter into an agreement with Ohio Department of Transportation for purchase of sodium chloride (rock salt) for the 2012 -

	2013 winter season, in accordance with Ohio Revised Code Section 5513.01(B).
62.	Department of Public Works, submitting a contract with Ohio Graphco, Inc. in the amount not-to-exceed \$24,800.00 for maintenance on the RYOBI 3404 Di, Color Offset Press and the Epson 9800 Stylus Pro System for the period 5/1/2012 - 4/30/2014.
63.	Department of Public Works, submitting a contract with Ohio Graphco, Inc. in the amount not-to-exceed \$21,700.00 for maintenance on the Sakurai/Oliver 266 EPZ offset press and Hamada 661-XL for the period 5/1/2012 - 4/30/2014.
64.	Department of Public Works, submitting a contract with Stephen J. Sebesta & Associates, Inc. in the amount not-to-exceed \$10,790.00 for environmental engineering services in connection with the Asbestos Abatement Project at the County Courthouse for the period 6/25/2012 - 12/31/2012.
65.	Department of Public Works, submitting a Justification for other than full and open competition for a critical purchase with Eierdam & Associates, Inc. for replacement equipment and repair 2 main heat exchangers located at the Justice Center in the amount of \$72,794.44.
66.	Department of Public Works, submitting a notification of payment to MMPI in the amount not-to-exceed \$200,000.00 for Group Plan reconciliation costs for Phase 1, 2A and 2 B in connection with the Medical Mart Convention Center Project.
67.	Department of Public Works, submitting an amendment (Subsidiary No. 1) to Contract No. CE1100285-01 with Karvo Paving Company for the repair and resurfacing of Tiedeman Road from Brookpark Road to Memphis Avenue in the City of Brooklyn for a decrease in the amount of (\$16,423.40).
68.	Department of Public Works, submitting an amendment (Subsidiary No. 3) to Contract No. CE1000179-01, 02 with DiGioia/Suburban Excavating, L.L.C. for the grading, draining and paving of Bainbridge Road from S.O.M. Center Road to the Solon East Corporation Line in the City of Solon for additional funds in the amount of \$473,375.12.
69.	Department of Public Works, submitting an amendment (Subsidiary No. 9) to Contract No. CE0800032-01 with Anthony Allega Cement Contractor, Inc. for the grading, draining and paving of Eastland Road from Bagley Road to State Route 237 including the grade separation at the Conrail Railroad and the replacement of Eastland Road Bridge No. 27 over Lake Abrams Ditch in the Cities of Berea, Brook Park and Middleburg Heights for a decrease in the amount of (\$.59).
70.	Department of Public Works, submitting an amendment to a Real Estate Agreement with Ohio Department of Transportation for reimbursement of right-of-way acquisition costs in connection with the reconstruction of Ridge Road from Interstate 480 to Memphis Avenue in the City of Brooklyn by changing the funding arrangement.
71.	Department of Public Works, submitting an amendment to Contract No. CE1000877-01

	with Poli, Inc. for lease of space for the Westside Regional Probation Office for use by Juvenile Court for the period 9/1/2010 - 3/31/2012 to extend the time period to 3/31/2014 and for additional funds in the amount of \$102,720.00.
72.	Department of Public Works, submitting an amendment to Contract No. CE0900215-01 with Love Insurance, The Brooks & Stafford Company and Patricia T. Hill for consultant services for a Comprehensive Insurance and Risk Management Program for the period 1/1/2009 - 4/30/2012 to extend the time period to 8/31/2012 and for additional funds in the amount of \$480,000.00.
73.	Department of Public Works, submitting an amendment to Contract No. CE1000702-01 with R.E. Warner & Associates, Inc. for architectural design services for the County Airport Administration Building Roof Replacement Project for the period 10/15/2010 - 5/15/2011 to extend the time period to 3/30/2013 and for additional funds in the amount of \$3,650.00.
74.	Department of Public Works, submitting an LPA agreement with State of Ohio, Department of Transportation for reconstruction of Ridge Road from Interstate 480 to Memphis Road in the Cities of Brooklyn and Cleveland.
75.	Department of Public Works, submitting an LPA agreement with State of Ohio, Department of Transportation for full depth recycle with asphalt overlay of Columbia Road from Butternut Ridge Road to Lorain Road in the City of North Olmsted.
76.	Department of Public Works, submitting an LPA agreement with State of Ohio Department of Transportation for repair and resurfacing of Snow Road from West 130th Street to Ridge Road in the Cities of Parma and Parma Heights.
77.	Department of Public Works/County Kennel, submitting a contract with Western Farm Pet Crematory and Cemetery, Inc., in the amount not-to-exceed \$17,400.00 for cremation services for the period 5/16/2012 - 5/15/2013.
78.	Department of Public Works: a) submitting an amendment (Subsidiary No. 1) to Contract No. CE1100152-01 with Karvo Paving Company for repair and resurfacing of Hillside Road from Broadview Road to Brecksville Road in the Cities of Independence and Seven Hills for a decrease in the amount of (\$13,122.31). b) recommending to accept the project as complete and in accordance with plans and specifications; requesting authority to release the escrow account, in accordance with Ohio Revised Code Section 153.63.
79.	Department of Workforce Development, in partnership with City of Cleveland/Cuyahoga County Workforce Investment Board, submitting an amendment to Contract No. CE1000591-01 with United Labor Agency, Inc. for Employment Connection One-Stop operation and/or services to adult job seekers for the period 7/1/2010 - 6/30/2012 to change the scope of services, effective 2/6/2012, and for additional funds in the amount not-to-exceed \$84,700.00.

80.	Department of Workforce Development, in partnership with City of Cleveland as designated Local Workforce Investment Area No. 3 submitting a subgrant agreement with Ohio Department of Job and Family Services for the Ohio Disability Employment Initiative Project for the period 10/1/2011 - 9/30/2014.
81.	Department of Workforce Development, submitting a contract with American Center for Conflict Resolution Institute, Inc. dba Lakewood College in the amount not-to-exceed \$4,000.00 for the On-the-Job Training Program for the period 3/8/2012 - 6/1/2012.
82.	Department of Workforce Development, submitting a contract with Corporate Maintenance, Inc. in the amount not-to-exceed \$10,000.00 for the On-the-Job Training Program for the period 3/15/2012 - 7/31/2012.
83.	Department of Workforce Development, submitting a contract with Menorah Park Center for Senior Living Bet Moshav Zekenim Hadati in the amount not-to-exceed \$5,234.88 for the On-the-Job Training Program for the period 3/12/2012 - 4/30/2012.
84.	Department of Workforce Development, submitting a contract with Menorah Park Center for Senior Living Bet Moshav Zekenim Hadati in the amount not-to-exceed \$5,610.80 for the On-the-Job Training Program for the period 4/9/2012 - 5/31/2012.
85.	Department of Workforce Development, submitting a contract with Steel Warehouse of Ohio LLC in the amount not-to-exceed \$16,800.00 for the On-the-Job Training Program for the period 4/2/2012 - 7/31/2012.
86.	Department of Workforce Development, submitting an amendment to Contract No. CE1100130-01 with Jennings Center for Older Adults for the Customized Training Program for the period 1/17/2011 - 12/31/2011 to extend the time period to 6/30/2012; no additional funds required.
87.	Executive's Office, recommending a payment in the amount of \$100,000.00 to Downtown Cleveland Alliance as a voluntary contribution for the period 1/1/2011 - 12/31/2011.
88.	Fiscal Office, recommending an award on RQ23247 and enter into a contract with John Q. Ebert (1-7) in the amount not-to-exceed \$150,000.00 for property tax administration consultant services for the 2012 sexennial reappraisal for the period 5/14/2012 - 12/31/2012 (Deputy Chief Approval No. DC2012-34 - authority to seek qualifications.)
89.	Fiscal Office, submitting a contract with Unisys Corporation, sole source, in the amount of \$105,849.85 for maintenance on remittance processing hardware and software for the period 1/1/2012 - 12/31/2014.
90.	Information Services Center, submitting a contract with Blue Technologies, Inc. in the amount not-to-exceed \$23,386.90 for maintenance on Onbase software for the Division of Children & Family Services for the period 7/1/2011 - 6/30/2013.
91.	Information Services Center, submitting a contract with Charles H. Brenner, sole source,

	in the amount not-to-exceed \$5,000.00 for maintenance on DNA-View and PATER software for the Medical Examiner for the period 10/1/2011 - 9/30/2013.
92.	Information Services Center, submitting a state contract with Lake Business Products, Inc. in the amount not-to-exceed \$2,848.00 for maintenance on 2-scanners/filmers for the County Sheriff for the period 10/22/2011 - 10/22/2012.
93.	Information Services Center, submitting an amendment to Contract No. CE1100715-01 with DWR Consulting for consultant services and maintenance on the payroll and FAMIS accounting systems for use by the Fiscal Office for the period 10/25/2011 - 4/30/2012 to extend the time period to 1/31/2013 to change the scope of services, effective 5/1/2012 and for additional funds in the amount not-to-exceed \$90,000.00.
94.	Juvenile Court, recommending an award and enter into a contract with Berea Children's Home aka Guidestone in the amount not-to-exceed \$484,889.54 for assessment and case management services for the Court Unruly Program for the period 2/1/2012 - 1/31/2014. (Contracts and Purchasing Board Approval No. CPB2011-250 - authority to seek proposals.)
95.	Juvenile Court, recommending awards on RQ21697 and enter into contracts with various providers for in-home family therapy treatment services for the period 2/1/2012 - 1/31/2014 (Contracts and Purchasing Board Approval No. CPB2011-249 - authority to advertise for proposals.): a) Applewood Centers, Inc. in the amount not-to-exceed \$30,000.00. b) Beech Brook in the amount not-to-exceed \$55,000.00. c) Bellefaire Jewish Children's Bureau in the amount not-to-exceed \$30,000.00 d) Berea Children's Home kna Guidestone in the amount not-to-exceed \$35,000.00. e) Catholic Charities
96.	Juvenile Court, recommending awards on RQ21783 and enter into contracts with various providers for psychometrist and psychological services for the period 1/1/2012 - 12/31/2012: a) Luis Felipe Amunategui in the amount not-to-exceed \$15,000.00. b) Randall Steven Baenen in the amount not-to-exceed \$15,000.00. c) Michael J. Biscaro in the amount not-to-exceed \$3,000.00. d) Thomas M. Evans, Psy. D.J. D., LLC in the amount not-to-exceed \$25,000.00. e) John Matthew Fabian in the amount not-to-exceed \$12,000.00. f) Amy Justice, Ph.D, Inc. in the amount not-to-exceed \$72,000.00. g) John Joseph Konieczny in the amount not-to-exceed \$23,000.00. h) Kathryn M. Kozlowski in the amount not-to-exceed \$62,000.00. i) Robert R. Kurtz, in the amount not-to-exceed \$25,000.00. j) Steven M. Neuhaus in the amount not-to-exceed \$12,000.00. k) Terry B. Pineseault in the amount not-to-exceed \$35,000.00. l) Douglas Waltman in the amount not-to-exceed \$18,000.00. m) Bethany Young-Lindquist in the amount not-to-exceed \$38,000.00. n) Jessica L. Haberman in the amount not-to-exceed \$20,000.00. o) Kathryn R. Ziemnik in the amount not-to-exceed \$30,000.00.

97.	<p>Juvenile Court, submitting amendments to contracts with various providers for residential treatment services for youth for additional funds:</p> <p>1) for the period 2/1/2010 - 1/31/2012:</p> <p>a) No. CE1000251-01 with Beech Brook in the amount of \$39,930.00.</p> <p>b) No. CE1000253-01 with Bellefaire Jewish Children's Bureau in the amount of \$42,813.00</p> <p>c) No. CE1000260-01 with The Cleveland Christian Home Incorporated in the amount of \$17,359.09.</p> <p>d) No. CE1000263-01 with The Village Network in the amount of \$54,226.00</p> <p>2) for the period 6/1/2010 - 1/31/2012:</p> <p>e) No. CE1000724-01 with The Glen Mills Schools in the amount of 79,421.00.</p> <p>f) No. CE1000727-01 with Safe House Ministries in the amount of \$36,939.00.</p>
98.	<p>Juvenile Court, submitting amendments to contracts with various providers for the Staff Secure Shelter Program for the period 1/1/2010 - 2/29/2012 for additional funds:</p> <p>a) No. CE1000091-01 with Carrington Youth Academy LLC in the amount of \$8,681.00.</p> <p>b) No. CE1000094-01 with The Cleveland Christian Home Incorporated in the amount of \$13,176.89.</p>
99.	<p>Juvenile Court, submitting amendments to contracts with various providers for psychometrist and psychological services for the period 1/1/2011 - 12/31/2011 for additional funds:</p> <p>a) Contract No. CE1100381-01 with Randal Steven Baenen in the amount of \$380.00.</p> <p>b) Contract No. CE1100386-01 with John Matthew Fabian PsyD, JD, LLC in the amount of \$1,450.00.</p> <p>c) Contract No. CE1100388-01 with John Joseph Konieczny in the amount of \$140.00.</p> <p>d) Contract No. CE1100391-01 with Steven M. Neuhaus in the amount of \$3,500.00.</p> <p>e) Contract No. CE1100393-01 with Kathryn R. Ziemnik in the amount of \$2,970.00.</p>
100.	<p>Medical Examiner, submitting a contract with Life Technologies Corporation, sole source, in the amount not-to-exceed \$24,833.22 for maintenance services on a genetic analyzer and 7500 Real Time PCR System for the period 7/1/2012 - 8/20/2013.</p>
101.	<p>Office of Human Resources, submitting a contract with The Archer Company, LLC, sole source, in the amount not-to-exceed \$155,000.00 for Classification and Compensation Analysis in connection with the Archer Matrix Point Factor Job Evaluation System software for the period 6/1/2012 – 5/31/2015.</p>
102.	<p>Office of Procurement & Diversity, recommending an award: Department of Public Works</p> <p>a) on RQ22952 to AKE Environmental and Construction Services, Inc. (2-3) in the amount not-to-exceed \$120,000.00 for sludge removal from various wastewater treatment plants for the period 5/1/2012 - 4/30/2014.</p>
103.	<p>Office of Procurement & Diversity, recommending an award: County Prosecutor's Office</p>

	a) on RQ23228 to MNJ Technologies Direct, Inc. in the amount of \$85,188.00 for purchase of laptops and accessories. (State Contract No. 533002 and 533268/Ordinance No. 02011-0044 Section 4.4(B) 20).
104.	Office of Procurement & Diversity, recommending an award: Department of Public Works a) on RQ22647 to Miami Valley International Trucks, Inc. (10-3) in the amount of \$84,364.00 for 1-heavy duty cab and chassis. (Contracts & Purchasing Board Approval No. CPB2012-156 - authority to advertise for bids.)
105.	Office of Procurement & Diversity, recommending an award: Medical Examiner 1) on RQ23356 to GenTech Scientific, Inc. (4-2) in the amount of \$42,700.00 for 1-Gas Chromatograph/Mass Spectrometer
106.	Office of Procurement & Diversity, recommending an award: Department of Public Safety and Justice Services a) on RQ23627 to Laurus Systems, Inc. (1-1) in the amount of \$312,485.00 for 28-portable portal monitors.(GSA Contract No. GS-07F-0147T/O2011-00449.4.4(B)).
107.	Office of Procurement & Diversity, recommending an award: Department of Public Safety and Justice Services a) on RQ23693 to Laurus Systems, Inc. (1-1) in the amount of \$37,940.00 for 28-hard rolling cases for portable portal monitors. (GSA Contract No. GS-07F-0147T/O2011-0044 4.8(B)(19)).
108.	Office of Procurement & Diversity, recommending an award: a) on RQ22928 to PSx Inc. (8-1) in the amount of \$68,415.00 for automated parking revenue collection equipment at the Cuyahoga County Juvenile Justice Center.
109.	Office of Procurement & Diversity, recommending an award: a) on RQ23807 to Remotec, Inc. (1-1) in the amount of \$55,202.00 for 1-wireless radio controller and power supply upgrade for bomb robot for the Department of Public Safety and Justice Services. (GSA Contract No. GS-07F-0538M/O2011-0044 4.4 (B) 19/Sole Source O2011- 00444.4 (B) 7.
110.	Office of Procurement & Diversity, recommending to declare various property as surplus County property no longer needed for public use; recommending to sell said property via internet auction, in accordance with Ohio Revised Code Section 307.12(E).

MAY 31 2012

Cuyahoga County Council

**CUYAHOGA COUNTY
ECONOMIC DEVELOPMENT PLAN - YEAR II
5/30/12**

Executive Summary

For the first time in its history, Cuyahoga County established a Five Year Economic Development Plan that defined development priorities and strategies. The plan set forth a new model and charge for making strategic investments across Cuyahoga County that will foster strong, economically sound communities, drive business growth and create jobs and opportunity for residents.

Mission: Improve the County's global competitiveness through strategic investments that foster economic growth and create vibrant, healthy and welcoming places for businesses and residents to prosper.

This plan is an integrated investment strategy that identifies two fundamental economic development priorities

- Business Development – thriving, competitive, growing businesses
- Place-based Development – vibrant, dynamic, quality places

By adopting an approach that invests in place-based business development, the County can achieve the mission of the Plan and progress towards revitalizing the Cuyahoga County economy. Implementing this strategy will establish a vibrant, economically competitive region, creating jobs, opportunity and prosperity for all residents.

Vision: Cuyahoga County is a vibrant, economically competitive region, creating jobs, wealth, opportunity, and prosperity for businesses and residents.

Investment Principles

In order to fulfill our mission and realize the vision, the County will make strategic investments that will demonstrate the following qualities:

- Collaborative – The County will partner with the public, private and nonprofit sectors throughout Northeast Ohio to maximize the amount of resources being deployed to support initiatives, maximize the effectiveness of those investments, and learn what works.
- Inclusive – The County will make investments that create opportunity for all county residents, with a particular emphasis on racially and economically isolated populations. The economic competitiveness of the County is inextricably tied to the success of historically

isolated populations. In order to become a transformative region, the County must strive to be a welcoming place to both transplant and immigrant populations. To that end, this plan fully embraces the work of the Cuyahoga County Equity Committee, reflected in their October 26, 2010 report (Appendix VI).

- **Innovative** – The County will ensure that the overall plan fosters an entrepreneurial culture of innovation. This will require the County to seek creative solutions and operate outside the box. Investments must be structured to support dynamic industry sectors or clusters that are transformational and at a scale sufficient to grow the economic base of the County.
- **Sustainable** – The County will foster economic transformation in a manner that promotes economic growth, social well being, and environmental stewardship that is systemic and sustainable into the future.
- **Accountable** – This plan will be implemented using a carefully devised set of metrics that will enable the County to continuously monitor progress being made toward achieving our goals and to make data-driven adjustments to the plan, as needed.
- **Transparent** – The residents of the county will be able to easily track where our public resources are being invested and the returns being generated by those investments.

The Year II Plan makes the transition from, establishing policies and building County capacity, to implementation. With the completion of its Year I Key Action items and including the creation of the Cuyahoga County Western Reserve Fund, the County completed its primary short term objectives and capitalized a local funding source for strategic investment. The County stands ready to get to work and calls upon its partners, collaborators and stakeholders to join us and realized the Charter's aspirations of economic prosperity for all its residents.

PART 1: Overview

One year ago, the first 5 year Economic Development Plan in the County's history began with the following words:

The place is here. The time is now. We can no longer wait for, nor rely upon largesse from Washington or Columbus to direct our future. We cannot wait for incremental resources or another stimulus to save the day. We must decide what we want our county to be and how we are going to get it there.

The time is right and Cuyahoga County is the right place for an aggressive, focused economic development plan that will leverage regional assets, build off of long-standing strengths, and take advantage of global changes to drive growth in jobs, incomes and property values.

On May 24, 2011 the Plan was introduced to the County Council. On July 26, 2011 the County Council approved the Plan as Ordinance O2011-0026. As we enter Year II, we will pivot from the Year I focus, moving from establishing policies and building capacity to implementing programs and creating jobs. Much has been accomplished already.

While this plan represents the first comprehensive effort by the government of Cuyahoga County to drive economic growth, economic development is not new concept to the County or the broader Northeast Ohio region. Therefore, this plan builds off of the successes, experiences and programs of the County and our valued economic development partners in the public, private and philanthropic sectors. Moreover, this plan reflects the reality that the economic development of Cuyahoga County is not determined solely by what occurs within our county's borders.

Our county is part of a larger, \$170 billion regional economy that encompasses 15 sister counties. In the past decade, guided by work of the business community, led by the Greater Cleveland Partnership, Team NEO and the Fund for Our Economic Future, the region has become very aware that economic development is a team sport, with no one player able to make much impact without partnerships, alignment and collaboration. To maximize the County's economic growth, this plan is aligned to take advantage of the regional economic strategies embodied in Advance Northeast Ohio, the region's economic competitiveness plan.

Why is the time right for this plan? First, our county's residents issued a clear mandate under the new charter "job creation and economic growth as a fundamental government purpose." More importantly, the global economy is undergoing a fundamental restructuring in the wake of the Great Recession. As the Brookings Institution recently noted: "We need to rebalance the American economy and cultivate the fundamentals that can bring prosperity back: robust exports, low-carbon technology, continuous innovation, and opportunity for all."

The fundamental rebalancing of the economy – globally, nationally and regionally – provides Cuyahoga County with an ideal opportunity to develop a strategy that takes advantage of those changes, rather than simply reacting to them. Now is the time for Cuyahoga County to prepare to benefit from the "next economy."

Why is our county the right place for this plan? The ongoing rebalancing of the economy is good news for Cuyahoga County. The last economy – rooted in consumption and housing booms turned bust – did not play to the County's strengths in manufacturing, materials, and medicine. But the next economy does, as it will be powered by the production of innovative products sold in growing global markets. The development of those products is dependent on innovation assets – such as research institutions like NASA Glenn, the Cleveland Clinic, and University Hospitals and higher education institutions such as Cleveland State University Case Western Reserve University and John Carroll University that proudly call our county home.

Those local assets are well connected with regional resources – ranging from new industry cluster development guided by NorTech to venture capital attracted by JumpStart – that are boosting our companies’ (both established and new) ability to develop those products.

PART 2: Economic Development Plan

Progress Made Since Year I Plan Began.

While the original Plan identified five Key Actions to be completed in the first year. Those actions have been, if not completed are for the most part well underway.

1. Reorganize the Department of Development to support the Vision and Mission of this Plan.

By September 1, 2011, complete the restructure of the department to be focused on the economic development activities articulated in the Plan as opposed to the Department of Development’s present focus on grant management, direct resident assistance and the County Airport. Determine what functions must be performed by the Department of Development (DOD) and which can be outsourced for efficiency and effectiveness. The new structure should have the capacity to 1) Understand the needs of its constituents including businesses, governments and citizens and be responsive to them 2) strategically invest the funds in the Economic Development Fund to address the needs and realize the mission/vision 3) apply for, receive and leverage federal grants 4) monitor and measure performance 5) evaluate existing programs, and lastly, articulate its needs for support in Columbus and DC (Advocacy).

Update: The Department has been restructured through a significant reduction in force with involuntary and voluntary action. A new organization chart was approved that, among other improvements, created discrete *Economic Development*, *Regulatory Compliance* and *Community Development* divisions and placed Housing within Community Development. New classifications were created and approved through the new governmental approval process and hiring is nearly complete.

2. Improve intra-county government coordination and collaboration and determine its best role to play in the community.

By September 1, 2011, create a partnership with Employment Connection and its successful Business Service model for understanding employer needs and expand it to include DOD programs.

Initiate a quarterly review of economic development plans and priorities with Director of Public Works to ensure coordination and alignment on issues of infrastructure and investment.

By November 1, 2011, work with the Planning Commission and the County Land Bank to create a unified plan and approach to land inventory and assembly.

Update: Interface with Employment Connection is in place and operating. Regular reviews with Public Works are underway. And planning meetings are regularly held with the Planning Commission and Land Bank to coordinate activities involving land inventory and assembly

3. Determine how the County can best contribute (align, coordinate, fund) to the success of the network of numerous economic development players in the region.

By December 31, 2011: Create a mechanism to align and coordinate the activities of the major ED intermediaries (Team NEO, Jumpstart, MAGNET...) so that all entities are working together.

Update: Much progress has been made over the course of the last year. A "Deal Team", comprised of the City of Cleveland, Greater Cleveland Partnership, JobsOhio and County DOD has been constituted and meets regularly to discuss current opportunities. Unlike in year's past, DOD is now often an early participant in deal negotiations and is frequently consulted with before the "eleventh hour". Moreover, the DOD Director, the Deputy Chief, and several DOD staff are actively engaged in outreach to local communities, business groups, trade associations and chambers of commerce, spreading the word about programs and services.

4. Create an Economic Development Fund (EDF) to invest strategically.

By December 31, 2011: Introduce legislation to create and then begin to capitalize the fund

Update: On October 25, 2011 the \$100 Million Economic Development Fund was introduced to County Council. On January 24, 2012 it was passed as Ordinance O2011-0049. The Fund was later renamed the "Cuyahoga County Western Reserve Fund" to better align with the County Executive's Western Reserve Plan. Five of the Fund's eleven programs have been approved through Council and since commencing operation, several deals have been announced resulting in the creation of nearly 1,000 new jobs.

5. Review and evaluate existing county programs (loans, grants) and funding streams (NSP, CDBG, Brownfield) to determine their application and value then add/delete/modify as needed.

By June 1, 2012: Complete annual review of Department of Development programs and their effectiveness

Update: This is an ongoing process, particularly as State and Federal funding sources have become more constrained. Over the past year DOD has modified the Housing Rehabilitation program, initiated an owner funding "match" requirement in the Lead Safe program, added funding stream flexibility to the Storefront Renovation Rebate program, made a shift to multi-units in the Weatherization Assistance program and, of course created the Cuyahoga County Western Reserve Fund and its new programs.

The Five Year Economic Development Plan adopts an investment approach that fosters economic growth and prosperity for Cuyahoga County and our region. The goal of this plan is to create an environment that supports business and job growth, attracts capital, leverages private investment, fosters innovation, incentivizes collaboration, enhances human capital development, and improves the quality of life for all residents. This plan incorporates a seamless strategy that supports economic development initiatives within a geographic context. The objectives is to create high-quality, well-connected places with a critical mass of economic activity that provide businesses and residents the opportunity to thrive.

Economic Development Priorities

With the City of Cleveland as its "capitol", Cuyahoga County is the hub of the Northeast Ohio regional economy and is well positioned to grow and lead our region in the next iteration of the global economy. The County is part of a vibrant, economically competitive region with a rich asset base upon which to build and grow.

Mission: Improve the County's global competitiveness through strategic investments that foster economic growth and create vibrant, healthy and welcoming places for businesses and residents to prosper.

Spurring economic growth and revitalizing our regional economy requires an innovative and transformative investment strategy. Fostering robust economic growth requires an integrated approach that combines two fundamental economic development priorities:

- Business Development – thriving, competitive, growing businesses
- Place-based Development – vibrant, dynamic, quality places

Business development and place-based development investments are designed to:

1. Create high-quality, well-connected places that provide our residents with great communities to live, work, play and learn.
2. Prepare our residents for the jobs and careers of today and tomorrow.
3. Accelerate business growth by connecting existing and new companies to regional resources that will help them invent, commercialize, make and sell new products to growing global markets.

Assets Meet Opportunity

Cuyahoga County has many assets that are the foundation of the regional economy and drive the global competitiveness of the region. These assets include: charitable foundations and a history of philanthropy; some of the world's greatest medical institutions; unparalleled federal, state, regional and local park systems; robust physical infrastructure and high speed broadband connectivity; artists and cultural institutions; world-class museums, orchestra and theatres; universities, research organizations, a national lab and intellectual capital; the earth's 12th largest freshwater lake fed by rivers and streams that offer miles of lake and river fronts; locational advantages that give us access to the heart of the North American economy coupled with one of the nation's best business logistics systems; industrial capacity and a rich history of innovation, and manufacturing and entrepreneurship.

Moreover, the County has features that are not often categorized as assets, but are assets when viewed through the lens of opportunity. These include thousands of acres of underperforming land, underutilized infrastructure, underperforming human potential and the beauty provided by the County's natural systems.

The County certainly has much upon which to build to improve economic competitiveness and prosperity if we can be more effective at thinking, planning and acting like an interdependent part of a dynamic local, regional and global economy.

Building on our assets to achieve our mission defines our vision

Vision: Cuyahoga County is a vibrant, economically competitive region, creating jobs, wealth, opportunity, and prosperity for businesses and residents.

Strategic Theme

Cuyahoga County is a well position to become a dynamic economic hub of opportunity for businesses to prosper and for residents to have meaningful, gainful employment, and to live healthy lives. Through innovation, education, strategic investments, and collaboration, the County can improve its global economic competitiveness.

Innovation

- Ensure that the overall plan and specific investments support a culture of innovation in products, processes, and services that are transformational and at a scale sufficient to grow the economic base of the County.
- Encourage universities, businesses, non-profit organizations and governments to work closely together to commercialize market-ready research.
- Foster innovative use of public, private and philanthropic sector dollars to achieve the vision and evaluation of results.
- Promote green and sustainable technologies and solutions to address market and environmental failures and create new economic development opportunities.

Education

- Instill a culture of and commitment to continuous learning, recognizing that learning begins at the earliest stages of childhood through primary, secondary and post-secondary education, and throughout one's life.
- Ensure education and training opportunities which prepare individuals to compete for meaningful jobs with sustainable wages are made available for all able citizens.
- Encourage educators, trainers, businesses and public sector agencies to work together closely to identify and train the workforce needed by tomorrow's growth sectors, to retain today's workers, and attract the next generation of workers.

Collaboration

- Design and articulate a shared vision for the County, construct a strategic framework, establish systems and structures to support it, and then collaborate with the County's communities and within the region to achieve the vision.
- Create a state and federal advocacy strategy that articulates our mutually supportive regional top priorities and recognizes the distinct role of each governmental entity, non-profit organization, and business leader in carrying out that vision.
- Encourage, public, private and civic organizations and individuals to partner and collaborate in the creation and implementation of the Plan.

Investment

- Make investments within a strategic, asset-based framework following a philosophy of capitalizing strategies, not just funding individual projects.
- Provide additional resources for investment by eliminating costs, leveraging current revenues and introducing new revenue sources.
- Invest resources stating specific goals for returns on investments over time, recognizing short-term milestones achieved and exercising patience with respect to long-term goals.
- Leverage additional county, municipal, state, federal, private, civic and philanthropic

funds to make available enough resources to significantly move the needle on the County's economy as measured by relevant indicators over the next five to ten years.

- Invest in high performance county economic development management capacity.
- Expand access to investment opportunities for historically economic isolated populations. Increase economic access and opportunities for all residents; strive to be a welcoming place to minority and economically isolated populations as well as new transplants and immigrants.

Economic Development Plan Implementation

Implementing this Economic Development Plan will achieve the following objectives:

- **Align County Economic Development Efforts** – All of our efforts will reflect the transformation needed to fulfill Article 7, Section 1 of the Cuyahoga County Charter that "the County shall have as a primary responsibility the promotion and enhancement of the economic well-being and prosperity of the County and all of its residents." This will require a large increase in overall effort and commitment of resources and an alignment of all of the County's activities with this primary responsibility for economic well-being.
- **Focus Investments** – The County will reorganize all of its investment activities so that they follow from a strategic, asset-based framework built around the overall mission and vision, rather than just funding individual projects.
- **Define the County Role** – There are hundreds of organizations--public, private, and non-profit--in Cuyahoga County that have economic development as part of their mission. The County will determine what roles it can best play to ensure that investment, innovation, education, and collaboration are implemented according to a shared vision and direction.
- **Eliminate Barriers** – The County's economic development plan will also include efforts to eliminate or reduce barriers to success, such as duplicative or poorly coordinated regulatory requirements, and inefficient governmental operations.

How to achieve the Vision and fulfill our Mission: The Cuyahoga County Western Reserve Fund

Fostering a robust, globally-competitive economy with opportunities and access available to all citizens requires an integrated approach that combines business development and place-based development seamlessly. That is, we must support economic development opportunities within place-based geographic environments that attractive to residents, skilled workers, entrepreneurs, businesses, professionals, immigrants and investment capital. The following investment strategy addresses the priorities of the plan by determine the optimum investment role for the County and defining actions that will support economic growth.

The investment strategy outlined in this plan provides focus areas and recommended investment strategies to guide the work of the Director of Development. Five-year aspirations will be easier

to articulate once the work is commenced in the near term and experience and data are better understood. The succeeding chapters elaborate on the key strategic principles that drive this Economic Development Plan.

PART 3: Investment Strategy

Economic development is the process of enhancing and maximizing the inputs of production (land, labor, innovation, and capital) to improve the economic competitiveness of the region and create economic opportunities for businesses and individuals. Implementing an integrated investment strategy that emphasizes business development and place-based development will establish a vibrant, economically competitive region, creating jobs, opportunity and prosperity for all businesses and residents.

1. Economic Development

Cuyahoga County's approach to economic growth has shifted from project driven investments towards a calculated and strategic investment approach. In 2011, the County undertook a yearlong effort to develop a plan to strategically invest in economic development on a meaningful scale. The County engaged with the public, economic development professionals, industry leaders, and community stakeholders to define development priorities and strategies that will deliver job creation and prosperity for Greater Cleveland. This effort was recommended by the initial Five Year Economic Development Plan. The Five Year Plan called for the creation of an economic development fund to drive outcomes, foster collaboration and partnerships, and leverage expertise and invest dollars. The economic development fund was and is envisioned as the mechanism to implement the strategies most essential to fulfilling the mission of economic well-being.

In January 2012, Cuyahoga County Council and the Executive approved the creation of the Cuyahoga County Western Reserve Fund and adopted a detailed investment business plan (Appendix I). The Fund Business Plan is the embodiment of the Five Year Economic Development Plan. The Fund Business Plan lays out detailed programs that will drive economic growth and job creation and enable the County to fulfill the mission and vision of the Five Year Economic Development Plan. The economic development investment strategy identifies three vital components of growth:

Innovation & Entrepreneurship

Innovation is the life blood of any healthy economy. The ability to create better or more effective products, processes, services, technologies, or ideas that are accepted by markets, governments, and society is a direct indicator of an economy's ability to add value and grow. It is vital for the County to facilitate and accelerate innovation development in order to create an environment

conducive for economic growth. Channeling capital to promising companies with a pipeline of inventive products and services, the County adds critical funding to the creative mixture of concepts, employees and management.

Supporting entrepreneurship not only helps drive economic growth, but it is also an effective way to generate economic opportunity for low-income individuals or groups that have traditionally been economically isolated. Entrepreneurial development creates opportunities to achieve economic self-sufficiency, create wealth, and transform underserved neighborhoods.

The County has identified four key aspects of innovation development that are designed to cultivate innovation and nourish early stage companies along the capital formation continuum and product life-cycle.

1. **Micro Enterprise:** finances business too small or unestablished for traditional lenders
2. **Pre-Seed Fund:** early stage funding to accelerate growth and attract investors
3. **Next Stage Fund:** invests in companies primed for full commercial launch
4. **Innovation Match:** provides local match required by federal and state innovation grants

Business Growth

Business growth, retention, and attraction is a critical source of job creation and economic growth. Creating a globally competitive economic environment for businesses to grow and thrive requires a development approach that attracts entrepreneurs, businesses, professionals, and investment capital to locate, expand, and remain in Cuyahoga County. Creating access to flexible, dynamic sources of capital that address the growth needs of businesses will stimulate private investment and improve the economic landscape.

The County has identified four business development strategies to reinvigorate our economic competitiveness, encourage private investment and business growth, and create high value jobs. These four strategies address the fundamental gaps that often stifle growth and hinder investment.

1. **Small Business Growth:** increase access to traditional lending markets
2. **Incumbent Worker Training:** reimburse expenses for retraining workers
3. **Accelerated Growth:** capital for expansion, acquisition for new markets and diversification
4. **Large Scale Attraction:** gap financing and incentives for large scale growth and

attraction

Property Redevelopment

Firms that are growing need to modernize and expand. Having development sites ready to meet the expansion and relocation plans of companies is essential. When companies are growing and require more space, they seek properties that can be available in a timely manner. Sites that are complicated by potential environmental issues or by functionally obsolete space or by vacant buildings that require demolition, possess significant cost disadvantage.

Our legacy industries have left vacant buildings and contaminated land in the core city and many inner-ring suburbs. The challenge facing older commercial and industrial land is often reinforcing and contributes to continued disinvestment. Growing businesses lack the additional capital and expertise necessary to address these redevelopment issues.

The key to reutilizing and redeveloping land is to provide applicable, attractive and relevant programs that provide swift and clear opportunities for companies to address complicated redevelopment issues. The County needs to actively engage with companies seeking to locate, expand, or modernize in areas already served by existing infrastructure and transportation networks. As such, the preparation of land for redevelopment and the rapid response for the modernization of existing properties is a key piece in the County's place-based economic development plan. The County has devised a strategy to address the property needs for successful companies already in Cuyahoga County, and help them grow in place.

1. **Redevelopment and Modernization:** finances existing site improvements, including modernization
2. **Site Expansion:** finances environmental cleanup of sites adjacent to existing end-user
3. **Redevelopment Ready:** finances environmental cleanup of underutilized sites without end-users

2. Quality Place-Based Development

Leveraging and harmonizing unique place-based assets is critical to creating an environment for a competitive economic landscape. Increasingly, studies have shown that business leaders consider the quality of place when determining where to start or relocate. Businesses must consider how location will affect the organizations ability to operate and grow.

Cuyahoga County must strive to leverage the region's human capital, infrastructure, community and neighborhood assets, institutional and industrial strengths, and cultural resources in a manner that supports and fosters economic growth. The County's economic growth strategy must maximize core assets and anchor institutions and improve the quality of life. This approach will help to ensure fiscal and economic sustainability and future economic growth. Implementing a

place-based development strategy to complement a business development strategy provides a framework for attracting and retaining businesses and high skilled, talented workers.

Therefore it is paramount to address the foundational elements of our economy and our community that define the place of Cuyahoga County.

Western Reserve Plan

In order to effectuate real progress and transform our regional economy requires a strategic approach that addresses the foundational elements of our economy and our community. In March of 2012 County Executive Edward FitzGerald presented a practical, 12-point plan for creating a vibrant, dynamic, attractive place that is economically competitive. The Western Reserve Plan is a placed-based development strategy that calls for investing in the core aspects of the economy that will establish a community that offers economic opportunity and provides an enduring place to live, work and thrive. The Western Reserve Plan serves as roadmap for investing in place.

✓ The Western Reserve Plan pinpoints investments in five key areas:

Education:

- Identifying education, from early childhood forward, as the central factor in individual and community success.
- Honoring the service of our veterans by giving them priority in hiring, training and education.

Government

- Implementing a practical strategy for creating a functioning, county-wide metropolitan government.
- Creating a culture within county government which implements on a continual basis nationally recognized good government practices and innovations.

Health and Safety

- Aligning and coordinating both public and private resources around our most pressing human service needs.
- Embracing a health and wellness culture which mirrors the excellence of our major medical institutions.
- Protecting our county by leading a county-wide public safety initiative.

Economic Opportunity

- Establishing Greater Cleveland as a center of entrepreneurship and job growth.
- Incorporating economic inclusion as a guiding principle in our economic development strategy.

- Branding our metropolitan area as an international city which harnesses the energy of our younger generations.

Built Environment

- Designing a place-based development strategy which recognizes the centrality of downtown Cleveland to the region as a whole.
- Adopting a collaborative approach to the foreclosure crisis- from prevention to restoration.

Supporting economic development opportunities within a place-based geographic context is an effective way to foster a vibrant, dynamic, and attractive economy. The value-add proposition of place-based development is achieved by creating a critical mass of economic activity and leveraging assets and investments within a defined place to drive growth. Successfully implementing a place-based development strategy requires focusing investments in selected geographic places that respond to the unique qualities and assets of the place.

The Department of Development will achieve this objective by focusing investments from new casino tax revenue in the asset rich geography from Ohio City to Cleveland State University. This geography represents the core of the County and the region and possesses a wealth of anchor institutions and assets. This approach is designed to establish business-friendly environments and foster enduring networks of place that are attractive to entrepreneurs, businesses, residents, and investment.

Housing Strategy

Housing is a major piece in place-based development. Creating high-quality, well connected places that offer diverse housing choices and provide access to enduring networks to live, work, and play is vital. Housing plays a critical role in defining a place. Therefore a housing strategy is an important aspect for the County's place-based development efforts.

Overview: Cuyahoga County's actions and expenditures affecting its housing stock should be directed towards three key desired outcomes:

1. Attract new residents who will contribute to the county's economic growth by starting businesses and filling unmet staffing needs in existing businesses, and
2. Retain existing residents who will continue to support the county's economic well being through the taxes they pay and goods and services they purchase within the county, and
3. Conserve limited resources by using appropriate housing interventions to prevent more costly demands on publicly funded emergency, social service, medical, and justice systems.

Constraints: Ohio Home Rule leaves Cuyahoga County with little direct control over where and what type of new housing may be constructed. Federal funds available for housing development always come with income limits attached. A backlog of delinquent mortgages headed towards foreclosure filing in 2012 forces our attention to foreclosure prevention and recovery programs.

Resources: Traditional financial resources include federal housing development funds, energy-efficiency grant financing for housing renovations, authority to issue tax-exempt housing bonds, and linked deposits to encourage below-market housing renovation lending by local banks. Innovative financial resources include loss reserves to support private lending, equity participation in housing developments with appreciation potential, and tax increment financing.

Other resources include the county's capacity to make infrastructure improvements in support of housing, the county's legal authority to direct the work of its Planning Commission, and the county's well-financed Land Reutilization Corporation

Allocation Principles: Demand for housing development subsidy will always exceed its supply. Competing funding opportunities must be evaluated to direct limited resources towards projects and programs with the greatest desired outcomes relative to the amount of county investment.

Program Examples: Subject to further development in consultation with our stakeholders, examples of county level programs to support each of the county's desired outcomes are:

1) Attract New Residents:

- a) On a competitive basis, provide significant funding to catalytic housing development projects that will attract large numbers of well educated, highly skilled, workers and entrepreneurs currently living outside Cuyahoga County. Evaluate each project in terms of the number of new residents it will bring for each county dollar invested, and for its contribution to positioning Cuyahoga County as a desirable place to choose to live.
- b) Research national best practices in repositioning older, traditionally developed urban neighborhoods and inner ring suburbs as desirable places for families to choose to locate. Identify the housing components of these practices and offer significant funding to neighborhoods and suburbs able to carry out both housing and non-housing components. The goal of this program is to attract well-off families to purchase homes in these areas.

2) Retain Existing Residents:

- a) Identify gaps in existing financing for home repairs and improvements, such as lack of equity to support traditional secured loans due to market value decline, and develop financing tools to fill these gaps. Private financing is preferred, with public support if truly needed, while public financing may be required for limited income homeowners.

- b) On a competitive basis, provide “gap” funding to well-planned and well-sited housing development projects that meet the housing needs and preferences of older residents.
- c) On a competitive basis, provide funding to innovative housing redevelopment projects that adapt existing housing stock to offer amenities otherwise found outside the county.
- d) Research national best practices for keeping financially distressed homeowners living in their homes, either as owners or renters, and provide public financial incentives for private and nonprofit partners to operate programs with proven track records in this area.

3) Conserve Public Resources:

- a) Direct our County Planning Commission to analyze neighborhood housing markets on a countywide basis, in order to rationally determine which types of housing investments are most appropriate in various neighborhoods. Funding for demolitions, existing housing repairs, and new housing development would be guided by this analysis. Since market conditions are changing, the analysis would be updated on a regular basis.
- b) Continue support for low-income housing assistance programs that minimize cost to other public systems. For example, permanent supportive housing for the chronically homeless is known to drastically reduce their medical and criminal justice system costs.
- c) Continue support for operating proven housing-related social services, such as foreclosure prevention counseling, while studying and evaluating national best practices in the rapidly changing mortgage servicing and troubled mortgage workout systems.

PART 4: Investment Principles

The County's investments will demonstrate the following qualities:

1. Collaboration and Determination of the County Role

It is critical that this plan work to coordinate the economic development efforts of the County and the region. The County must work with local civic leaders, non-profit institutions, and the private sector to foster constructive regional cooperation that looks beyond political or institutional boundaries. Collectively we must articulate our regional top priorities with one voice and unite to advocate our vision with state and federal leaders. We would be stronger if Northeast Ohio shared a mutually supportive vision for economic development, and recognized the distinct role of each governmental entity, non-profit organization, and business leader in carrying out that vision.

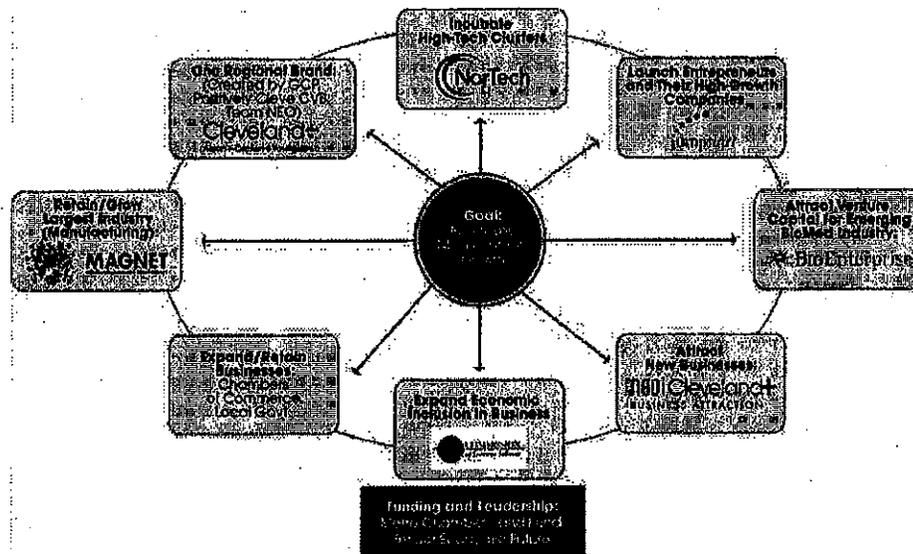
The realization that Cuyahoga County, encompassing its core city of Cleveland and 58 additional municipalities, is part of a broader economic development system must be reflected in the County's investment decision making process. Consequently, the County must take steps to understand the current landscape of potential economic development partners and determining how the County can best leverage and collaborate with those partners, bringing its unique programs and assets to the collective effort.

To this end, the County initiated The Protocol project to create a process for aggregating data and information of use to the ED system and the County's municipalities. Signed by over 30 communities, to date, and still under review by many others, DOD is looking forward to the new tool.

The most important collaboration to determine our ultimate success will be strong public-private-non-profit sector interaction, beginning with each sector doing what it does best: the public sector creating the environment for economic growth and filling market gaps with programs for the general welfare of its citizens, the private sector creating economic value that supports job creation, and the non-profit sector creating knowledge, providing resources and in other ways creating social value.

This effort starts with knowledge of the current economic development players in Cuyahoga County and their roles.

NEO Regional Economic Development System



Ned Hill, Dean, Levin College of Urban Affairs
Cleveland State University

Themes of collaboration:

- **Single Access Point** - Create a much needed single location for businesses to access all information relevant to their decision to locate or expand. The County recognizes that in order to improve the competitiveness of the region and create opportunities for businesses and individuals, it is critical to collaborate with the various economic development organizations, institutions, and local government to streamline and standardize how economic development incentives are accessed and delivered. This will help businesses locating in and moving to Cuyahoga County more easily navigate information regarding incentives and strategic investment areas.
- **Regional Network** - Determine the County role in the regional business attraction and retention within the Northeast Ohio region and the regional JobsOhio Network. Cuyahoga County is fortunate to possess a highly sophisticated regional economic development system. Unfortunately, there is no formalized mechanism for coordinating public-private economic development investment. While there are several organizations within Cuyahoga County that provide economic development assistance to help stimulate business attraction and retention, navigating this system is time consuming and often frustrating for businesses. This complex system is less than optimal for maximizing and allocating resources in an efficient manner.

It is critical for the County to clearly identify its role within the regional economic development system, coordinate deal flow, and leverage regional and state resources in a highly efficient manner. The creation of JobsOhio and the JobsOhio Network by the State of Ohio represents a significant opportunity to achieve alignment and maximize investments. The County must utilize this new resource to align local efforts within the region and with the state. Developing strong collaborative partnerships with other economic development organizations will help the County to leverage its investments and ensure greater success. Within this new regional and statewide collaborative deal flow management system, the County has reconstituted the local Deal Team approach.

- **Commercialization** – Define the County role in accelerating technology transfer and commercialization. Northeast Ohio has developed a robust entrepreneurial ecosystem with a diversity of early-stage sources, supporting innovative start-up companies with high-growth potential. The ecosystem is comprised of a network of entrepreneurial support organizations that actively work together to help high-growth companies grow within the region. Simultaneously, the region possesses some of the highest ranked research and educational institutions in the nation.

Combined, the entrepreneurial network and research institutions have helped to accelerate much of the innovation and commercialization activity in Northeast Ohio. Not only have early-stage companies benefited from this ecosystem, but so too have major corporations that have partnered with these entities to introduce new products into the market.

The County must work with these organizations to define its role in fostering innovation development more effectively as part of a larger system. The County should seek to build customer relationships with research institutions to determine how best to support their role as engines of technology. The County should also actively engage the work of economic development organizations that specialize in technology development across key industry clusters.

- **Government** - Create a mechanism to coordinate and leverage local government economic development policies, programs, and procedures. As stated in the Brookings Institution and Greater Ohio Policy Center's Restoring Prosperity report, governmental structures within Ohio's Counties "are simply too fractured to develop a unified vision for economic development and mobilize regional stakeholders to realize it." If the County is to prosper, it is essential we recognize that economic growth does not occur at the municipal level but at the regional level. Growing one municipality's business base at the expense of a neighboring community isn't the best way for the region to compete in today's global economy.

There are 58 political subdivisions surrounding the core city of Cleveland that vary in their approach to economic development. In order to improve the competitiveness of the region, the County must collaborate with and incentivize local civic leaders to find ways to streamline government processes and standardize policies when appropriate. This will help businesses locating in and moving to Cuyahoga County more easily navigate the regulatory landscape.

2. Inclusion

Inclusiveness is a major component in determining the economic competitiveness of a region. According to research by the Cuyahoga County Economic Inclusion Task Force, per capita income across the Cleveland metropolitan area is \$40,849, while in the City of Cleveland, per capita income stands at \$15,540. Economic disparities such as per capita income threaten the vitality of our economy.

In order to become a transformative region, the County must strive to be an economically welcoming place, providing opportunity to economically isolated populations as well as to new comers, both transplants and immigrants. The success of the County is inextricably tied to the success of historically isolated populations. As part of business growth, the County must seek to grow the number and size of minority-owned enterprises, expand access for minority and economically isolated residents to educational training and business opportunities, and sustain a system that generates economic access and opportunities for all residents, particularly historically isolated populations.

It is of utmost importance that any plan for the area generally, and for this county in particular,

fully embrace the diversity of our region in the broadest sense. We must aspire to experience economic growth and quality of place that fosters inclusion and addresses disparities at every step. This plan fully embraces the work of the Cuyahoga County Equity Committee, reflected in their October 26, 2010 report (Appendix VI). Central to the success of the Department of Development will be its ability to serve the diverse constituents, geographies and municipalities of our county in an equitable fashion.

We will do this by utilizing our current efforts of serving low-moderate income families, targeting areas of greatest need in our local municipalities, providing economic opportunities for minority based businesses, and tracking the demographics of those we serve (See Appendices II-V) as a baseline for future measurement in all of our programs and functions. To the extent allowable by law, the County will measure and evaluate programs and investments on their ability to deliver the outcomes espoused in this plan including diversity of suppliers, contracting and employment. Funding source or compliance requirements will no longer be the driving force behind what and how we measure; good measurement regarding diversity will be done as a matter of course. We seek to measure “who” received the investment, who benefited, and “where” that investment took place.

Furthermore, the Department of Development will work very closely with the County Executive’s Economic Inclusion Task Force. The Executive created the task force in March of 2012 to study the issues of economic diversity and create a Framework Action Plan for Economic Inclusion that enhances economic vitality across the County by enhancing opportunity for all. The framework of the Task Force’s plan will focus on four areas:

- 1) Human Resources and inclusion in hiring
- 2) Procurement and Contracting
- 3) Inclusion in Construction
- 4) Workforce Development

These impact areas of Workforce Development, Human Resources, Hiring and Inclusion in Construction projects, Procurement and Contracting will be the cornerstones of the inclusion plan and will shape policy recommendations for the County Executive, his departments, and the County Council. These basic areas can move the needle at the County and in the community as the County stands to lead with a new model for inclusion. The outcomes of the inclusion plan will be intentionally designed for replication.

This will provide the Department of Development with a tool to determine our future successes, and will serve as a guideline to where improvements may need to be made. In addition to our current efforts, we will expand our programs by creating additional partnerships and outreach efforts to ensure that all of our available resources are distributed county-wide to all socio-economic and cultural areas in accordance with the law. We will keep in mind that fairness and

justice are paramount.

3. Innovation

While “Cluster” theories and their applicability are an ongoing debate in the field of economic development, the theory serves as a useful concept to guide innovation development investments. As defined by The Brookings Institution, clusters are “geographic concentrations of interconnected businesses, suppliers, service providers, and associated institutions in a particular sector.” Brookings further notes that: “Cluster strategies provide a direct route to economic renewal because they build on existing assets to promote growth in regions by enhancing the interactions by which firms complete transactions, share ideas, start new enterprises, and create jobs. In this fashion, industry clusters have the power not just to revitalize regions, but also to improve states’ standing in the emerging “next” economy that will likely be more export-oriented, lower carbon, and innovation-driven.”

Regions across the country, with Northeast Ohio being no exception, have been focusing economic development initiatives around the development and support of industry clusters for several years. In addition, the Obama Administration and several federal government agencies like the Economic Development Administration have made clusters of innovation a target area of support.

Through a series of studies by Battelle, Deloitte, McKinsey and CSU, the state and region have identified key industry clusters that represent major drivers of economic growth. The table below outlines core industry clusters that have dedicated organizations to promote and facilitate growth.

Important Industry Clusters Identified by the State of Ohio

Medical Devices/Health Care Equipment	Information Technology/Broadband
Materials (metals, polymers, composites, nanomaterials, etc.)	Manufacturing Competitiveness and Innovation
Advanced Energy	Automotive
Aerospace	Instruments & Controls; Flexible Electronics

Our region’s inherent strengths in medical research, healthcare, manufacturing and materials (metals, plastics, rubber, and coatings) have enabled us to participate in multiple industries that have changed over time – primarily due to technology and innovation. These include: automotive, aerospace, biomedical and advanced energy. The Department of Development should take the opportunity to examine relationships with current cluster-focused organizations to review, renew and redefine collaborative relationships, provide support and foster the growth of industry clusters.

In addition to the clusters mentioned above there are a number of emerging clusters that have the potential to add jobs, bolster entrepreneurship and spark innovation – building on theory in the Brookings-Rockefeller Project on State and Metropolitan Innovation. In a January 2011 paper it is suggested that support for local/metro clusters also has the potential to change the dynamics of economic development providing the disciplines of cluster management are used – i.e. data, analysis and performance tracking. These clusters should build on place-based assets and support should be predicated on the cluster initiatives meeting a set of rigorous requirements.

4. Sustainability

Sustainability is the responsible management and allocation of resources. The concept is comprehensive. Investments that are sustainable are an efficient and effective use of resources that generate long-term benefits and produce economic prosperity, increased quality of life, and improved environmental quality. Sustainable investments utilize resources in a manner that ensures lasting economic growth that maintain the integrity of the social, environmental, and economic quality of the region.

In October 2010, the U.S. Department of Housing and Urban Development (HUD) awarded Northeast Ohio a \$4.25 million grant as part of an initiative supporting regional approaches to land use, housing, transportation, environmental issues, and economic development. The Northeast Ohio Sustainable Communities Consortium (NEOSCC) is leading an effort to develop concrete plans to create a vibrant and resilient Northeast Ohio that increases our quality of life; connects our communities; welcomes diversity; restores and protects our natural resources; and creates a competitive economic framework for the vitality of our region.

Cuyahoga County investments will model this approach and encourage land use patterns and promote economic development strategies that address region-wide economic prosperity and housing equity; support sustainable multimodal transportation; redevelop and revitalize the region's built environments; and promote cost-effective investment in the region's core industry sectors. The County's investments will reflect sustainability principals and work with associated communities of practice among local governments and non-profit organizations to improve the region's economic competitiveness.

In accordance with the principles of this regional sustainability effort, County investments should promote an integrated regional land use, housing, transportation, and capital investment strategy that enhances the region's economic competitiveness and resilience and help its citizens gain better access to decent, affordable housing, more and better transportation choices.

5. Accountability and Metrics

As the County strives to strengthen its global competitiveness and economic vibrancy, it is

essential to measure investment performance, assess economic progress, and examine industrial trends. This analysis helps the County evaluate investments, monitor program outcomes, and study the overall performance of the economy to determine trends and best practices. Tracking the right metrics will guide the County's economic development initiatives and investment strategy. The County will also make these measurements publicly accessible, providing transparency and enabling County residents to track our progress on economic development.

Measuring program performance provides critical information that guides the allocation of resources. This analytical process examines the direct outputs of County programs and investments. It is essential to measure factors that will directly impact outcomes that will drive the economic prosperity of the County. Identifying these metrics helps the County determine program impact:

Primary Metrics – key measures to be targeted within the first year of a project:

- Job Creation
- Job Placements
- Dollars Leveraged
- Follow-on Funding
- Property Assembled
- Revenue Generated
- Payroll Growth
- Patents Filed

Assessing program outcomes provides information that indicates program effectiveness. This analytical process examines the indirect outcomes of County programs and investments. Indirect program outcomes are important factors in determining the economic vibrancy of the County. It is important to select and monitor metrics that indicate the outcome of County programs and reflect the economic competitiveness of the County. These metrics tend to be lagging indicators. Identifying these metrics will help the County determine program effectiveness in generating economic prosperity and vibrancy:

Secondary Metrics – measures to be targeted every 2 to 5 years:

- Tax Revenue: Sales, Property & Commercial Activity
- Exports
- Skilled Workforce
- Poverty Rate
- Population Growth
- Unemployment

Studying the performance of the economy provides information that indicates the overall health

of the County economy and identifies areas of growth. This analytical process examines economic growth and provides a broad level view. Examining general economic performance is important for benchmarking progress, targeting key industries, and identifying trends. This information forms the foundation of the economic development plan and shapes the county investment strategy. It is important to select and monitor metrics that indicate the outcome of County programs and reflect the economic competitiveness of the County. Once again, these metrics tend to be lagging indicators, but are widely accepted as the key indicators of economic growth:

Tertiary Metrics – measures to be tracked every 3 to 5 years:

- Per-capita Income Growth
- Employment Growth – identify key industry segments
- Gross Metropolitan Product
- Productivity Growth

The selected indicators and metrics reflect what is believed to be most important to the county's economic prosperity. Many of these key metrics are also tracked by the Dashboard of Economic Indicators which is a product of the Council of Regional Economic Policy Advisors. These advisors counsel the Fund for Our Economic Future (FFEF) on what indicators matter most to achieve improved economic outcomes. Cuyahoga County will work with FFEF and the Council to accurately measure factors that are most important in analyzing the economic climate.

Measuring the County's economic development performance is a very important analytical tool. Not only will these measures help guide the County's economic development plan; but it will also align with the CountyStat process (a governmental performance measurement system) and indicate how county resources should be allocated. These measures will enable the county to determine the most effective way to realize this plan's vision and mission, ensure strategic investment, enable collaboration, and produce positive economic growth and prosperity.

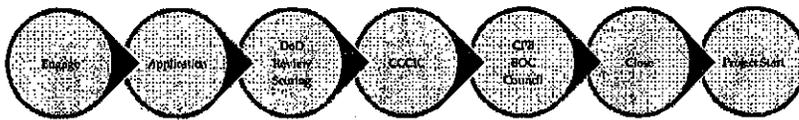
Although none of the actions of Cuyahoga County alone will impact many of these indicators and metrics, and there is no silver bullet to move the needle short-term on most of these, we believe these are the best measures of opportunity and prosperity for all the residents of Cuyahoga County.

6. Transparency: Review and Approval

In order to ensure the economic development plan put forth in this document is implemented successfully, the County has put a process in place for monitoring decision making and measuring performance. The Department of Development is managing the process, relying mostly on staff already in place and resources available in other departments. As of this writing,

the Department has created a few new positions and is in the process of filling those. In addition, outside input from industry leaders, community stakeholders, investors, and residents is utilized.

The Cuyahoga County Community Improvement Corporation (CCCIC) has been tasked with reviewing, troubleshooting and making recommendations as it relates to various investment decisions. The CCCIC is an outside body comprised of industry, county and community leaders. The CCCIC's ability to make objective and uncompromised recommendations consistent with the County's economic goals and objectives is vital. The County Council and County Executive have final authority over investments consistent with the County's contracting and procurement ordinances. Transparency and reporting outcomes are critical priorities throughout county government, and especially for economic development. The following diagram outlines the approval process.



The process for reviewing, recommending and approving investments will be evaluated consistent with the investment principles outlined in this plan. To ensure this adherence, the County devised a methodology for analyzing investment projects:

1. Strategic fit – consistent with the goals and objectives of the economic development plan
2. Universal measures – located in the County and creating jobs
3. Project specific measures – adheres to specific program investment parameters
4. Community benefit – promotes vibrant, dynamic, quality places and economic opportunity
5. Financial feasibility – aids thriving, competitive, growing businesses
6. Collaboration – promotes regional economic development principles

The analytical process is used to provide an early measure of a project's strategic fit, eligibility, quality, community benefit and financial feasibility. The analysis reflects an initial review of an investment opportunity and represents a uniform process for vetting. However, because each economic development opportunity has different qualities and characteristics, universal application criteria do not exist. Since economic development opportunities present themselves in an unpredictable fashion, they will not be ranked against one another. Rather, investment opportunities are evaluated monadically for their impact.

PART 5: Conclusion

When we drafted the original Plan we had, in conflict, the aspirations of the new Charter and the realities of our then present condition. We had a vision for the future but lacked the capacity to realize it. Year I became a time for building, a time to establish the County as a player in the already well-established economic development system. Year II becomes the time for execution and the primary vehicle for the DOD is the Cuyahoga County Western Reserve Fund.

Year I of the Plan is nearly complete and we have experienced many successes. The 5 Key actions are largely complete, the Cuyahoga County Western Reserve Fund is up and running, we have announced deals creating nearly 1,000 jobs with more to come. The DOD has been restructured and its capacity expanded. The County continues to refine its role and has matured into a respected economic development partner. Going forward, we pivot from planning to action.

The original Plan concluded with the following words:

While we are in challenging times we have an opportunity to prosper and realize aspirations framed in the Charter. By thinking strategically, acting in concert and measuring our progress, the future of Cuyahoga County can indeed be bright.

The words are still true today.

Appendices

Appendix I – \$100 Million Economic Development Fund

Appendix II – Disbursement of Federal Funds Snapshot

Appendix III – Program and Beneficiary Characteristics

Appendix IV – Job Reporting Form

Appendix V – Section 3 Business Directory

Appendix VI – *Blueprints for Equitable Solutions: Building an Equitable, Policy Making Government in Cuyahoga County.*

County Council of Cuyahoga County, Ohio

Ordinance No. O2011-0049

<p>Sponsored by: County Executive FitzGerald/Department of Development and Councilmembers Miller, Brady, Germana, Gallagher, Schron, Conwell, Jones, Rogers, Simon and Greenspan</p>	<p>An Ordinance authorizing the County Executive to establish an Economic Development Fund for the purpose of investing in job growth and economic development in Cuyahoga County; and declaring the necessity that this Ordinance become immediately effective.</p>
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WHEREAS, Article VII, Section 7.01 of the Cuyahoga County Charter mandates that "the County shall develop and implement policies, programs and activities for the expansion and enhancement of economic activity in the County so as to create and preserve jobs and employment opportunities for and available to residents of the County;" and,

WHEREAS, the Cuyahoga County Economic Development Commission has proposed, and this Council has adopted, the Cuyahoga County Economic Development Plan in Ordinance No. O2011-0026; and,

WHEREAS, the County Executive/Department of Development has proposed the establishment of a \$100,000,000.00 Economic Development Fund to invest in job growth and economic development in Cuyahoga County under the Economic Development Plan; and,

WHEREAS, the Economic Development Fund shall strive to meet the principal objectives of expanding the economic base in the county, including outcomes consistent with economic growth including job creation and improved quality of life; and,

WHEREAS, the County Executive/Department of Development has proposed that the Economic Development Fund should invest in specific programs for Workforce Development, Property Reutilization, Small Business Growth, and Large Scale Business Growth and Attraction; and,

WHEREAS, the Executive has proposed, and this Council concurs, that the Department of Development shall administer the Economic Development Fund in a manner that promotes inclusion of economically isolated populations, transparency for public accountability, and collaboration with existing economic development organizations as priorities for the department's approach; and,

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

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

SECTION 1. There is hereby created the Cuyahoga County Economic Development Fund, which shall be administered by the County Executive through the Department of Development.

SECTION 2. Council hereby approves and adopts the County Executive's plan for the administration of the Economic Development Fund attached hereto as Exhibit A.

SECTION 3. The Economic Development Fund shall undertake and administer the following three priorities with the listed programs:

- a) Innovation development
 - 1) Micro Enterprise
 - 2) Pre-Seed Funding
 - 3) Next Stage Funding
 - 4) Innovation Match

- b) Commercial Property Reutilization
 - 1) Redevelopment and Modernization
 - 2) Site Expansion
 - 3) Redevelopment Ready

- c) Business Growth, Commercialization and Attraction
 - 1) Small Business Growth
 - 2) Incumbent Worker Training
 - 3) Accelerated Growth
 - 4) Large Scale Attraction

SECTION 4. The Department of Development, CCCIC or the appropriate approving authority shall have the ability to modify parameters or terms for any individual transaction in the \$100 Million Economic Development Fund including but not limited to loan amount, interest rate and time period. Any changes to the parameters or terms shall be provided to the appropriate approving body as part of the review of documents.

SECTION 5. The Department of Development shall make a report to the County Council detailing the operations, performance measures and changes to the Fund

annually in concert with updates to the County's Five Year Economic Development Plan as required by the County Charter.

SECTION 6. It is necessary that this Ordinance become immediately effective in order to retain secured financing and project completion. Provided that this Ordinance receives the affirmative vote of eight members of Council, this Ordinance shall become immediately effective upon the signature of the County Executive.

SECTION 7. It is found and determined that all formal actions of this Council relating to the adoption of this Ordinance were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

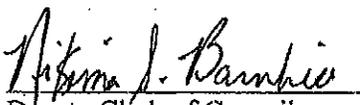
On a motion by Mr. Schron, seconded by Ms. Conwell, the foregoing Ordinance was duly enacted.

Yeas: Brady, Germana, Gallagher, Schron, Conwell, Jones, Rogers, Simon, Greenspan and Miller

Nays: None


County Council Vice-President 1-26-12
Date


County Executive 1/27/12
Date


Deputy Clerk of Council 1/24/12
Date

First Reading/Referred to Committee: October 25, 2011
Committee(s) Assigned: Economic Development & Planning

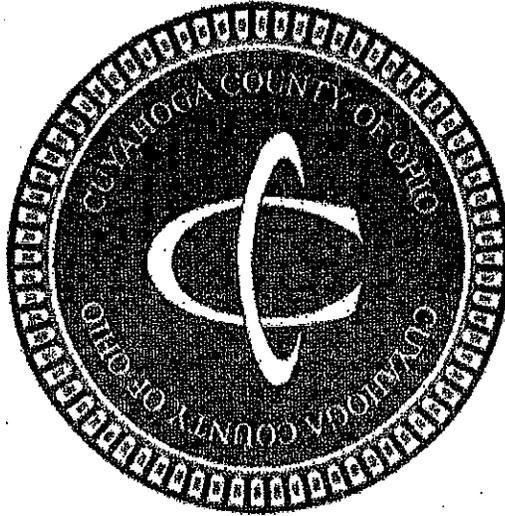
Second Reading/Referred to Committee: December 6, 2011
Committee(s) Assigned: Economic Development & Planning

Substituted and Amended on the Floor: January 24, 2012

Additional Sponsorships Requested on the Floor: January 24, 2012

Journal CC005
January 24, 2011

EXHIBIT "A"



\$100 Million Economic Development Fund

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Appendix IV _ Job Reporting and Income verification form used for federally funded programs

Double click the image below to read a clearer and full size version of the document.



JOB REPORTING

(Reporting Period 1/1/11 - 12/31/11)

TOTAL 2010 F/T HIRES _____ TOTAL 2010 P/T HIRES _____

TOTAL 2011 LMI HIRES _____

EMPLOYER CERTIFICATION

I certify that the information reported above on behalf of the company is accurate and true to the best of my knowledge. Attached is an Employee Certification and Income Verification Form for each person hired during the current reporting period. I understand and agree that the information reported by the company is subject to verification by the County or other authorized governmental officials.

Signature _____ Title _____ Date _____

Instructions:

Complete and sign the above portion. Return this form, along with all employee certification/income verification forms for employees hired in 2010. If employees did not complete the form at time of hire, they may complete it now. However, instruct the employees to report on the form their income at the time of hire (i.e. reflective of wages before current position).

Return all documents to:

Cuyahoga County Department of Development
1701 East 12th Street, 1st floor
Cleveland, Ohio 44114
Attn: Arnold Looked

Department of Development, Reserve Square, 1st Floor
1701 E. 12th Street, Cleveland, Ohio 44114
(216) 419-7280, FAX (216) 449-7289, Ohio Relay Service 711

**CUYAHOGA COUNTY ECONOMIC DEVELOPMENT LOAN PROGRAM
INCOME VERIFICATION FORM**

Company Name: _____ Date: _____

Your employer received financial incentives that used, in part, federal funding provided by Cuyahoga County through its Community Development Block Grant Program. The total number of jobs created and total household income of persons hired must be collected and reported to the U.S. Department of Housing and Urban Development (HUD) to demonstrate that the project meets certain program requirements. In providing this information, your employment status with the company will not be affected, and it is not used as a part of the interview process and it does not determine which job applicants are hired. Thank you for your cooperation.
Cuyahoga County Department of Development

EMPLOYEE INFORMATION

Name: _____
Home Address: _____ City: _____ Zip: _____
Home Telephone Number: _____ Job Title: _____
Initial Hourly Rate of Pay: \$ _____ Date of Hire: _____

CHECK ALL THAT APPLY

Head of Household: Yes NO Male: Female:

Ethnicity: (Select only one) Hispanic/Latino Yes No

Race: (Select one or more) White Black or African American Asian

Native Hawaiian or Other Pacific Islander American Indian or Alaska Native

Other Multi-Racial

Where did you find out about this job? Employment Connections Newspaper

Local Job Board Internet (Site) Other

Are you Employed: Full Time _____ Part Time _____ List the average hours worked per week _____
Temporary _____ Permanent _____ Are you Physically Challenged? Yes _____ No _____
Were you referred to this employer through a Cuyahoga County Program Yes _____ No _____

INCOME INFORMATION - 2010 Income Limits updated 8/2009

Please Circle the Number of Persons Living in Your Home	Next to the dollar amount shown for your household size, please write whether the Combined Total Gross Annual Income of all persons was <u>At, Above or Below</u> the amount at the rate of your hire.
1	\$ 36,300
2	\$ 41,500
3	\$ 46,700
4	\$ 51,850
5	\$ 56,000
6	\$ 60,150
7	\$ 64,300
8	\$ 68,450
Add for each person over 8	\$ 3,950

EMPLOYEE CERTIFICATION

I certify that the information reported above is true and accurate to the best of my knowledge. I understand that it is subject to verification by authorized government officials.

Signature: _____ Date: _____
Informational Document for Job Creation Reporting 2010 Income Verification 01/2010 dca

Appendix V _ Section 3 Business Directory

This is a multiple page directory. To view the complete directory, click on the image below.

Business Name	Service Category	Contact Person	Address	Phone	Fax	Email Address	Expiration
General Contracting							
A & D Contracting, Inc.	General Contracting		3820 Pearl Road Cleveland, Ohio 44109	216-749-8000		janee214@earthlink.net	6/16/2012
A-1 Save a Lot Construction	General Contracting	Debra Martin	2632 E. 89th Street Cleveland, Ohio 44104	216-456-8667		216-456-8667@earthlink.net	6/12/2012
Affordable Demolition & Hauling, Inc.	General Contracting	Vincent Colucci	4950 Mead Avenue Cleveland, Ohio 44127	216-426-1874	216-441-4179	affordableconstruction.com	6/30/2011
Afford Brothers	General Contracting	Laurie Joyce	18100 Lorain Ave Cleveland, Ohio 44119	216-461-1717	216-461-6645	affordbrothers.com	6/31/2012
All-Phase General Construction	General Contracting	Elisby Madara	P.O. Box 602045 Cleveland, Ohio 44102	216-664-0117		allphasegeneralconstruction.com	10/12/2013
American Building and Kitchen Products, Inc.	General Contracting	Troy Allen Washburn	8400 Chalm Drive Norton, Ohio 44060	216-337-3020	440-298-0479	americanbuildingandkitchen.com	5/20/2013
Ames Street Ltd.	General Contracting	Michael D. Aordick	1324 E. 918th Cleveland, Ohio 44108	216-516-2655	216-636-6574	amesstreet.com	7/22/2013
Arties Construction Co., Inc.	General Contracting	Algebra Aviles	7011 Clark Ave. Cleveland, Ohio 44102	216-609-1064		artiesconstruction.com	6/30/2011
Bradley Construction	General Contracting	Howard Bradley	9228 St. Clair Ave. Cleveland, Ohio 44108	216-268-9357	216-268-9340	bradleyconstruction.com	1/16/2014
Broadway D & R Contracting	General Contracting	Dan Robinson	3960 E. 86th Street Cleveland, Ohio 44105	216-271-9999		broadwaydr.com	6/16/2012
Carver Brothers Construction	General Contracting	Jaime Carver	3770 E 55th Street Cleveland, Ohio 44105	216-271-7000	216-271-7005	carverbrothers.com	6/11/2013
CB Mullins Construction Company	General Contracting	Christopher E. Mullis	P.O. Box 200 Beroa, OH 44107	440-628-6910	440-628-9511	cbmullins.com	10/29/2013
Chief Cornerstone Construction	General Contracting	Reginald McAlpine	18409 Midway Rd Cleveland, Ohio 44105	216-668-5579		chiefcornerstone.com	6/30/2013
E & M Contractors	General Contracting	Ernest McLaughlin	14104 86th Ave Cleveland, Ohio 44105	216-897-1610	216-897-4253	emcontractors.com	12/2/2013
EMSE Innovations	General Contracting	Michael Burkhart	6000 Montague Drive Parma, Ohio 44129	440-845-9728	440-288-9198	emseinnovations.com	6/11/2012
J and S Company	General Contracting	FRANK SPINA	12640 Euclid Ave. Cleveland, Ohio 44106	216-791-6600	216-791-6502	jandsc.com	3/12/2011
Kennel Construction	General Contracting	Bernard Miggins	P.O. Box 94077 Cleveland, Ohio 44101-6007	216-574-9665	216-574-9308	kennelconstruction.com	6/26/2012
Kidd Construction	General Contracting	Frank Kidd	2404 Cedar Rd. #252 Cleveland, Ohio 44115	216-621-7711	216-621-7297	kiddconstruction.com	12/21/2013
Lewis Development and Maintenance Company	General Contracting	Elyan Lewis	102 West Cleveland Street Beard, Ohio 44140	440-785-0163	440-785-1666	lewisdevelopment.com	6/10/2013
L.S. Company LLC	General Contracting	Ilse Paris	2875 E. 114th Street Cleveland, Ohio 44104	216-266-6606	216-421-1669	lsc-company.com	6/26/2012
MAE Construction	General Contracting	Robert Miller	13945 Alameda Road Wilson Hills, Ohio 44146	216-214-0471		maeconstruction.com	1/4/2014
M. Wilson Construction	General Contracting	Michael Wilson	16211 Trumbull Ave Cleveland, Ohio 44110	216-214-0471		mwillsonconstruction.com	10/14/2012
NCR Construction	General Contracting	David Owen	3135 West 101st Street, Cleveland, Ohio 44111	216-651-7296	216-651-7260	ncrconstruction.com	6/5/2012
Pro House Doctors, Inc.	General Contracting	Orin Jones	P.O. Box 39653 Cleveland, Ohio 44135	216-265-6505		prohousedoctors.com	3/22/2011
RJ Leoni Contractors, LLC.	General Contracting	Roberto Leoni	6917 Quincey Park Ave. Highland Heights, Ohio 44124	440-646-0300	410-615-0301	rjleoni.com	6/11/2013

Cuyahoga County Department of Development - Certified Section 3 Businesses** (02/05/2011)



Appendix VI – Equity and Distribution Committee Report to the Transition Team
To read the complete report, click on the image below.

**BLUEPRINTS FOR EQUITABLE SOLUTIONS:
BUILDING AN EQUITABLE, POLICY-MAKING GOVERNMENT
IN CUYAHOGA COUNTY**

Proposal from the
Cuyahoga County Equity Committee

Proposal Submitted to the
Cuyahoga County Charter Transition Executive Committee
Cuyahoga County Executive
Cuyahoga County Council

Submitted October 26, 2010

COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO

MOTION NO. M2012-0019

SPONSORED BY: COUNCIL PRESIDENT CONNALLY

A Motion confirming the County Executive's appointment of individuals to serve on the Gateway Economic Development Corporation of Greater Cleveland Board of Trustees, and declaring the necessity that this Motion become immediately effective.

WHEREAS, the Gateway Economic Development Corporation of Greater Cleveland was established pursuant to the provisions of ORC Section 307.696; and,

WHEREAS, the powers and duties of the Gateway Economic Development Corporation of Greater Cleveland Board of Trustees are to determine responsibilities affiliated with the construction and maintenance of facilities as well as property issues, financing obligations and capital repairs for the sports facilities; and,

WHEREAS, the Gateway Economic Development Corporation of Greater Cleveland Board of Trustees shall consist of five members; two appointed by the City of Cleveland, two appointed by the County of Cuyahoga and one member jointly appointed; and,

WHEREAS, members of the Board of Trustees shall serve a term of five years without compensation; and,

WHEREAS, County Charter Section 6.04, entitled Special Boards and Commissions, states that "[w]hen general law or any agreement with another public agency or court order provides for appointment of members of a special board or commission or other agency by the board of county commissioners, such appointment shall be made by the County Executive, subject to confirmation by the Council;" and,

WHEREAS, the County Executive has nominated William J. Reidy, CPA and Timothy Offermatt, as joint city and county representative to serve on the Gateway Economic Development Corporation of Greater Cleveland Board of Trustees; and,

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

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

SECTION 1. The Council of Cuyahoga County, Ohio, hereby confirms the appointment of William J. Reidy, CPA and Timothy Offermatt to serve on the Gateway Economic Development Corporation of Greater Cleveland Board of Trustees, commencing immediately.

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

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

On a motion by _____, seconded by _____, the foregoing Motion was duly approved.

Yeas:

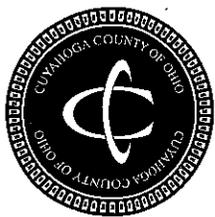
Nays:

County Council President Date

Clerk of Council Date

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

Journal _____
_____, 2012



EDWARD FITZGERALD
Cuyahoga County Executive

JUN 04 2012

Cuyahoga County Council

May 31, 2012

C. Ellen Connally, President
Cuyahoga County Council
Cuyahoga County Administration Building
1219 Ontario Street, 4th Floor
Cleveland, OH 44113

Re: Gateway Economic Development Corporation of Greater Cleveland

Dear President Connally:

I have nominated the following individuals to serve on the Board of Trustees for the Gateway Economic Development Corporation of Greater Cleveland ("Gateway"):

- **William J. Reidy, CPA**
- **Timothy Offtermatt (Joint City/County Representative)**

As you know, Gateway is an Ohio non-profit corporation established pursuant to Ohio Revised Code Section 307.696. The Board of Trustees of this corporation is composed of representatives from the City of Cleveland and Cuyahoga County as well as one joint appointment from the two governmental agencies. The members of the Board serve five-year terms and serve without compensation. I have attached a copy of both Mr. Reidy's and Mr. Offtermatt's resumes for your review. As you can see, both of these men are well versed in the operation of Gateway and have extensive financial background that is essential to this body. Additionally, they will provide needed continuity as both the stadium and arena address important maintenance issues.

I ask that these appointments be set for confirmation as soon as possible. Should you or any of your colleagues have any questions, please feel free to contact my Special Assistant, James Boyle at 216-698-2089.

I thank you for your assistance.

Sincerely,

Edward FitzGerald
Cuyahoga County Executive

WILLIAM J REIDY, CPA
25984 Hilliard Blvd
Westlake, OH 44145
(440) 892-0965
(440)892-5521 (Fax)
(440) 915-2455 (Cell)
Bill.Reidy@pwc.com (E-mail)

Bill retired from PricewaterhouseCoopers, LLP on September 30, 1999. During his thirty-five year career with the firm, Bill served in many key leadership roles, including Managing Partner of the Northeast Ohio practice and various national, regional, and local industry leadership positions. He has a broad business background, gained through serving private and publicly-held companies in a variety of industries, including manufacturing, real estate, and utilities, as well as government, higher education and not-for-profit organizations.

Bill also left the firm for two years in 1980-81 to serve as the first Director of Finance for then newly-elected Mayor George V. Voinovich. Bill and his colleagues rebuilt the City's financial management, cured Cleveland's default, and reestablished the City's credit ratings to investment grade. Bill returned to the firm on January 1, 1982.

Bill is a Director of OM Group, Inc., a NYSE-listed company, where he serves as Chairman of the Audit Committee. He completed the Harvard Business School Audit Committees in a New Era of Governance program in July, 2002.

Bill is also actively involved in community service. He is a graduate of Leadership Cleveland, a member of the Boards of Trustees of Fairview/Lutheran Hospitals, the Cleveland Clinic Health System, St Edward High School, and a member of Catholic Diocese of Cleveland Bishop Richard Lennon's Lay Finance Council. He is Chairman of Gateway Economic Development Corporation.

Bill is married and resides in Westlake, Ohio. He and his wife, Katie, have five children. His recreational interests include golf and long distance running.

Timothy Offtermatt, Senior Vice President
Stifel Nicolaus & Co., Inc.

Tim Offtermatt has twenty-five years experience in public finance and is based in Stifel Nicolaus' Cleveland Public Finance Office. Mr. Offtermatt came to Stifel Nicolaus from Wachovia Securities/A.G. Edwards & Sons, where he managed the 15-state Midwest Region for Wachovia Securities Public Finance Department as well as serving as national coordinator of sports, convention center and entertainment facilities finance also specializing in civic projects and economic development. Prior to that, he served as the Assistant Director of A.G. Edwards' national Public Finance practice from 2005 - 2007.

After spending three years preparing the City of Cleveland's budget as a senior analyst/economist finishing that tenure as Co-Budget Manager, Offtermatt started his investment banking career in 1987. Surrounding a hiatus from investment banking serving as Chief Financial Officer for the 501(c)3 established to develop the \$750 million downtown professional sports complex in Cleveland, he has successfully completed transactions as either senior managing underwriter or financial advisor for many major city, county, school district, and agency clients across the country related to public infrastructure, civic projects, and economic development.

Mr. Offtermatt has worked on major civic projects in Cleveland, Ohio (all three major professional sports facilities and the \$465 million new convention center); Cincinnati, Ohio (City's general Financial Advisor as well as specific advisor to the City-County Convention Facilities Authority related to convention center financing and numerous tax increment finance projects); Columbus, Ohio (downtown AAA International League baseball park and 2007 convention center expansion); Atlanta, Georgia (served the City of Atlanta as underwriter and special advisor related the negotiation of business transactions regarding the downtown arena project); Albuquerque, New Mexico (member of three-person team – with Chief Administrative Officer and Director of Council Services – that negotiated the business and construction arrangements with the ownership of the Isotopes Pacific Coast League franchise and served to structure financing arrangements involving the City and the state); San Diego, California (City financing advisor and negotiating team member on Padres baseball stadium and downtown development projects); St. Louis County, Missouri (new Busch Stadium home of the St. Louis Cardinals); Sacramento, California (downtown baseball facility); West Valley City, Utah (underwriter for Olympic arena project); and the Greater Kelly Development Authority (closing U.S.A.F. base redevelopment finance) among other civic projects featuring sports, economic development, or convention centers.

Also included is significant municipal infrastructure transaction experience with water and sewer financings, airports, and private third-party related financings such as lease and land development financing arrangements.

Specific financing experience includes general obligation, revenue bond (utility, airport, other dedicated revenue), corporate bonds, public issues, private placements, 144A distributions, all types of credit enhancement (bank letter of credit, corporate and public guarantees, municipal bond insurance), long-term and short-term, fixed and variable rate bonds, taxable and tax-exempt bonds, special tax financings, lease backed financings, off-balance sheet financings, real estate based financings, and tax-increment financings.

Mr. Offtermatt is a registered FINRA Series 7, 52, 53, and 63 representative. He is a member of the Government Finance Officers Association, the International Association of Assembly Managers and the Counsel of Development Finance Agencies and speaks at many conferences regarding the financings of civic projects. He is a graduate of Bowling Green State University in Ohio (BSBA) and Cleveland State University (MA in Economics).

COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO

MOTION NO. M2012-0020

SPONSORED BY: COUNCIL PRESIDENT CONNALLY

A Motion confirming the County Executive's reappointment of Patricia Carey to serve on the Western Reserve Resource Conservation and Development Council, and declaring the necessity that this Motion become immediately effective.

WHEREAS, the Western Reserve Resource Conservation and Development Council was established in 1989 to promote conservation and sustainable development of natural resources in order to improve economic conditions and enhance the quality of life in Northeast Ohio; and,

WHEREAS, the Western Reserve Resource Conservation and Development Council serves the Counties of Ashtabula, Cuyahoga, Geauga, Lake, Lorain, Medina, Portage, Summit, and Trumbull; and,

WHEREAS, the Western Reserve Resource Conservation and Development Council consists of various members appointed by County Commissioners or County Council; Board of Supervisors of each Soil and Water Conservation District ("SWCD"); or jointly between the County and the SWCD; and,

WHEREAS, County Charter Section 6.04, entitled Special Boards and Commissions, states that "[w]hen general law or any agreement with another public agency or court order provides for appointment of members of a special board or commission or other agency by the board of county commissioners, such appointment shall be made by the County Executive, subject to confirmation by the Council;" and,

WHEREAS, the County Executive has nominated Patricia Carey to be reappointed to serve on the Western Reserve Resource Conservation and Development Council for a term of three years; and,

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

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

SECTION 1. The Council of Cuyahoga County, Ohio, hereby confirms the reappointment of Patricia Carey to serve on the Western Reserve Resource Conservation and Development Council, commencing immediately.

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

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

On a motion by _____, seconded by _____, the foregoing Motion was duly approved.

Yeas:

Nays:

County Council President

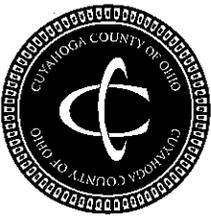
Date

Clerk of Council

Date

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

Journal _____
_____, 2012



EDWARD FITZGERALD
Cuyahoga County Executive

May 31, 2012

JUN 04 2012

Cuyahoga County Council

C. Ellen Connally, President
Cuyahoga County Council
Cuyahoga County Administration Building
1219 Ontario Street, 4th Floor
Cleveland, OH 44113

Re: Western Reserve Resource Conservation & Development Council

Dear President Connally:

The Western Reserve Resource Conservation & Development Council was established in 1989 to promote conservation and sustainable development of natural resources to improve economic conditions and enhance the quality of life in Northeast Ohio. This body serves Ashtabula, Cuyahoga, Geauga, Lake, Lorain, Medina, Portage, Summit and Trumbull Counties. I am proud to nominate the following individual to serve on this important body:

- **Patricia Carey**

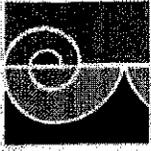
I have attached a copy of the nomination letter from Ms. Janine Rybka, District Administrator for Cuyahoga Soil and Water Conservation District regarding Ms. Carey. Ms. Carey is a current member of this body and has been an excellent advocate for this area. If confirmed, Ms. Carey will serve a three-year term and will serve without compensation.

I ask that this appointment be set for confirmation as soon as possible. Should you or any of your colleagues have any questions, please feel free to contact my Special Assistant, James Boyle at 216-698-2089.

Sincerely,

Edward FitzGerald
Cuyahoga County Executive

cc: Yvonne Conwell
Janine Rybka



Cuyahoga
Soil and Water
Conservation
District

6100 West Canal Road
Valley View, OH 44125
216.524.6580
www.cuyahogawcd.org

May 23, 2012

Mr. Jim Boyle, Special Assistant
Office of the County Executive
1219 Ontario Street
Cleveland, Ohio 44113

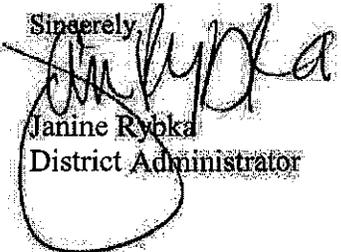
Dear Mr. Boyle:

The Western Reserve Resource Conservation and Development (RC & D) is seeking nomination for the Cuyahoga County At-Large representative. Ms. Patricia Carey has relished her role and she would like to be reappointed. At the December 20, 2012 meeting, the Cuyahoga Soil and Water Conservation District Board of Supervisors, voted to support Ms. Carey's reappointment. Ms. Carey just stepped down as the Chair of the Western Reserve RC & D.

Patricia Carey recently retired. She served as the Executive Director of the Cuyahoga Valley Regional Council of Governments whose mission is to encourage, coordinate and assists its member's efforts to conserve the natural, historic, cultural, recreational, and economic resources of the region. She also worked as a consultant with Regional Solutions, an organization that consulted with local governments and nonprofits interested in regional sustainability. She began working on regional land-use issues more than 15 years ago and has experience with private sector real estate as well as with local governments. Earlier, she was a high school teacher and worked in community relations and communications.

In addition to her role as the Secretary to the Board of the Cuyahoga Soil and Water Conservation District on which she has capably served since 2006, Ms. Carey also serves on the board of the Living in Cleveland Center. Please consider Ms. Carey as the Cuyahoga County At-Large representative to the Western Reserve RC & D.

Sincerely,


Janine Rybka
District Administrator

County Council of Cuyahoga County, Ohio

Resolution No. R2012-0097

Sponsored by: Councilmember Miller	A Resolution providing for submission to the electors of the County of Cuyahoga an amendment to Article 2, Section 4, and Article 3 Section 7 of the Charter of Cuyahoga County; and declaring the necessity that this Resolution become immediately effective.
--	--

WHEREAS, Article 12, Section 10 of the Charter of Cuyahoga County provides that "Proposed amendments to this Charter shall be submitted to the electors of the County in the manner provided for by the Ohio Constitution"; and

WHEREAS, Article X, Section 4 of the Ohio Constitution provides that the "legislative authority" "of any county may by a two-thirds vote of its members" submit by resolution charter amendments to the electors of the county "to be voted upon at the first general election occurring not sooner than sixty days after their submission"; and

WHEREAS, this Council believes it is in the best interest of the citizens of the County of Cuyahoga to amend the County Charter to revise the provisions related to the filling of vacancies for County Executive and for County Council to ensure that the process for filling such vacancies coordinates properly with the election filing deadlines that are established by law.

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

SECTION 1. Pursuant to Article X, Section 4 of the Ohio Constitution and Article 12, Section 10 of the Charter of the County of Cuyahoga, this Council hereby authorizes and directs that there shall be submitted to a vote of qualified electors of the County of Cuyahoga, at the general election to be held on Tuesday, the 13th day of November, 2012, the question of amending Section 6.02 the Charter of the County of Cuyahoga, the respective text to be as set forth herein, with boldfaced and underlined text being added, and crossed out text being deleted as follows:

2.04 Vacancy

In the event the office of the County Executive becomes vacant by reason of death, resignation, removal from office, failure to remain an elector of the County or for any other reason, the President of Council shall succeed to the office of County

Executive on an interim basis. If a vacancy occurs in the first or second year of a four year term, the interim succession shall be for a period until the next countywide general election, at which time the position shall be filled for the principal term. If a vacancy occurs in the third or fourth year of a four year term, the interim succession shall extend until the next countywide general election, at which time the position shall be filled for the next four year term. **at least thirty (30) days prior to the filing deadline for the primary for the countywide general election held during the second year of a four-year term, the interim appointment shall be for a period until the end of the calendar year in which that same countywide general election takes place, at which election the position shall be filled for the remainder of the unexpired term. Otherwise, the interim appointment shall extend for the remainder of the four-year term.** The interim succession of the President of Council to the office of County Executive as provided herein shall create a vacancy in the membership of County Council and in the position of President of Council. Upon the occurrence of a vacancy in the position of President of Council, the Vice-President of Council shall assume the position of President, and the Council shall elect a member to serve as Vice-President. The Council seat vacated by the former Council president **President of Council** shall be filled in the manner described herein **as provided for in Article 3, Section 5 or 6, as applicable.**

3.07 Vacancies; Length of Appointment

If a vacancy occurs in the first or second year of a four year term, the interim appointment shall be for a period until the next countywide general election, at which time the position shall be filled for the remainder of the unexpired term. If a vacancy occurs in the third or fourth year of a four year term, the interim appointment shall extend until the next countywide general election, at which time the position shall be filled for the next four year term. **at least thirty (30) days prior to the filing deadline for the primary for the countywide general election held during the second year of a four-year term, the interim appointment shall be for a period until the end of the calendar year in which that same countywide general election takes place, at which election the position shall be filled for the remainder of the unexpired term. Otherwise, the interim appointment shall extend for the remainder of the four-year term.**

SECTION 2. Pursuant to Article X, Section 4 of the Ohio Constitution, and Article 12, Section 10 of the Charter of the County of Cuyahoga, this Council hereby directs that the proposed amendment of Charter Sections 2.04 and 3.07 shall be submitted to the Board of Elections of Cuyahoga County and the question to be submitted on the ballot shall be as follows:

PROPOSED AMENDMENT TO COUNTY CHARTER

Shall the County Charter be amended to align the provisions for filling vacancies for County Executive and for County Council with the primary election filing deadlines that are established by law?

SECTION 3. If the foregoing proposal receives the affirmative vote of a majority of the electors voting thereon, the existing provisions of Article 2, Section 4 and Article 3, Section 7 which are inconsistent herewith, shall be and the same are hereby repealed effective as of the date on which such amendment becomes effective.

SECTION 4. The Clerk of this Council is directed to certify a copy of this Resolution to the Board of Elections no earlier than one hundred twenty (120) days and not later than sixty (60) days before the November 13, 2012 election. The Clerk is further directed to take all other actions required by law relative to the submission of said amendment for said election, including, if required by law, mailing or otherwise distributing a copy of said proposed amendment to each of the electors of the County as far as may be reasonably possible prior to thirty (30) days before said election.

SECTION 5. It is necessary that this Resolution become immediately effective to enable the Clerk of Council to perform her duties in time for the amendments to be properly placed on the November 13, 2012 election. Provided that this Resolution receives the affirmative vote of eight (8) members of Council, it shall become immediately effective upon the signature of the County Executive.

SECTION 6. It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

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

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

First Reading/Referred to Committee:
Committee Assigned:

Journal _____
_____, 2012

County Council of Cuyahoga County, Ohio

Resolution No. R2012-0098

Sponsored by: Councilmember Miller	A Resolution providing for submission to the electors of the County of Cuyahoga an amendment to Article 3, Section 10, Subsection 5 of the Charter of Cuyahoga County; and declaring the necessity that this Resolution become immediately effective.
--	--

WHEREAS, Article 12, Section 10 of the Charter of Cuyahoga County provides that "Proposed amendments to this Charter shall be submitted to the electors of the County in the manner provided for by the Ohio Constitution"; and

WHEREAS, Article X, Section 4 of the Ohio Constitution provides that the "legislative authority" "of any county may by a two-thirds vote of its members" submit by resolution charter amendments to the electors of the county "to be voted upon at the first general election occurring not sooner than sixty days after their submission"; and

WHEREAS, this Council believes it is in the best interest of the citizens of the County of Cuyahoga to amend the Cuyahoga County Charter to provide that the County Council shall have the authority to pass ordinances and resolutions, without submission to the County Executive for approval, that provide for the County Council's internal operations, the approval of contracts and contract amendments for the Council's office, the making of appointments and confirmation of appointments by the County Executive, the exercise of Council's investigatory powers, and the submission of charter amendments to the electors.

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

SECTION 1. Pursuant to Article X, Section 4 of the Ohio Constitution and Article 12, Section 10 of the Charter of the County of Cuyahoga, this Council hereby authorizes and directs that there shall be submitted to a vote of qualified electors of the County of Cuyahoga, at the general election to be held on Tuesday, the 13th day of November, 2012, the question of amending Sections 3.10(5) and 3.10(8) of the Charter of the County of Cuyahoga, the respective text to be as set forth herein, with boldfaced and underlined text being added, and crossed out text being deleted as follows:

SECTION 3.10 ORGANIZATION, RULES AND PROCEDURES.

(5) **Adoption by Council.** No action of the Council shall be valid or binding unless adopted by an affirmative vote of at least a majority of the members of Council. Each **adopted** ordinance or resolution shall be signed by the presiding officer and promptly presented by the Clerk of Council to the County Executive for approval or disapproval. **Notwithstanding the foregoing, the following actions shall be finally approved or disapproved upon action by Council, without presentation to the County Executive for approval or disapproval:**

(a) Adoption or amendment of the rules and order of business of the Council;

(b) Adoption of the schedule of Council meetings, creation of committees, and other actions relating to the internal operations of the Council;

(c) Adoption of the Council office's organizational structure and hiring and setting compensation of the employees of the Council office consistent with the approved internal operating budget of the County Council office;

(d) Approval of contracts or amendments to contracts for services for the Council office, consistent with the approved internal operating budget of the County Council office;

(e) Confirmation of appointments recommended by the County Executive;

(f) Making of appointments designated in this Charter to be made by Council;

(g) Adoption of resolutions to require the attendance of County employees or officers at Council meetings and resolutions to compel the attendance of witnesses, issue subpoenas, or refer matters to the Prosecuting Attorney in accordance with Article 3, Section 12; and

(h) Submission of proposed amendments to this Charter to the electors of Cuyahoga County.

(8) **Effective Dates of Legislation.** Each ordinance or resolution shall take effect in the manner and at the time provided by general law for ordinances or resolution of cities. Unless a later time is specified therein, each measure designated to become immediately effective shall take effect upon signature by the County Executive, upon the expiration of the time during which it may be disapproved, or upon its passage after disapproval by the County Executive, as the case may be. Each measure designated to become immediately effective shall contain a statement of the necessity for such action and shall require the affirmative vote of at least

eight members of the Council for enactment. **Any ordinance or resolution that does not require presentation to the County Executive for approval or disapproval shall become effective in the same way provided for in this section, except that any required time intervals shall be determined starting with the time that the measure is signed by the presiding officer following adoption by the Council.**

SECTION 2. Pursuant to Article X, Section 4 of the Ohio Constitution, and Article 12, Section 10 of the Charter of the County of Cuyahoga, this Council hereby directs that the proposed amendment of Article 3, Sections 10(5) and 10(b) shall be submitted to the Board of Elections of Cuyahoga County and the question to be submitted on the ballot shall be as follows:

PROPOSED AMENDMENT TO COUNTY CHARTER

Shall the County Charter be amended clarify the powers and duties of the County Council with respect to Council's internal operations, the approval of contracts and contract amendments for the Council's office, the making of appointments and confirmation of appointments by the County Executive, the exercise of Council's investigatory powers, and the submission of charter amendments to the electors and to identify those actions requiring only the approval of Council?

SECTION 3. If the foregoing proposal receives the affirmative vote of a majority of the electors voting thereon, the existing provisions of Article 3, Section 10, Subsection 5, which are inconsistent herewith, shall be and the same are hereby repealed effective as of the date on which such amendment becomes effective.

SECTION 4. The Clerk of this Council is directed to certify a copy of this Resolution to the Board of Elections no earlier than one hundred twenty (120) days and not later than sixty (60) days before the November 13, 2012 election. The Clerk is further directed to take all other actions required by law relative to the submission of said amendment for said election, including, if required by law, mailing or otherwise distributing a copy of said proposed amendment to each of the electors of the County as far as may be reasonably possible prior to thirty (30) days before said election.

SECTION 5. It is necessary that this Resolution become immediately effective to enable the Clerk of Council to perform her duties in time for the amendments to be properly placed on the November 13, 2012 election. Provided that this Resolution receives the affirmative vote of eight (8) members of Council, it shall become immediately effective upon the signature of the County Executive.

SECTION 6. It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and any of its committees that resulted in such formal action were in meetings open to the public, in

compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

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

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

First Reading/Referred to Committee:

Committee Assigned:

Journal _____
_____, 2012

County Council of Cuyahoga County, Ohio

Resolution No. R2012-0099

Sponsored by: Councilmember Miller	A Resolution providing for submission to the electors of the County of Cuyahoga an amendment to Article 6, Section 2 of the Charter of Cuyahoga County; and declaring the necessity that this Resolution become immediately effective.
--	---

WHEREAS, Article 12, Section 10 of the Charter of Cuyahoga County provides that "Proposed amendments to this Charter shall be submitted to the electors of the County in the manner provided for by the Ohio Constitution"; and

WHEREAS, Article X, Section 4 of the Ohio Constitution provides that the "legislative authority" "of any county may by a two-thirds vote of its members" submit by resolution charter amendments to the electors of the county "to be voted upon at the first general election occurring not sooner than sixty days after their submission"; and

WHEREAS, this Council believes it is in the best interest of the citizens of the County of Cuyahoga to amend the County Charter County Charter to clarify the composition, powers, and duties of the Cuyahoga County Board of Revision, to replace the County Treasurer's membership on the Board with a member of Council, to distinguish between the powers and duties of the Board itself from those of Hearing Boards employed by the Board and to provide that Hearing Board members have experience and proven ability in the areas of real estate appraisal, real estate and/or real estate law?

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

SECTION 1. Pursuant to Article X, Section 4 of the Ohio Constitution and Article 12, Section 10 of the Charter of the County of Cuyahoga, this Council hereby authorizes and directs that there shall be submitted to a vote of qualified electors of the County of Cuyahoga, at the general election to be held on Tuesday, the 13th day of November, 2012, the question of amending Section 6.02 the Charter of the County of Cuyahoga, the respective text to be as set forth herein, with boldfaced and underlined text being added, and crossed out text being deleted as follows:

SECTION 6.02 BOARD OF REVISION

~~There shall be one or more~~ **a Board** Boards of Revision, each consisting of three electors of the County. ~~Two members of each board, who shall not be of the same political party, shall be appointed by the Council, and one member shall be appointed by the County Executive, each for a term of three years.~~ **which shall consist of the County Executive, the Fiscal Officer, and one County Councilperson, who shall be appointed by the Council President to a two-year term, ending at the end of each odd-numbered calendar year, or for the remainder of a two year term if a vacancy occurs. The** Each Board of Revision shall exercise all **powers and** duties of a county board of revision as prescribed by general law, **except as otherwise provided in this Charter.** ~~The Council may provide for compensation for members of a Board of Revision.~~ **There shall be no additional compensation for members of the Board of Revision in addition to their regular compensation by the County.**

The Board of Revision shall determine its own rules and procedures, consistent with this charter and general law and shall appoint an Administrator and such other assistants as it deems necessary for the efficient performance of its duties, consistent with the County's operating budget. The Administrator shall be responsible for the office operations of the Board of Revision and the Hearing Boards and shall set the hearing schedules for hearing of complaints regarding the valuation of real property. The Board of Revision, with the assistance of the Fiscal Officer and the administrator of the Human Resources Commission, shall determine compensation for its administrative staff, who shall be unclassified employees.

The Board of Revision may create one or more Hearing Boards, which shall have the same powers to hear and make decisions on complaints as to the value of real property that are given to board of revision hearing boards by general law. The Board of Revision shall establish qualifications for members of the Hearing Boards to insure that such members have experience and proven ability in the areas of appraisal, real estate and/or law. Each Hearing Board shall consist of three residents of the County, appointed by the Board of Revision, subject to confirmation by the Council. If a position on any Hearing Board becomes vacant, the Board of Revision shall appoint a new member for the remainder of the term in the same way that the original members were appointed. If the Council fails to act on the question of any such appointment within thirty days of the date that the Board of Revision submits such appointment to Council for its consideration, that appointment shall be deemed confirmed without further action by the Council.

Each Hearing Board member shall be appointed to a term of three years, except that in consultation with the Administrator, the Board of Revision may create one or more temporary Hearing Boards with a term of up to one year in order to clear backlogs or in anticipation of heavy workloads. The above

provisions on length of term notwithstanding, the Board of Revision shall, if it appoints more than one Hearing Board, adjust the term of future appointments so that the ending dates of the various Hearing Boards are staggered, but the terms of all the members of any one Hearing Board end at the same time.

The Council, in consultation with the Board of Revision and the administrator of the Human Resources Commission, shall determine a compensation plan for members of the Hearing Boards, who shall be considered full-time unclassified employees of the Board of Revision. The Board of Revision may remove a member of a Hearing Board for cause, subject to confirmation by the Council, using the same confirmation process as for appointment.

SECTION 2. Pursuant to Article X, Section 4 of the Ohio Constitution, and Article 12, Section 10 of the Charter of the County of Cuyahoga, this Council hereby directs that the proposed amendment of Charter Sections 6.02 shall be submitted to the Board of Elections of Cuyahoga County and the question to be submitted on the ballot shall be as follows:

PROPOSED AMENDMENT TO COUNTY CHARTER

Shall the County Charter be amended to establish the composition of the Board of Revision as consisting of the Cuyahoga County Executive, Fiscal Officer, and a member of Council, and to clarify the powers and duties of the Cuyahoga County Board of Revision, to distinguish between the powers and duties of the Board itself from those of Hearing Boards employed by the Board, to remove the political party affiliation from the Hearing Board requirements, and to provide that Hearing Board members have experience and proven ability in the areas of real estate appraisal, real estate and/or real estate law?

SECTION 3. If the foregoing proposal receives the affirmative vote of a majority of the electors voting thereon, the existing provisions of Article 6, Section 2 which are inconsistent herewith, shall be and the same are hereby repealed effective as of the date on which such amendment becomes effective.

SECTION 4. The Clerk of this Council is directed to certify a copy of this Resolution to the Board of Elections no earlier than one hundred twenty (120) days and not later than sixty (60) days before the November 13, 2012 election. The Clerk is further directed to take all other actions required by law relative to the submission of said amendment for said election, including, if required by law, mailing or otherwise distributing a copy of said proposed amendment to each of the electors of the County as far as may be reasonably possible prior to thirty (30) days before said election.

SECTION 5. It is necessary that this Resolution become immediately effective to enable the Clerk of Council to perform her duties in time for the

amendments to be properly placed on the November 13, 2012 election. Provided that this Resolution receives the affirmative vote of eight (8) members of Council, it shall become immediately effective upon the signature of the County Executive.

SECTION 6. It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

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

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

First Reading/Referred to Committee:

Committee Assigned:

Journal _____
_____, 2012

County Council of Cuyahoga County, Ohio

Resolution No. R2012-0100

Sponsored by: Councilmembers Conwell and Miller	A Resolution providing for submission to the electors of the County of Cuyahoga an amendment to Article 9, Section 1 of the Charter of Cuyahoga County; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, Article 12, Section 10 of the Charter of Cuyahoga County provides that "Proposed amendments to this Charter shall be submitted to the electors of the County in the manner provided for by the Ohio Constitution"; and

WHEREAS, Article X, Section 4 of the Ohio Constitution provides that the "legislative authority" "of any county may by a two-thirds vote of its members" submit by resolution charter amendments to the electors of the county "to be voted upon at the first general election occurring not sooner than sixty days after their submission"; and

WHEREAS, this Council believes it is in the best interest of the citizens of the County of Cuyahoga to amend the County Charter to replace the joint authority of the County Executive and County Council to appoint and remove members of the Cuyahoga County Human Resources Commission through joint action by appointment and removal by the County Executive, subject to confirmation by County Council, to transfer such authority to be carried out by County Council exclusively.

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

SECTION 1. Pursuant to Article X, Section 4 of the Ohio Constitution and Article 12, Section 10 of the Charter of the County of Cuyahoga, this Council hereby authorizes and directs that there shall be submitted to a vote of qualified electors of the County of Cuyahoga, at the general election to be held on Tuesday, the 13th day of November, 2012, the question of amending Section 9.01 the Charter of the County of Cuyahoga, the respective text to be as set forth herein, with boldfaced and underlined text being added, and crossed out text being deleted as follows:

The County Executive, ~~subject to confirmation by the Council,~~ **Council** shall appoint the members of a Human Resource Commission, consisting of three electors of the County having experience in personnel matters or personnel

administration and who are supportive of equal opportunity considerations. No more than two of the three members of the Human Resource Commission shall be members of the same political party. The Human Resource Commission shall be responsible for administering, for and in cooperation with the officers, agencies, boards and commissions of the County, an efficient and economical system for the employment of persons in the public service of the County according to merit and fitness. The County's human resources policies and systems, including ethics policies for County employees, shall be established by ordinance and shall be administered in such manner as will eliminate unnecessary expense and duplication of effort, while ensuring that persons will be employed in the public service without discrimination on the basis of race, color, religion, sex, national origin, sexual orientation, disability, age or ancestry.

The term of office of each member of the Human Resource Commission shall be six years. The terms shall be staggered so that no term expires within less than two years of the expiration of any other term. The ~~County Executive~~ **Council** shall fill a vacancy occurring for an unexpired term in the same manner as a regular appointment.

Of the terms of office for the initial appointees, one shall be appointed for a term of six years, one shall be appointed for a term of four years and one shall be appointed for a term of two years. The County Executive shall nominate the initial appointees to the Human Resource Commission not later than March 1, 2011 and thereafter within thirty days after the occurrence of a vacancy.

No member of the Human Resource Commission shall hold any other public office or public employment with the County. The Council shall establish a per diem compensation for the members of the Human Resource Commission.

The ~~County Executive~~ **Council** may remove any member of the Human Resource Commission for inefficiency, neglect of duty or malfeasance in office after notice and public hearing before the Council, provided that eight members of the Council concur.

SECTION 2. Pursuant to Article X, Section 4 of the Ohio Constitution, and Article 12, Section 10 of the Charter of the County of Cuyahoga, this Council hereby directs that the proposed amendment of Charter Section 9.01 shall be submitted to the Board of Elections of Cuyahoga County and the question to be submitted on the ballot shall be as follows:

PROPOSED AMENDMENT TO COUNTY CHARTER

Shall the County Charter be amended to provide that the County Council shall have the exclusive authority to appoint and remove members of the Cuyahoga County Human Resources Commission?

SECTION 3. If the foregoing proposal receives the affirmative vote of a majority of the electors voting thereon, the existing provisions of Article 9, Section 1 which are inconsistent herewith, shall be and the same are hereby repealed effective as of the date on which such amendment becomes effective.

SECTION 4. The Clerk of this Council is directed to certify a copy of this Resolution to the Board of Elections no earlier than one hundred twenty (120) days and not later than sixty (60) days before the November 13, 2012 election. The Clerk is further directed to take all other actions required by law relative to the submission of said amendment for said election, including, if required by law, mailing or otherwise distributing a copy of said proposed amendment to each of the electors of the County as far as may be reasonably possible prior to thirty (30) days before said election.

SECTION 5. It is necessary that this Resolution become immediately effective to enable the Clerk of Council to perform her duties in time for the amendments to be properly placed on the November 13, 2012 election. Provided that this Resolution receives the affirmative vote of eight (8) members of Council, it shall become immediately effective upon the signature of the County Executive.

SECTION 6. It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

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

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

First Reading/Referred to Committee:
Committee Assigned:

Journal _____
_____, 2012

County Council of Cuyahoga County, Ohio

Resolution No. R2012-0101

Sponsored by: **Council
President Connally and
Councilmember Miller**

A **Resolution** providing for submission to the electors of the County of Cuyahoga an amendment to Article 11, Sections 1 and 3 of the Charter of Cuyahoga County; and declaring the necessity that this Resolution become immediately effective.

WHEREAS, Article 12, Section 10 of the Charter of Cuyahoga County provides that "Proposed amendments to this Charter shall be submitted to the electors of the County in the manner provided for by the Ohio Constitution"; and

WHEREAS, Article X, Section 4 of the Ohio Constitution provides that the "legislative authority" "of any county may by a two-thirds vote of its members" submit by resolution charter amendments to the electors of the county "to be voted upon at the first general election occurring not sooner than sixty days after their submission"; and

WHEREAS, this Council believes it is in the best interest of the citizens of the County of Cuyahoga to amend the County Charter to change the term of the Cuyahoga County Director of Internal Auditing so that it does not coincide with the term of the County Executive.

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

SECTION 1. Pursuant to Article X, Section 4 of the Ohio Constitution and Article 12, Section 10 of the Charter of the County of Cuyahoga, this Council hereby authorizes and directs that there shall be submitted to a vote of qualified electors of the County of Cuyahoga, at the general election to be held on Tuesday, the 13th day of November, 2012, the question of amending Sections 2.03(1) and 9.04 of the Charter of the County of Cuyahoga, the respective texts to be as set forth herein, with boldfaced and underlined text being added and crossed out text being deleted as follows:

SECTION 11.01 COUNTY AUDIT COMMITTEE.

The County Audit Committee shall provide internal auditing to assist the County Executive, Fiscal Officer, the Council, and other county officers and departments, institutions, boards, commissions, authorities, organizations, and agencies of the County government funded in whole or in part by County funds in providing

taxpayers of the County with efficient and effective services. The County Audit Committee shall consist of the Fiscal Officer, who shall serve as chair of the committee, the County Executive, the President of Council and two residents of the County appointed by the County Executive and confirmed by Council. **for a term ending one year following the end of the term of office of the then County Executive. Upon a vacancy of an appointed position on the County Audit Committee, the County Executive shall appoint a replacement to full the incomplete term, subject to confirmation by Council. An appointed member of the County Audit Committee may be removed by vote of a majority of the County Audit Committee, subject to the approval of County Council.** The County Audit Committee shall meet at least quarterly and shall oversee internal and external audits.

SECTION 11.03 DIRECTOR OF INTERNAL AUDITING: APPOINTMENT, DUTIES AND QUALIFICATIONS.

The Director of Internal Auditing shall be the head of the Department of Internal Auditing. The Director of Internal Auditing shall be a Certified Internal Auditor or member of the Institute of Internal Auditors or a similar successor organization and shall be subject to, and follow at all times, the Code of Ethics for Certified Internal Auditors or a similarly recognized code of ethics established by the Institute of Internal Auditors or a similar successor organization. The County Audit Committee shall recommend to the Council one or more candidates for appointment as the Director of Internal Auditing. The Council shall make the appointment, which shall be for a term **that expires on June 30, 2016. Thereafter, the term of the Director of Internal Auditing shall be for four years commencing on July 1, 2016, with subsequent terms commencing every four years on the first day of July.**, which shall be for a term of four years or ending with the end of the term of office of the then County Executive, whichever comes first. **In the case of a vacancy prior to the end of the appointed term of the Director of Internal Auditing, the County Audit Committee shall recommend to the Council one or more candidates for appointment as Director of Internal Auditing to fill the incomplete term.** The Director of Internal Auditing may be dismissed by the Council for cause, following a hearing at which the Director of Internal Auditing shall have had the opportunity to be represented by counsel and to present his or her case for retention in office. The Director of Internal Auditing shall interview and make recommendations for the hiring of staff for the Department of Internal Auditing to the County Audit Committee, which shall approve or reject such recommendations.

SECTION 2. Pursuant to Article X, Section 4 of the Ohio Constitution, and Article 12, Section 10 of the Charter of the County of Cuyahoga, this Council hereby directs that the proposed amendment of Charter Sections 11.01 and 11.03 shall be submitted to the Board of Elections of Cuyahoga County and the question to be submitted on the ballot shall be as follows:

PROPOSED AMENDMENT TO COUNTY CHARTER

Shall the County Charter be amended to change the term of office of the appointed Director of Internal Auditing for Cuyahoga County so that it does not coincide with the term of the County Executive?

SECTION 3. If the foregoing proposal receives the affirmative vote of a majority of the electors voting thereon, the existing provisions of Article 11, Sections 1 and 3 which are inconsistent herewith, shall be and the same are hereby repealed effective as of the date on which such amendment becomes effective.

SECTION 4. The Clerk of this Council is directed to certify a copy of this Resolution to the Board of Elections no earlier than one hundred twenty (120) days and not later than sixty (60) days before the November 13, 2012 election. The Clerk is further directed to take all other actions required by law relative to the submission of said amendment for said election, including, if required by law, mailing or otherwise distributing a copy of said proposed amendment to each of the electors of the County as far as may be reasonably possible prior to thirty (30) days before said election.

SECTION 5. It is necessary that this Resolution become immediately effective to enable the Clerk of Council to perform her duties in time for the amendments to be properly placed on the November 13, 2012 election. Provided that this Resolution receives the affirmative vote of eight (8) members of Council, it shall become immediately effective upon the signature of the County Executive.

SECTION 6. It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

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

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

First Reading/Referred to Committee:
Committee Assigned:

Journal _____
_____, 2012

County Council of Cuyahoga County, Ohio

Ordinance No. O2012-0014

Sponsored by: Councilmembers Conwell, Miller and Rogers	An Ordinance adopting an Equity Plan for Cuyahoga County.
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WHEREAS, the Preamble of the Charter of Cuyahoga County states that one benefit of a reformed Cuyahoga County government should be "an improved focus on equity for all our communities and citizens;" and

WHEREAS, Cuyahoga County desires to demonstrate such a focus on equity in its internal operations and in the manner in which the County promotes the economic, educational, health and social progress of the county and its residents; and

WHEREAS, implementation of a focused, well-defined approach to equity in Cuyahoga County is necessary for successful performance of the County's economic development role as stated in Article 7, Section 1 of the Cuyahoga County Charter that "the County shall have as a primary responsibility the promotion of the economic well-being and prosperity of the County and all of its residents;" and

WHEREAS, Article 12, Section 7 of the Cuyahoga County Charter states that "[i]t shall be the policy of the County that

- (1) all officers and members of boards, agencies, commissions and authorities appointed by the County Executive, the Council or other County elected officials;
- (2) all members of each Charter Review Commission; and
- (3) all County employees

shall be appointed, employed, promoted, and compensated without regard to their race, color, religion, sex, national origin, sexual orientation, disability, age, or ancestry;" and

WHEREAS, Article 9, Section 4 requires that all "Appointing Authorities shall strive in making appointments in both the classified and the unclassified service to ensure that the diversity of the population of the County is reflected in the persons who are employed by the County."

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

SECTION 1. Adoption of Plan. Cuyahoga County's Equity Plan is hereby adopted. A copy of the plan is attached hereto as Exhibit A and incorporated herein by reference.

SECTION 2. Open Meetings. It is found and determined that all formal actions of this Council relating to the adoption of this Ordinance were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion by _____, seconded by _____, the foregoing Ordinance was duly enacted.

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

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

Journal _____
_____, 2012

Cuyahoga County Equity Plan

I. VISION OF EQUITY

Purpose: Cuyahoga County embraces the ideal of one united community, committed to equality of opportunity for all of our citizens. As part of our equity plan, the county will work to increase awareness of and remove barriers that limit the ability of some in our community to fulfill their potential. The county will do so by ensuring that best practices in equity are being implemented by all county departments and agencies and by measuring progress on an ongoing basis. In addition, the county will work with community partners to influence other important domains that reinforce the economic, educational, health and social progress of Cuyahoga County and its citizens.

Definition of Equity – Equity is fairness, justice and inclusion by and among people and across all social, economic, and political classifications regardless of race, color, religion, sex, national origin, sexual orientation, gender identity, disability, age, or ancestry. An equitable community is a fair, just and healthy community, one that cares that income, race, and neighborhood are often major predictors of high school graduation rates, incarceration rates, general health and life expectancy. An equitable community is a connected community, one that links more people to better opportunities – among those being job opportunities, educational opportunities, business development and wellness opportunities.

II. DOMAINS OF EQUITY

Promoting equity requires efforts in many domains. Some of these domains relate to internal county department and agency operations; others revolve around external areas over which the county may exert influence. Many domains involve both internal and external operations and influences. Areas over which the county expects to require or influence equity efforts include:

Human Resources: Hiring and Promotion: Consistent with the county's equal opportunity policies, Cuyahoga County will be an employer committed to equity and diversity in all of its employment practices, with an emphasis on equity, merit, and diversity in hiring and promotion in accordance with Section 9.04 of the Cuyahoga County Charter.

Health and Human Services: Cuyahoga County will ensure that access to basic health and human services offered by the county is available based on need. The county will promote health and wellness initiatives for its employees and citizens, supporting those area organizations that contribute to a healthy community.

Contracting & Procurement: When issuing competitive bid requests/request for proposals or qualifications and when purchasing services, Cuyahoga County will strive to encourage and invite participation by qualified vendors from all geographic parts of the county, including minority, female, and small business enterprises.

Public Works and Infrastructure: Cuyahoga County will prioritize projects that are most needed in order to promote safety, inclusion and economic development across the county when determining the schedule and location of public works and infrastructure projects.

Public Safety and Justice Services: Cuyahoga County will provide access to a public safety and justice system that is fair to all of our citizens. Justice system advocacy efforts will ensure that all victims are treated with compassion. To the extent permitted by grant conditions and guidelines, the County will award public safety grants based on overall community needs. Emergency management coordination will ensure that all areas of the county are involved in planning, preparedness and response.

Partnerships & Public Participation: Cuyahoga County will work with public and private partners, including local governments, businesses, institutions and organizations to promote the county as a place of inclusion, fairness, health and economic growth.

Education: Cuyahoga County will encourage, promote and support efforts to improve our educational system from early childhood through college and beyond. The county will support efforts designed to ensure that citizens have access to resources that improve skills and contribute to lifelong learning.

Economic Development: In accordance with the County's approved Economic Development Plan, Cuyahoga County will strengthen its collaboration with all County stakeholders, coordinating its economic development efforts through productive and transformative partnerships. The county will consider how it allocates resources, balancing factors, including the efficient use of resources, in areas of greatest need, where inequitable concentration of resources exist, and on issues that require immediate attention.

Workforce Development: Cuyahoga County will foster job and vocation preparation, with a view to increasing employment opportunities and labor force participation, particularly among the poor and marginalized in our community.

Environmental: Cuyahoga County will demonstrate a commitment to a sustainable community, one that appreciates its natural assets and seeks to preserve those assets for future generations.

Any and all actions taken by the County to promote any of these objectives shall be done subject to and in accordance with all legal requirements, including all applicable state and federal laws and the Cuyahoga County Charter.

III. EQUITY GOALS/VALUES

Cuyahoga County will establish equity objectives reflecting the following values:

Inclusiveness: Cuyahoga County seeks to be a place of welcome for all people, encouraging interaction across the geographic and economic sectors of the county, and reflecting the diversity of cultures among us.

Comprehensiveness: Cuyahoga County will promote equity across all the domains, both internal and external, setting an example for both public and private partners.

Collaboration: Partnerships among the county and other political subdivisions, private sector businesses and nonprofit organizations, and other community institutions will be the norm as the county acts on this equity plan.

Community Outreach: Cuyahoga County will demonstrate efforts to reach out to the entire community when acting under this equity plan.

Measurement, Reporting & Transparency: As the county acts in the domains and reflects the values expressed in this equity plan, it will develop a system for collecting, recording, analyzing, encouraging community participation and publicly reporting information regarding the County's policies and initiatives in the area of equity through transparent and accountable means based on objective data and benchmarks.

IV. CUYAHOGA COUNTY EQUITY COMMISSION

Composition: To oversee the County's equity efforts, there shall be a Cuyahoga County Equity Commission consisting of the Directors of Development, Human Resources, Health and Human Services, Procurement & Diversity, and Public Safety and Justice Services. The County shall use its internal resources to assist the Equity Commission with data collection and analysis.

Leadership and Staffing: The County Executive shall designate a Chairperson of the Commission and shall provide staff resources sufficient for the Commission to fulfill its duties.

Duties: The Commission's duties shall include:

- a. Developing and implementing a system for the collection of baseline equity data relating to the domains and goals/values of this equity plan
- b. Developing equity plan objectives, after collection of baseline data and completion of a disparity study
- c. Assisting departments and agencies in developing and implementing equity plans, including objectives, measurement of outcomes, and revision of objectives when needed. When feasible, the Commission shall collaborate with county boards and commissions in developing and implementing equity plans.
- d. Coordinating with the Citizens' Advisory Council on Equity
- e. Developing and implementing a plan for community outreach on equity
- f. Maintaining a page on the County's website to provide information on its activities
- g. Issuing an Annual Equity Report not later than January 31.

V. CITIZENS' ADVISORY COUNCIL ON EQUITY

Composition: The Citizens' Advisory Council on Equity shall be composed of fifteen (15) citizens, appointed by the Executive, and confirmed by Council, of which not more than three (3) may be employees of Cuyahoga County. At least one member shall represent each of the following communities: faith-based, labor, African American, Hispanic or Latino, and LGBT. Members will serve without compensation, except for actual expenses.

Leadership and Staffing: The Council shall choose its own leaders and develop its own rules of procedure, consistent with this ordinance, other County ordinances, and the County Charter. The Executive shall provide staff support as needed.

Duties: The Council's duties shall include:

- a. Acting as a resource for information and advice for the Equity Commission
- b. Encouraging community outreach and public participation in the development of equity goals, strategies and programs

- c. Providing recommendations and input to the Executive and Council regarding the development of equity goals, strategies and programs
- d. Meeting publicly on a quarterly basis to provide a forum for the public to offer ideas and recommendations regarding equity, and to hear and discuss updates on the progress of actions undertaken by the Cuyahoga County Equity Commission
- e. Providing a semi-annual report of recommendations for policies and programs from the Advisory Council and collected from the public regarding equity to the Executive and the Council. This report shall also be made available to the public online.

VI. ANNUAL EQUITY REPORT

The annual equity report shall include, at a minimum:

- a. a review and summary of the County's equity initiatives, organized by domain
- b. a summary of where and how resources dedicated to equity initiatives were allocated
- c. an analysis of equity results as measured against benchmarks
- d. a description of how the county collected the reported data and made it accessible to the public
- e. an update on benchmarks and a description of changes in equity initiatives for the coming year

B.	22A250 – Home Weatherization Assistance Program (HWAP) 2011 DV725267 – HWAP Department of Energy (DOE) Health and Safety 2011 Other Expenses	\$ 1,437.50	BA1200368
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Funding Source: U.S. Department of Energy.

C1.	22A046 – Community Development Block Grant (CDBG) Year 37 2011 DV713370 – Administration Operating Fiscal Year 2011 Other Expenses	\$ 40.00	BA1200424
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C2.	22A046 – Community Development Block Grant (CDBG) Year 37 2011 DV713388 – Rehabilitation Operations Fiscal Year 2011 Other Expenses	\$ 512.29	BA1200424
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Funding Source: Department of Housing and Urban Development.

D.	21A604 - OCJS JAG / PSI Grant CO754176 – OCJS JAG/PSI Grant Personal Services	\$ 100,000.00	BA1200420
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Funding Source: Office of Criminal Justice.

E.	20A600 – Cuyahoga Support Enforcement Agency SE496018 – Fatherhood Initiative Other Expenses	\$ 20,000.00	BA12000421
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Funding Source: St. Luke's Foundation in Cleveland.

F.	21A513 – CCA 407 Felony Program CO741454 – Community Correction Act II FY13 Personal Services Other Expenses	\$ 2,600,793.00 \$ 947,300.00	BA1200447
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Funding Source: Ohio Department of Rehabilitation and Correction's Bureau of Community Sanctions.

G.	21A513 – CCA 407 Felony Program CO741462 – CCA 407 Non-Support Specialist FY13 Personal Services Other Expenses	\$ 52,566.00 \$ 50,750.00	BA1200448
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Funding Source: Ohio Department of Rehabilitation and Correction's Bureau of Community Sanctions.

H. 21A512 – CCA 408 Jail/Misdemeanant **BA1200449**
CO741470 – Domestic Violence FY13
Other Expenses \$ 216,060.00

Funding Source: Ohio Department of Rehabilitation and Correction's Bureau of
Community Sanctions.

I. 21A512 – CCA 408 Jail/Misdemeanant **BA1200450**
CO741488 – Jail Intensive Supervision Prog 13
Personal Services \$ 207,862.00
Other Expenses \$ 253,880.00

Funding Source: Ohio Department of Rehabilitation and Correction's Bureau of
Community Sanctions.

J. 21A512 – CCA 408 Jail Misdemeanant **BA1200451**
CO741496 – Jail Case Management FY13
Personal Services \$ 122,965.00
Other Expenses \$ 90,550.00

Funding Source: Ohio Department of Rehabilitation and Correction's Bureau of
Community Sanctions.

K. 21A512 – CCA 408 Jail/Misdemeanant **BA1200452**
CO741504 – Pre-Sentencing Investigation Writer FY13
Personal Services \$ 495,000.00

Funding Source: Ohio Department of Rehabilitation and Correction's Bureau of
Community Sanctions.

L. 21A512 – CCA 408 Jail/Misdemeanant **BA1200453**
CO741512 – Pretrial Release Prog FY13
Personal Services \$ 639,782.00

Funding Source: Ohio Department of Rehabilitation and Correction's Bureau of
Community Sanctions.

M. 21A173– Adult Drug Court Project **BA1200471**
CO753194 – Adult Drug Court Prj FY12
Personal Services \$ 1,400.00
Other Expenses \$ 6,695.00

Funding Source: Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga
County.

U.	21A342 – NEORFC-FY09 (SHSPLE)		BA1200464
	JA767996 – NEORFC-FY09 (SHSPLE)		
	Personnel Services	\$	68,308.53
	Other Expenses	\$	166,691.47
	Capital Outlays	\$	15,000.00

Funding Source: United States Department of Homeland Security.

V.	21A578 – JJDP Block Grant		BA1200470
	JA757278 – JJDP-Cuyahoga County Title II 2012		
	Other Expenses	\$	214,554.00

Funding Source: United States Department of Justice, Office of Justice Programs.

W.	21A584 – Juvenile Justice Administration		BA1200472
	JA757286 – Cuyahoga JJ Administration 12		
	Personnel Services	\$	39,497.49
	Other Expenses	\$	502.51

Funding Source: United States Department of Justice, Office of Justice Programs.

X.	21A526 – JAIBG Block Grant		BA1200473
	JA753517 – JAIBG Block Grant 2012		
	Personnel Services	\$	6,049.00
	Other Expenses	\$	179,102.00

Funding Source: United States Department of Justice, Office of Justice Programs.

Y.	24A878– Public Assistance Fund/HHS-Office of ReEntry		BA1200478
	HS749069 – HHS-Office of ReEntry		
	Other Expenses	\$	(143,136.74)

Funding Source: Health and Human Services Levy Fund.

Z.	20A820– Delinquent Real Estate Tax Assessment-Prosecutor		BA1200480
	PR495572 – Delinquent Real Estate Tax/Assessment-Prosecutor		
	Other Expenses	\$	5,000,000.00

Funding Source: Funding is from fees collected on delinquent real estate tax assessments.

AA1.	01A001– General Fund		BA1200484
	DR391052 – Domestic Relations Court		
	Personnel Services	\$	59,077.00

AA2.	01A001– General Fund		
	DR495515 – Domestic Relations Child Support		
	Personnel Services	\$	71,011.00

Funding Source: General Fund.

BB.	20A635 – Title IV-E Juvenile Court JC517318 – Title IV-E Administration Other Expenses	\$ 30,000.00	BA1200502
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Funding Source: Ohio Department of Youth Services.

SECTION 2. That the 2012/2013 Biennial Operating Budget for 2012 be amended to provide for the following appropriation transfers:

<u>Fund Nos. /Budget Accounts</u>	<u>Journal Nos.</u>
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A. FROM:	22S274 – Home Weatherization Assistance Program (HWAP) American Recovery and Reinvestment Act (ARRA) 2009-2010 DV725192 – HWAP ARRA Dept. of Energy Admin 2009-2010 Personal Services	\$ 1,346.59	BA1200428
TO:	22S274 – HWAP ARRA 2009-2010 DV725192 – HWAP ARRA Dept. of Energy Admin 2009-2010 Other Expenses	\$ 1,346.59	

Funding Source: United States Department of Energy.

B. FROM:	20A307 – County Planning Commission (CPC) CP522110 – CPC - Administration Other Expenses	\$ 11,000.00	BA1200430
TO:	20A307 – County Planning Commission (CPC) CP522110 – CPC - Administration Capital Outlays	\$ 11,000.00	

Funding Source: General Fund subsidy.

C. FROM:	21A342 – NEORFC-FY09 (SHSPLE) JA767996– NEORFC-FY09 (SHSPLE) Other Expenses	\$1,206.32	BA1200401
TO:	21A342 –NEORFC-FY09 (SHSPLE) JA767996– NEORFC-FY09 (SHSPLE) Personnel Services	\$ 1,206.32	

Funding Source: United States Department of Homeland Security, State Homeland Security Law Enforcement.

D. FROM:	21A264 – Deputy Rehire Project-FY10 JAG SH350751– Deputy Rehire Project-FY10 JAG Personnel Services	\$ 100,000.00	BA1200461
TO:	21A264 – Deputy Rehire Project-FY10 JAG SH350751 – Deputy Rehire Project-FY10 JAG		

Capital Outlays \$ 100,000.00

Funding Source: United States Department of Justice, FY2010 Edward Byrne Memorial Justice Assistance Grant Program.

E. FROM: 21A281 – NEORFC-FY09 Urban Area Sec. Initiative **BA1200468**
JA741447– NEORFC-FY09 Urban Area Security Initiative
Other Expenses \$ 95,000.00

TO: 21A281 – NEORFC-FY09 Urban Area Security Initiative
JA741447 – NEORFC-FY09 Urban Area Security Initiative
Personnel Services \$ 95,000.00

Funding Source: United States Department of Homeland Security.

F. FROM: 01A001 – General Fund **BA1200469**
DR495515– Domestic Relations Child Support
Other Expenses \$ 2,000.00

TO: 01A001 – General Fund
DR495515 – Domestic Relations Child Support
Capital Outlays \$ 2,000.00

Funding Source: General Fund.

G. FROM: 01A001 – General Fund **BA1200477**
LA000794– County Law Department
Other Expenses \$ 6,955.00

TO: 01A001 – General Fund
LA000794 – County Law Department
Capital Outlays \$ 6,955.00

Funding Source: General Fund.

H. FROM: 22A257 – 2009 State Neighborhood Stabilization **BA1200431**
Program (NSP)
DV713115 – 2009 State NSP Project Plan
Personal Services \$ 15,000.00

TO: 22A257 – 2009 State Neighborhood Stabilization Program (NSP)
DV713115 – 2009 State NSP Project Plan
Other Expenses \$ 15,000.00

Funding Source: Department of Housing and Urban Development.

SECTION 3. That the 2012/2013 Biennial Operating Budget for 2012 be amended to provide for the following cash transfers between County funds.

Fund Nos. /Budget Accounts

Journal Nos.

A. FROM: 29A390 – Alcohol Drug Addiction Mental Health 2.9 **JT1200007**
SU514646– Alcohol Drug Addiction Mental Health Board Subsidy
Transfer Out \$ 4,389,207.00

29A391 – Alcohol Drug Addiction Mental Health 4.8
SU514596 - Alcohol Drug Addiction Mental Health Board Subsidy
Transfer Out \$ 4,389,207.00

TO: 20A317 – Mental Health
MH431056 – Mental Health Administrative
Revenue Transfer \$ 8,778,414.00

Funding Source: Health and Human Services Levy Fund.

B1. FROM: 29A390 – Health and Human Services Levy 2.9 **JT1200008**
SU513986 – Employment and Family Subsidy 2.9
Transfer Out \$ 515,912.88

TO: 24A510 – Work and Training Admin.
WT137109 – Administrative Services
Revenue Transfer \$ 515,912.88

B2. FROM: 29A390 – Health and Human Services Levy 2.9
SU513986 – Employment and Family Subsidy 2.9
Transfer Out \$ 199,532.22

TO: 24A510 – Work and Training Admin.
WT137109 – Administrative Services
Revenue Transfer \$ 199,532.22

B3. FROM: 29A391 – Health and Human Services Levy 4.8
SU514430 – Employment and Family Subsidy 4.8
Transfer Out \$ 841,752.60

TO: 24A510 – Work and Training Admin.
WT137109 – Administrative Services
Revenue Transfer \$ 841,752.60

B4. FROM: 29A391 – Health and Human Services Levy 4.8
SU514430 – Employment and Family Subsidy 4.8
Transfer Out \$ 325,552.56

TO: 24A510 – Work and Training Admin.
WT137109 – Administrative Services
Revenue Transfer \$ 325,552.56

Funding Source: Health and Human Services Levy Fund.

C. FROM: 01A001 – General Fund JT1200020
JA302224 – Public Safety Grants Administration
Transfer Out \$ 20,000.00

TO: 21A584 – Cuyahoga Juvenile Justice Administration 12
JA757286 – Juvenile Justice Administration
Revenue Transfer \$ 20,000.00

Funding Source: General Fund.

D. FROM: 01A001 – General Fund JT1200021
JA302224 – Public Safety Grants Administration
Transfer Out \$ 2,385.00

TO: 21A526 – Juvenile Accountability Incentive Block Grant (JAIBG)
JA753517 – Juvenile Accountability Incentive Block Grant 2012
Revenue Transfer \$ 2,385.00

Funding Source: General Fund.

SECTION 4. This Resolution is hereby determined to be an emergency measure and that it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue, and to continue the usual and daily operation of County departments, offices and agencies. Provided that this Resolution receives the affirmative vote of eight members of Council, this Resolution shall become immediately effective upon the signature of the County Executive.

SECTION 5. It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

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

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

Journal CC006
June 12, 2012

June 5, 2012

REVISED: June 6, 2012

Clerk of County Council

Dear Ms. Schmotzer:

What follows is a brief summary of the fiscal items, which will be presented for your consideration for adoption on first reading at the regular County Council meeting scheduled for June 12, 2012.

Additional Appropriation Summary – Additional appropriations are needed when there is a new or increased revenue source, or a revision to the original budget appropriation that is required to cover expenses that exceed the original estimate. A budget review document is provided for General Fund and Health & Human Services Levy Fund impact items.

A reduction in appropriation is requested in conjunction with the close out of a program, grant, project or decertification of an encumbrance.

* Fiscal Item will not impact the General Fund Reserve.

General Fund/Health & Human Services	Amount
Medical Examiner – Decreasing appropriation from obligations carried forward from the previous year that have been decertified or transferred.* Funding is from the General Fund.	-\$33,329.58
HHS Office of Re-Entry – Decreasing appropriation from a decertified contract and agreement. Funding is from the Health & Human Services Levy Fund.	-\$143,136.74
Domestic Relations – Increasing appropriation to restore personal services due to budget amount used included a reduction of hours based on 2011 furlough program.* Funding is from the General Fund.	\$130,088.00
TOTAL	(\$46,378.32)

Other Operating Funds	Amount
Workers' Compensation Retrospective – Decreasing appropriation to remove appropriation from a prior year compensation fund. Funding is fees to agencies based on assessed risks.	-\$42,895.00
Medical Examiner – Additional appropriation for the Regional Forensic Science Lab for expenses transferred from the Crime Lab General Fund account.* Funding is from fees and a General Fund Subsidy.	\$10,165.52
Sheriff – Additional appropriations in the Carrying Concealed Weapons Application Fees account to purchase new computer equipment. Funding is from application fees for new and renewal permits.	\$7,000.00
Sheriff – Additional appropriations in the Home Detention Fees account to purchase operating equipment. Funding is from fees collected for participation in the court ordered home detention program.	\$10,055.00
Prosecutor – Increase in appropriation to cover a cash transfer. Funding is from fees assessed on delinquent property taxes and allocated to the Prosecutor's fund.	\$5,000,000.00
TOTAL	\$4,984,325.52

Grants/Projects	Amount
Development – To appropriate deposits received from landlords for furnace and hot water tank replacements in the Home Weatherization Assistance Program. Funding is from the U.S. Department of Energy.	\$1,437.50
Development – To appropriate miscellaneous revenue received for the Community Development Block Grant. Funding is from the Department of Housing and Urban Development.	\$552.29
Common Pleas Court – To appropriate the Ohio Office Criminal Justice Service's Pre-Service Investigation grant.	\$100,000.00
Cuyahoga Support Enforcement Agency – To appropriate a grant from the St. Luke's Foundation for the 8 th Annual Fatherhood conference.	\$20,000.00
Common Pleas Court – To establish appropriations for the 407 Intensive Supervision Probation Program grant from the Ohio Department of Rehabilitation and Correction's Bureau of Community Sanctions. (See Review Document.)	\$3,548,093.00
Common Pleas Court – To establish appropriation for the 407 Non-Support Specialist Program grant from the Ohio Department of Rehabilitation and Correction's Bureau of Community Sanctions. (See Review Document.)	\$103,316.00

Common Pleas Court – To establish appropriations for the 408 Domestic Violence grant from the Ohio Department of Rehabilitation and Correction’s Bureau of Community Sanctions. (See Review Document.)	\$216,060.00
Common Pleas Court – To establish appropriations for the 408 Jail Intensive Supervision Program grant from the Ohio Department of Rehabilitation and Correction’s Bureau of Community Sanctions. (See Review Document.)	\$461,742.00
Common Pleas Court – To establish appropriation for the 408 Jail Case Management Program grant from the Ohio Department of Rehabilitation and Correction’s Bureau of Community Sanctions. (See Review Document.)	\$213,515.00
Common Pleas Court – To establish appropriation for the 408 Pre-Sentencing Investigation Writer program grant from the Ohio Department of Rehabilitation and Correction’s Bureau of Community Sanctions. (See Review Document.)	\$495,000.00
Common Pleas Court – To establish appropriation for the 408 Pre-trial Release Program grant from the Ohio Department of Rehabilitation and Correction’s Bureau of Community Sanctions. (See Review Document.)	\$639,782.00
Common Pleas Court – To appropriate additional funding for the Adult Treatment Drug Court from the Alcohol, Drug Addiction, and Mental Health Services Board.	\$8,095.00
Common Pleas Court – To appropriate additional funding for the 408 Jail Diversion Grant from the Ohio Department of Rehabilitation and Correction’s Bureau of Community Sanctions.	\$26,000.00
Common Pleas Court – To appropriate additional funding for the 407 Felony Diversion Grant from the Ohio Department of Rehabilitation and Correction’s Bureau of Community Sanctions.	\$47,000.00
Office of Homeless Services – To appropriate funding from the U.S. Department of Housing and Urban Development for the West Side Catholic Empowerment Program.	\$317,109.00
Justice Services – To appropriate funding for the Northeast Ohio Regional Fusion Center from the United States Homeland Security Program grant.	\$250,000.00
Justice Services – To appropriate funding for the Juvenile Justice and Delinquency Prevention Title II Block Grant from the U.S. Department of Justice, Office of Justice Programs.	\$214,554.00
Justice Services – To appropriate funding for the Juvenile Justice Administration 12 grant from the U.S. Department of Justice, Office of Justice Programs.	\$40,000.00
Justice Services – To appropriate funding for the Juvenile Accountability Incentive Block Grant from the U.S. Department of Justice, Office of Justice Programs.	\$185,151.00
Juvenile Court – Additional appropriation to fund the Shelter Care program until the Ohio Department of Youth Services’ 2013 Reclaim grant becomes available after the 2013 State Fiscal Year commences.	\$30,000.00
TOTAL	\$6,917,406.79

Total Additional Appropriations - All Funds	\$11,855,353.99
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The following represents the overall changes made to the 2012-2013 Biennial Appropriation Measure for 2012 since its adoption on December 13, 2011 Resolution # R2011-0291. The changes reflect the Additional Appropriations, Appropriation Transfers and Cash Transfers to the original adopted appropriation resolution.

APPROPRIATION STATUS SUMMARY:

	<u>06/12 Agenda</u>	<u>Year to Date</u>	<u>Adjusted Annual Appropriation</u>
General Fund Impact	\$ 96,758.42	\$ (241,599.06)	\$ 353,199,216.88
HHS Levy Impact	\$ (143,136.74)	\$ 927,338.22	\$ 226,254,614.61
Other Fund	\$ <u>11,901,732.31</u>	\$ <u>68,941,049.99</u>	\$ <u>967,874,036.99</u>
Total	\$ 11,855,353.99	\$ 69,626,789.15	\$ 1,547,327,868.48

Appropriation Transfer Summary – Is a transfer of appropriation between two or more budget accounts or between different expenditure categories within the same budget account.

<u>General Fund/Health & Human Services</u>	<u>Amount</u>
Domestic Relations – Realigning appropriation within the Child Support account to cover pending furniture purchases. Funding is from the General Fund.	\$2,000.00
Law Department – Realigning appropriation to cover pending computer and phone equipment purchases. Funding is from the General Fund.	\$6,955.00
TOTAL	\$8,955.00

Other Operating Funds	Amount
County Planning Commission – Realigning appropriation to cover the purchase of computer equipment. Funding is a General Fund Subsidy.	\$11,000.00
TOTAL	\$11,000.00

Grants/Projects	Amount
Development – Realigning appropriation within the Home Weatherization Assistance Program to cover a contract amendment. Funding is from U.S. Department of Energy.	\$1,346.59
Justice Services – Realigning appropriation within the Northeast Ohio Regional Fusion Center based on approved budget adjustments. Funding is from the U.S. Department of Homeland Security, State Homeland Security Law Enforcement.	\$1,206.32
Sheriff – Realigning appropriation within the Sheriff's Deputy Rehire Project grant to reflect the approved budget modification to purchase the equipment for new police cars. Funding is from the U.S. Department of Justice FY2010 Edward Byrne Memorial Justice Assistance Grant Program.	\$100,000.00
Justice Services – Realigning appropriation within the Northeast Ohio Regional Fusion Center grant to comply with budget modifications. Funding is from the U.S. Department of Homeland Security.	\$95,000.00
Development – Realigning appropriation within the State Neighborhood Stabilization Program to cover expenditures. Funding is from the Department of Housing and Urban Development.	\$15,000.00
TOTAL	\$212,552.91

Total Appropriation Transfers - All Funds	\$232,507.91
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Cash Transfer Summary – Operating transfers support operating expenditures, related to a cash matches for a grants, transfer of taxes or fees to a debt service fund, transfers from the General Fund to a capital project fund or operating subsidies to special revenue funds, enterprise funds, or internal service funds. This type of transaction posts as an expenditure and sufficient appropriation must be available to process the transaction.

General Fund/Health & Human Services	Amount
Health & Human Services - A cash transfer of the 2012 second quarter subsidy payment to the Alcohol, Drug Addiction, and Mental Health Services Board. Funding is from the Health & Human Services Levy Fund.	\$8,778,414.00
Health & Human Services – A cash transfer of the monthly mandate share of Temporary Assistance to Needy Families (TANF) and Non-TANF related administration for Medicaid, and food related expenditures during a calendar year. Funding is from the Health & Human Services Levy Fund.	\$1,882,750.26
Justice Services – A cash transfer from the Department of Public Safety Grants Administration to the Juvenile Justice Administration to cover a cash match.	\$20,000.00
Justice Services – A cash transfer from the Department of Public Safety Grants Administration to the Juvenile Justice Accountability Incentive Block Grant 2012 to cover a cash match.	\$2,385.00
TOTAL	\$10,683,549.26

Total Cash Transfers - All Funds	\$10,683,549.26
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Thank you for your consideration regarding this matter.

Sincerely,



Matthew Rubino
 Director, Office of Budget & Management
mrubino@cuyahogacounty.us
 (216) 443-7448
 Fax: (216) 443-7256

Recommendation for Appropriation Request

Request Description	Initial Appropriations for the 2013 CCA Grants
Requesting Agency	Court of Common Pleas – Corrections Planning Board
Funding Source	Ohio Department of Rehabilitation and Correction's Bureau of Community Sanctions
Total Impact	\$ 5,677,508
Status	Recommended
Agenda Date	06/12/12

Summary of Request

Request to increase appropriation in the amount of \$5,677,508. This request is for the annual appropriations of Community Corrections Act (CCA) grants that are funded by the Ohio Department of Rehabilitation and Correction's Bureau of Community Sanctions.

Background Information

The CCA 407 grants divert eligible felony offenders from the state prison system into local community sanction programs through the Common Pleas Court's Adult Probation Department while maintaining public safety.

The CCA 408 grant divert eligible criminal offenders from the County Jail or local municipal jails into local community sanction programs through the Common Pleas Court's Adult Probation Department while maintaining public safety.

Neither the CCA 407 nor the CCA 408 grant program requires a cash match from the County.

CCA Grants:

Program	Grant Name	FY 2012	FY 2013
CCA 407	Intensive Supervision Program	\$ 3,548,093	\$ 3,548,093
CCA 407	Non-Support Specialist Program	\$ 103,316	\$ 103,316
	Sub-Total 407 Program	\$ 3,651,409	\$ 3,651,409
CCA 408	Domestics Violence	\$ 216,060	\$ 216,060
CCA 408	Jail Intensive Supervision Program	\$ 461,741	\$ 461,741
CCA 408	Jail Case Management	\$ 213,515	\$ 213,515
CCA 408	Pre-Sentencing Investigator Writer	\$ 495,000	\$ 495,000
CCA408	Pre-Trial Release Program	\$ 639,782	\$ 639,782
	Sub-Total 408 Program	\$ 2,026,099	\$ 2,026,099
	Total CCA Grants:	\$ 5,677,508	\$ 5,677,508

Recommendation for Appropriation Request

	Payroll Expenses Transferred from GF	FY 2012	FY 2013
	Salaries:	\$ 3,529,269	\$ 3,529,269
	Benefits:	\$ 1,006,433	\$ 1,006,433
	Total Payroll Expenses Transferred	\$ 4,535,702	\$ 4,535,702

OBM Recommendation and Impact Statement

OBM recommends the approval of the grant request. These CCA grants allow the Court's probation department to transfer significant payroll expenses from the General Fund to these CCA grants. The estimated saving to the County's General Fund is \$4.5 million in both 2012 and 2013.

MEMORANDUM

TO: Jeanne Schmotzer, Clerk of Council **REVISED: June 6, 2012**
FROM: Matthew Rubino, Director, Office of Budget & Management
DATE: June 5, 2012
RE: Agenda Items

The Office of Budget & Management requests that the following fiscal items be presented to the members of County Council for their consideration for approval on first reading at the meeting of June 12, 2012. The requested fiscal items including additional appropriations, appropriation transfers, and cash transfers meet agency budgetary needs.

Resolution: Additional Appropriations

A. 67A010 – Workers' Compensation Retrospective '11 **BA1200344**
CC498873 – Workers' Compensation Retrospective '11
Personal Services \$ (42,895.00)

The Workers' Compensation program uses a different subfund for each year of activity. The appropriation for 2012 employee benefits was appropriated in last year's subfund, Workers' Compensation Retrospective 2010, in error. The 2012 expenses to date have been paid from last year's account. An appropriation request on the May 22, 2012 Council agenda added this appropriation for employee benefits to the current year account by \$42,895.00. The current request would remove the same appropriation amount from the prior year account.

B. 22A250 – Home Weatherization Assistance **BA1200368**
Program (HWAP) 2011
DV725267 – HWAP Department of Energy (DOE) Health and Safety 2011
Other Expenses \$ 1,437.50

Additional appropriation is requested in the Home Weatherization Assistance Program to reflect deposits received from landlords for furnace and hot water tank replacements. Funding for HWAP comes from the U.S. Department of Energy passed through the Ohio Department of Development.

C1. 22A046 – Community Development Block Grant **BA1200424**
(CDBG) Year 37 2011
DV713370 – Administration Operating Fiscal Year 2011
Other Expenses \$ 40.00

C2. 22A046 – Community Development Block Grant **BA1200424**
(CDBG) Year 37 2011
DV713388 – Rehabilitation Operations Fiscal Year 2011
Other Expenses \$ 512.29

Fiscal Office
Office of Budget & Management
1219 Ontario Street, Cleveland, OH 44113, (216) 443-7220, FAX (216) 443-7256
Ohio Relay Service (TTY) 711

Appropriation is requested for the Community Development Block Grant (CDBG) to recognize miscellaneous revenues. Funding for CDBG comes from the Department of Housing and Urban Development.

D.	21A604 - OCJS JAG / PSI Grant C0754176 – OCJS JAG/PSI Grant Personal Services	\$ 100,000.00	BA1200420
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This appropriation increase is to establish appropriations for the above grant. The purpose of the OCJS JAG/PSI grant is to provide pre-sentence investigation to reduce offenders going to Jail. TASC will provide two jail assessors to assess and diagnose client's treatment needs. This grant is funded by the Office of Criminal Justice. The grant period is from 01/01/12 through 12/31/12. No cash match is required.

E.	20A600 – Cuyahoga Support Enforcement Agency SE496018 – Fatherhood Initiative Other Expenses	\$ 20,000.00	BA1200421
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This appropriation increase is for a \$20,000 grant received from the St. Luke's Foundation in Cleveland to help pay for expenses for the 8th annual Fatherhood conference to be held at the Hilton Garden Inn on June 15, 2012. (RR1203463-01 - 03/23/12). No cash match is required.

F.	21A513 – CCA 407 Felony Program C0741454 – Community Correction Act II FY13 Personal Services Other Expenses	\$ 2,600,793.00 \$ 947,300.00	BA1200447
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This appropriation increase is to establish grant appropriations for the 407 Intensive Supervision Probation Program for FY2013. The 407 Felony Diversion Grant from the Ohio Department of Rehabilitation and Correction's Bureau of Community Sanctions funds the Cuyahoga County Corrections Planning Board. The grant diverts eligible felony offenders from the state prison system into local community sanction programs through the Common Pleas Court's Adult Probation Department while maintaining public safety. No cash match is required.

G.	21A513 – CCA 407 Felony Program C0741462 – CCA 407 Non-Support Specialist FY13 Personal Services Other Expenses	\$ 52,566.00 \$ 50,750.00	BA1200448
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This appropriation increase is to establish grant appropriations for the 407 Non-Support Specialist Program for FY2013. The 407 Felony Diversion Grant from the Ohio Department of Rehabilitation and Correction's Bureau of Community Sanctions funds the Cuyahoga County Corrections Planning Board. The grant diverts eligible felony offenders from the state prison system into local community sanction programs through the Common Pleas Court's Adult Probation Department while maintaining public safety. No cash match is required.

H.	21A512 – CCA 408 Jail/Misdemeanant C0741470 – Domestic Violence FY13 Other Expenses	\$ 216,060.00	BA1200449
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This appropriation increase is to establish grant appropriations for the 408 Domestic Violence Grant for FY2013. The 408 Jail Diversion Grant from the Ohio Department of Rehabilitation and Corrections Bureau of Community Sanctions funds the Cuyahoga County Corrections Planning Board. The grant diverts eligible criminal offenders from the County Jail or local municipal jails. Offenders are diverted into local community sanction programs through the Common Pleas Court's Adult Probation Department while maintaining public safety. No cash match is required.

I.	21A512 – CCA 408 Jail/Misdemeanant CO741488 – Jail Intensive Supervision Prog 13	BA1200450
	Personal Services	\$ 207,862.00
	Other Expenses	\$ 253,880.00

This appropriation increase is to establish grant appropriations for the 408 Jail Intensive Supervision Program for FY2013. The 408 Jail Diversion Grant from the Ohio Department of Rehabilitation and Corrections Bureau of Community Sanctions funds the Cuyahoga County Corrections Planning Board. The grant diverts eligible criminal offenders from the County Jail or local municipal jails. Offenders are diverted into local community sanction programs through the Common Pleas Court's Adult Probation Department while maintaining public safety. No cash match is required.

J.	21A512 – CCA 408 Jail Misdemeanant CO741496 – Jail Case Management FY13	BA1200451
	Personal Services	\$ 122,965.00
	Other Expenses	\$ 90,550.00

This appropriation increase is to establish grant appropriations for the 408 Jail Case Management Program for FY2013. The 408 Jail Diversion Grant from the Ohio Department of Rehabilitation and Corrections Bureau of Community Sanctions funds the Cuyahoga County Corrections Planning Board. The grant diverts eligible criminal offenders from the County Jail or local municipal jails. Offenders are diverted into local community sanction programs through the Common Pleas Court's Adult Probation Department while maintaining public safety. No cash match is required.

K.	21A512 – CCA 408 Jail/Misdemeanant CO741504 – Pre-Sentencing Investigation Writer FY13	BA1200452
	Personal Services	\$ 495,000.00

This appropriation increase is to establish grant appropriations for the 408 Pre-Sentencing Investigation Writer Program for FY2013. The 408 Jail Diversion Grant from the Ohio Department of Rehabilitation and Corrections Bureau of Community Sanctions funds the Cuyahoga County Corrections Planning Board. The grant diverts eligible criminal offenders from the County Jail or local municipal jails. Offenders are diverted into local community sanction programs through the Common Pleas Court's Adult Probation Department while maintaining public safety. No cash match is required.

L.	21A512 – CCA 408 Jail/Misdemeanant CO741512 – Pretrial Release Prog FY13	BA1200453
	Personal Services	\$ 639,782.00

This appropriation increase is to establish grant appropriations for the 408 Pretrial Release Program for FY2013. The 408 Jail Diversion Grant from the Ohio Department of Rehabilitation and Corrections Bureau of Community Sanctions funds the Cuyahoga County Corrections Planning Board. The grant diverts eligible criminal offenders from the County Jail or local municipal jails. Offenders are diverted into local community sanction programs

through the Common Pleas Court's Adult Probation Department while maintaining public safety. No cash match is required.

M.	21A173– Adult Drug Court Project		BA1200471
	CO753194 – Adult Drug Court Prj FY12		
	Personal Services	\$	1,400.00
	Other Expenses	\$	6,695.00

To appropriate additional funding for the Adult Treatment Drug Court Project to support the continued enhancements to the Greater Cleveland Drug Court. Funding is from the Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County and this increase in funding is per the Addendum to Services revised 03/28/12 – Resolution #12-03-06. The Funding period is July 1, 2011 through June 30, 2012. No cash match is required.

N.	21A512– CCA 408 Jail/Misdemeanant		BA1200493
	CO741371 – Jail Case Management FY12		
	Other Expenses	\$	26,000.00

To appropriate additional funding for the 408 Jail Diversion Grant from the Ohio Department of Rehabilitation and Correction's Bureau of Community Sanctions which is administered by the Cuyahoga County Corrections Planning Board. This grant diverts eligible criminal offenders from the County jail or local municipal jails. Offenders are diverted into local community sanction programs through the Court of Common Pleas Adult Probation Department while maintaining public safety. The funding period is July 1, 2011 through June 30, 2012 and no cash match is required. The approval number for this increase is #CPB2012-311.

O.	21A513– CCA 407 Felony Program		BA1200494
	CO741330 – Community Correction Act II FY12		
	Other Expenses	\$	47,000.00

To appropriate additional funding for the 407 Felony Diversion Grant from the Ohio Department of Rehabilitation and Correction's Bureau of Community Sanctions which is administered by the Cuyahoga County Corrections Planning Board. This grant diverts eligible felony offenders from the State prison system into local community sanction programs through the Court of Common Pleas Adult Probation Department while maintaining public safety. The Funding period is July 1, 2011 through June 30, 2012 and no cash match is required. The approval number for this increase is #CPB2012-311.

P.	22A287 - SHP - HEP		BA1200230
	HS753525 – SHP – '11 - HEP		
	Other Expenses	\$	317,109.00

To provide appropriations for The Office of Homeless Services recent award from the United States Department of Housing & Urban Development in connection with the Continuum of Care for Homeless Assistance programs for the West Side Catholic Housing Empowerment Program in the amount of \$317,109.00 covering the period May 01, 2012 through June 30, 2014. The donation was approved and accepted by Joseph Gauntner, Deputy Chief of Staff for Human Services.

Q.	20A076 – Cuyahoga County Regional Forensic Science Lab		SRBA1200356
	CR180265 – Cuyahoga County Regional Forensic Science Lab		
	Other Expenses	\$	10,165.52

To increase appropriations in the Medical Examiner's Regional Forensic Science Lab special revenue account for expenses transferred from the Regional Crime Lab general Fund account for contract payments and departmental order obligations that were carried forward from the previous year. Funding is from fees and a General Fund Subsidy covering the period January 1, 2012 through December 31, 2012. A corresponding decrease is part of the appropriation reduction in the Regional Crime Lab General Fund account CR1800083, document BA1200357 (item R, on page 5).

R.	01A001 –General Fund CR180083 – Cuyahoga County Regional Forensic Science Lab Other Expenses	\$ (33,329.58)	BA1200357
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To reduce appropriations in the Medical Examiners Cuyahoga County Regional Forensic Science Lab General Fund account from obligations carried forward from the previous year that have since been de-certified or transferred to the proper account. Funding is from the General Fund covering the period January 1, 2012 through December 31, 2012. Please note a corresponding increase for expenses transferred to the special revenue account Cuyahoga County Regional Forensic Science Lab (CR1800265) in the amount of \$10,165.52 on document BA1200356 (item Q, on page 4).

S.	20A806 – Carrying Concealed Weapons Application Fees SH350108 – Carrying Concealed Weapons Application Fees Capital Outlays	\$ 7,000.00	BA1200398
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To increase appropriations in the Sheriff's Carrying Concealed Weapons Application Fees account for the purchase of new computer equipment. Funding is from fees collected for new and renewal permits to carry concealed weapons covering the period January 1, 2012 through December 31, 2012. Sufficient cash balance exists for the additional appropriations.

T.	20A630 – Home Detention Fees SH586115 – Home Detention Fees Other Expenses	\$ 10,055.00	BA1200402
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Increase appropriations in the Sheriff's Home Detention Fees unit to purchase additional operating equipment. Funding is from fees collected for participation in the court ordered home detention program covering the period January 1, 2012 through December 31, 2012. Sufficient cash balance exists for the additional appropriations.

U.	21A342 – NEORFC-FY09 (SHSPLE) JA767996 – NEORFC-FY09 (SHSPLE) Personnel Services Other Expenses Capital Outlays	\$ 68,308.53 \$ 166,691.47 \$ 15,000.00	BA1200464
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Increase appropriations to the Northeast Ohio Regional Fusion Center for the State Homeland Security Program-Law Enforcement passed through the Department of Public Safety and Justice Services from the FY2009 Urban Area Security Initiative awarded Region 2 Law Enforcement Terrorism Prevention Program Advisory Group from the United States Department of Homeland Security for the FY2010 allocation covering the period August 1, 2010 through February 28, 2013. No cash match is required.

V.	21A578 – JJDP Block Grant		BA1200470
	JA757278 – JJDP-Cuyahoga County Title II 2012		
	Other Expenses	\$	214,554.00

Provide appropriations for the Juvenile Justice and Delinquency Prevention (JJDP) Title II Block Grant 2012. Funding is from the United States Department of Justice, Office of Justice Programs passed through the Ohio Department of Youth Services awarded to Cuyahoga County Department of Public Safety and Justice Services covering the period January 1, 2012 through December 31, 2012. The County Executive approved receipt of the grant through the Contracts and Purchasing Board on February 13, 2012, Approval Number CPB2012-116. No cash match is required.

W.	21A584 – Juvenile Justice Administration		BA1200472
	JA757286 – Cuyahoga JJ Administration 12		
	Personnel Services	\$	39,497.49
	Other Expenses	\$	502.51

Provide appropriations for the Cuyahoga County Juvenile Justice Administration 12 grant. Funding is from the United States Department of Justice, Office of Justice Programs passed through the Ohio Department of Youth Services awarded to Cuyahoga County Department of Public Safety and Justice Services covering the period January 1, 2012 through December 31, 2012. The County Executive approved receipt of the grant through the Contracts and Purchasing Board on February 13, 2012, Approval Number CPB2012-117. The award was for \$20,000 with a required cash match of equal amount of \$20,000 for total project budget of \$40,000. The cash match was provided by the Department of Public Safety and Justice Services, Public Safety Grants administration unit (JA302224) on document JT1200020. (See related cash transfer, item C, on page 12).

X.	21A526 – JAIBG Block Grant		BA1200473
	JA753517 – JAIBG Block Grant 2012		
	Personnel Services	\$	6,049.00
	Other Expenses	\$	179,102.00

Provide appropriations for the Juvenile Accountability Incentive Block Grant (JAIBG) for 2012. Funding is from the United States Department of Justice, Office of Justice Programs passed through the Ohio Department of Youth Services awarded to Cuyahoga County Department of Public Safety and Justice Services covering the period January 1, 2012 through December 31, 2012. The County Executive approved receipt of the grant through the Contracts and Purchasing Board on February 13, 2012, Approval Number CPB2012-115. The award was for \$182,766 with a required cash match of equal amount of \$20,307 for total project budget of \$203,073. Appropriation request amounts to \$185,151.00 includes only the cash match portion of \$2,385.00 for administrative and conference portion of the grant provided by the Department of Public Safety and Justice Services, Public Safety Grants administration unit (JA302224) on document JT1200021 (see related cash transfer, item D, on page 12) and the remaining cash match portion of \$17,922 provided by the various service providers.

Y.	24A878– Public Assistance Fund/HHS-Office of ReEntry		BA1200478
	HS749069 – HHS-Office of ReEntry		
	Other Expenses	\$	(143,136.74)

Reduce appropriations in the Health & Human Services Office of ReEntry account for contract and an agreement which were carried over from the previous year that has since been de-certified. Funding is from the Health and Human Services Levies covering the period January 1, 2012 through December 31, 2012.

Z.	20A820– Delinquent Real Estate Tax Assessment-Prosecutor	BA1200480
	PR495572 – Delinquent Real Estate Tax/Assessment-Prosecutor	
	Other Expenses	\$ 5,000,000.00

Increase appropriations in the Prosecutor’s Delinquent Real Estate Tax Assessment Collection account for planned cash transfers to the Cuyahoga County Land Revitalization Corporation. Funding is from fees collected on delinquent real estate tax assessments covering the period January 1, 2012 through December 31, 2012. Sufficient cash exists for the increased appropriations.

AA1.	01A001– General Fund	BA1200484
	DR391052 – Domestic Relations Court	
	Personnel Services	\$ 59,077.00

AA2.	01A001– General Fund	
	DR495515 – Domestic Relations Child Support	
	Personnel Services	\$ 71,011.00

Increase appropriations in the Domestic Relations Court to restore the budget shortfall in the original budget due to using pay 14 that was reduced by 5,408 hours as a result of the 2011 furlough program. Please refer to page IV-9 of the 2012 First Quarter Report. Funding is from the General Fund covering the period January 1, 2012 through December 31, 2012.

BB.	20A635 – Title IV-E Juvenile Court	BA1200502
	JC517318 – Title IV-E Administration	
	Other Expenses	\$ 30,000.00

This appropriation request supplements a \$400,000 appropriation that was approved on May 22, 2012 (BA1200406). The Court determined that \$400,000 is insufficient to meet its contractual obligations and now requests an additional \$30,000.

The appropriation would be used to fund Shelter Care until appropriation becomes available from the 2013 RECLAIM grant through the Ohio Department of Youth Services. The Court anticipates it will receive its 2013 RECLAIM grant some time after the 2013 State Fiscal Year commences on June 1, with additional time needed to establish expense codes and appropriations. The Court requests appropriation of Title IV-E funds at this time so that it can continue to meet its Shelter Care obligations until the 2013 RECLAIM appropriation becomes available for use. The Court requests to have funding in place prior to the availability of the State Fiscal Year 2013 RECLAIM grant to allow sufficient time for the County’s procurement process.

This appropriation would provide a bridge to allow the County to continue paying vendors until the 2013 RECLAIM grant becomes available. Once the 2013 RECLAIM grant appropriation gets established, the Court will move all 2013 RECLAIM expenses to that expense line.

Resolution: Appropriation Transfers

A. FROM: 22S274 – Home Weatherization Assistance Program **BA1200428**
(HWAP) American Recovery and Reinvestment Act (ARRA) 2009-2010
DV725192 – HWAP ARRA Dept. of Energy Admin 2009-2010
Personal Services \$ 1,346.59

TO: 22S274 – HWAP ARRA 2009-2010
DV725192 – HWAP ARRA Dept. of Energy Admin 2009-2010
Other Expenses \$ 1,346.59

An appropriation transfer is requested between personal services and other expenses in the Home Weatherization Assistance Program (HWAP) American Recovery and Reinvestment Act (ARRA) Department of Energy (DOE) Administration 2009-2010 account to allow for the amendment of a contract. Funding for the HWAP ARRA DOE Administration 2009-2010 account comes from the United States Department of Energy passed through the Ohio Department of Development. The funding for this account also includes Federal stimulus money.

B. FROM: 20A307 – County Planning Commission (CPC) **BA1200430**
CP522110 – CPC - Administration
Other Expenses \$ 11,000.00

TO: 20A307 – County Planning Commission (CPC)
CP522110 – CPC - Administration
Capital Outlays \$ 11,000.00

An appropriation transfer is requested at the County Planning Commission to purchase information technology equipment for the office. Appropriation was pre-encumbered at the end of 2011 for most of the purchase of this IT hardware. Funding for the County Planning Commission comes mostly from a General Fund subsidy.

C. FROM: 21A342 – NEORFC-FY09 (SHSPLE) **BA1200401**
JA767996 – NEORFC-FY09 (SHSPLE)
Other Expenses \$1,206.32

TO: 21A342 – NEORFC-FY09 (SHSPLE)
JA767996 – NEORFC-FY09 (SHSPLE)
Personnel Services \$ 1,206.32

Transfer appropriations within the Northeast Ohio Regional Fusion Center-FY09 (State Homeland Security Program for Law Enforcement) to realign based based on approved budget adjustments. Funding is from the United States Department of Homeland Security, State Homeland Security Law Enforcement grant covering the period August 1, 2009 through June 30, 2012.

D.	FROM:	21A264 – Deputy Rehire Project-FY10 JAG	BA1200461
		SH350751– Deputy Rehire Project-FY10 JAG	
		Personnel Services	\$ 100,000.00
	TO:	21A264 – Deputy Rehire Project-FY10 JAG	
		SH350751 – Deputy Rehire Project-FY10 JAG	
		Capital Outlays	\$ 100,000.00

To transfer appropriations within the Sheriff's Deputy Rehire Project-FY10 Justice Assistance Grant to reflect the approved budget modification to purchase the build-out of new police cars. Funding is from the United States Department of Justice, FY2010 Edward Byrne Memorial Justice Assistance Grant Program passed through the City of Cleveland and subsequently contracted with the County Sheriff. Funding covers the period October 1, 2009 through December 31, 2012.

E.	FROM:	21A281 – NEORFC-FY09 Urban Area Sec. Initiative	BA1200468
		JA741447– NEORFC-FY09 Urban Area Security Initiative	
		Other Expenses	\$ 95,000.00
	TO:	21A281 – NEORFC-FY09 Urban Area Security Initiative	
		JA741447 – NEORFC-FY09 Urban Area Security Initiative	
		Personnel Services	\$ 95,000.00

Transfer appropriations within the Northeast Ohio Regional Fusion Center FY2009, Urban Area Security Initiative grant in compliance with budget modifications. Funding is from the United States Department of Homeland Security covering the period August 1, 2010 through July 31, 2013.

F.	FROM:	01A001 – General Fund	BA1200469
		DR495515– Domestic Relations Child Support	
		Other Expenses	\$ 2,000.00
	TO:	01A001 – General Fund	
		DR495515 – Domestic Relations Child Support	
		Capital Outlays	\$ 2,000.00

To transfer appropriations within the Domestic Relations Court Child Support division for pending furniture purchases. Funding is from the General Fund covering the period January 1, 2012 through December 31, 2012.

G.	FROM:	01A001 – General Fund	BA1200477
		LA000794– County Law Department	
		Other Expenses	\$ 6,955.00
	TO:	01A001 – General Fund	
		LA000794 – County Law Department	
		Capital Outlays	\$ 6,955.00

To transfer appropriations within the County Law Department for pending computer and phone purchases. Funding is from the General Fund covering the period January 1, 2012 through December 31, 2012.

H. FROM: 22A257 – 2009 State Neighborhood Stabilization Program (NSP) **BA1200431**
DV713115 – 2009 State NSP Project Plan
Personal Services \$ 15,000.00

TO: 22A257 – 2009 State Neighborhood Stabilization Program (NSP)
DV713115 – 2009 State NSP Project Plan
Other Expenses \$ 15,000.00

An appropriation transfer is requested in the 2009 State Neighborhood Stabilization Program (NSP) to cover expenditures at the end of the grant period. Funding for the 2009 NSP comes from the Department of Housing and Urban Development passed through the State Department of Development.

Resolution: Cash Transfers

A. FROM: 29A390 – Alcohol Drug Addiction Mental Health 2.9 **JT1200007**
SU514646– Alcohol Drug Addiction Mental Health Board Subsidy
Transfer Out \$ 4,389,207.00

29A391 – Alcohol Drug Addiction Mental Health 4.8
SU514596 - Alcohol Drug Addiction Mental Health Board Subsidy
Transfer Out \$ 4,389,207.00

TO: 20A317 – Mental Health
MH431056 – Mental Health Administrative
Revenue Transfer \$ 8,778,414.00

This operating transfer is necessary to disburse the 2012 second quarter subsidy payment to the ADAMHS Board. The source of funding is the Health and Human Services Levy Fund.

B1. FROM: 29A390 – Health and Human Services Levy 2.9 **JT1200008**
SU513986 – Employment and Family Subsidy 2.9
Transfer Out \$ 515,912.88

TO: 24A510 – Work and Training Admin.
WT137109 – Administrative Services
Revenue Transfer \$ 515,912.88

B2. FROM: 29A390 – Health and Human Services Levy 2.9
SU513986 – Employment and Family Subsidy 2.9
Transfer Out \$ 199,532.22

TO: 24A510 – Work and Training Admin.
WT137109 – Administrative Services
Revenue Transfer \$ 199,532.22

B3. FROM: 29A391 – Health and Human Services Levy 4.8
SU514430 – Employment and Family Subsidy 4.8
Transfer Out \$ 841,752.60

TO: 24A510 – Work and Training Admin.
WT137109 – Administrative Services
Revenue Transfer \$ 841,752.60

B4. FROM: 29A391 – Health and Human Services Levy 4.8
SU514430 – Employment and Family Subsidy 4.8
Transfer Out \$ 325,552.56

TO: 24A510 – Work and Training Admin.
WT137109 – Administrative Services
Revenue Transfer \$ 325,552.56

In accordance with the Ohio Revised Code (ORC) Section 5101.16 the county is required to pay a share of TANF related administration (\$5,430,662) and Non-TANF (\$2,100,339) related administration for Medicaid, Food related expenditures during a calendar year. This represents 3/12 of the total required mandated share that generally

is transferred to the corresponding fund on a monthly basis. This transfer is for April – June 2012. The amount is based on the current State Fiscal Year's requirement. The funding source is the Health and Human Services Levy Fund.

C.	FROM:	01A001 – General Fund		JT1200020
		JA302224 – Public Safety Grants Administration		
		Transfer Out	\$	20,000.00
	TO:	21A584 – Cuyahoga Juvenile Justice Administration 12		
		JA757286 – Juvenile Justice Administration		
		Revenue Transfer	\$	20,000.00

To transfer funds from the Department of Public Safety and Justice Services, Public Safety Grants Administration account for the required cash match for the Cuyahoga Juvenile Justice Administration 12 grant (see related additional appropriation, document BA11200472, fiscal item W, on page 6). Funding is from the General Fund covering the period January 1, 2012 through December 31, 2012.

D.	FROM:	01A001 – General Fund		JT1200021
		JA302224 – Public Safety Grants Administration		
		Transfer Out	\$	2,385.00
	TO:	21A526 – Juvenile Accountability Incentive Block Grant (JAIBG)		
		JA753517 – Juvenile Accountability Incentive Block Grant 2012		
		Revenue Transfer	\$	2,385.00

To transfer funds from the Department of Public Safety and Justice Services, Public Safety Grants Administration account for the required cash match for the Juvenile Accountability Incentive Block Grant 2012 (see related additional appropriation, document BA11200473, fiscal item X, on page 6). Funding is from the General Fund covering the period January 1, 2012 through December 31, 2012.

County Council of Cuyahoga County, Ohio

Resolution No. R2012-0103

Sponsored by: County Executive FitzGerald	A Resolution providing for submission to the electors of the County of Cuyahoga an amendment to Article 2, Section 2.03(1) and Article 9, Section 4 of the Charter of Cuyahoga County; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, Article 12, Section 10 of the Charter of Cuyahoga County provides that "Proposed amendments to this Charter shall be submitted to the electors of the County in the manner provided for by the Ohio Constitution"; and

WHEREAS, Article X, Section 4 of the Ohio Constitution provides that the "legislative authority" "of any county may by a two-thirds vote of its members" submit by resolution charter amendments to the electors of the county "to be voted upon at the first general election occurring not sooner than sixty days after their submission"; and

WHEREAS, this Council believes it is in the best interest of the citizens of the County of Cuyahoga to amend the County Charter to clarify the powers and duties of the County Executive with respect to promoting and demoting County employees and the jurisdiction of County appointing authorities with regard to employee transfers and layoffs.

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

SECTION 1. Pursuant to Article X, Section 4 of the Ohio Constitution and Article 12, Section 10 of the Charter of the County of Cuyahoga, this Council hereby authorizes and directs that there shall be submitted to a vote of qualified electors of the County of Cuyahoga, at the general election to be held on Tuesday, the 13th day of November, 2012, the question of amending Sections 2.03(1) and 9.04 of the Charter of the County of Cuyahoga, the respective texts to be as set forth herein, with boldfaced and underlined text being added and crossed out text being deleted as follows:

SECTION 2.03 POWER AND DUTIES

(1) To appoint, **promote, demote**, suspend, discipline and remove all County personnel, including those appointive officers provided for in

Article V hereof **and the employees in their departments** and except those who, as provided by general law, are under the jurisdiction of officers, boards, agencies, commissions, and authorities of the County other than the board of county commissioners, and except those who are appointed by the Council pursuant to Section 3.09(1) of this charter or by the Prosecuting Attorney.

SECTION 9.04 APPOINTING AUTHORITIES

The County Executive and the officers, offices, agencies, departments, boards and commissions and other public bodies, who under this Charter or under general law are authorized to employ persons in the service of the County, shall be appointing authorities. **For purposes of layoff jurisdiction and transfer of employees, every Article V officer and every county department shall be its own jurisdiction. Consistent with Section 2.03(1), for purposes of employing, suspending, disciplining, promoting, demoting, and removing employees of the Article V officers and any department, approval of the County Executive shall be required.** Persons interested in employment with the County shall make application to the Department of Human Resources. No appointing authority shall appoint a person to fill a vacancy in the classified service who does not meet the qualifications for that position approved by the Human Resource Commission. All Appointing Authorities shall strive in making appointments in both the classified and the unclassified service to ensure that the diversity of the population of the County is reflected in the persons who are employed by the County.

SECTION 2. Pursuant to Article X, Section 4 of the Ohio Constitution, and Article 12, Section 10 of the Charter of the County of Cuyahoga, this Council hereby directs that the proposed amendment of Charter Sections 2.03(1) and 9.04 shall be submitted to the Board of Elections of Cuyahoga County and the question to be submitted on the ballot shall be as follows:

PROPOSED AMENDMENT TO COUNTY CHARTER

Shall the County Charter be amended to clarify the powers and duties of the County Executive with respect to employment actions and the jurisdiction of the County Executive and County appointing authorities with regard to employee transfers and layoffs?

SECTION 3. If the foregoing proposal receives the affirmative vote of a majority of the electors voting thereon, the existing provisions of Article 2, Section 2.03(1) and Article 9, Section 9.04 which are inconsistent herewith, shall be and the same are hereby repealed effective as of the date on which such amendment becomes effective.

SECTION 4. The Clerk of this Council is directed to certify a copy of this Resolution to the Board of Elections no earlier than one hundred twenty (120) days

and not later than sixty (60) days before the November 13, 2012 election. The Clerk is further directed to take all other actions required by law relative to the submission of said amendment for said election, including, if required by law, mailing or otherwise distributing a copy of said proposed amendment to each of the electors of the County as far as may be reasonably possible prior to thirty (30) days before said election.

SECTION 5. It is necessary that this Resolution become immediately effective to enable the Clerk of Council to perform her duties in time for the amendments to be properly placed on the November 13, 2012 election. Provided that this Resolution receives the affirmative vote of eight (8) members of Council, it shall become immediately effective upon the signature of the County Executive.

SECTION 6. It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

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

Yeas:

Nays:

County Council President Date

County Executive Date

Clerk of Council Date

First Reading/Referred to Committee:
Committee Assigned:

Journal _____
_____, 2012

County Council of Cuyahoga County, Ohio

Resolution No. R2012-0104

Sponsored by: County Executive FitzGerald/Fiscal Officer/ County Treasurer/Office of Procurement & Diversity and Councilmember Miller	A Resolution providing for the submission to the electors of the County of Cuyahoga an amendment to Article 5, Section 2, Section 7 and Article 10, Section 1 of the Charter of Cuyahoga County; and declaring the necessity that this Resolution becomes immediately effective.
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WHEREAS, Article 12, Section 10 of the Charter of Cuyahoga County provides that "Proposed amendments to this Charter shall be submitted to the electors of the County in the manner provided for by the Ohio Constitution"; and

WHEREAS, Article X, Section 4 of the Ohio Constitution provides that the "legislative authority" "of any county may by a two-thirds vote of its members" submit by resolution charter amendments to the electors of the county "to be voted upon at the first general election occurring not sooner than sixty days after their submission"; and

WHEREAS, this Council believes it is in the best interest of the citizens of the County of Cuyahoga to amend the County Charter by creating a Department of Finance and Operations under the direction of the Fiscal Officer that shall have responsibility for all matters now assigned by the Charter to the Fiscal Officer, Treasurer, and the Purchasing Department.

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

SECTION 1. Pursuant to Article X, Section 4 of the Ohio Constitution and Article 12, Section 10 of the Charter of the County of Cuyahoga, this Council hereby authorizes and directs that there shall be submitted to a vote of qualified electors of the County of Cuyahoga, at the general election to be held on Tuesday, the 13th day of November, 2012, the question of amending Sections 5.02(1) the Charter of the County of Cuyahoga, the respective text to be as set forth herein, with boldfaced and underlined text being added, and crossed out text being deleted as follows:

SECTION 5.02 FISCAL OFFICER: POWERS, DUTIES AND QUALIFICATIONS.

(1) Powers and Duties: The Fiscal Officer shall exercise all powers and perform all duties now or hereafter vested in or imposed by general law upon county auditors, ~~and~~ county recorders, **and county treasurers**, and the powers and duties of clerks of court of common pleas other than those powers and duties related to

serving the operation of the courts, and such other powers and duties not inconsistent herewith as provided herein or by ordinance. The Fiscal Officer shall prepare and maintain the tax maps for the County.

~~5.07 COUNTY TREASURER: POWERS, DUTIES AND QUALIFICATIONS.~~

~~All powers and duties now or hereafter vested in or imposed upon county treasurers by general law shall be carried out by the appointed County Treasurer. The County Treasurer shall also have such powers and duties as shall be established by ordinance that are not inconsistent with those provided by general law. The County Treasurer shall have had at least five years' experience in the management of financial matters for political subdivisions.~~

ARTICLE X—PURCHASING FINANCE AND OPERATIONS

10.01: ~~Department of Finance and Operations~~ ~~Department of Purchasing~~

(1) There shall be a ~~Department of Purchasing~~ under the direction of the County Executive, which shall be **Department of Finance and Operations, under the direction of the Fiscal Officer. The Department shall have responsibility for all matters handled by county recorders, county auditors, and county treasurers under general law, and such other powers and duties not inconsistent herewith as provided herein or by ordinance.**

(2) **The Department of Finance and Operations shall also** be responsible, except as otherwise provided by this Charter or by ordinance, and to the extent permitted by the Ohio Constitution, for the purchase of goods and services required by all officers, offices, departments, boards, commissions or other public bodies, other than separate political subdivisions, that are supported in whole or in part from taxes levied, or other financial assistance provided by the County.

(3) **The Executive shall appoint, subject to Council's confirmation, a Deputy Fiscal Officer for Procurement and Diversity, and a Treasurer, and they shall report to the Fiscal Officer and serve at the pleasure of the County Executive.**

SECTION 2. Pursuant to Article X, Section 4 of the Ohio Constitution, and Article 12, Section 10 of the Charter of the County of Cuyahoga, this Council hereby directs that the proposed amendment of Article 5, Sections 5.02 and 5.07, and Article 10, Section 10.01 shall be submitted to the Board of Elections of Cuyahoga County and the question to be submitted on the ballot shall be as follows:

PROPOSED AMENDMENT TO COUNTY CHARTER

Shall the County Charter be amended to consolidate the financial operations of the County by creating a Department of Finance and Operations under the direction of the Fiscal Officer that shall have responsibility for all matters now assigned by the Charter to the Fiscal Officer, Treasurer, and the Purchasing Department?

SECTION 3. If the foregoing proposal receives the affirmative vote of a majority of the electors voting thereon, the existing provisions of Article 5, Sections 2 and 7 and Article 10, Section 1 which are inconsistent herewith, shall be and the same are hereby repealed effective as of the date on which such amendment becomes effective.

SECTION 4. The Clerk of this Council is directed to certify a copy of this Resolution to the Board of Elections no earlier than one hundred twenty (120) days and not later than sixty (60) days before the November 13, 2012 election. The Clerk is further directed to take all other actions required by law relative to the submission of said amendment for said election, including, if required by law, mailing or otherwise distributing a copy of said proposed amendment to each of the electors of the County as far as may be reasonably possible prior to thirty (30) days before said election.

SECTION 5. It is necessary that this Resolution become immediately effective to enable the Clerk of Council to perform her duties in time for the amendments to be properly placed on the November 13, 2012 election. Provided that this Resolution receives the affirmative vote of eight (8) members of Council, it shall become immediately effective upon the signature of the County Executive.

SECTION 6. It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

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

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

First Reading/Referred to Committee:
Committee Assigned:

Journal _____
_____, 2012

County Council of Cuyahoga County, Ohio

Resolution No. R2012-0105

Sponsored by: County Executive FitzGerald/Department of Public Works/Division of County Engineer	A Resolution declaring that public convenience and welfare requires resurfacing of Solon Road from Maple Street to Solon North Corporation Line in the Villages of Bentleyville and Chagrin Falls; total estimated construction cost \$1,500,000.00; finding that special assessments will neither be levied nor collected to pay for any part of the County's costs of said improvement; and authorizing the County Executive to enter into agreements of cooperation with said municipalities in connection with said project.
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WHEREAS, the County Executive FitzGerald/Department of Public Works/Division of County Engineer has declared that public convenience and welfare requires resurfacing of Solon Road from Maple Street to Solon north corporation line in the Villages of Bentleyville and Chagrin Falls; and

WHEREAS, the anticipated construction cost for the resurfacing is \$1,500,000.00; and

WHEREAS, that special assessments are not to be levied nor collected to pay for any part of the County's costs of this improvement; and

WHEREAS, this projects will be funded 100% with the County's Road and Bridge Fund; and

WHEREAS, the primary goal of this project is to properly maintain the County's infrastructure for which the County is responsible; and

WHEREAS, the location of the project is Solon Road from Maple Street to Solon north corporation line in the Villages of Bentleyville and Chagrin Falls, Council District 6; and

WHEREAS, the anticipated start date for construction of this project is 2013.



Item Details:

Agency/Dept. Name:	County Engineer	Agency/Dept. Head Name:	Jamal H. Husani
Type of Request:	Other		
Request by:	Prepared Nichole English	Telephone No.	216-348-3861

SUMMARY OF REQUESTED ACTION:

The request for Council action does not involve a contract.

A. Scope of Work Summary

1. Department of Public Works requesting that Council find:
 - a) that the public convenience and welfare requires the resurfacing of Solon Road from Maple Street to Solon north corporation line in the Villages of Bentleyville and Chagrin Falls;
 - b) that special assessments are not to be levied and collected to pay any part of the County's costs of these improvements
 - c) authorize the County Executive to enter into and execute the necessary agreements of cooperation with the appropriate municipalities.

The anticipated construction cost for this improvement is \$1,500,000.00 The anticipated start date for construction of these projects is 2013.

2. The primary goal of this request is to begin the process of Council review and approval of these projects. The primary goal of the projects themselves is to properly maintain the County's infrastructure.

3. N/A

B. Procurement - N/A

C. Contractor and Project Information

1. N/A

2. N/A

3a. The location of the project is Solon Road from Maple Street to Solon north corporation line in the Villages of Bentleyville and Chagrin Falls

3b. The project is located in Council District 6.

D. Project Status and Planning

1. The project is new to the County.

2. N/A

- 3. N/A
- 4. N/A
- 5. N/A

E. Funding

- 1. This project is to be funded 100% with County Road and Bridge Fund.
- 2. N/A
- 3. N/A

PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):

For all of the foregoing reasons, the Department of Public Works requests that Council find:

- a) that the public convenience and welfare requires the reconstruction of Solon Road from Maple Street to Solon north corporation line in the Villages of Bentleyville and Chagrin Falls;
- b) that special assessments are not to be levied and collected to pay any part of the County's costs of these improvements
- c) authorize the County Executive to enter into and execute the necessary agreements of cooperation with the appropriate municipalities.

Explanation for late submittal:

Contract/Agreement Information:

Procurement Method:

Explanation for Increase/Decrease in \$ Amount for current request:

Financial Information:

Funding source:	Explanation:
Other	road and bridge

Total Amount Requested:

\$

ATTACHMENTS:

[Click to download](#)

[Project Sheet](#)

History

Time

Who

Clerk of the Board

Approval

County Council of Cuyahoga County, Ohio

Resolution No. R2012-0106

<p>Sponsored by: County Executive FitzGerald/Department of Public Works/Division of County Engineer</p>	<p>A Resolution declaring that public convenience and welfare requires reconstruction of Pleasant Valley Road from Brecksville Road to Kichler Lighting Drive in the City of Independence; total estimated construction cost \$2,614,000.00; finding that special assessments will neither be levied nor collected to pay for any part of the County's costs of said improvement; and authorizing the County Executive to enter into an agreement of cooperation with said municipality in connection with said project.</p>
--	---

WHEREAS, the County Executive FitzGerald/Department of Public Works/Division of County Engineer has declared that public convenience and welfare requires the reconstruction of Pleasant Valley Road from Brecksville Road to Kichler Lighting Drive in the City of Independence; and

WHEREAS, the anticipated construction cost for the resurfacing is \$2,614,000.00; and

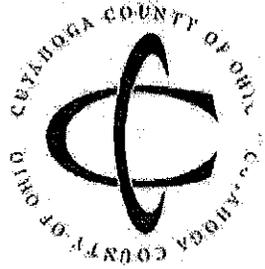
WHEREAS, that special assessments are not to be levied nor collected to pay for any part of the County's costs of this improvement; and

WHEREAS, this project will be paid for as follows: a) \$1,751,000.00 with Ohio Public works Commission Grant and (b) \$863,000.00 from the County Road and Bridge Fund; and

WHEREAS, the primary goal of this project is to properly maintain the County's infrastructure for which the County is responsible; and

WHEREAS, the location of the project is Pleasant Valley Road from Brecksville Road to Kichler Lighting Drive in the City of Independence, Council District 6; and

WHEREAS, the anticipated start date for construction of this project is 2013.



Item Details:

Agency/Dept. Name:	County Engineer	Agency/Dept. Head Name:	Jamal H. Husani
Type of Request:	Other		
Request Prepared by:	Nichole English	Telephone No.	216-348-3861

SUMMARY OF REQUESTED ACTION:

The request for Council action does not involve a contract.

A. Scope of Work Summary

1. Department of Public Works requesting that Council find:
 - a) that the public convenience and welfare requires the reconstruction of Pleasant Valley Road from Brecksville Road to Kichler Lighting Drive in the City of Independence;
 - b) that special assessments are not to be levied and collected to pay any part of the County's costs of these improvements
 - c) authorize the County Executive to enter into and execute the necessary agreements of cooperation with the City of Independence.

The anticipated construction cost for this improvement is \$2,614,000.00 (Ohio Public Works Commission Grant - \$1,751,000.00, County Road and Bridge - \$863,000.00)

The anticipated start date for construction of the project is 2013.

2. The primary goal of this request is to begin the process of Council review and approval of this project. The primary goal of the project itself is to properly maintain the County's infrastructure.

3. N/A

B. Procurement - N/A

C. Contractor and Project Information

1. N/A

2. N/A

3a. The location of the project is Pleasant Valley Road from Brecksville Road to Kichler Lighting Drive in the City of Independence.

3b. The project is located in Council District 6.

D. Project Status and Planning

1. The project is new to the County.

- 2. N/A
- 3. N/A
- 4. N/A
- 5. N/A

E. Funding

- 1. The project is to be funded as follows:
Ohio Public Works Commission - \$1,751,000.00
County Road and Bridge - \$863,000.00
- 2. N/A
- 3. N/A

PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):

For all of the foregoing reasons, the Department of Public Works requests that Council find:

- a) that the public convenience and welfare requires the reconstruction of Pleasant Valley Road from Brecksville Road to Kichler Lighting Drive in the City of Independence;
- b) that special assessments are not to be levied and collected to pay any part of the County's costs of these improvements;
- c) authorize the County Executive to enter into and execute the necessary agreements of cooperation with the City of Independence.

Explanation for late submittal:

Contract/Agreement Information:

Procurement Method:

Explanation for Increase/Decrease in \$ Amount for current request:

Financial Information:

Funding source:	Explanation:
Other	Ohio Public Works Commission/County Road and Bridge
Total Amount Requested:	
\$	

ATTACHMENTS:

Click to download

[Project Sheet](#)

History

Time

Who

Clerk of the Board

Approval

County Council of Cuyahoga County, Ohio

Resolution No. R2012-0107

Sponsored by: County Executive FitzGerald/Department of Public Works/ Division of County Engineer	A Resolution making an award on RQ23394 to Fabrizi Trucking & Paving Co., Inc. in the amount not-to-exceed \$806,847.80 for rehabilitation of Prospect Road Culvert No. 9 in the City of Strongsville; authorizing the County Executive to execute the contract and all other documents consistent with said award and this Resolution; and authorizing the County Engineer, on behalf of the County Executive, to make an application for allocation from County Motor Vehicle \$5.00 License Tax Funds in the amount of \$645,478.24 to fund said contract.
--	--

WHEREAS, the County Executive FitzGerald/Department of Public Works/ Division of County Engineer has recommended an award on RQ23394 to Fabrizi Trucking & Paving Co., Inc. in the amount not-to-exceed \$806,847.80 for the rehabilitation of Prospect Road Culvert No. 9 in the City of Strongsville; and

WHEREAS, the bids were received on April 24, 2012 and the Office of Procurement and Diversity ("OPD") assessed a thirty (30%) percent Small Business Enterprise (SBE) goal; and

WHEREAS, there were six (6) proposals pulled from OPD and four (4) bids were submitted for review and an award recommendation was made to the lowest qualified bidder; and

WHEREAS, the County tabulated the extension of the unit bid prices submitted by each bidder and verified the accuracy of the total amounts and determined to Fabrizi Trucking & Paving Co., Inc. to be the lowest qualified bidder; and

WHEREAS, Fabrizi Trucking & Paving Co., Inc. is located at 389 Columbia Road, Valley City, Ohio 44280, and

WHEREAS, Patricia Fabrizi, Treasurer is the primary owner of Fabrizi Trucking, and

WHEREAS, the funding for this project is as follows: (a) 20% from the Ohio Public Works Commission Issue 1 funds, (b) 40% will be paid from the County \$5.00 Vehicle License Tax Fund, and (c) 40% will be paid for by the City of Strongsville.

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

SECTION 1. That the County Council hereby approves the County Executive's recommendation and authorizes an award on RQ23394 to Fabrizi Trucking & Paving Co., Inc. in the amount not-to-exceed \$806,847.80 for the Rehabilitation of Prospect Road Culvert No. 9 in the City of Strongsville.

SECTION 2. That the County Executive is authorized to execute all documents required in connection with said contract.

SECTION 3. That the funding for this project is as follows: (a) 20% from the Ohio Public Works Commission Issue 1 funds, (b) 40% will be paid from the County \$5.00 Vehicle License Tax Fund, and (c) 40% will be paid for by the City of Strongsville.

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

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

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

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

Journal _____
_____, 2012



Item Details:

Agency/Dept. Name:	County Engineer	Agency/Dept. Head Name:	Thomas P. Sotak, P.E.
Type of Request:	Award Recommendation		
Request Prepared by:	Juliann Conway	Telephone No.	216-348-3838

SUMMARY OF REQUESTED ACTION:

Department of Public Works/County Engineer:

A. Scope of Work Summary

1. a) Is recommending an award RQ23394 to Fabrizi Trucking & Paving Co., Inc. in the amount not-to-exceed \$806,847.80 for Rehabilitation of Prospect Road Culvert No. 9 in the City of Strongsville.

b) requesting authority for the County Executive to enter into a contract in connection with said award.

c) Is submitting an application to use the County Motor Vehicle \$5.00 License Tax Fund, in accordance with Chapter 4504 of the Ohio Revised Code to pay Cuyahoga County's share of the cost \$645,478.24 for the above referenced project. On April 25, 2000 the Board of County Commissioners approved, by resolution an agreement by and between said Board of County Commissioners and the Village of Glenwillow.

2) Award a contract to the lowest qualified bidder and complete construction as per plan. This office found Fabrizi Trucking & Paving Co., Inc. to be the lowest qualified bidder. They submitted all necessary documentation per the proposal, plans and specifications.

3) N/A.

B. Procurement

- 1) Competitive bid process.
- 2) The bids were received on April 24, 2012. The Office of Procurements and Diversity (OPD) assessed a thirty (30%) percent Small Business Enterprise (SBE) goal. OPD has approved their SBE Plan (see attached OPD Bid Tabulation included in Contract).
- 3) There were six (6) proposals pulled from OPD and four (4) bids were submitted for review and an award recommendation is being made to the lowest qualified bidder.

C. Contractor and Project Information

Fabrizi Trucking & Paving Co., Inc. 330-273-2784
389 Columbia Road
Valley City, Ohio 44280
Council District - N/A

- 2) Primary Owner is Patricia Fabrizi, Treasurer
- 3) City of Strongsville - Council District No. 5.

D. Project Status and Planning

- 1) Plans and specifications are complete.

E. Funding

- 1) The Ohio Public Works Commission (Issue 1) is funding 20% and the City of Strongsville and the County will split the remaining amount using funds from the \$5.00 Vehicle License Tax Fund.

The contractor has completed ethics training as required

PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):

The purpose of this request is to award and execute a contract for the aforementioned project to a qualified contractor at the lowest cost to the County.

Explanation for late submittal:

Contract/Agreement Information:

Procurement Method:

Competitive Bid

Explanation for Increase/Decrease in \$ Amount for current request:

Financial Information:

Funding source: Explanation:

Other

See Summary of Requested Action.

Total Amount Requested:

\$806,847.80

ATTACHMENTS:

[Click to download](#)

ID DUE DATE April 24, 2012

OFFICE OF PROCUREMENT & DIVERSITY
 TABULATION OF BIDS RECEIVED OVER \$25,000

EQUIPMENT NUMBER CE-12-23394
 EQUIPMENTING DEPT. Public Works / Engineers
 COMMODITY DESCRIPTION Rehabilitation of Prospect Road Culvert No. 9

CONTRACT PERIOD
 NUMBER OF ITB'S SENT/RETURNED 6/4
 ESTIMATE \$825,000.00
 SBE GOALS 30%

TO BE COMPLETED BY OPD AND USER DEPARTMENT (P=PROCUREMENT; D=DEPARTMENT)		TO BE COMPLETED BY CONTRACT COMPLIANCE OFFICER						
BIDDER'S NAME & ADDRESS	BID BOND / CHECK	P - ADMINISTRATIVE D-TECHNICAL REVIEW	ACTUAL BID AMOUNT	SBE SUBCONTRACTOR NAME	PRICE PREFER. IF Y, SEE #	TOTAL SBE %	COMPLY Y/N	COMMENTS & INITIALS
abrizi Trucking & Paving Co., 39 Columbia Road Valley City, Ohio 44280	Bid Bond, 100% - Ohio Farmers Insurance Company	P-YES-DI 4-24-12 19-YES	\$806,097.80	Trafftech, LLC 5.35% \$47,174 Simplified Alternatives, LLC 24.31% \$200,000		30.66%	Y	ambok 4/25/12 4/25/12 Inv Development not certified
Global, LLC 5 Lou Groza Blvd area, Ohio 44017	Bid Bond, 100% - Erie Insurance Company	P-YES-DI 4-24-12 19-YES	\$812,713.70	Rockport Ready Mix 4.31% \$25,000 The Lakeswood Supply 7.9% \$69,000 Trafftech, LLC 3.6% SEE Attachment Continued The Valleys Co. 10%	4	19.21%	N	4/25/12 4/25/12 4/25/12 4/25/12 4/25/12 4/25/12
Terrace Construction Company 365 Pearl Road leveland, Ohio 44109	Bid Bond, 100% - The Cincinnati Insurance Company of Ohio	P-YES-DI 4-24-12 19-YES	\$821,535.60	Terrace Construction Co certified SBE		30%	Y	4/25/12 4/25/12 4/25/12 4/25/12 4/25/12 4/25/12
Great Lakes Crushing Ltd 5650 Lakeland astlake, Ohio 44095	Bid Bond, 100% - Fidelity and Deposit of Maryland	P-YES-DI 4-24-12 19-YES	\$822,382.10	Trafftech, LLC 5% \$41,122 Rockport Ready Mix		5%	N	4/25/12 4/25/12 4/25/12 4/25/12 4/25/12 4/25/12 Request Partial Waiver states that they will self perform 2/2012 Rockport Ready Mix \$200,000 amount was given 4/25/12 4/25/12

LOWEST BID REC'D \$ _____ PRICE PREFER % & \$ LIMIT _____ RANGE OF LOWEST BID REC'D'S _____ MAX SBE PRICE PREFER \$ _____

OEM APPROVAL (if actual bid exceeds estimate) _____ DEPARTMENT DIRECTOR SIGNATURE _____ DATE _____

LOW BIDDER NOTIFIED No Yes Date _____

Tab sheet with SBE Updated 12/8/2011

★ RQ: CE-12-23394

Continuation

E. Global, LLC: Cleveland Central, Ent.
3.1% \$25,000

S.B. Morabito
0.3% \$2,500

(5 SBE used) total: 19.21%

Not Certified Ivy Development
11.4% \$92,000

X

C. F. SBE Program Officer

County Council of Cuyahoga County, Ohio

Resolution No. R2012-0108

Sponsored by: County Executive FitzGerald/Department of Public Works/Division of County Engineer	A Resolution authorizing a revenue generating agreement with City of North Olmsted for maintenance of storm sewerage systems located in County Sewer District No. 7; authorizing the County Executive to execute the agreement and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the City of North Olmsted desires to retain Cuyahoga County to perform certain services in the City of North Olmsted to aid with the storm sewer maintenance program as part of Cuyahoga County Sewer District No. 7; and,

WHEREAS, the County Executive/Department of Public Works/Division of County Engineer recommends approval of a revenue generating agreement with the City of North Olmsted for storm sewer maintenance and repair services located in Sewer District No. 7; and,

WHEREAS, pursuant to ORC 307.15, a county may contract with any municipal corporation to render any service, on behalf of the municipal corporation; and,

WHEREAS, Cuyahoga County has agreed to provide storm sewer maintenance and repair services for the City of North Olmsted; and,

WHEREAS, this is an ongoing agreement that will continue until terminated by either party; and,

WHEREAS, it is necessary that this Resolution become immediately effective in order that critical storm sewer maintenance and repair services can be provided by Cuyahoga County for the City of North Olmsted's sewer system.

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

SECTION 1. The Cuyahoga County Council hereby approves the revenue generating Agreement with City of North Olmsted for storm sewer maintenance and repair services located in Cuyahoga County Sewer District No. 7.

SECTION 2. The County Executive is hereby authorized to execute the agreement, and all documents consistent with this Resolution.



Item Details:

Agency/Dept. Name: County Engineer/Sanitary Engineering Division
Agency/Dept. Head Name: Michael Dever

Type of Request: Agreement/Amendment

Request by: Prepared Fred Whatley
Telephone No.: 348-3840

SUMMARY OF REQUESTED ACTION:

A. Scope of Work Summary

1. Department of Public Works requesting approval of a revenue generating agreement with the City of North Olmsted for the County to provide Storm Sewer Maintenance work for the City - there is no cost associated with this specific contract. The Agreement sets forth the responsibilities of the respective parties under the Agreement as well as the hourly rate structure for the County to charge the City for specific work to be performed by the County.
2. The primary goal of this Agreement is to set forth the basic structure under which the County will perform, and charge the City for, specific work associated with maintaining the City's storm sewer system.
3. N/A

B. Procurement

1. N/A
2. N/A
3. N/A

C. Contractor and Project Information

1. The address of other party to contract - the City of North Olmsted, 5200 Dover Center Road, North Olmsted, Ohio 44070
2. The owner is the City of North Olmsted.

- 3.a. The address of the project is throughout the City of North Olmsted, Ohio.
- b. The project is located in Council District 1.

D. Project Status and Planning

- 1. N/A
- 2. N/A
- 3. N/A
- 4. N/A
- 5. N/A

E. Funding

- 1. As noted above, there is no cost associated with this specific contract with the City.
- 2. N/A
- 3. N/A

PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):

The purpose/outcome of this specific agenda item is to obtain authorization to enter into an agreement with the City of North Olmsted whereby the structure is set in place for the County to perform and charge the City for certain work associated with maintaining the City's storm sewer system.

Explanation for late submittal:

Contract/Agreement Information:

Procurement Method:

Explanation for Increase/Decrease in \$ Amount for current request:

Financial Information:

Funding source: **Explanation:**
N/A

Total Amount Requested:

\$

ATTACHMENTS:

[Click to download](#)

- [Agreement for Storm Sewer Maintenance for the City of North Olmsted](#)

History

Time

Who

Clerk of the Board

Approval

County Council of Cuyahoga County, Ohio

Resolution No. R2012-0109

Sponsored by: County Executive FitzGerald/Department of Public Works/ Division of County Engineer	A Resolution establishing County Sewer District No. 3A, located in the City of Shaker Heights, in accordance with Ohio Revised Code Sections 6117.01 and 6117.03, effective 7/1/2012; authorizing a revenue generating agreement with said municipality for maintenance of storm sewerage systems located in said sewer district for the period 7/1/2012 - 12/31/2012; authorizing the County Executive to execute the agreement and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Executive/Department of Public Works/Division of County Engineer recommends the establishment of Cuyahoga County Sewer District No. 3A, located in the City of Shaker Heights, in accordance with Ohio Revised Code Sections 6117.01 and 6117.03, effective 7/1/2012; and,

WHEREAS, the City of Shaker Heights owns and operates certain sanitary and storm sewers, catch basins, manholes, culverts and storm water detention and retention basins located in the public right-of-way and in or along easements and any future improvements; and,

WHEREAS, the City of Shaker Heights desires to retain Cuyahoga County to perform certain services in the City of Shaker Heights to aid with the sanitary and storm sewer maintenance program as part of Cuyahoga County Sewer District No. 3A; and,

WHEREAS, in satisfaction of Ohio Revised Code Section 6117.03, on May 29, 2012, the Shaker Heights City Council enacted Ordinance No. 12-57 authorizing the City of Shaker Heights to retain the Cuyahoga County Department of Public Works to perform certain services relative to the city's sanitary and storm water sewers as part of Cuyahoga County Sewer District No. 3A in advance of the city's sanitary and storm sewer maintenance program; and,

WHEREAS, pursuant to the above establishment and authorization by Shaker Heights City Council, the County Executive/Department of Public Works/Division of County Engineer recommends the approval of a revenue generating Agreement with City of Shaker Heights for sanitary and storm sewer maintenance and repair services located in Sewer District No. 3A for the period 7/1/2012 – 12/31/2012; and,

WHEREAS, pursuant to ORC 307.15, a county may contract with any municipal corporation to render any service, on behalf of the municipal corporation; and,

WHEREAS, Cuyahoga County has agreed to provide sanitary and storm sewer maintenance and repair services for the City of Shaker Heights; and,

WHEREAS, the term of the proposed agreement is for the period 7/1/2012 – 12/31/2012 with options to renew for additional one-year terms commencing every January 1; and,

WHEREAS, it is necessary that this Resolution become immediately effective in order that critical sewer maintenance and repair services can be provided by Cuyahoga County for the City of Shaker Heights' sewer system.

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

SECTION 1. Pursuant to Ohio Revised Code 6117.01 and 6117.03, the Cuyahoga County Council hereby establishes County Sewer District No. 3A, located in the City of Shaker Heights.

SECTION 2. The Cuyahoga County Council hereby approves the revenue generating Agreement with City of Shaker Heights for sanitary and storm sewer maintenance and repair services for the period 7/1/2012 – 12/31/2012, automatically renewable for additional twelve (12) month calendar year terms thereafter.

SECTION 3. The County Executive is hereby authorized to execute the agreement, and all documents consistent with this Resolution.

SECTION 4. It is necessary that this Resolution become immediately effective in order that critical sewer maintenance and repair services can be provided by Cuyahoga County for the City of Shaker Heights' sewer system. Provided that this Resolution receives the affirmative vote of eight members of Council, this Resolution shall become immediately effective upon the signature of the County Executive.

SECTION 5. It is found and determined that all formal actions of this Board relating to the adoption of this Resolution were adopted in an open meeting of the Board of Control, and that all deliberations of this Board 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 Assigned:

Journal _____
_____, 2012



Item Details:

Agency/Dept. Name:	County Engineer/Sanitary Engineering Division	Agency/Dept. Head Name:	Michael Chambers, CPA
Type of Request:	Other		
Request Prepared by:	Heather Keel	Telephone No.	216-348-3852
SUMMARY OF REQUESTED ACTION:			
<p>The Department of Public Works recommends County Council to establish and maintain a County Sewer District No. 3A to include the entire municipality boundaries of the City of Shaker Heights, when authorized by the legislative authority of any municipal corporation, in accordance with Ohio Revised Code Sections 6117.01 and 6117.03, effective July 1, 2012 and declaring the necessity that this Resolution become immediately effective.</p>			
<p>Such sewer district can serve to preserve and promote the public health and welfare, and promote economic development for the benefit of residents of the City of Shaker Heights, Ohio.</p>			
<p>The City of Shaker Heights adopted resolution No. _____ authorizing the mayor to enter into an Agreement with Cuyahoga County for the maintenance of the City's sewer systems.</p>			
<p>An agreement is being submitted whereby the City of Shaker Heights agrees to enter into an Agreement for maintenance of sewer systems.</p>			
PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):			
To lay out, establish and maintain County Sewer District No. 3A.			
Explanation for late submittal:			

Contract/Agreement Information:

Procurement Method:

Explanation for Increase/Decrease in \$ Amount for current request:

Financial Information:

Funding source: **Explanation:**

Total Amount Requested:

\$

ATTACHMENTS:

Click to download

[Unsigned Agreement](#)

[Exhibit A](#)

[Exhibit B](#)

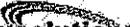
History

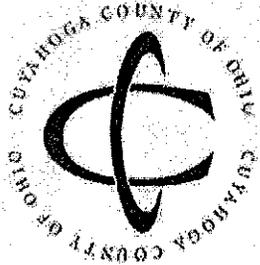
Time

Who

Clerk of the Board

Approval


Novusolutions
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Item Details:

Agency/Dept. Name:	County Engineer/Sanitary Engineering Division	Agency/Dept. Head Name:	Michael Chambers, CPA
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Type of Request: Agreement/Amendment

Request by:	Prepared Heather Keel	Telephone No.	216-348-3852
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SUMMARY OF REQUESTED ACTION:

Scope of Work Summary

1. Department of Public Works requesting approval of a revenue generating agreement with the City of Shaker Heights for the County to provide Sewer Maintenance work of the City - there is no cost associated with this specific agreement. The Agreement sets forth the responsibilities of the respective parties under the Agreement as well as the hourly rate structure for the County to charge the City for specific work to be performed by the County **and declaring the necessity that this Resolution become immediately effective.**

2. The primary goal of this Agreement is to set forth the basic structure under which the County will perform, and charge the City for, specific work associated with maintaining the City's sewer system.

Contractor and Project Information

1. The address of the other party - the City of Shaker Heights, 15600 Chagrin Blvd., Shaker Heights, Ohio 44120
2. The owner is the City of Shaker Heights, Ohio.
- 3.a. The address of the project is throughout the City of Shaker Heights, Ohio.
- b. The project is located in Council District 9.

Funding

1. As noted above, there is no cost associated with this specific Agreement with the City.

PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):

The purpose/outcome is to obtain authorization to enter into an Agreement with the City of Shaker Heights whereby the structure is set in place for the County to perform and charge the City for certain work associated with maintaining the City's sewer systems.

Explanation for late submittal:

Contract/Agreement Information:

Procurement Method:

Explanation for Increase/Decrease in \$ Amount for current request:

Financial Information:

Funding source: Explanation:

Total Amount Requested:

\$0.00

ATTACHMENTS:

Click to download:

- [Unsigned Agreement](#)
- [Exhibit A](#)
- [Exhibit B](#)

History

Time

Who

Clerk of the Board

Approval


Copyright 2001-2009

County Council of Cuyahoga County, Ohio

Resolution No. R2012-0110

Sponsored by: County Executive FitzGerald/Department of Public Works	A Resolution making a revenue generating award on RQ22467 to AVI Foodsystems, Inc. for food service operations at the Cuyahoga County Justice Center Cafeteria for the period 7/1/2012 - 6/30/2017; authorizing the County Executive to execute the contract and all other documents consistent with said award and this Resolution.
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WHEREAS, the County Executive FitzGerald/Department of Public Works has recommended an award on RQ22467 to AVI Foodsystems, Inc. for a revenue generating agreement for food service operations at the Justice Center Cafeteria for the period 7/01/2012 – 6/30/2017; and

WHEREAS, the bids were received on April 09, 2012 and the Small Business Enterprise (SBE) goal was waived; and

WHEREAS, there were eleven (11) bid proposals mailed out from OPD and one (1) bid proposal was submitted for review and an award recommendation was made to the highest qualified bidder; and

WHEREAS, the County tabulated the extension of the unit bid prices submitted by the bidder, verified the accuracy of the total amounts, and determined AVI Foodsystems, Inc. was the only qualified bidder; and

WHEREAS, this is a revenue generating agreement where the vendor submits a check to the County every month; and

WHEREAS, the County will receive nineteen (19%) from the vending sales gross receipts, and eleven (11%) from the dining sales gross receipts; and

WHEREAS, the primary goal of this award is to continue with a profitable operation and satisfied customers; and

WHEREAS, the location of this project is the Justice Center, 1200 Ontario Avenue, Cleveland, Ohio 44113; and

WHEREAS, AVI Foodsystems, Inc. is located at 2590 Elm Road NE, Warren, Ohio 44483 and the owner is Bill Safford.

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

SECTION 1. That the County Council hereby approves the County Executive's recommendation and authorizes an award on RQ22467 to AVI Foodsystems, Inc. for a revenue generating agreement for food service operations at the Justice Center Cafeteria for the period 7/01/2012 – 6/30/2017.

SECTION 2. This is a revenue generating agreement where the vendor submits a check to the County each month. The County will receive nineteen (19%) from the vending sales gross receipts, and eleven (11%) from the dining sales gross receipts.

SECTION 3. That the County Executive is authorized to execute all documents consistent with this award and Resolution.

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

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

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

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

Journal _____
_____, 2012



Item Details:

Agency/Dept. Name:	Department of Central Services	Agency/Dept. Head Name:	Stan Koslesky
Type of Request:	Award Recommendation		
Request Prepared by:	Shella McNea	Telephone No.	216-443-3066

SUMMARY OF REQUESTED ACTION:

A. Scope of Work Summary:

1. The Department of Public Works is recommending an award to AVI Foodsystems, Inc. for the Food Service Operation at the Justice Center Cafeteria, a revenue generating agreement, Vending Sales Commission @ 19% and Dining Sales Commission @11%, for the period July 1, 2012 through June 30, 2017.

The primary goal of this award is to continue with a profitable operation and satisfied customers.

B. Procurement Method

1) The procurement method was a RFP - Revenue Generating, set at a 2) The RFB was closed on April 9, 2012 @ 11:00 A.M. with a 0% SBE. 3) There were 11 bid specifications picked up/mailed from OPD and 1 bid/proposals submitted for review - with AVI being the best and highest Vendor. (2001 - Received 4 bids with AVI approved for the best and highest vendor).

C. Contractor and Project Information

AVI Foodsystems, Inc.
2590 Elm Road NE
Warren, Ohio 44483
(330) 372-6000
(330) 372-0420 (fax)

The owner is Bill Safford.

The location of the project is Justice Center 1200 Ontario Avenue, Cleveland, Ohio 44113.

The vendor is fully registered with the Inspector General.

D. Project Status and Planning

The project is an extension of an existing project with an anticipated start date of July 1, 2012.

E. Funding

1) Funds are not required - revenue generating 2) the vendor submits check to County every month.

PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):

The primary goal of this award is to continue with a profitable operation and satisfied customers.

Explanation for late submittal:

Contract/Agreement Information:

Procurement Method:

Explanation for Increase/Decrease in \$ Amount for current request:

Financial Information:

Funding source: Other **Explanation:** revenue generating

Total Amount Requested:
\$0

ATTACHMENTS:

Click to download

- RFP
- tab and notes
- 2 Rate sheet

History

Time

Who

Office of Procurement & Diversity

Approval

**CUYAHOGA COUNTY
TABULATION OF PROPOSALS RECEIVED**

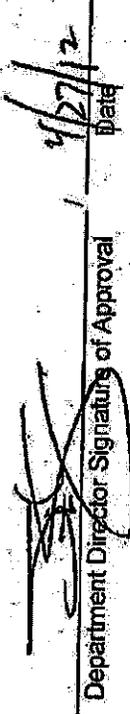
DEPARTMENT NAME: Department of Public Works PROPOSAL DUE DATE: April 9, 2012 - 11:00 am

RFP TITLE: Food Service Operations - JC Cafeteria RFP #: 22467 SBE: 0%

TO BE COMPLETED BY OPD	TO BE COMPLETED BY SBE CONTRACT COMPLIANCE OFFICER					USER DEPT.	
	IG/ETHICS REGISTRATION COMPLETE	SBE SUBCONTRACTOR NAME AMOUNT & PERCENTAGE	SBE PRIME %	TOTAL SBE %	COMPLY Y/N		COMMENTS & INITIALS
VENDOR NAME & ADDRESS AVI Foodsystems, Inc. 2590 Elm Road NE Warren, OH 44483	Ethics - yes ICG-000571 NCA - yes BCF - yes D. TM SE 4/18/12 4/9/12 KS - paul 4/27/12	- N/A -					

NCA = Non-Collusion Affidavit
BCF = Bidder Compliance Form


Department Director Name
Rfpab - Updated 12/8/2011


Department Director Signatures of Approval
4/27/12

Current Vendor:
AVI FOODSYSTEMS, INC
2 FIVE YEAR TERMS
REVENUE GENERATING CONTRACT
PERFORMANCE BOND: \$20,000.00
0% SBE
LIQUIDATED DAMAGES = \$500.00 PER DAY
VENDING SALES 16.1% COMMISSION
DINING 9% COMMISSION

1 PROPOSAL RECEIVED - AVI FOODSYSTEMS, INC
JULY 1, 2017 - JUNE 30, 2017 W/OPTION FOR AN ADDITIONAL 5 YEARS

PROPOSED AVI VENDOR:
RQ22467 JC FOOD SERVICE OPERATIONS

REVENUE GENERATING CONTRACT
PERFORMANCE BOND: \$20,000.00
0% SBE
LIQUIDATED DAMAGES = \$500.00 PER DAY
VENDING SALES 19% COMMISSION
DINING 11% COMMISSION
PROPOSING NEW CHAIRS / TABLES, VIDEO MENU AND MESSAGING SYSTEM

SPECS MAILED TO 5 VENDORS:

D&I GOURMET DELI, INC
801 WEST SUPERIOR AVE
CLEVELAND, OHIO 44113
NO PHONE #

STAFFORD SMITH
3414 S. BURDEIK ST
KALAMAZOO, MICHIGAN 49001
269-343-1240 X1012
OUT OF STATE

DAVIDS CHALLENGE
Faltch
13308 EUCLID AVE #101
EAST CLEVELAND, OHIO 44112
216-249-3000
216-249-3921 FAX
LM 4/17/12

SPECS PICKED UP 5 VENDORS:

DLA, INC
12823 KINGSTON WAY
NORTH ROYALTON, OHIO 44133
216-344-0097
BIDDING ON KIOSK

Brewer, Inc.
2672 E127th Street
Cleveland, Ohio 44120
216-324-2443
NEW BUSINESS - NEEDS MORE YEARS EXPERIENCE - WILL BID NEXT TIME

Arbica Coffee House
1374 Ontario Street
Cleveland, Ohio 44113
216-255-4506
MAIL BOX FULL - COULD NOT LEAVE MESSAGE

EMAILED to 1 Vendor:

A'VIANDS LLC
MARTY FOX
1751 W. COUNTY ROAD B SUITE 300
ROSEVILLE, MN 55113
651-631-0940
MFOX@AVIANDS.COM
NOT INTERESTED

PRIME VENDOR
ERICA LAWRENCE
4622 CEDAR AVE BLDG 5 #101
WILMINGTON, NC 28403
800-746-9554
NOT INTERESTED

AVI FOODSYSTEMS, INC
2590 ELM RD NE
WARREN, OHIO 44483
1-440-327-1944
ONLY BIDDER

S&R MARKET
FEDA MARZOUK
1892 SNOW RD
PARMA, OHIO 44130
216-258-9172
LM 4/17/12 - Returned call not interested

The Cuyahoga Group
3940S Taylor Parkway
North Ridgeville, Ohio 44039
1-440-315-6984
Sara LaPoint
LM 4/17/12

County Council of Cuyahoga County, Ohio

Resolution No. R2012-0111

Sponsored by: County Executive FitzGerald/Department of Public Works	A Resolution making a revenue generating award on RQ22321 to DLAJ, Inc. for coffee and limited beverage and food service operations at the Justice Center Galleria for the period 7/1/2012 - 6/30/2017; authorizing the County Executive to execute the contract and all other documents consistent with said award and this Resolution.
---	---

WHEREAS, the County Executive FitzGerald/Department of Public Works has recommended an award on RFP #22321 for a revenue generating agreement with DLAJ, Inc. for coffee and limited beverage and food service operations at the Justice Center Galleria for the period 7/01/2012 – 6/30/2017; and

WHEREAS, the bids were received on April 09, 2012, with Small Business Enterprise (SBE) goal of fifteen (15%) percent; and

WHEREAS, there were nine (9) bid proposals mailed out from OPD and one (1) bid proposal was submitted for review and an award recommendation was made to the qualified bidder; and

WHEREAS, the County tabulated the extension of the unit bid prices submitted by the bidder, verified the accuracy of the total amounts, and determined DLAJ, Inc. was the only qualified bidder; and

WHEREAS, this is a revenue generating agreement where the vendor submits a check to the County every month; and

WHEREAS, the County will receive twenty-five (25%) from the gross sales receipts; and

WHEREAS, the project is located at the Justice Center, 1200 Ontario Avenue, Cleveland, Ohio 44113; and

WHEREAS, the primary goal of this award is to continue with a profitable operation and satisfied customers, and

WHEREAS, DLAJ, Inc., dba Paradiso Café is located at 12823 Kingston Way, North Royalton, Ohio 44133 and the owner is Rhoda Lou.

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

SECTION 1. That the County Council hereby approves the County Executive's recommendation and authorizes an award on RFP #22321 for a revenue generating agreement with DLAJ, Inc. for the coffee and limited beverage, and food service operations at the Justice Center Galleria for the period 7/01/2012 – 6/30/2017

SECTION 2. This is a revenue generating agreement where the vendor submits a check to the County every month; and the County will receive twenty-five (25%) from the gross sales receipts.

SECTION 3. The County Council hereby approves the revenue generating agreement with DLAJ, Inc., for the period 7/1/2012 – 6/30/2017; and authorizes the County Executive to execute all documents consistent with this award and Resolution.

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

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

Yeas:

Nays:

County Council President

Date

County Executive

Date

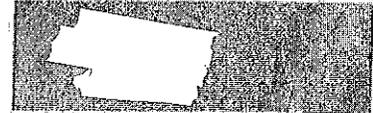
Clerk of Council

Date

First Reading/Referred to Committee:

Committee(s) Assigned:

Journal _____
_____, 2012



Item Details:

Agency/Dept. Name:	Department of Central Services	Agency/Dept. Head Name:	Stan Kosilesky
Type of Request:	Award Recommendation		
Request Prepared by:	Sheila McNea	Telephone No.	216-443-3066

SUMMARY OF REQUESTED ACTION:

A. Scope of Work Summary:

1. The Department of Public Works is recommending an award to DLAJ, Inc. for the Coffee & Limited Beverage and Food Service in the Justice Center Galleria for the 5 year term of July 1, 2012 through June 30, 2017, a revenue generating agreement - 25% commission of gross sales.

The primary goal of this award is to continue with a profitable operation and satisfied customers.

B. Procurement Method

1) The procurement method was a RFP - Revenue Generating, set at a 2) The RFP was closed on April 9, 2012 @ 11:00 A.M. with a 15% SBE. 3) There were 9 bid specifications picked up/mailed from OPD and 1 bid/proposals submitted for review - with DLAJ, Inc. being the best and highest Vendor. (2001 - Received 4 bids with DLAJ, Inc. being the awarded the best and highest vendor)

C. Contractor and Project Information

DLAJ, Inc.
dba Paradiso Cafe
12823 Kingston Way
North Royalton, Ohio 44133
Ms. Rhoda Lou, Owner
(440) 212-2648

The location of the project is Justice Center 1200 Ontario Avenue, Cleveland, Ohio 44113

The vendor is fully registered with the Inspector General.

D. Project Status and Planning

The project is an extension of an existing project with an anticipated start date of July 1, 2012.

E. Funding

1) Funds are not required - revenue generating 2) the vendor submits check to County every month.

PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):

Continue to provide coffee & limited beverage and food service which provides a profitable operation and satisfied customers.

Explanation for late submittal:

Contract/Agreement Information:

Procurement Method:

Other

Explanation for Increase/Decrease in \$ Amount for current request:

Financial Information:

Funding source: **Explanation:**

Total Amount Requested:

\$0

ATTACHMENTS:

Click to download

[bid tab and notes](#)

[rfp](#)

[vendors rfp](#)

[tab sheet](#)

History

Time

Who

Office of Procurement &
Diversity

Approval

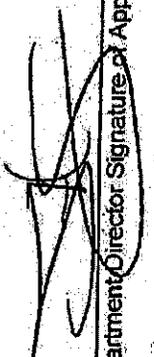
CUYAHOGA COUNTY TABULATION OF PROPOSALS RECEIVED

DEPARTMENT NAME: Department of Public Works PROPOSAL DUE DATE: April 9, 2012 - 11:00 am
 RFP TITLE: Beverage & Food Service - JC Galleria (Kiosk) RFP #: 22321 SBE: 15%

TO BE COMPLETED BY OPD	TO BE COMPLETED BY SBE CONTRACT COMPLIANCE OFFICER					USER DEPT.
	IG/ETHICS REGISTRATION COMPLETE	SBE SUBCONTRACTOR NAME AMOUNT & PERCENTAGE	SBE PRIME %	TOTAL SBE %	COMPLY Y/N	
VENDOR NAME & ADDRESS DLAJ INC., dba Paradiso Café 12823 Kingston Way North Royalton, OH 44133	Ethics - yes ICG-001121 NCA - yes BCF - yes BTM 4/12/12 JE 4/9/12					See ATTACHED TAG FOR SBE INFO YES 4-27-12

NCA = Non-Collusion Affidavit
 BCF = Bidder Compliance Form


 Department Director Name


 Department Director Signature of Approval Date: 4/27/12

Performance Bond \$13,650.00

**CUYAHOGA COUNTY
TABULATION OF PROPOSALS RECEIVED**

DEPARTMENT NAME: Department of Public Works PROPOSAL DUE DATE: April 9, 2012 - 11:00 am

RFP TITLE: Beverage & Food Service - JC Galleria (Kostk) RFP #: 22321 SBE: 15%

TO BE COMPLETED BY OPD		TO BE COMPLETED BY SBE CONTRACT COMPLIANCE OFFICER					USER DEPT.
VENDOR NAME & ADDRESS	IG/ETHICS REGISTRATION COMPLETE	SBE SUBCONTRACTOR NAME AMOUNT & PERCENTAGE	SBE PRIME %	TOTAL SBE %	COMPLY Y/N	COMMENTS & INITIALS	AWARD Y/N
DLA INC. dba Paradise Cafe 12823 Kingston Way North Royalton, OH 44133	Ethics - yes ICG-001121 NCA - yes BCF - yes SE 4/12/12	DIA, Inc. 15%	20% 15%	15% 20%	Y Y	Prime is a SBE in County Program prices full cost, see govt web 4/12/12 AMZ 4/12/12	

NCA = Non-Collusion Affidavit
BCF = Bidder Compliance Form

Department Director Name: _____ Date: _____
Department Director Signature of Approval: _____

Current vendor:
DLAJ INC
2 FIVE YEAR TERMS
REVENUE GENERATING CONTRACT - 25%
PERFORMANCE BOND: \$13,000.00
15% SBE - Vendor has 25%
LIQUIDATED DAMAGES = \$500.00 PER DAY
Commission: 25% Gross Sales
1 PROPOSAL RECEIVED - DLAJ FOODSYSTEMS, INC
JULY 1, 2012 - JUNE 30, 2017 W/OPTION FOR AN ADDITIONAL 5 YEARS

JC KIOSK - DLAJ, INC
RQ22321

REVENUE GENERATING CONTRACT
PERFORMANCE BOND: \$13,000.00
15% SBE - vendor has 25%
LIQUIDATED DAMAGES = \$500.00 PER DAY
Commission: 25% Gross Sales

WILL BE UPGRADING COFFEE MACHINES, BREWERS, AND KIOSK WITH POSSIBLE NEW COUNTERS AND NEW MENU SIGNS

SPECS PICKED UP 4 VENDORS:

Arbica Coffee House
1374 Ontario Street
Cleveland, Ohio 44113
216-255-4506
MAIL BOX FULL - COULD NOT LEAVE MESSAGE

Brewer, Inc.
2672 E127th Street
Cleveland, Ohio 44120
216-324-2443
"NEW BUSINESS - NEEDS MORE YEARS EXPERIENCE - WILL BID NEXT TIME"

SPECS MAILED 5 VENDORS:

STAFFORD SMITH
3414 S. BURDEIK ST
KALAMAZOO, MICHIGAN 49001
269-343-1240 X1012
OUT OF STATE

DAVIDS CHALLENGE
Faith
13308 EUCLID AVE #101
EAST CLEVELAND, OHIO 44112
216-249-3000
216-249-3921 FAX
LM 4/17/12

DLAJ, INC
12823 KINGSTON WAY
NORTH ROYALTON, OHIO 44133
216-344-0097
ONLY BIDDER

D&I GOURMET DELI, INC
801 WEST SUPERIOR AVE
CLEVELAND, OHIO 44113
NO PHONE #

ARBICA COFFEE HOUSE
1374 ONTARIO STREET
CLEVELAND, OHIO 44113
216-255-4506
NOT INTERESTED

AVI FOODSYSTEMS, INC
2590 ELM RD NE
WARREN, OHIO 44483
1-440-327-1944
BIDDING ON JC FOOD

OUR CARD
BOB AND SANDY PAYER
416 MAPLEVIEW DRIVE
SEVEN HILLS, OHIO 44191
216-524-7178
LM 4/17/12

S&R MARKET
FEDA MARZOUK
1892 SNOW ROD
PARMA, OHIO 44130
216-258-9172
LM 4/17/12

The Cuyahoga Group
39405 Taylor Parkway
North Ridgeville, Ohio 44039
1-440-315-6984
Sara LaPoint
LM 4/17/12

PRIME VENDOR
ERICA LAWRENCE
4622 CEDAR AVE BLDG 5 #101
WILMINGTON, NC 28403
800-746-9554
NOT INTERESTED

THE CLEVELAND COFFEE COMPANY
86 HURON ROAD
CLEVELAND, OHIO 44115
NOT INTERESTED

BERARDI'S FRESH ROAD, INC
12029 ABBEY ROAD
NORTH ROYALTON, OHIO 44133
NOT INTERESTED

TAKE 5 COFFEE COMPANY
27701 BLOSSOM BLVD
NORTH OLMS TED, OHIO 44070
LM 4/17/12

County Council of Cuyahoga County, Ohio

Resolution No. R2012-0112

Sponsored by: County Executive FitzGerald/Department of Development	A Resolution authorizing an Economic Development Loan in the amount not-to-exceed \$1,260,000.00 to Swift Filters, Inc. for construction of a facility at 24040 Forbes Road, Oakwood Village; authorizing the Deputy Chief of Staff of Development or Director of Development to execute all documents consistent with said loan and this Resolution.
--	--

WHEREAS, the Department of Development has recommended an economic development loan in the amount not-to-exceed \$1,260,000.00 to Swift Filters, Inc., for construction of a new manufacturing facility located at 24040 Forbes Road, Oakwood Village, Ohio; and

WHEREAS, the purpose of the loan is to assist Swift Filters, Inc., finance the cost of construction of a new manufacturing facility; and

WHEREAS, this project will create thirty-six (36) new jobs; and

WHEREAS, the total cost of this project is \$3,150,000.00 of which the County will loan \$1,260,000.00 or forty (40%) percent to assist with the building construction; and

WHEREAS, the proposed loan will be funded by Federal Community Development Block Grant (Department of Housing and Urban Development) and will be disbursed at the completion of construction; and

WHEREAS, the loan payments will be fully amortized over fifteen (15) years at an interest rate of two (2%) percent; and

WHEREAS, the location of the project is 24040 Forbes Road, Oakwood Village, Ohio 44146, in Council District 6, Jack Schron.

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

SECTION 1. The County Council hereby approves of and authorizes an economic development loan in the amount not-to-exceed \$1,260,000.00 to Swift Filters, Inc., for construction of a new manufacturing facility located at 24040 Forbes Road, Oakwood Village, Ohio 44146.

SECTION 2. That the Deputy Chief of Staff of Development or the Director of Development are authorized to execute all documents required in connection with said loan agreement on behalf of the County Executive.

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

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

Yeas:

Nays:

County Council President

Date

County Executive

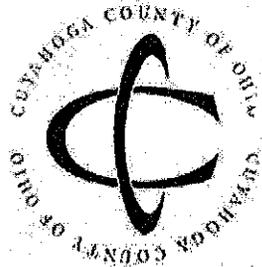
Date

Clerk of Council

Date

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

Journal _____
_____, 2012



Item Details:

Agency/Dept. Name:	Department: Development	of Agency/Dept. Head Name:	Larry Benders
Type of Request:	Other		
Request Prepared by:	Arnold Lockett	Telephone No.	216-443-3159

SUMMARY OF REQUESTED ACTION:

A. Scope of Work :

1. Department of Development requesting approval of an Economic Development Loan to Swift Filters, Inc. in the amount not-to-exceed \$1,260,000 and authorizing the Director of Development or Deputy Chief of Staff for Development to execute the documents, subordination agreements and other instruments and agreements, with such parties that may be required or appropriate to effectuate the loan.

2. The primary goal of the project is to assist Swift Filters, Inc. in the construction of a 42,500 square foot facility to be located at 24040 Forbes Road, Oakwood Village, Ohio 44146. The project will create 36 new jobs. The total cost of the project is \$3,150,000; the County's participation is an Economic Development Loan for \$1,260,000 with a term of 15 years at an interest rate of 2%.

B. Procurement :

Economic Development Loan reviewed and recommended by the Cuyahoga County Community Improvement Corporation at its May 09, 2012 meeting.

C. Contractor and Project Information:

1. Swift Filters, Inc.
7805 First Place
Oakwood Village, Ohio 44146
Council District 6, Jack Schron

2. Principal Owners of Swift Filters, Inc. are:

Ned Swift 50% and Charles Swift 50%.

3. The location of the project is:

24040 Forbes Road
Oakwood Village, Ohio 44146
Council District 6, Jack Schron

D. Project Status and Planning:

1. The Department of Development has an Economic Development Loan Program for businesses that create employment opportunities that benefit the residents of the Cuyahoga Urban County.

F. Funding:

1. This loan will be funded by Federal Community Development Block Grant (Department of Housing and Urban Development).
2. The loan funds will be disbursed at construction completion.
3. The loan payments will be fully amortized over 15 years at interest rate of 2%

PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):

Purpose: To assist Swift Filters, Inc. finance the cost associated in a new facility for their manufacturing operation. The project will create thirty six (36) new jobs. The total cost of the project is \$3,150,000. The County's loan for \$1,260,000 will be utilized to assist with the building construction. The County's assistance is 40% of the total project cost.

The Cuyahoga County Improvement Corporation, Economic Development Loan Committee on May 09, 2012, considered the loan. The Committee recommends approval of the loan.

Explanation for late submittal:

Contract/Agreement Information:

Procurement Method:

Explanation for Increase/Decrease in \$ Amount for current request:

Financial Information:

Funding source:	Explanation:
Federal	Community Development Block Grant

Total Amount Requested:
\$1,260,000.00

ATTACHMENTS:

[Click to download](#)

[Economic Development Write-up](#)

History

Time

Who

Clerk of the Board

Approval

County Council of Cuyahoga County, Ohio

Resolution No. R2012-0113

<p>Sponsored by: County Executive FitzGerald/Department of Development</p>	<p>A RESOLUTION AUTHORIZING THE ISSUANCE OF NOT-TO-EXCEED \$21,000,000.00 COUNTY OF CUYAHOGA, OHIO, HEALTH CARE FACILITIES MORTGAGE REVENUE BONDS, SERIES 2012 (MENORAH PARK CENTER FOR SENIOR LIVING - WIGGINS PLACE PROJECT), FOR THE PURPOSE OF (1) REFUNDING THE OUTSTANDING PRINCIPAL AMOUNT OF SERIES 2003 REVENUE BONDS THAT WERE ISSUED TO PROVIDE FUNDS TO ASSIST MENORAH PARK CENTER FOR SENIOR LIVING IN FINANCING COSTS OF WIGGINS PLACE AND (2) PROVIDING FUNDS TO MAKE IMPROVEMENTS AND EXPANSIONS TO WIGGINS PLACE; AUTHORIZING THE EXECUTION AND DELIVERY OF A BASE LEASE, A LEASE, A TRUST INDENTURE AND AN ASSIGNMENT TO SECURE AND PROVIDE FOR THE PAYMENT OF THE BONDS; AUTHORIZING THE EXECUTION AND DELIVERY OF A BOND PURCHASE AGREEMENT AND AUTHORIZING THE EXECUTION AND DELIVERY OF CERTAIN OTHER DOCUMENTS AND ACTIONS IN CONNECTION WITH THE ISSUANCE OF SUCH BONDS.</p>
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WHEREAS, the County of Cuyahoga, Ohio (the "*County*"), a county and political subdivision duly organized and validly existing under the laws of the State of Ohio and its Charter, is authorized and empowered, by virtue of the laws of the State of Ohio, including without limitation, Chapter 140, Ohio Revised Code (the "*Act*"), to (i) acquire, construct, improve and equip "hospital facilities" (as such term is defined in the Act), and to acquire by lease real estate within the boundaries of the Issuer and interests therein, including without limitation, improvements situated thereon comprising hospital facilities; (ii) issue its revenue bonds for the purpose of paying the "costs of hospital

facilities" (as such terms are defined in the Act), within the boundaries of the Issuer, including refunding obligations previously issued for that purpose; (iii) enter into lease agreements and supplemental lease agreements to provide for revenues to pay the principal of and interest and any premium on those revenue bonds; (iv) secure those revenue bonds by a trust indenture and supplemental trust indentures, by the pledge and assignment of its rights under a lease agreement and supplemental lease agreements, by a pledge of and lien on the hospital receipts and by an absolute and irrevocable assignment of certain funds to be held by the trustee under that trust indenture and those supplemental trust indentures; and (v) enact this Resolution and to sign and deliver necessary documents in connection therewith upon the terms and conditions provided herein; and

WHEREAS, this Council of the County of Cuyahoga, Ohio (the "*Council*"), pursuant to the foregoing authority and at the request of, and based upon the representations of, Menorah Park Center for Senior Living Bet Moshav Zekenim Hadati (the "*Lessee*") has requested that the County issue revenue bonds (the "*Series 2012 Bonds*") pursuant to the Act to assist it in financing and refinancing the costs of acquiring, constructing, equipping and improving "hospital facilities" by (i) refunding the outstanding principal amount of the County's \$10,555,000 Health Care Facilities Mortgage Revenue Bonds, Series 2003 (Menorah Park Center for the Aging – Wiggins Place Project (the "*Outstanding Bonds*"), which were issued pursuant to a Trust Indenture dated as of February 15, 2003 (the "*Original Indenture*"), by and between the County and The Huntington National Bank, as trustee (the "*Trustee*"), and the proceeds of which were used to construct Lessee's Wiggins Place facility (the "*Original Project*"); (ii) providing funds for (A) the renovation of approximately five existing suites in the Original Project; (B) constructing approximately 31 new units at Wiggins Place; (C) constructing connections on each floor to connect the expansion to the existing Wiggins Place facility; (D) constructing approximately 30 new indoor parking spaces; and (E) constructing, improving and equipping certain additional common elements for the facility (collectively, the "*Series 2012 Project*" and together with the Original Project, the "*Project*") and (iii) paying costs of issuing the Series 2012 Bonds; and

WHEREAS, the Series 2012 Bonds will be issued pursuant to the provisions of the Act and the Original Trust Indenture, as amended by a First Supplemental Trust Indenture between the County and the Trustee (the "*First Supplemental Indenture*", and together with the Original Indenture, the "*Indenture*"); and

WHEREAS, the Series 2012 Bonds shall not represent or constitute a general obligation, debt or bonded indebtedness, or a pledge of moneys raised by taxation or the faith and credit of the County, the State or any political subdivision thereof, and the holders of the Series 2012 Bonds shall not be given and shall not have any right to have excises or taxes levied by this Council or the County, or the State or the taxing authority of any political subdivision thereof, for the payment of bond service charges or any other costs of the Project, and the Series 2012 Bonds will be payable solely from revenues of the Project and other monies available to the Lessee;

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

SECTION 1. Definitions and Interpretations. All words and terms used herein as defined words and terms but not otherwise defined herein shall have the respective meanings given to them in the First Supplemental Indenture, the substantially final form of which is on file with this Council.

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

SECTION 2. Authorization of the Series 2012 Bonds. This Council determines, based on the representations of the Lessee, that:

(a) it is necessary to, and the County shall, issue, sell and deliver, as provided and authorized herein and in accordance with the Indenture and pursuant to the authority of the Act, the Series 2012 Bonds in the aggregate principal amount that shall be determined in the Bond Purchase Agreement, but in any event not to exceed \$21,000,000, for the purposes of paying a portion of the costs of the Series 2012 Project, refinancing a portion of the costs of the Original Project by refunding the Outstanding Bonds, and paying certain costs of issuing the Series 2012 Bonds;

(b) the Lessee is a "nonprofit hospital agency" under the Act, and the facilities to be refinanced with proceeds of the Series 2012 Bonds are hospital facilities, available to or for the service of the general public without discrimination by reason of race, creed, color or national origin; and

(c) by the issuance of the Series 2012 Bonds to finance a portion of the cost of the Series 2012 Project, refinance a portion of the costs of the Original Project and to pay certain costs of issuing the Series 2012 Bonds, better provision will be made for the health and welfare of the people of the State and the County by enhancing the availability, efficiency and economy of hospital facilities and the services rendered thereby.

SECTION 3. Terms and Provisions of the Series 2012 Bonds

(a) Bond Terms. The Series 2012 Bonds shall (i) be issuable only in fully registered form and substantially as set forth in the Indenture; (ii) be exchangeable only for Bonds of the same series in Authorized Denominations, as provided in the Indenture; (iii) be numbered in a manner determined by the Trustee which will distinguish each Bond of a series from each other Bond of that series; (iv) be dated as set forth in the Indenture, provided that such date shall not be later than December 31, 2012; (v) bear interest from the most recent date to which interest has been paid or duly provided for, or if no interest has been paid or duly provided for, from their date of delivery, at the rates set forth in the Indenture, provided that the rates for the Series 2012 Bonds shall not

exceed 15% per year; (vi) payable on the interest payment dates set forth in the Indenture; (vii) be subject to optional redemption, extraordinary optional redemption, mandatory redemption and optional and mandatory tender for purchase in accordance with the Indenture; and (viii) mature, subject to prior redemption as set forth above, on the dates set forth in the Indenture, the final maturity date of which shall not exceed 35 years from their date of delivery.

The Series 2012 Bonds shall bear interest for a particular Rate Period (being a Bank Rate Period, Term Rate Period, Flexible Rate Period or Weekly Rate Period, all as defined and provided for in the Indenture). The initial Rate Period pertaining to the Series 2012 Bonds shall be a Bank Rate Period, unless otherwise specified in the Bond Purchase Agreement, until such Rate Period is converted to another Rate Period, all as provided for and in accordance with the Indenture, with the interest rate or rates for each applicable Rate Period being the rate or rates determined from time to time pursuant to and in accordance with the Indenture.

(b) Method of Payment; Paying Agents. The principal of and any premium and interest on the Series 2012 Bonds (the "*Bond Service Charges*") shall be payable as provided in the Indenture without deduction for the services of any paying agent. The Trustee initially shall be paying agent for the Series 2012 Bonds and may designate additional paying agents as provided in the Indenture.

(c) Execution. The Series 2012 Bonds shall be signed by the County Executive or his designee. Neither the County Executive, the members of this Council nor any person executing the Series 2012 Bonds shall be liable personally on the Series 2012 Bonds by reason of issuance thereof. In case the County Executive shall cease to be in office before the issuance or delivery of the Series 2012 Bonds, such signature or facsimile thereof shall nevertheless be valid and sufficient for all purposes, the same as if he or she had remained in office until after that time.

(d) Book-Entry System. The Series 2012 Bonds are permitted, but not required, to be issued to the Depository for holding in a book-entry system as provided in the Indenture, as the official(s) or member(s) executing and delivering the Indenture shall approve in the manner described in and under authority of Section 8 hereof.

SECTION 4. Sale of the Series 2012 Bonds.

The Series 2012 Bonds are hereby sold and awarded to The Huntington National Bank or its designee (the "*Original Purchaser*") in accordance with the terms of this Resolution and the Bond Purchase Agreement, at a purchase price equal to the aggregate principal amount of the Series 2012 Bonds to be issued. The sale of the Series 2012 Bonds to the Original Purchaser shall be conditioned upon the Original Purchaser's delivery of an investor acknowledgement letter to the County, or the inclusion of investor acknowledgement provisions in the Bond Purchase Agreement, in a form acceptable to the County and its legal counsel. It is hereby determined, based upon the advice of Bond Counsel and the representations of the Original Purchaser that the purchase price and the manner of sale and the terms of the Series 2012 Bonds, as provided in this Resolution and

the Indenture, are consistent with all legal requirements and will carry out the public purposes of the Act.

The County Executive, the Clerk of this Council and the Fiscal Officer are authorized and directed, alone or together, to make the necessary arrangements, as directed by the Trustee and upon the advice of Bond Counsel, with the Original Purchaser to establish the date, location, procedure and conditions for the delivery of the Series 2012 Bonds to the Original Purchaser. The County Executive is further authorized and directed, upon the advice of Bond Counsel, to make the necessary arrangements for the execution, authentication and delivery of the Series 2012 Bonds to the Original Purchaser under the terms of this Resolution, the Indenture and the Bond Purchase Agreement.

SECTION 5. Lease of Series 2012 Project. This Council authorizes and approves the lease of the Series 2012 Project by the Lessee to the County under and as defined in the First Supplemental Base Lease, and the leaseback of the Series 2012 Project to the Lessee by the County under the First Supplemental Lease. This Council finds and determines that the lease of the Series 2012 Project to the Lessee under the terms and conditions of the Lease will further the public purpose of better providing for the health and welfare of the residents of the County and the State by enhancing the availability, efficiency and economy of facilities such as the Series 2012 Project and the services rendered thereby so that those facilities and the services rendered thereby are available to or for the service of the general public without discrimination by reason of race, creed, color or national origin.

SECTION 6. Security for the Series 2012 Bonds. The Series 2012 Bonds shall be special obligations of the County and, except as otherwise provided under the Indenture, the principal of and interest and any premium on, and any other obligations relating to, the Series 2012 Bonds shall be equally and ratably payable solely from the funds and accounts established under the Indenture and other sources permitted by the Indenture. The Series 2012 Bonds shall be equally and ratably secured by a pledge of and lien on the Special Funds for which provision is made under the Indenture, by the hospital receipts assigned, transferred and pledged under the Indenture and by such other security as the County may from time to time accept.

To provide for such security and for the payment directly to the Trustee of the portion of the rental payments to be paid under the Lease by Lessee in respect of the principal of and interest and any premium on, and payment under the Lease to be made by Lessee in respect of certain other obligations relating to, the Series 2012 Bonds, this Council authorizes, confirms, and approves the assignment to the Trustee of all of the County's rights under the Base Lease and the Lease, except for the Unassigned Rights (as defined in the Lease), including its rights in the hospital receipts, including the rental payments and the Special Funds, all as provided in the Lease, the Indenture and the Assignment.

Anything in this Resolution, the Series 2012 Bonds or the Indenture to the contrary notwithstanding, the Series 2012 Bonds do not and shall not represent or constitute

general obligations, debt, bonded indebtedness or a pledge of the faith and credit of the County, the State or any other political subdivision thereof and further, nothing herein or therein gives the holders or owners of the Series 2012 Bonds, and they do not have, the right to have excises, ad valorem or other taxes levied by the County, or by the State or the taxing authority of any other political subdivision, for the payment of the principal of and interest and any premium on, or any other obligations relating to, the Series 2012 Bonds. The Series 2012 Bonds shall contain a statement to that effect and to the effect that the Series 2012 Bonds are payable solely from the Special Funds established under and other sources permitted by the Indenture and from any other money paid by Lessee or obtained by the Trustee upon the exercise of rights and remedies under the Indenture and the Lease. Nothing in the Series 2012 Bonds or the documents securing them, however, shall be deemed to prohibit the County from using, of its own volition, to the extent that it is authorized by law to do so, any other resources for the fulfillment of any of the terms or conditions of, or its obligations under, the Indenture or the Series 2012 Bonds.

SECTION 7. Covenants and Agreement of County. In addition to the other covenants of the County set forth in this Resolution and the Issuer Documents, the County further covenants and agrees as follows:

(a) Authority and Actions. The County is, and upon delivery of the Series 2012 Bonds will be, duly authorized by the laws of the State, particularly and without limitation the Act, to issue the Series 2012 Bonds, to execute and deliver the Issuer Documents and other instruments and documents to which it is a party, to provide the security for payment of the principal of and any premium or interest on the Series 2012 Bonds solely in the manner and from the sources and to the extent set forth herein, all as authorized by this Council and upon the advice of Bond Counsel. All actions on the part of the County for the issuance of the Series 2012 Bonds and the execution and delivery of the Issuer Documents and such other instruments and documents have been or will be duly and effectively taken. The Series 2012 Bonds will be valid and enforceable special obligations of the County according to the terms thereof. Each duty of the County and of its officers and employees undertaken pursuant to the Series 2012 Bonds and the Issuer Documents, is a duty specifically enjoined by law upon the County and each of those officers and employees having authority thereunder or by provision of law to perform the duty, resulting from an office, trust or station, within the meaning of Section 2731.01, Ohio Revised Code, providing for enforcement by writ of mandamus.

(b) Arbitrage and Tax Compliance Provisions; Transcript. Upon the advice of Bond Counsel and to the extent within its authority and control, the County will restrict the use of the proceeds of the Series 2012 Bonds in such manner and to such extent as is necessary so that the Series 2012 Bonds will not constitute arbitrage bonds under Section 148 of the Code. The members of this Council, the County Executive, the Fiscal Officer or the Clerk of this Council or any other officer of the County having responsibility for the issuance of the Series 2012 Bonds, alone or in conjunction with the Lessee or any officer, employee or agent of or consultant to the Lessee, shall give an appropriate certificate of the County for inclusion in the transcript of proceedings for the Series 2012 Bonds setting forth the reasonable expectations of the County regarding the amount and

use of all of the proceeds of the Series 2012 Bonds, the facts, circumstances and estimates on which they are based, and other facts and circumstances relevant to the tax treatment of the interest on the Series 2012 Bonds.

Upon the advice of Bond Counsel, and to the extent within its authority and control, the County (i) will take, or require to be taken, all actions that are required of it for the interest on the Series 2012 Bonds to be and remain excluded from gross income for federal income tax purposes, and (ii) will not knowingly take or authorize to be taken any actions that would adversely affect that exclusion under the provisions of the Code. The members of this Council, the County Executive, the Fiscal Officer and the Clerk of this Council and any other appropriate officers are hereby authorized and directed to take any and all actions and make or give such reports and certifications, as may be appropriate to assure such exclusions of that interest.

In its performance of these covenants, and other covenants of the County pertaining to the Series 2012 Bonds and federal income tax laws, the County may rely upon the advice of Bond Counsel.

The Clerk of this Council shall furnish to the Original Purchaser a true transcript of proceedings, certified by the Clerk, of all proceedings had with reference to the issuance of the Series 2012 Bonds together with such information from the records as is necessary to determine the regularity and validity of the issuance of the Series 2012 Bonds.

(c) Further Assurances. To the extent within its authority and control, the County shall do all things and take all actions on its part necessary to comply with the obligations, duties and responsibilities on its part under the Issuer Documents. Nothing herein or in the Issuer Documents shall be construed as requiring the County to operate the Project or to use any moneys from any source other than those provided in the Indenture and the Lease.

SECTION 8. Issuer Documents. To provide for the issuance and sale of the Series 2012 Bonds and the consummation of the transactions contemplated herein, the County Executive (or his designee) and the Fiscal Officer at the direction of the County Executive, alone or in conjunction with any of the foregoing, are authorized and directed to execute, acknowledge and deliver, for and in the name and on behalf of the County, the First Supplemental Indenture, the First Supplemental Lease, the First Supplemental Base Lease, the First Supplemental Assignment, the Bond Purchaser Agreement and each other document to which the County is party in connection with the issuance and delivery of the Series 2012 Bonds (collectively, the "*Issuer Documents*"), in substantially the respective forms thereof submitted to and approved by the County's legal officer. The Issuer Documents are approved with any changes therein which are not inconsistent with this Resolution, are not adverse to the County, are permitted by the Act, and are approved by the member or members or officer or officers executing the respective Issuer Documents and by Bond Counsel and the County's legal officer. The approval of those changes by such member or members or officer or officers, and the character of those changes as not being adverse to the County, shall be evidenced conclusively by the execution and delivery of the respective Issuer Documents by such member or members

or officer or officers. The Fiscal Officer is authorized to give any certifications that may be required under Ohio Revised Code Sections 5705.41 and 5705.44 with respect to any of the Issuer Documents.

SECTION 9. Other Documents. The County Executive (or his designee), the President of the Council, the Fiscal Officer, the Clerk of the Council or any other officer of the County, alone or in conjunction with any of the foregoing, are authorized and directed to execute, deliver and, if applicable, file, for and in the name and on behalf of the County, any certifications, financing statements, assignments and other instruments and documents which are, in the opinion of the County's legal officer and Bond Counsel to the County, necessary or appropriate to perfect the assignments contemplated in the Indenture and to consummate the transactions contemplated in the Issuer Documents, including the issuance of the Series 2012 Bonds. Those certifications and other instruments and documents include, without limitation, one or more reports on IRS Form 8038 (including Forms 8038-R and 8038-T), any other certifications and forms necessary or advisable under the Code and a certification by the Clerk of this Council of the transcript of proceedings relating to the issuance of the Series 2012 Bonds. The Lessee is hereby authorized and directed, upon the request or direction of the County, to file any such certifications or instruments that require filing.

SECTION 10. Acknowledgement of Assignment. The County acknowledges that pursuant to the First Supplemental Assignment, the County will assign without recourse its rights under the Indenture and Lease to the Trustee, except for Unassigned Issuer's Rights.

SECTION 11. Lien of Pledge under the Indenture. As provided in Section 140.06(D) of the Act, the Special Funds established under the Indenture are subject to the lien of the pledge under the Indenture without any physical delivery of the Special Funds or further act, and the lien of that pledge is valid and binding against all parties having claims of any kind against the County or the Lessee (irrespective of whether those parties have notice of such pledge), and creates a perfected security interest for all purposes of Chapter 1309, Ohio Revised Code, without the necessity for separation or delivery of such Special Funds or for the filing or recording of the Indenture or any other instrument by which that pledge is created or any certificate, statement or other document with respect to that pledge. The pledge of and lien on the Special Funds under the Indenture shall be effective and the money therefrom and therein may be applied to the purposes for which pledged without necessity for any further act of appropriation.

SECTION 12. No Personal Liability. No recourse under or upon any obligation, covenant, acceptance or agreement contained in this Resolution, or in the Series 2012 Bonds, or in the Issuer Documents, or under any judgment obtained against the County or by the enforcement of any assessment or by any legal or equitable proceeding by virtue of any constitution or statute or otherwise, or under any circumstances, shall be had against any officer or employee as such, past, present, or future, of the County, including any member of the Council, either directly or through the County, or otherwise, for the payment for or to the County or any receiver thereof, or for or to the Holder, or otherwise, of any sum that may be due and unpaid by the County upon any of the Series

2012 Bonds. Any and all personal liability of every nature, whether at common law or in equity, or by statute or by constitution or otherwise, of any such officer or employee, as such, to respond by reason of any act or omission on his or her part, or otherwise, for, directly or indirectly, the payment for or to the County or any receiver thereof, or for or to the Lessee or the Holder, or otherwise, of any sum that may remain due and unpaid upon any Bond, shall be deemed to be expressly waived and released as a condition of and consideration for the execution and delivery of the Issuer Documents and the issuance of the Series 2012 Bonds.

SECTION 13. Public Hearing. A public hearing of this Council shall be held at the Chambers of the Council of Cuyahoga County, 1274 W. 3rd Street, Cleveland, Ohio 44113, for the purpose of hearing objections and/or public comment on the issuance of the Series 2012 Bonds.

SECTION 14. Open Meeting. This Council hereby finds and determines that all formal actions of this Council and its committees concerning and relating to the adoption of this resolution were adopted in an open meeting of this 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, Ohio Revised Code.

SECTION 15. Effective Date. This Resolution shall be in full force and effect immediately upon the signature of the County Executive, provided this Resolution receives the affirmative vote of eight members elected to Council. It is hereby determined to be necessary that this Resolution become immediately effective in order that the project may proceed in a timely manner.

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

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

Journal _____
_____, 2012



Item Details:

Agency/Dept. Name:	Department of Development	Agency/Dept. Head Name:	Larry Benders, Director
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Type of Request: Other

Request Prepared by:	Sara Parks Jackson	Telephone No.	216-443-8160
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SUMMARY OF REQUESTED ACTION:

Department of Development requesting a resolution to issue \$11 million in Health Care Facility Bonds and refund \$11 million in Series 2003 Health Care Facility Bonds, a total issuance of \$22 million for the project known as Menorah Park in Beachwood, Ohio.

Menorah Park intends to expand a senior residential care facility to increase the number of units and parking spaces.

Procurement:

Issuance of Health Care Facility Bonds by the County is authorized under State of Ohio Revised Code 147f.

Contractor and Project Information:

Menorah Park
27100 Cedar Road
Beachwood, Ohio
Council District 11

Steven R. Raichilson, M.H.A.
Executive Director

Robert Labes, Bond Counsel
Squire, Sanders & Dempsey

PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):

Menorah Park intends to expand a senior residential care facility to increase the number of

units and parking spaces.

Menorah Park
27100 Cedar Road
Beachwood, Ohio
Council District 11
Steven R. Raichlison, M.H.A.
Executive Director

Explanation for late submittal:

Contract/Agreement Information:

Procurement Method:

Explanation for Increase/Decrease in \$ Amount for current request:

Financial Information:

Funding source: **Explanation:**
Other Private Activity Bonds

Total Amount Requested:

\$

ATTACHMENTS:

[Click to download](#)

No Attachments Available

History

Time

Who

Office of Procurement &
Diversity

Approval

County Council of Cuyahoga County, Ohio

Resolution No. R2012-0114

Sponsored by: County Executive FitzGerald/Information Services Center	A Resolution making awards on RQ23233 to various providers for SAP Human Capital Management professional services; authorizing the County Executive to execute the contracts and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Executive FitzGerald/Department of Public Works/ Division of County Engineer has recommended an award on RQ23233 for consultant services for SAP Human Capital Management professional support services for the following:

- 1) Sage Group Consulting Inc. in the amount not-to-exceed \$890,000.00 for the period 7/2/2012 – 7/1/2014
- 2) Unify Solutions Inc. in the amount not-to-exceed \$110,000.00 for the period 7/2/2012 – 7/1/2013; and,

WHEREAS, the authority to advertise for bids was approved through Deputy Chief Approval No. D2012-32; and,

WHEREAS, the procurement method was closed on March 8, 2012; and there is a 20% SBE participation requirement; and,

WHEREAS, the SAP consultants would provide a continuity of technical support and services for Cuyahoga County Human Resources; and,

WHEREAS, the funding for this project is 100% from the Department of Human Resources; and,

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

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

SECTION 1. The County Council hereby approves the County Executive's recommendation and authorizes awards on RQ23233 for consultant services for SAP Human Capital Management professional support services for the following:

1) Sage Group Consulting Inc. in the amount not-to-exceed \$890,000.00 for the period 7/2/2012 – 7/1/2014.

2) Unify Solutions Inc. in the amount not-to-exceed \$110,000.00 for the period 7/2/2012 – 7/1/2013.

SECTION 2. The County Executive is authorized to execute contracts and all documents consistent with said awards and this Resolution.

SECTION 3. It is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue, and to continue the usual and daily operation of County departments, offices and agencies. Provided that this Resolution receives the affirmative vote of eight members of Council, this Resolution shall become immediately effective upon the signature of the County Executive.

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

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

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

First Reading/Referred to Committee:

Committee Assigned:

Journal _____
_____, 2012



Item Details:

Agency/Dept. Name: Information Services Center **Agency/Dept. Head Name:** Jeff Mowry

Type of Request: Award Recommendation

Request Prepared by: Stan Kozlowski **Telephone No.:** 443-8111

SUMMARY OF REQUESTED ACTION:

I. NovusAgenda Summary of Requested Action - Form

Recommending a partial award on RQ 23233 to SAGE GROUP CONSULTING, INC.

Title: Professional SAP Human Capital Mgmt. Support Services to Cuyahoga County

A. Scope of Work Summary

1. Recommendation of partial award of RQ 23233 to provide shared SAP Human Management professional support services to Cuyahoga County. (Resolution No. CDA approval – authority to seek proposals). Year one not-to-exceed cost is \$390,000.00 and the start date is July 2, 2012 through July 1, 2013.

B. Procurement

1. The procurement method for this project: RFP 23233. Initial two (2) year Professional SAP services contract with up to three (3) one (1) year renewal options at The County's discretion. The total value of the RFP 23233 for a 2 year contract is \$1,000,000.00. 2. The RFP procurement method was closed on March 8, 2012. There is a 20% SBE participation requirement. 3. There were no bids/proposal pulled from OPD, Four (4) bids/proposals were submitted for review, 1 bid/proposal did not meet the 20% SBE goal the remaining 3 were approved.

C. Contractor and Project Information 1. The address of the vendor and/or contractor is:

Sage Group Consulting, Inc.
100 Village Court, Suite 302
Hazlet, NJ 07730
Council District (NA)

2. The Director for the contractor/vendor is Salil Sharma.

D. Project Status and Planning

1. The project will provide continued SAP consulting support to the County.

E. Funding

1. The project is funded 100% by the Human Resources.

2. The schedule of payments will be based on actual services rendered and approved by the county.

3. The project is mandated by N/A

PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):

SAP consultants would provide a continuity of technical support & services for Cuyahoga County Human Resources.

Explanation for late submittal:

Contract/Agreement Information:

Procurement Method:

Explanation for Increase/Decrease in \$ Amount for current request:

Financial Information:

Funding source:	Explanation:
General Fund	100% funded by Human Resources

Total Amount Requested:

\$ 390,000.00 (year1)

ATTACHMENTS:

Click to download

- [CDA Approval to publish](#)
- [RFP 23233](#)
- [Vendor proposal scores](#)
- [Good Faith Effort List](#)
- [CONFIDENTIAL](#)
- [TAB Sheet](#)
- [Sage Proposal 1 - 10](#)
- [Sage Proposal 2 - 10](#)
- [Sage Proposal 3 - 10](#)

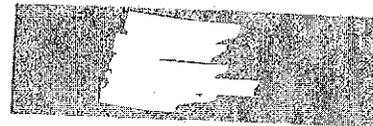
**CUYAHOGA COUNTY
TABULATION OF PROPOSALS RECEIVED**

DEPARTMENT NAME: **ISC for Human Resources** PROPOSAL DUE DATE: **March 23, 2012**
 RFP TITLE: **Professional SAP Human Capital Mgmt.** RFP #: **23233** SBE: **20%**

TO BE COMPLETED BY OPB		TO BE COMPLETED BY SBE CONTRACT COMPLIANCE OFFICER					USER DEPT.
VENDOR NAME & ADDRESS	IG / ETHICS REGISTRATION COMPLETE	SBE SUBCONTRACTOR NAME AMOUNT & PERCENTAGE	SBE PRIME %	TOTAL SBE %	COMPLY Y/N	COMMENTS & INITIALS	AWARD Y/N
AT&T Corp. One AT&T Way Bedminster, NJ 07921	IGC-000551 NCA - yes (*) BCF - yes * submitted on #21770 document 3/23/12		N	0%	N	Requested a Full Waiver was unable to find SBE. I called SBE's. See listing attached mry 3/23/12	N
Main Sail 20820 Chagrin Blvd., Suite 201 Cleveland, OH 44122-5323	IGC-001803 NCA - yes BCF - yes 3/23/12	Omig PI, LLC 85% 45,000	N	85%	N	mry 4/12/12 3/23/12	N
Sage Group Consulting, Inc. 100 Village Court, Suite 302 Hazlet, NJ 07730	IGC-003365 NCA - yes BCF - yes 3/23/12	E-Merging Technology Group 20% \$70,000 Tapeel, Inc 20% \$70,000	N	40%	N	mry 4/12/12 3/23/12	Y
UNIFY Solutions, Inc. 4 West Rolling Crossroads, Ste. 9 Catonsville, MD 21228	IGC-002848 NCA - yes BCF - yes 3/23/12	L-R Solutions, LLC 25% \$80,000	N	25%	N	mry 4/12/12 3/23/12	Y

NCA = Non-Collusion Affidavit
BCF = Bidder Compliance Form

Jeff Moraway
 Department Director Name
 Department Director Signature of Approval
 Date: 5/1/12



Item Details:

Agency/Dept. Name: Information Services Center **Agency/Dept. Head Name:** Jeff Mowry
Type of Request: Award Recommendation
Request by: Prepared Stan Kozlowski **Telephone No.:** 443-8111

SUMMARY OF REQUESTED ACTION:

I. NovusAgenda Summary of Requested Action - Form Recommending a partial award on RQ 23233 to UNIFY SOLUTIONS, INC.

Title: Professional SAP Human Capital Mgmt. Support Services to Cuyahoga County **A. Scope of Work Summary 1.** Recommendation of partial award of RQ 23233 to provide shared SAP Human Management professional support services to Cuyahoga County. (Resolution No. **CDA approval** – authority to seek proposals). One year not-to-exceed cost is \$110,000.00 and the start date is July 2, 2012 through July 1, 2013.

B. Procurement 1. The procurement method for this project: RFP 23233. Initial two (2) year Professional SAP services contract with up to three (3) one (1) year renewal options at the County's discretion.

A one year contract is being given to Unify Solutions, Inc. and a two year contract to Sage Group Consulting Inc. Unify Solutions, Inc. will help to complete our current projects (such as migration of Executive agencies to SAP) and year end payroll activities. A person from Unify Solutions, Inc. will be on-site through completion of these items.

Sage will be used for planned projects that will likely be completed off-site. These projects will only require resources during project development. One of Sage's first projects will be to review and automate some of our current processes, which will alleviate the need for on-site staff augmentation. We are targeting end of year as the point in time when we will no longer require in-house staff augmentation.

The total value of the RFP 23233 for a 2 year contract is \$1,000,000.00. 2. The RFP

procurement method was closed on March 8, 2012. There is a 20% SBE participation requirement. 3. There were no bids/proposal pulled from OPD, Four (4) bids/proposals were submitted for review, 1 bid/proposal did not meet the 20% SBE goal the remaining 3 were approved. **C. Contractor and Project Information** 1. The address of the vendor and/or contractor is:

UNIFY Solutions, Inc.
4 West Rolling Crossroads, STE 9
Catonsville, Maryland 21228

Council District (NA) 2. The President for the contractor/vendor is Venkata R. Sana.

D. Project Status and Planning 1. The project will provide continued SAP consulting support to the County. **E. Funding** 1. The project is funded 100% by the Human Resources. 2. The schedule of payments will be negotiated.

PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):

SAP consultants would provide a continuity of technical support & services for Cuyahoga County Human Resources.

Explanation for late submittal:

Contract/Agreement Information:

Procurement Method:

Explanation for Increase/Decrease in \$ Amount for current request:

Financial Information:

Funding source: General Fund
Explanation: 100% Funded by Human Resources

Total Amount Requested:
\$ 110,000.00(year 1 only)

ATTACHMENTS:

Click to download

- Vendor eproposal scores
- DCA Approval for SAP RFP
- SAP RFP 23233
- UNIFY Proposal
- CONFIDENTIAL
- OPD TAB
- UNIFY Business Case
- notice of Intent to award

History

Time

5/21/2012 5:18 PM

Who

Office of Procurement &
Diversity

Approval

Yes

**CUYAHOGA COUNTY
TABULATION OF PROPOSALS RECEIVED**

DEPARTMENT NAME: **ISC for Human Resources**

PROPOSAL DUE DATE: **March 23, 2012**

RFP TITLE: **Professional SAP Human Capital Mgmt.**

RFP #: **23233**

SBE: **20%**

TO BE COMPLETED BY OPD		TO BE COMPLETED BY SBE CONTRACT COMPLIANCE OFFICER					USER DEPT.
VENDOR NAME & ADDRESS	IG/ETHICS REGISTRATION COMPLETE	SBE SUBCONTRACTOR NAME AMOUNT & PERCENTAGE	SBE PRIME %	TOTAL SBE %	COMPLY Y/N	COMMENTS & INITIALS	AWARD Y/N
AT&T Corp. One AT&T Way Bedminster, NJ 07921	IGC-000551 NCA - yes (*) BCF - yes * submitted on #21770 document Yes - JE - 3/23/12		N	0%	N	Requested a Full Waiver was unable to find SBE. I called SBE's Dan Lister attached AMY 3/11/12 3/23/12	N
Main Sail 20820 Chagrin Blvd., Suite 201 Cleveland, OH 44122-5323	IGC-001803 NCA - yes BCF - yes Yes - JE 3/23/12	Omy PI, LLC 85% \$45,000	N	85%	Y	AMY 4/11/12 3/23/12	N
Sage Group Consulting, Inc. 100 Village Court, Suite 302 Hazlet, NJ 07730	IGC-003365 NCA - yes BCF - yes Yes - JE 3/23/12	E-Wesque Technology Group 20% \$70,000 Tapeel, Inc 20% \$70,000	N	40%	Y	AMY 4/11/12 3/23/12	Y
UNIFY Solutions, Inc. 4 West Rolling Crossroads, Ste. 9 Catonsville, MD 21228	IGC-002848 NCA - yes BCF - yes Yes - JE 3/23/12	LR Solutions, LLC 25% \$80,000	N	25%	Y	AMY 4/11/12 3/23/12	Y

NCA = Non-Collusion Affidavit
BCF = Bidder Compliance Form

Jeff Moway
Department Director Nairge

Jeff Moway, 5/11/12
Department Director Signature of Approval Date

County Council of Cuyahoga County, Ohio

Resolution No. R2012-0115

Sponsored by: County Executive FitzGerald/Department of Human Resources	A Resolution authorizing an agreement with Mayfield Village for participation in the Cuyahoga County Benefits Regionalization Program for the period 6/12/2012 - 12/31/2014; and authorizing the County Executive to execute the agreement and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.
--	---

WHEREAS, the County Executive/Office of Human Resources has submitted an agreement with Mayfield Village for participation in the Cuyahoga County Benefits Regionalization Program for the period 6/12/2012 - 12/31/2014; and,

WHEREAS, the Cuyahoga County's Benefits Regionalization Program will allow smaller political entities to have access to the County's Benefits program; and,

WHEREAS, the purpose of the Benefits Regionalization Program is to provide these entities rate stabilization, potential rate reductions and bargaining leverage for health benefits; and,

WHEREAS, the participation of Mayfield Village in the Benefits Regionalization Program shall be operated on a cost-neutral basis to the County and Mayfield Village shall pay the fees and costs as set forth in the agreement; and,

WHEREAS, the project is funded through self-insurance funds; and,

WHEREAS, it is necessary that this Resolution become immediately effective because the project's term began June 12, 2012, and in order to ensure that critical services provided by Cuyahoga County can continue.

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

SECTION 1. The Cuyahoga County Council hereby authorizes an agreement with Mayfield Village for participation in the Cuyahoga County Benefits Regionalization Program for the period 6/12/2012 - 12/31/2014.



Item Details:

Agency/Dept. Name:	Office of Human Resources	Agency/Dept. Head Name:	Elise Hara
Type of Request:	Agreement/Amendment		
Request Prepared by:	Jeannine Westlock	Telephone No.	216-443-5601
SUMMARY OF REQUESTED ACTION:			
Cuyahoga County, submitting an agreement of cooperation with Mayfield Village for participation in the Cuyahoga County Benefits Regionalization Program.			
PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):			
The County's Benefits Regionalization Program will allow smaller political entities to have access to the County's Benefits program. The purpose is to provide these entities rate stabilization, potential rate reductions and bargaining leverage for health benefits.			
Explanation for late submittal:			
Received the contract 5/7/12, asked for guidance from Law Department on how to place in NOVUS since last regionalization contract was added to NOVUS in 2010.			

Contract/Agreement Information:

Procurement Method:
Explanation for Increase/Decrease in \$ Amount for current request:

Financial Information:

Funding source:	Explanation:
Other	Self-Insurance Fund
Total Amount Requested:	
\$	

ATTACHMENTS:

County Council of Cuyahoga County, Ohio

Resolution No. R2012-0116

Sponsored by: County Executive FitzGerald/Fiscal Officer/Office of Budget & Management	A Resolution adopting the Annual Tax Budget, including the Cuyahoga County Library Budget, for the year 2013; and declaring the necessity that this Resolution become immediately effective.
---	---

WHEREAS, O.R.C. 5705.28(A)(2) requires that Council, as the taxing authority of Cuyahoga County, adopt a tax budget for the next succeeding fiscal year on or before the fifteenth day of July; and,

WHEREAS, the purpose of the Tax Budget is to demonstrate the need for property taxes levied by the County and to establish the next succeeding fiscal year's revenue estimates; and,

WHEREAS, the Tax Budget establishes tax rates and provides the basis for the Official Certificate of Estimated Resources, the legal document that establishes the legal limitations within which the County must abide when setting appropriations; and,

WHEREAS, the Office of Budget and Management has submitted and recommended approval of the Annual County Tax Budget, including the Cuyahoga County Library Tax Budget, for the year 2013; and,

WHEREAS, the County Operating Tax Budget for 2013 is \$1,453,391,906, and the County Library Tax Budget for 2013 is \$64,000,000 and,

WHEREAS, after due consideration of the Tax Budget, it is deemed advisable by the Council of Cuyahoga County to adopt said County Tax Budget, including the Cuyahoga County Library Tax Budget, for the year 2013.

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

SECTION 1. The year 2013 Annual Tax Budget for the County of Cuyahoga, including Cuyahoga County Library Tax Budget, as prepared in accordance with O.R.C. 5705.28, is hereby approved.

SECTION 2. 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.

SECTION 3. It is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue, and to continue the usual and daily operation of the County. Provided that this Resolution receives the affirmative vote of eight members of Council, this Resolution shall become immediately effective upon the signature of the County Executive.

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

Yeas:

Nays:

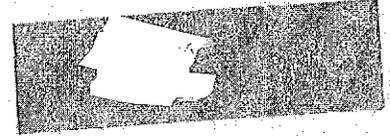
County Council President Date

County Executive Date

Clerk of Council Date

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

Journal _____
_____, 2012



Item Details:

Agency/Dept. Name:	Office of Budget and Management	Agency/Dept. Head Name:	Matthew Rubino
Type of Request:			
Request Prepared by:	Millie Jones	Telephone No.	443-7220
SUMMARY OF REQUESTED ACTION:			
<p>The Fiscal Office, Office of Budget & Management is requesting the adoption of the 2013 Tax Budget. O.R.C. stipulates that the Tax Budget must be adopted by July 15th. The purpose of the Tax Budget is to demonstrate the need for property taxes levied by the County. The Tax Budget establishes tax rates and provides the basis for the Official Certificate of Estimated Resources. The Certificate of Resources is the legal document that establishes the legal limitations with which we must abide when setting appropriations. The main objective of the Tax Budget is to establish the coming year's revenue estimates. The Tax Budget for 2013 is \$XXXXXXXXXX. Please note that for Tax Budget purposes, Other Financing Uses are NOT included in the total.</p> <p>The Tax Budget itself is prepared using the Alternative Tax Budget Information format which became the approved reporting format in 2002.</p>			
PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):			
Explanation for late submittal:			

Contract/Agreement Information:

Procurement Method:
Explanation for Increase/Decrease in \$ Amount for current request:

Financial Information:

Funding source:	Explanation:
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County Council of Cuyahoga County, Ohio

Resolution No. R2012-0117

Sponsored by: County Executive FitzGerald on behalf of Juvenile Court	A Resolution making awards on RQ22544 to various providers for the Staff Secure Shelter Program and Placement Planning Day Report services for various time periods; authorizing the County Executive to execute the contracts and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective.
--	---

WHEREAS, the County Executive/Juvenile Court has recommended awards on RQ22544 with various providers for the Staff Secure Shelter Program and Placement Planning Day Report services as follows:

- a) Carrington Youth Academy LLC in the amount not-to-exceed \$1,618,852.00 for the time period of 3/1/2012 - 2/28/2014
- b) The Cleveland Christian Home in the amount not-to-exceed \$534,000.00 for the time period of 3/1/2012 - 2/28/2014
- c) Applewood Centers, Inc. in the amount not-to-exceed \$100,000.00 for the time period of 6/1/2012 – 5/31/2014; and,

WHEREAS, the authority to seek proposals was determined by Contracts & Purchasing Board Approval No. CPB2012-76; and,

WHEREAS, the primary goal of the program is to provide staff secure shelter care and a day report center for Court-involved youth as an alternative to secure detention; and,

WHEREAS, the procurement method for this award recommendation was to conduct an RFP through RQ22544; the total value of the RFP on an annual basis is \$2,252,852.00; and,

WHEREAS, the RFP was closed on February 28, 2012 and there were three proposals pulled from the Office of Procurement and Diversity and submitted for review, which are the three proposals approved for services; and,

WHEREAS, the project is funded by Title IV E federal revenue funds, Health & Human Services funds, and state RECLAIM funds; and,

WHEREAS, it is necessary that this Resolution become immediately effective because the project's terms has already began, and in order to ensure that critical services provided by Cuyahoga County can continue.

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

SECTION 1. The Cuyahoga County Council hereby approves the County Executive's recommendation and authorizes awards on RQ22544 with various providers for the Staff Secure Shelter Program and Placement Planning Day Report services as follows:

a) Carrington Youth Academy LLC in the amount not-to-exceed \$1,618,852.00 for the time period of 3/1/2012 - 2/28/2014

b) The Cleveland Christian Home in the amount not-to-exceed \$534,000.00 for the time period of 3/1/2012 - 2/28/2014

c) Applewood Centers, Inc. in the amount not-to-exceed \$100,000.00 for the time period of 6/1/2012 – 5/31/2014.

SECTION 2. The County Executive is hereby authorized to execute the award and all other documents consistent with this Resolution.

SECTION 3. It is necessary that this Resolution become immediately effective because the project's term has already began. Provided that this Resolution receives the affirmative vote of eight members of Council, this Resolution shall become immediately effective up the signature of the County Executive.

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 Assigned:

Journal _____
_____, 2012



Item Details:

Agency/Dept. Name:	Juvenile Court	Agency/Dept. Head Name:	Marita Kavalec
Type of Request:	Contract/Amendment		
Request Prepared by:	Karen Lippmann	Telephone No.	698-4791

SUMMARY OF REQUESTED ACTION:

A. Scope of Work Summary

1. Juvenile Court requesting authority to negotiate and approval of the contacts with The Cleveland Christian Home, in the amount of \$534,000.00 and Carrington Youth Academy, LLC in the amount of \$1,618,852.00 and Applewood Centers, Inc. in the amount of \$100,000.00. The term of The Cleveland Christian Home and the Carrington Youth Academy LLC contracts is March 1, 2012 – February 28, 2014 and the term of the Applewood Centers, Inc. contract is June 1, 2012 – May 31, 2014, although all the not-to-exceed amounts are anticipated to cover services for FY 2012 only.
2. The primary goal of the program is to provide staff secure shelter care and a day report center for Court-involved youth as an alternative to secure Detention
3. N/A.

B. Procurement

1. The procurement method for this project was an RFP #22544. The total value of these contracts is \$2,252,852.00.
2. The RFP was closed on February 28, 2012. There is no SBE goal.
3. There were three proposals pulled from OPD and reviewed, three were approved for services.

C. Contractor and Project Information

1. The address(es) of all vendors and/or contractors is
 - (a) Cleveland Christian Home
2202 Prame Avenue
Cleveland, Ohio 44109
Council District: 3
 - (b) Carrington Youth Academy, LLC
2114 Noble Road

Cleveland, OH 44112
Council District: 10
(c) Applewood Centers, Inc.
2525 East 22nd Street
Cleveland, Ohio 44115
Council District: 8

2. The Cleveland Christian Home, Incorporated is a non-profit organization whose executive director is David Lundeen.

Principal owner of Carrington Youth Academy, LLC is Bernard Pawlikowsky
Executive Director of Applewood Centers, Inc. is Melanie Falls

3.a The address of the project is:

(a) Cleveland Christian Home

2202 Prame Avenue
Cleveland, Ohio 44109

(b) Carrington Youth Academy, LLC

2114 Noble Road Cleveland, OH 44112

(c) Applewood Centers, Inc.

2525 East 22nd Street
Cleveland, Ohio 44115

3.b. Project is located in County Districts 3 and 10 and 8.

D. Project Status and Planning

1. The project is an on-going program at Juvenile Court.

2. N/A

3. N/A

4. This project's term has already begun. The reason for the delay was contract negotiations.

5. N/A

E. Funding

1. The project is funded by Title IV E revenue funds and Health and Human Services funds and RECLAIM funds.

2. The schedule of payments is monthly, by invoice.

3. N/A

PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):

Explanation for late submittal:

Contract/Agreement Information:

Procurement Method:

RFP (Request for Proposal)

Explanation for Increase/Decrease in \$ Amount for current request:

Financial Information:

Funding source:

Other

Explanation:

Health & Human Services funds and Title IV E revenue funds and RECLAIM funds

Total Amount Requested:
\$2,252,852.00

ATTACHMENTS:

Click to download

- [Sheltercare and Placement Planning Day Report RFP #22544](#)
- [CCH Bidders Comp](#)
- [CCH Dept Acknowledgement](#)
- [CCH contract cover](#)
- [CCH Contract \(Part 1 of 1\) TAB](#)
- [CCH Proposal - Back up material \(Part 1 of 1\)](#)
- [CCH Signature Authority](#)
- [CCH Non Collusion](#)
- [CCH Certificate of Insurance](#)
- [CCH Workers Comp](#)
- [CCH Auditor of State](#)
- [CCH DMA](#)
- [CCH SOS](#)
- [CCH Evaluation](#)
- [Carrington Bidders Comp](#)
- [Carrington Dept Acknowledgement](#)
- [Carrington contract cover](#)
- [Carrington Contract \(Part 1 of 1\) TAB](#)
- [Carrington Proposal - Back up material \(Part 1 of 2\)](#)
- [Carrington Proposal - Back up material \(Part 2 of 2\)](#)
- [Carrington Signature Authority](#)
- [Carrington Non Collusion](#)
- [Carrington Certificate of Insurance](#)
- [Carrington Workers Comp](#)
- [Carrington Auditor of State](#)
- [Carrington DMA](#)
- [Carrington SOS](#)
- [Carrington Evaluation](#)
- [Applewood bidders comp](#)
- [Applewood dept ackn](#)
- [Applewood contract cover](#)
- [Applewood Contract \(Part 1 of 1\) TAB](#)
- [Applewood proposal](#)
- [Applewood sign auth](#)
- [Applewood non collusion](#)
- [Applewood Insurance](#)
- [Applewood workers comp](#)
- [Applewood audit](#)
- [Applewood DMA](#)
- [Applewood SOS](#)
- [Sheltercare History Log](#)
- [Sheltercare and Placement Planning Day Report Tab Sheet](#)
- [shelter care & PPDR LARF](#)

History

Time

Who

Approval

Office of Procurement &

**CUYAHOGA COUNTY
TABULATION OF PROPOSALS RECEIVED**

DEPARTMENT NAME Juvenile Court **PROPOSAL DUE DATE:** February 28, 2012

RFQ TITLE Staff Secure Shelter Care and Placement Planning Day Report **RFQ #:** 22544 **SBE:** 0%

TO BE COMPLETED BY OPD		TO BE COMPLETED BY SBE CONTRACT COMPLIANCE OFFICER					USER DEPT.
VENDOR NAME & ADDRESS	IG / ETHICS REGISTRATION COMPLETE	SBE SUB-CONTRACTOR NAME AMOUNT & PERCENTAGE	SBE PRIME %	TOTAL SBE %	COMPLY Y/N	COMMENTS & INITIALS	AWARD Y/N
Appletwood Centers 2525 East 22 nd Street Cleveland, Ohio 44115	IG Reg <input checked="" type="checkbox"/> IGC-000518 NCA <input checked="" type="checkbox"/> COC <input checked="" type="checkbox"/> BCF <input checked="" type="checkbox"/>					Ethics registration complete and required forms completed & w/ proposal (ssp. 2/29/12)	Y
Carrington Youth Academy 2114 Noble Road Cleveland, Ohio 44112	IG Reg IGC-000746 NCA <input checked="" type="checkbox"/> COC <input checked="" type="checkbox"/> BCF <input checked="" type="checkbox"/>					Ethics registration complete and required forms completed & w/ proposal (ssp. 2/29/12)	Y/N
Cleveland Christian Home 3146 Scranton Road Cleveland, Ohio 44109	IG Reg IGC-000540 NCA <input checked="" type="checkbox"/> COC <input checked="" type="checkbox"/> BCF <input checked="" type="checkbox"/>					Ethics registration complete and required forms completed & w/ proposal (ssp. 2/29/12)	Y

Len Munks
Department Director Name

Len Munks
Department Director Signature of Approval

5/7/12
Date

Manita Karabecir

CUYAHOGA COUNTY
CONTRACT/AGREEMENT EVALUATION FORM
(To be completed in its entirety by user department for
all contract/agreement renewals or amendments.)

Contractor: Carrington Youth Academy, LLC

Contract/Agreement No.: CE10000091-01 Time Period: 1/1/10 - 2/29/12

Service Description: Staff Secure Sheltercare

Original Contract/Agreement Amount: \$550,000.00

Prior Amendment(s) Amount(s): \$657,347.00; \$916,052.00; 720,000.00;

Performance Indicators:

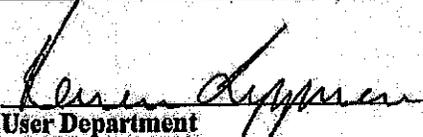
1. 75% of youth admitted to the program during the contract period will successfully complete the program.
2. 95% of the youth will not have new charges filed while assigned to the program.

Actual performance versus performance indicators (include statistics): During the last fiscal year 88% of the youth were successfully terminated from the program, or 518 youth out of 590 youth admitted.

Rating of Overall Performance of Contractor (Check One):

- Superior
 Above Average
 Average
 Below Average
 Poor

Justification of Rating: Youth have successfully gone to their next Court hearing without having new charges.


User Department

4/25/12
Date

CUYAHOGA COUNTY
CONTRACT/AGREEMENT EVALUATION FORM
(To be completed in its entirety by user department for
all contract/agreement renewals or amendments.)

Contractor: The Cleveland Christian Home Incorporated.

Contract/Agreement No.: CE10000094-01,02 **Time Period:** 1/1/10 - 2/29/12

Service Description: Staff Secure Sheltercare

Original Contract/Agreement Amount: \$201,526.00

Prior Amendment(s) Amount(s): \$132,457.85; \$527,948.00; \$80,000.00

Performance Indicators:

1. 75% of youth admitted to the program during the contract period will successfully complete the program.
2. 95% of the youth will not have new charges filed while assigned to the program.

Actual performance versus performance indicators (include statistics): During the last fiscal year 88% of the youth were successfully terminated from the program, or 518 youth out of 590 youth admitted.

Rating of Overall Performance of Contractor (Check One):

- Superior
- Above Average
- Average
- Below Average
- Poor

Justification of Rating: Youth have successfully gone to their next Court hearing without having new charges.

[Signature]
User Department

4/25/12
Date

County Council of Cuyahoga County, Ohio

Resolution No. R2012-0118

Sponsored by: County Executive FitzGerald/ Department of Health and Human Services/Division of Children and Family Services	A Resolution authorizing amendments to contracts with various providers for placement services for the period 10/1/2011 - 6/30/2012 for additional funds; authorizing the County Executive to execute the amendments and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.
--	---

WHEREAS, the County Executive/Department of Health and Human Services/ Division of Children and Family Services requests authorization of amendments to contracts with various providers for placement services for the period 10/1/2011 - 6/30/2012 for additional funds for the following:

- a) Contract No. CE1100618-01 with Beech Brook in the amount in the amount of \$280,000.00
- b) Contract No. CE1100619-01 with BHC Belmont Pines Hospital, Inc. in the amount of \$300,000.00
- c) Contract No. CE1100630-01 with The Cleveland Christian Home Incorporated in the amount of \$404,000.00; and,

WHEREAS, the amendments are for placement services which include foster care, residential care, independent living, group homes, shelter care and/or day treatment; and,

WHEREAS, funding is provided 100% by the Health and Human Services Levy; and,

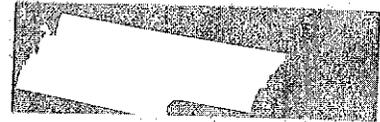
WHEREAS, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue and to provide for the usual, daily operation of County departments, offices, and agencies.

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

SECTION 1. The County Council hereby approves the amendments to contracts with various providers for placement services for the period 10/1/2011 - 6/30/2012 for additional funds for the following:

First Reading/Referred to Committee:
Committee Assigned:

Journal _____
_____, 2012



Item Details:

Agency/Dept. Name: Department of Children and Family Services
Agency/Dept. Head Name: Patricia Rideout

Type of Request: Contract/Amendment

Request Prepared by: David Latsko
Telephone No.: 432-2621

SUMMARY OF REQUESTED ACTION:

Title: Children and Family Services 2011 12 Various Board and Care Amend #1 CFS 2011 12 Various Board and Care Amend #1 Beech Brook, BHC Belmont Pines Hospital, The Cleveland Christian Home

A. Scope of Work Summary

1. The Cuyahoga County Division of Children and Family Services (CFS) is requesting authorization to amend contracts with various agencies providing placement services. These amendments are for placement services which include foster care, residential care, independent living, group homes, shelter care and/or day treatment.

In reviewing the utilization of the Board and Care contracts it was discovered that an additional appropriation of \$984,000.00 is needed for Beech Brook (CE-1100618-01) + \$280,000, BHC Belmont Pines Hospital (CE-1100619-01) + \$300,000, Cleveland Christian Home (CE- 1100630-01) + \$404,000 were in need of funding.

In order to maximize the Board and Care funding we are requesting that the money that was not utilized be added to the vendors that are in need of funding.

2. Community-based residential services provider agencies serve the Department of Children and Family Services as a primary resource for placement of children who have been abused and/or neglected. This contract will help to expand the range of services available to children. 3. Board and Care contracts are mandated by the Ohio Administrative Code (OAC) Section 5101:2-42-05.

B. Procurement

1. The procurement method for this project was an exemption from Full and Open Competition.
2. NA
3. NA

C. Contractor and Project Information

1. The address of the vendor is:

Beech Brook
3737 Lander
Road Pepper Pike, Ohio 44124
Council District - 6

BHC Belmont Pines Hospital
615 Churchill- Hubbard Rd.
Youngstown , OH 44505
Council District - N/A (out of County)

The Cleveland Christian Home
2202 Prame Ave.
Cleveland , Ohio 44109
Council District - 14 D.

Project Status and Planning

1. The project reoccurs annually.
2. NA
3. The project is on a critical action path because the contract term has already begun; and further delays with the approval of this contract will impede the agency from adequately servicing children and families.
4. The project term has already began.
5. NA E. Funding

1. The project is funded 100% by the General Fund (Health and Human Services Levy). The schedule of payments will be by invoice.

PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):

The Cuyahoga County Division of Children and Family Services (CFS) is requesting authorization to amend contracts with various agencies providing placement services.

These agreements are for placement services which include foster care, residential care, independent living, group homes, shelter care and/or day treatment. To protect children who cannot remain in their own homes and must be placed in substitute care until reunification or adoption can take place. Provide the least restrictive placement consistent with the best interest and special needs of the child which prevent temporary placement

with relatives, etc.

Principal Owner(s):

Beech Brook - Non-Profit Corporation - Debra Rex - Chief Executive Officer

BHC Belmont Pines Hospital - Non-Profit Corporation - George Perry - CEO

The Cleveland Christian Home - Non-Profit Corporation - Jim McCafferty - Interim Director
CEO

Explanation for late submittal:

Contract/Agreement Information:

Procurement Method:

Exempt from Competitive Bid Requirements

Explanation for Increase/Decrease in \$ Amount for current request:

Overutilization

Financial Information:

Funding source:

General Fund

Explanation:

Health and Human Services Levy

Total Amount Requested:

\$984,000.00

ATTACHMENTS:

Click to download

- [2011-2012Amend#1.B&CJustificationForm4-26-2012.SD.OPD](#)
- [Legislative Action Request form Children and Family Services 2011 12 Various Board and Care Amend #1.3](#)
- [Department Acknowledgement Form \[1\]](#)
- [2011 12 Beech Brook Amend #1 SD TAB](#)
- [2011 12 Beech Brook Amend #1 Cert Liab](#)
- [2011 12 Beech Brook Amend #1 DMA](#)
- [2011 12 Beech Brook Amend #1 Ethics](#)
- [2011 12 Beech Brook Amend #1 Lic](#)
- [2011 12 Beech Brook Amend #1 Sig Auth](#)
- [2011 12 Beech Brook Amend #1 SOS](#)
- [2011 12 Beech Brook Amend #1 W9](#)
- [2011 12 Beech Brook Amend #1 Wrk Comp](#)
- [2011 12 Beech Brook Amend #1 Contract Cover TAB](#)
- [2012 Beech Brook Eval Update](#)
- [2011 12 BHC Belmont Pines Hospital, Inc. Amend #1 SD TAB](#)
- [2011 12 BHC Belmont Pines Hospital, Inc. Amend #1 Cert Liab](#)
- [2011 12 BHC Belmont Pines Hospital, Inc. Amend #1 DMA](#)
- [2011 12 BHC Belmont Pines Hospital, Inc. Amend #1 Ethics](#)
- [2011 12 BHC Belmont Pines Hospital, Inc. Amend #1 Lic](#)
- [2011 12 BHC Belmont Pines Hospital, Inc. Amend #1 Sig Auth](#)
- [2011 12 BHC Belmont Pines Hospital, Inc. Amend #1 W9](#)

CONTRACT/AGREEMENT EVALUATION FORM
(To be completed in its entirety by user department for
all contract/agreement renewals or amendments.)

Contractor: Beech Brook

Contract/Agreement No.: CE1100618-01
Time Period: 10/1/11 – 6/30/2012

Service Description: Beech Brook is a non-profit organization offering traditional and specialized levels of foster care, intensive treatment and residential care for children 6 through 13, in-home, community based, and adoption services. CCDCFS currently contracts for all these services.

Original Contract/Agreement Amount: \$3,602,430.00

Prior Amendment(s) Amount(s):

Performance Indicators: 1) rating of the quality of the program which includes the assessment of a safe environment, well-being of services provided, along with the stability and appropriate length of stay; 2) observation of the quality of administrative functions, including submission of required reporting, timely reporting of incidents, level of communication as reported by resource managers and workers of record; and 3) the number and percentage of children who experience an indicated/substantiated reports of abuse/neglect compared to the dispositional finding perpetrated by a foster or congregate caregiver by placement type for the reporting time period. 4) the number and percentage of children who do not experience an indicated or substantiated abuse/neglect dispositional finding perpetrated by a foster or congregate caregiver by placement type for the reporting period.

Actual performance versus performance indicators (include statistics): Beech Brook has serviced approximately 131 children during this evaluation period. Beech Brook has communicated effectively with our agency by providing documentation of services rendered for the clients served. The provider has completed this evaluation period with minimal number of children experiencing lateral or restrictive moves. Beech Brook received no substantiated or indicated abuse/neglect allegations.

Rating of Overall Performance of Contractor (Check One):

- Superior
- Above Average
- Average
- Below Average
- Poor

Justification of Rating: Beech Brook has provided effective services during this evaluation period. This provider specializes in providing services for our younger children in need of intensive residential services along with foster care.

Cuyahoga County Division of Children and Family Services
User Department

April 11, 2012
Date

s: evaluation

CONTRACT/AGREEMENT EVALUATION FORM
(To be completed in its entirety by user department for
all contract/agreement renewals or amendments.)

Contractor: BHC Belmont Pines Hospital

Contract/Agreement No.: CE1100619-01
Time Period: 10/1/11 – 6/30/2012

Service Description: BHC Belmont Pines Hospital, Inc. is a for-profit organization, licensed by the Ohio Dept. of Mental Health to serve children and adolescents in short-term crisis stabilization and residential programs. We currently contract for a short-term (10 day) diagnostic/stabilization unit and a longer term residential program.

Original Contract/Agreement Amount: \$419,697.00

Prior Amendment(s) Amount(s):

Performance Indicators: 1) rating of the quality of the program which includes the assessment of a safe environment, well-being of services provided, along with the stability and appropriate length of stay; 2) observation of the quality of administrative functions, including submission of required reporting, timely reporting of incidents, level of communication as reported by resource managers and workers of record; and 3) the number and percentage of children who experience an indicated/substantiated reports of abuse/neglect compared to the dispositional finding perpetrated by a foster or congregate caregiver by placement type for the reporting time period. 4) Identify the number and percentage of children who do not experience an indicated or substantiated abuse/neglect dispositional finding perpetrated by a foster or congregate caregiver by placement type for the reporting period.

Actual performance versus performance indicators (include statistics): Belmont Pines Hospital has provided services for approximately 13 children during this evaluation period. Belmont Pines continues to communicate efficiently with our agency through timely reporting, and documentation submission. During this period minimal number of children experienced more restrictive moves. Belmont Pines Hospital received no substantiated or indicated abuse/neglect allegations.

Rating of Overall Performance of Contractor (Check One):

- Superior
- Above Average
- Average
- Below Average
- Poor

Justification of Rating: Belmont Pines (BHC) provides services that address inpatient acute psychiatric care as well as residential services. BHC communicates effectively with our agency by identifying clients that have completed treatment and prepared to return to the community.

Cuyahoga County Division of Children and Family Services
User Department

April 11, 2012
Date

s: evaluation

CONTRACT/AGREEMENT EVALUATION FORM
(To be completed in its entirety by user department for
all contract/agreement renewals or amendments.)

Contractor: Cleveland Christian Home

Contract/Agreement No.: CE1100630-01

Time Period: 10/1/11 – 6/30/12

Service Description: The Cleveland Christian Home, founded in 1903, has evolved from an orphanage to a multi-service organization providing residential services, adoption, community based, and in-home programs. CCDCFS currently contracts for residential, family preservation and adoption services.

Original Contract/Agreement Amount: 1,800,000.00

Prior Amendment(s) Amount(s):

Performance Indicators: 1) rating of the quality of the program which includes the assessment of a safe environment, well-being of services provided, along with the stability and appropriate length of stay; 2) observation of the quality of administrative functions, including submission of required reporting, timely reporting of incidents, level of communication as reported by resource managers and workers of record; and 3) the number and percentage of children who experience an indicated/substantiated reports of abuse/neglect compared to the dispositional finding perpetrated by a foster or congregate caregiver by placement type for the reporting time period. 4) the number and percentage of children who do not experience an indicated or substantiated abuse/neglect dispositional finding perpetrated by a foster or congregate caregiver by placement type for the reporting period.

Actual performance versus performance indicators (include statistics):

The Cleveland Christian Home serviced approximately 85 children during this evaluation period with of the clients receiving services from the Independent Living program, sexual offender Residential Program, Intensive Treatment Unit, and Open Residential Program. This provider maintains placements with minimal moves. The Cleveland Christian Home completed this period with one substantiated abuse/neglect allegation. The Cleveland Christian Home maintains good communication with the agency and has done a good job working with the tough populations they serve.

Rating of Overall Performance of Contractor (Check One):

- Superior
- Above Average
- Average
- Below Average
- Poor

Justification of Rating: The Cleveland Christian continues to provide services to children who have experienced sexual abuse or/and have been sexually reactive. They do so with minimal disruptions and are always willing to go an extra mile for them. They also provide services for our older youth and have had good success with the program.

Cuyahoga County Division of Children and Family Services
User Department

April 11, 2012
Date

s: evaluation

County Council of Cuyahoga County, Ohio

Resolution No. R2012-0119

Sponsored by: County Executive FitzGerald/Fiscal Officer/Office of Budget & Management on behalf of Veterans Service Commission	A Resolution authorizing and directing the Cuyahoga County Fiscal Officer to make the necessary levy pursuant to Ohio Revised Code Section 5901.11, and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, ORC §5901.11 states that on or before the last Monday in May in each year, the veterans service commission shall meet and determine in an itemized manner the probable amount necessary for the aid and financial assistance of persons entitled to such aid and assistance and for the operation of the veterans service office for the ensuing year; and,

WHEREAS, ORC §5901.11 further provides that after determining the probable amount necessary for such purposes, the veterans service commission shall prepare and submit a budget in the manner specified in division (C) of section 5705.28 of the Revised Code to the County, which may review the proposed budget and shall appropriate funds to the commission; and,

WHEREAS, on or about May 22, 2012, the Cuyahoga County Veterans Service Commission submitted its 2013 legal budget (attached hereto as Exhibit "A") as approved by the Veterans Service Commission in an open meeting on May 16, 2012; and,

WHEREAS, ORC §5901.11 states that the County Council, at its June session, shall make the necessary levy, not to exceed five-tenths of a mill per dollar on the assessed value of the property of the county, to raise the amount that the Council approves;

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 department.

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

SECTION 1. County Council hereby authorizes and directs the Cuyahoga County Fiscal Officer to make the necessary levy pursuant to ORC §5901.11, not to exceed five-tenths of a mill per dollar on the assessed value of the property of the County.

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

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

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

Yeas:

Nays:

County Council President Date

County Executive Date

Clerk of Council Date

First Reading/Referred to Committee:

Committee(s) Assigned:

Journal _____
_____, 2012



**CUYAHOGA COUNTY VETERANS
SERVICE COMMISSION**

2013 Tax Budget

CUYAHOGA COUNTY VETERANS SERVICE COMMISSION

2013 BUDGET SUMMARY

STAFFING

The CCVSC is composed of a Board of 5 Commissioners, a staff comprised of an Executive Director, 32 management and professional staff employees. As of this date, all 5 Commissioner and 3 professional staff employee are considered "part time" for County payroll purposes. All other employees are full time.

2012 Staffing Request.....	29 FTEs/8 PTEs
2013 Staffing Request.....	29 FTEs/8 PTEs
Net Staff changes.....	0 FTEs/0 PTE

CUYAHOGA COUNTY VETERANS SERVICE COMMISSION

2013 BUDGET SUMMARY

010 PERSONNEL SERVICES

Original Salaries Budget Base (2012 Projection) \$1,812,636

This salary projection covers the entire current classified and non-classified CCVSC staff. This salary base budget is from 2012 salary projections. No cost of living allowance is included for 2013.

Step Increases for Employees \$8,270

It has been a practice of the CCVSC Board of Commissioners to award eligible staff with an annual step increase according to CCVSC policy.

Additional Salary Appropriations for Anticipated and Unanticipated Events \$3,000

Additional appropriation is necessary to adjust the basis for the new hires and unforeseen salary adjustments

Total Personnel Services for 2013 \$1,823,906

CUYAHOGA COUNTY VETERANS SERVICE COMMISSION

2013 BUDGET SUMMARY

015 PERSONNEL BENEFITS

Personnel benefits for 2012 **\$638,367**

Personnel benefits are calculated as 35% of total CCVSC staff salaries (\$1,823,906 x .35=\$638,367). This percentage covers Workers' Compensation, unemployment compensation, Flex benefits, PERS retirement and Medicare based on 2013 salaries. This is an aggressive percentage, but assures that there will be no shortfall for any unanticipated benefit expense, for example, increased unemployment compensation and/or hospitalization insurance costs.

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Total Personnel Benefits 2013 **\$638,367**

CUYAHOGA COUNTY VETERANS SERVICE COMMISSION

2013 BUDGET SUMMARY

022 COMMODITIES

Office/Technical Supplies for 2013

\$18,000

The office/technical supply budget for 2013 is based on a 2012 first four months expenditures straight lined then multiplied by a 2.83% inflation rate and rounded up to nearest thousandth. These purchases are for general office/technical supplies utilized in day-to-day operations. It is anticipated that office/technical supplies usage will increase from the 2011 levels because of the county's upcoming technical changes.

Electricity Usage for 2013

\$12,000

Electric utility is the only utility paid by CCVSC under its existing lease agreement. The average electric bill in the last several months has been approximately \$1,000 per month. The CCVSC anticipates that the electric utility usage will stay the same since the office has energy conservation light fixtures in the new leased space. We have experienced a better than 50% reduction in cost due to the sustainable construction of the building.

Total Commodities for 2013

\$30,000

CUYAHOGA COUNTY VETERANS SERVICE COMMISSION

2013 BUDGET SUMMARY

026 CONTRACTS & PROFESSIONAL SERVICES

Annual Lease Agreement **\$490,000**

CCVSC is in a lease agreement with LTD Partners for the office space at 1849 Prospect Avenue, Cleveland, Ohio. The lease agreement is scheduled to expire September 30, 2014 with a renewal option for another 5 years. CCVSC is in its fourth year of the agreement with the annual obligation of \$490,000. Cost per square foot is \$34.38. At the end of the lease agreement period, we will be paying upon the renewal \$14.50 a square foot for a total annual cost of \$203,000.

Employee Tuition reimbursement Program **\$10,000**

The CCVSC has an employee tuition reimbursement program to encourage staff to return to school to obtain college degrees in subject areas relevant to the agency. To support this effort, the CCVSC will offer tuition assistance to qualified staff.

Marker Fees **\$7,000**

Marker fees are charges for setting indigent veteran headstones at the various cemeteries located within the County. Price varies by each cemetery. The 2013 projection is based on three year average from 2011, 2010 and 2009 expenditures.

Miscellaneous Technical Services **\$17,000**

Various technical services needs arise throughout the year. The 2013 projection is conservatively based on 2011 activities, as it is premature to use any 2012 figures.

Retain IT Professional Services **\$35,000**

The CCVSC Board requires an IT professional service to be on call for IT support in the event that the Senior Systems Administrator and his back-up are out of the office for any length of time.

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Total Contracts and Professional Services for 2013 **\$559,000**

CUYAHOGA COUNTY VETERANS SERVICE COMMISSION

2013 BUDGET SUMMARY

035 CONTROLLED SERVICES

Data Processing Charges

\$101,589

The County Data Center charges back for various computer maintenance and document support functions provided by its technical staff. In calculation of the CCVSC 2013-projected budget, the 2011 actual expenditures were utilized, which represents the most recent complete year's fees.

Space Maintenance

\$172,807

The CCVSC has two Protective Service Officers on the premises during working hours. This represents a charge back from Central Services for security service provided. In calculation of the CCVSC 2013-projected budget, the 2011 actual expenditures were utilized.

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Total Controlled Services for 2013

\$274,396

CUYAHOGA COUNTY VETERANS SERVICE COMMISSION

2013 BUDGET SUMMARY

050 CLIENT SERVICES

Client Services Budget Basis **\$2,921,414**

The CCVSC client services base budget for 2013 is based on 2011 actual expenditures. This basis was deemed more accurate than utilizing 2012 first quarter expenditures. The expenditures are expected to return to normal levels after midyear.

Financial Assistance Increased by 2.83% Rate of Inflation **\$82,676**

The CCVSC Board of Commissioners annually votes to increase levels of food, shelter, shoes and clothing, personal hygiene, and rent assistance to adjust for inflation. The increase in the allowances is designed to keep up with the rate of inflation as costs continue to rise for all goods and services.

Financial Assistance Increase from 2013 Estimates **\$406,193**

Currently, the CCVSC is involved in an intensive outreach initiative seeking to increase veteran awareness of CCVSC services via a multifaceted marketing approach. This initiative has proven highly successful as validated in growth of critical CCVSC performance indicators. The CCVSC will need to increase 2013 client services base budget.

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Total Client Services for 2013 **\$3,410,283**

CUYAHOGA COUNTY VETERANS SERVICE COMMISSION

2013 BUDGET SUMMARY

060 OTHER OPERATING

Other Operating Budget Basis **\$300,942**

For a conservative approach to the 2013 budget process in Other Operating Expenses, the CCVSC is using 2009 actual expenditures as a basis for this object number. CCVSC Advertising for 2012 is \$233,000 and in the budget basis above. Other items in the base budget are County Fast Copier, County Postage, County Telephone, County Garage and County Printing. It also includes Travel, Office supplies, Software, Publications, Professional Dues and Other Operating expenditures.

Fully Wrapped Advertising **\$10,000**

The Veterans Service Commission has a fully wrapped RTA bus which is in need of having the wrap replaced. The wrap has been on the RTA bus for more than 7 years. Also the commission is going to have the new van fully wrapped to increase its community visibility. A fully wrapped vehicle is another form of advertising.

Other Operating Increased by 2.83% for 2013 **\$8,517**

The majority of other operating expenditures are administrative charge backs from Central Services. The operating expenditures provided by Central Services are County storeroom supplies, County postage, County telephone, County garage (leased van), and County printing. The CCVSC anticipates a 2.83 inflation rate increase for these services as well as the other independent administrative expenditures.

Staff Development/Continuing Education **\$2,800**

O.R.C. 5901.03, Paragraph F charges a veterans service commission board with the responsibility of promoting and providing funding for continuing education of its staff. For 2013, it is estimated 7 employees will participate in 2 workshops on subjects relevant to their job responsibilities at a rate of \$400 per employee. The total cost for such staff development for is \$2,800.

Computer Software Purchases for 2013 **\$15,000**

The CCVSC is in continue need to upgraded software for the IS Department and agency at large. Requirement will change due to the new County Government.

Total Other Operating for 2013 **\$337,259**

CUYAHOGA COUNTY VETERANS SERVICE COMMISSION

2013 BUDGET SUMMARY

070 CAPITAL OUTLAYS

Computer Hardware Purchases for 2013 **\$25,000**

The CCVSC is in need of new equipment which includes new servers, PCs, signature pads and screens for the main office and 2 satellite locations.

Purchase New CCVSC Van **\$26,000**

The CCVSC plans to purchase a new van to increase the Commissions visibility in the community and to accommodate the increase duty related travel. The van will be fully wrapped with the Veterans Service Commission information.

Miscellaneous Capital Outlays **6,000**

Miscellaneous capital outlay is based on the anticipated need to refurbish three offices with lateral cabinets and bookshelves.

Total Capital Outlay for 2013 **\$57,000**

CCVSC TOTAL 2013 BUDGET = \$7,130,211

ASSESSED VALUATION CALCULATION

\$29,352,845,290 x .00025 = \$7,338,211

County Council of Cuyahoga County, Ohio

Resolution No. R2012-0086

Sponsored by: County Executive FitzGerald/Department of Public Works	A Resolution authorizing an amendment to Contract No. CE1000462-02 with The Brewer-Garrett Company for implementation of energy conservation measures in various County buildings, in accordance with Ohio Revised Code Section 307.041 and American Recovery and Reinvestment Act of 2009 reporting requirements for the period 7/1/2010 - 6/30/2020 for additional funds in the amount not-to-exceed \$1,225,000.00; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Executive/Department of Public Works has recommended to amend Contract No. CE1000462-02 (Subsidiary No. 1) with The Brewer-Garrett Company for implementation of energy conservation measures in various County buildings, in accordance with Ohio Revised Code Section 307.041 and American Recovery and Reinvestment Act of 2009 reporting requirements for the period 7/1/2010-6/30/2020 for additional funds in the amount not-to-exceed \$1,225,000.00; and,

WHEREAS, the amendment to Contract No. CE1000462-02 (Subsidiary No. 1) will add an additional not-to-exceed amount of \$1,225,000.00 to the existing contract amount of \$2,229,830.00; and,

WHEREAS, the primary goal of the increased amount is to provide additional energy conservation measures to reduce energy consumption for County owned facilities; and,

WHEREAS, funding for this contract amendment became available through an Energy Efficiency and Conservation Block Grant ("EECBG"), as a part of the American Recovery and Reinvestment Act ("ARRA") operated by the U.S. Department of Energy; and,

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

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

SECTION 1. The Cuyahoga County Council hereby approves the amendment to Contract No. CE1000462-02 (Subsidiary No. 1) with The Brewer-Garrett Company for implementation of energy conservation measures in various County buildings, in accordance with Ohio Revised Code Section 307.041 and American Recovery and Reinvestment Act of 2009 reporting requirements for the period 7/1/2010-6/30/2020 for additional funds in the amount not-to-exceed \$1,225,000.00.

SECTION 2. That the County Executive is authorized to execute all documents required in connection with said amendment.

SECTION 3. It is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue without interruption, and to provide for the usual, daily operation of a county department; therefore, this Resolution, provided it receives the affirmative vote of eight members of Council, shall become effective immediately upon the signature of the County Executive; otherwise it shall be in full force and effect from and immediately after the earliest time permitted 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 on the Floor: May 22, 2012
Committee(s) Assigned: Public Works, Procurement & Contracting

Journal CC006
June 12, 2012

County Council of Cuyahoga County, Ohio

Resolution No. R2012-0087

<p>Sponsored by: County Executive FitzGerald/Department of Public Works/ Division of County Engineer</p>	<p>A Resolution declaring that public convenience and welfare requires replacement of Rockside Road Bridge No. 3.23 in the City of Independence; total estimated construction cost \$4,000,000.00; finding that special assessments will neither be levied nor collected to pay for any part of the County's costs of said improvement; and authorizing the County Executive to enter into an agreement of cooperation with said municipality in connection with said project.</p>
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WHEREAS, the County Executive FitzGerald/Department of Public Works/ Division of County Engineer has declared that public convenience and welfare requires the replacement of the Rockside Road Bridge No. 3.23 in the City of Independence; and

WHEREAS, the total estimated construction cost for the replacement of the bridge is \$4,000,000.00; and

WHEREAS, that special assessments are not to be levied nor collected to pay for any part of the County's costs of these improvements; and

WHEREAS, funding for this project is as follows: (1) 80% of the construction costs will be paid with federal funds; and (2) 20% will be paid from the County Road and Bridge Fund; and

WHEREAS, the primary goal of this project is to properly maintain the County's infrastructure for which the County is responsible; and

WHEREAS, the replacement of Rockside Road Bridge is in keeping with the statutory mandates which states, "*The [County] shall construct and keep in repair all necessary bridges in municipal corporations on all county roads and improved roads that are of general and public utility, running into or through the municipal corporations, and that are not on state highways*" (RC 5591.02); and

WHEREAS, the bridge is located in the City of Independence , Council District 6; and

WHEREAS, the anticipated start-date for construction is in 2015.

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

SECTION 1. That the County Council hereby finds that public convenience and welfare requires the replacement of Rockside Road Bridge No. 3.23 in the City of Independence, Council District 6.

SECTION 2. That special assessments are not to be levied nor collected to pay any part of the County's cost of this improvement.

SECTION 3. That the County Executive is hereby authorized to enter into and execute the necessary agreement of cooperation with the above named city and village where the bridge is located.

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

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

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

First Reading/Referred to Committee: May 22, 2012
Committee(s) Assigned: Public Works, Procurement & Contracting

Journal CC006
June 12, 2012

County Council of Cuyahoga County, Ohio

Resolution No. R2012-0088

Sponsored by: County Executive FitzGerald/Department of Public Works/ Division of County Engineer and Councilmember Germana	A Resolution making an award on RQ23213 to Terrace Construction Company, Inc. in the amount not-to-exceed \$2,197,758.00 for the Sewer and Lateral Repair Program for various County Sewer Districts for a two-year period; and authorizing the County Executive to execute the contract and all other documents consistent with this award and Resolution.
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WHEREAS, the County Executive FitzGerald/Department of Public Works/ Division of County Engineer has recommended an award on RQ23213 to Terrace Construction Company, Inc. in the amount not-to-exceed \$2,197,758.00 for the Sewer and Lateral Repair Program for various County Sewer Districts for a two-year period; and

WHEREAS, the bids were received on April 05, 2012 and the Office of Procurement and Diversity ("OPD") assessed a thirty (30%) percent Small Business Enterprise (SBE) goal; and

WHEREAS, there were three (3) proposals pulled from OPD and three (3) bids were submitted for review and an award recommendation was made to the lowest qualified bidder; and

WHEREAS, the County tabulated the extension of the unit bid prices submitted by each bidder and verified the accuracy of the total amounts and determined Terrace Construction Company to be the lowest qualified bidder; and

WHEREAS, Terrace Construction Company, Inc. is located at 3965 Pearl Road, Cleveland, Ohio 44109 in Council District 3, and

WHEREAS, the funding for this project is from the Sewer District Cash balances, and

WHEREAS, this will be an open contract for two-years and work will be on an as needed basis in various County Sewer Districts throughout Cuyahoga County.

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

SECTION 1. That the County Council hereby approves the County Executive's recommendation and authorizes an award on RQ23213 to Terrace Construction Company, Inc. in the amount not-to-exceed \$2,197,758.00 for the Sewer and Lateral Repair Program for various County Sewer Districts for a two-year period.

SECTION 2. That the County Executive is authorized to execute all documents required in connection with said contract.

SECTION 3. That the funding for this project is from the Sewer District Cash balances.

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

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

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

First Reading/Referred to Committee: May 22, 2012
Committee(s) Assigned: Public Works, Procurement & Contracting

Additional Sponsorship Requested: May 31, 2012

Journal CC006
June 12, 2012

County Council of Cuyahoga County, Ohio

Resolution No. R2012-0089

<p>Sponsored by: County Executive FitzGerald/Department of Public Works/ Division of County Engineer and Councilmember Germana</p>	<p>A Resolution making an award on RQ22973 to Perk Company, Inc. in the amount not-to-exceed \$3,212,023.08 for resurfacing, restoration and rehabilitation of Snow/Rockside Road from Broadview Road to Lombardo Road in the Cities of Parma and Seven Hills; authorizing the County Executive to execute the contract and all other documents consistent with said award and this Resolution; and authorizing the County Engineer, on behalf of the County Executive, to make an application for allocation from County Motor Vehicle \$5.00 License Tax Funds in the amount of \$642,404.61 to fund said contract.</p>
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WHEREAS, the County Executive FitzGerald/Department of Public Works/ Division of County Engineer has recommended an award on RQ22973 to Perk Company, Inc. in the amount not-to-exceed \$3,212,023.08 for resurfacing, restoration and rehabilitation of Snow Road/Rockside Road from Broadview Road to Lombardo Road in the Cities of Parma and Seven Hills; and

WHEREAS, the bids were received on March 20, 2012 and the Small Business Enterprise (SBE) goal was waived for all federally funded projects; and

WHEREAS, the authority to advertise for bids was approved through Deputy Chief Approval No. D2012-25; and

WHEREAS, the Ohio Department of Transportation (ODOT) assessed an eight (8%) percent Disadvantage Business Enterprise (DBE) goal; and

WHEREAS, there were twelve (12) proposals pulled from OPD and seven (7) bids were submitted for review and an award recommendation was made to the lowest qualified bidder; and

WHEREAS, the County tabulated the extension of the unit bid prices submitted by each bidder and verified the accuracy of the total amounts and determined Perk Company, Inc. to be the lowest qualified bidder; and

WHEREAS, Perk Company, Inc. is located at 8100 Grand Avenue, Suite 300, Cleveland, Ohio 44104 in Council District 5, but the project is located in Council District 4; and

WHEREAS, the funding for this project is as follows: (a) 80% from Federal funds (b) 10% from the County Motor Vehicle \$5.00 License Tax Funds; and (c) 10% will be paid by the Municipalities.

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

SECTION 1. That the County Council hereby approves the County Executive's recommendation and authorizes an award on RQ22973 to Perk Company, Inc. in the amount not-to-exceed \$3,212,023.08 for resurfacing, restoration and rehabilitation of Snow Road/Rockside Road from Broadview Road to Lombardo Road in the Cities of Parma and Seven Hills.

SECTION 2. That the County Executive is authorized to execute all documents required in connection with said contract.

SECTION 3. That the County Council hereby authorizes the County Engineer, on behalf of the County Executive, to make an application for the allocation from the County Motor Vehicle \$5.00 License Tax Funds, in the amount of \$642,404.61, in accordance with Chapter 4504 of the Ohio Revised Code, to pay the County's share of the cost of this project.

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

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

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

First Reading/Referred to Committee: May 22, 2012

Committee(s) Assigned: Public Works, Procurement & Contracting

Additional Sponsorship Requested on the Floor: May 12, 2012

Journal CC006

June 12, 2012

County Council of Cuyahoga County, Ohio

Resolution No. R2012-0091

Sponsored by: County Executive FitzGerald on behalf of Juvenile Court	A Resolution making awards on RQ21514 with various providers for residential treatment services for Youth and Family Community Partnership Program for the period 1/1/2012 - 12/31/2013; authorizing the County Executive to execute the contracts and all other documents consistent with the awards and this Resolution; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Executive/Juvenile Court has recommended awards on RQ21514 with various providers for residential treatment services for Youth and Family Community Partnership Program for the period 1/1/2012 – 12/31/2013 below as follows:

- 1) Applewood Centers, Inc. in the amount not-to-exceed \$500,000.00
- 2) Beech Brook in the amount not-to-exceed \$350,000.00
- 3) Bellefaire Jewish Children's Bureau in the amount not-to-exceed \$400,000.00
- 4) Carrington Youth Academy LLC in the amount not-to-exceed \$300,000.00
- 5) The Cleveland Christian Home Incorporated in the amount not-to-exceed \$400,000.00
- 6) New Directions, Inc. in the amount not-to-exceed \$250,000.00
- 7) The Village Network in the amount not-to-exceed \$250,000.00
- 8) Catholic Charities Services Corporation dba Parmadale in the amount not-to-exceed \$250,000.00; and,

WHEREAS, the primary goals of this project are to provide core residential services, including therapeutic treatment based on the criminogenic needs of the youth; and,

WHEREAS, the authority to seeks proposals was approved by the Contracts and Purchasing Board, Approval No. CPB2011-185; and,

WHEREAS, the procurement process for these contracts was through RFP; the total value of all of the contracts is \$2,700,000.00; and,

WHEREAS, the RFP closed on December 8, 2011; twelve (12) proposals were submitted in which all were considered, but eight (8) were approved; and,

WHEREAS, the project is funded 100% from the General Fund; and,

WHEREAS, it is necessary that this Resolution become immediately effective because the project's term began January 1, 2012, and in order to ensure that critical services provided by Cuyahoga County can continue.

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

SECTION 1. The Cuyahoga County Council hereby approves the County Executive's recommendation and authorizes awards on RQ21514 with the following providers for residential treatment services for Youth and Family Community Partnership Program for the period 1/1/2012 – 12/31/2013:

- 1) Applewood Centers, Inc. in the amount not-to-exceed \$500,000.00
- 2) Beech Brook in the amount not-to-exceed \$350,000.00
- 3) Bellefaire Jewish Children's Bureau in the amount not-to-exceed \$400,000.00
- 4) Carrington Youth Academy LLC in the amount not-to-exceed \$300,000.00
- 5) The Cleveland Christian Home Incorporated in the amount not-to-exceed \$400,000.00
- 6) New Directions, Inc. in the amount not-to-exceed \$250,000.00
- 7) The Village Network in the amount not-to-exceed \$250,000.00
- 8) Catholic Charities Services Corporation dba Parmadale in the amount not-to-exceed \$250,000.00.

SECTION 2. The County Executive is hereby authorized to execute the contracts and all other documents consistent with the award and this Resolution.

SECTION 3. It is necessary that this Resolution become immediately effective because the project's term began January 1, 2012. Provided that this Resolution receives the affirmative vote of eight members of Council, this Resolution shall become immediately effective up the signature of the County Executive.

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

County Council of Cuyahoga County, Ohio

Resolution No. R2012-0092

Sponsored by: **County Executive FitzGerald on behalf of Juvenile Court**

A Resolution making awards on RQ21516 with various providers for residential treatment services for the period 2/1/2012 - 1/3/2014; authorizing the County Executive to execute the contracts and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective.

WHEREAS, the County Executive/Juvenile Court has recommended awards on RQ21516 with various providers for residential treatment services for the period 2/1/2012 - 1/31/2014 below as follows:

- 1) Applewood Centers, Inc. in the amount not-to-exceed \$30,000.00
- 2) Beech Brook in the amount not-to-exceed \$30,000.00
- 3) Bellefaire Jewish Children's Bureau in the amount not-to-exceed \$130,000.00
- 4) Berea Children's Home aka Guidestone in the amount not-to-exceed \$130,000.00
- 5) Carrington Youth Academy LLC in the amount not-to-exceed \$30,000.00
- 6) The Cleveland Christian Home Incorporated in the amount not-to-exceed \$200,000.00
- 7) Cornell Abraxas Group, Inc. in the amount not-to-exceed \$250,000.00
- 8) The Glen Mills Schools in the amount no-to-exceed \$720,000.00
- 9) The House of Emmanuel Inc. in the amount not-to-exceed \$100,000.00
- 10) Keystone Richland Center LLC dba Foundations for Living in the amount not-to-exceed \$125,000.00
- 11) New Directions, Inc. in the amount not-to-exceed \$30,000.00
- 12) Safe House Ministries, Inc. in the amount not-to-exceed \$75,000.00

13) The Village Network in the amount not-to-exceed \$300,000.00

14) Catholic Charities Services Corporation dba Parmadale in the amount not-to-exceed \$100,000.00; and,

WHEREAS, the primary goals of this project are to provide core residential services, including therapeutic treatment based on the criminogenic needs of the youth; and,

WHEREAS, the authority to advertise for proposals was approved by the Contracts and Purchasing Board through Approval No. CPB2011-220; and,

WHEREAS, the procurement process for these contracts was through RFP; the total value of all of the contracts is \$2,250,000.00; and,

WHEREAS, the RFP closed on December 8, 2011; sixteen (16) proposals were submitted in which all were considered, but fourteen (14) were approved; and,

WHEREAS, the project is funded 100% from the General Fund; and,

WHEREAS, it is necessary that this Resolution become immediately effective because the project's term began February 1, 2012, and in order to ensure that critical services provided by Cuyahoga County can continue.

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

SECTION 1. The Cuyahoga County Council hereby approves the County Executive's recommendation and authorizes awards on RQ21516 with the following providers for residential treatment services for the period 2/1/2012 – 1/31/2014:

- 1) Applewood Centers, Inc. in the amount not-to-exceed \$30,000.00
- 2) Beech Brook in the amount not-to-exceed \$30,000.00
- 3) Bellefaire Jewish Children's Bureau in the amount not-to-exceed \$130,000.00
- 4) Berea Children's Home aka Guidestone in the amount not-to-exceed \$130,000.00
- 5) Carrington Youth Academy LLC in the amount not-to-exceed \$30,000.00
- 6) The Cleveland Christian Home Incorporated in the amount not-to-exceed \$200,000.00
- 7) Cornell Abraxas Group, Inc. in the amount not-to-exceed \$250,000.00

- 8) The Glen Mills Schools in the amount no-to-exceed \$720,000.00
- 9) The House of Emmanuel Inc. in the amount not-to-exceed \$100,000.00
- 10) Keystone Richland Center LLC dba Foundations for Living in the amount not-to-exceed \$125,000.00
- 11) New Directions, Inc. in the amount not-to-exceed \$30,000.00
- 12) Safe House Ministries, Inc. in the amount not-to-exceed \$75,000.00
- 13) The Village Network in the amount not-to-exceed \$300,000.00
- 14) Catholic Charities Services Corporation dba Parmadale in the amount not-to-exceed \$100,000.00.

SECTION 2. The County Executive is hereby authorized to execute the contracts and all other documents consistent with the award and this Resolution.

SECTION 3. It is necessary that this Resolution become immediately effective because the project's term began February 1, 2012. Provided that this Resolution receives the affirmative vote of eight members of Council, this Resolution shall become immediately effective up the signature of the County Executive.

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: May 22, 2012

Committee(s) Assigned: Justice Affairs

Journal CC006

June 12, 2012

County Council of Cuyahoga County, Ohio

Resolution No. R2012-0093

Sponsored by: County Executive FitzGerald/Department of Health and Human Services/Division of Community Initiatives/Office of Early Childhood	A Resolution authorizing an agreement with Cuyahoga County District Board of Health in the amount not-to-exceed \$553,000.00 for the Newborn Home Visiting Program for the period 4/1/2012 - 1/31/2013; authorizing the County Executive to execute the contract 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/Community Initiatives Division/Office of Early Childhood has submitted an agreement with Cuyahoga County District Board of Health in the amount not-to-exceed \$553,000.00 for the Newborn Home Visiting Program for the period 4/1/2012 – 1/31/2013; and,

WHEREAS, the Newborn Home Visiting program provides a home visit by a registered nurse to low income and teenage mothers giving birth at Metro, University, Fairview and Lakewood Hospitals, within the first weeks of bringing the baby home; and,

WHEREAS, the Newborn Home Visiting program includes the implementation of the Newborn Behavioral Observation to help mothers relate to their newborns; and,

WHEREAS, the primary goals of this project are: a) to improve maternal and infant health; b) to connect families to other community resources that support families; c) to enhance parent skills; and d) to link families to a medical home; and,

WHEREAS, the proposed contract will be a cost reimbursement based contract in which Cuyahoga County District Board of Health will be reimbursed with proper documentation for the costs incurred with this program; and,

WHEREAS, the proposed contract received an approved Justification for Other Than Fair and Open Competition on April 18, 2012; and,

WHEREAS, the contractor for this project is:

Cuyahoga County District Board of Health

5550 Venture Drive
Parma, Ohio 44130, located in Council District 4
Terry Allen, Health Commissioner

WHEREAS, Cuyahoga County District Board of Health has received above average performance ratings for the Newborn Home Visiting program; and,

WHEREAS, the project is funded 82% from the Health and Human Service Levy at \$453,000.00, and 18% from the Mt. Sinai Health Care Foundation of \$100,000.00; and,

WHEREAS, it is necessary that this Resolution become immediately effective because the project's term began April 1, 2012, and in order to ensure that critical services provided by Cuyahoga County can continue.

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

SECTION 1. The Cuyahoga County Council hereby authorizes an agreement with Cuyahoga County District Board of Health in the amount not-to-exceed \$553,000.00 for the Newborn Home Visiting Program for the period 4/1/2012 – 1/31/2013.

SECTION 2. The County Executive is hereby authorized to execute the contract and all other documents consistent with this Resolution.

SECTION 3. It is necessary that this Resolution become immediately effective because the project's term began April 1, 2012. Provided that this Resolution receives the affirmative vote of eight members of Council, this Resolution shall become immediately effective up the signature of the County Executive.

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: May 22, 2012
Committee(s) Assigned: Health, Human Services & Aging

Journal CC006
June 12, 2012

County Council of Cuyahoga County, Ohio

Resolution No. R2012-0094

Sponsored by: County Executive FitzGerald/Department of Health and Human Services/ Division of Community Initiatives/Office of Homeless Services	A Resolution making an award on RQ22685 to MHS, Inc. in the amount not-to-exceed \$1,034,798.00 for transitional housing program services for the period 6/1/2012 - 3/31/2013; authorizing the County Executive to execute the contract and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Executive/Department of Health and Human Services/Division of Community Initiatives/Office of Homeless Services has recommended an award on RQ22685 to Mental Health Services for Homeless Persons Inc, ("MHS, Inc") in the amount not-to-exceed \$1,034,798.00 for transitional housing program services for the period 6/1/2012 – 3/31/2013; and,

WHEREAS, the Office of Homeless Services has recommended the award to MHS, Inc. in order to manage the North Point Transitional Housing Program for homeless men; and,

WHEREAS, the primary goals of North Point Transitional Housing Program are to end homelessness for the men it serves, assist clients to become gainfully employed, and to assist clients to find and maintain permanent housing; and,

WHEREAS, the authority to seek proposals was approved through Deputy Chief Approval, No. DC2012-7; and,

WHEREAS, the procurement method for this award recommendation was to conduct an RFP through RQ 22685 which closed on February 21, 2012; and,

WHEREAS, there was only one bid pulled from the Office of Procurement and Diversity; and,

WHEREAS, the contractor for each contract is as follows:

MHS, Inc.
1744 Payne Avenue
Cleveland, Ohio 44114
Susan Neth, Executive Director
The project's address is 1550 Superior Avenue, Council District #7; and,

WHEREAS, the funding for this project is from the Health and Human Services Levy funds; and,

WHEREAS, it is necessary that this Resolution become immediately effective because the project's term begins June 1, 2012, and in order to ensure that critical services provided by Cuyahoga County can continue.

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

SECTION 1. The Cuyahoga County Council hereby approves the County Executive's recommendation and authorizes an award on RQ22685 to MHS, Inc. in the amount not-to-exceed \$1,034,798.00 for transitional housing program services for the period 6/1/2012 – 3/31/2013.

SECTION 2. The County Executive is hereby authorized to execute the contract and all other documents consistent with the award and this Resolution.

SECTION 3. It is necessary that this Resolution become immediately effective because the project's term begins June 1, 2012. Provided that this Resolution receives the affirmative vote of eight members of Council, this Resolution shall become immediately effective up the signature of the County Executive.

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: May 22, 2012
Committee(s) Assigned: Health, Human Services & Aging

Journal CC006
June 12, 2012

County Council of Cuyahoga County, Ohio

Resolution No. R2012-0095

Sponsored by: County Executive FitzGerald/Department of Health and Human Services/Division of Senior and Adult Services	A Resolution making awards on RQ21578 to various providers for the Cuyahoga OPTIONS for Elders Program for the period 7/1/2012 - 6/30/2014; authorizing the County Executive to execute the contracts and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Executive/Division of Senior & Adult Services has recommended awards to various providers for various services for the Cuyahoga Options for Elders Program for the period 7/1/2012 – 6/30/2014; and,

WHEREAS, the Cuyahoga Options for Elders Program is a flexible, affordable program that provides in-home care to older Cuyahoga County residents who, because of income and/or assets, are not eligible for PASSPORT or other Medicaid waiver programs; and,

WHEREAS, the various services that are essential to Cuyahoga County seniors include chore, emergency response systems, grab bar installation, home delivered meals, homemaking and medical transportation; and,

WHEREAS, the authority to seek proposals was approved by the Contracts and Purchasing Board through No. CPB2011-362; and,

WHEREAS, the procurement method for this award recommendation was to conduct an RFP through RQ21578; the total value of the RFP is \$3,849,518.00; and,

WHEREAS, the RFP closed on January 20, 2012 and there were a total of seventy-one (71) service proposals submitted by forty-five (45) vendors pulled from OPD. All seventy-one (71) proposals were reviewed and twenty-three (23) service proposals with twenty (20) vendors that are being recommended for awards; and,

WHEREAS, there was a 10% SBE participation/goal; and,

WHEREAS, the Cuyahoga Options for Elders Program is funded by the County Health & Human Services levy with a smaller portion of the program revenues coming from client fees; and,

WHEREAS, the names of the vendors, addresses and services to be provided for the Cuyahoga Options for Elders program and in the amounts not-to-exceed as listed below:

- 1) Chore Services and Grab Bar Services
 - i) ABC International Services, Inc. in the amount not-to-exceed \$14,496.00.
- 2) Emergency Response Services
 - i) Critical Signal Technologies, Inc. in the amount not-to-exceed \$192,364.00.
 - ii) Valued Relationships, Inc. in the amount not-to-exceed \$115,625.00.
- 3) Home Delivered Meals Services
 - i) Casleo Corporation dba Global Meals in the amount not-to-exceed \$195,624.00.
 - ii) Mobile Meals, Inc. in the amount not-to-exceed \$507,983.00.
 - iii) The Golden Age Centers of Greater Cleveland in the amount not-to-exceed \$295,311.00.
- 4) Homemaker Services
 - i) A-1 Health Care, Inc. in the amount not-to-exceed \$271,253.00.
 - ii) Absolute Home Health Care Agency, Inc. in the amount not-to-exceed \$260,479.00.
 - iii) Agape Home Health Care in the amount not-to-exceed \$105,956.00.
 - iv) B & B Launch, Inc. dba Home Instead Senior Care in the amount not-to-exceed \$140,140.00.
 - v) BZKZ Inc. dba Heritage Home Healthcare of Elyria & Rocky River in the amount not-to-exceed \$149,760.00.
 - vi) First Choice Medical Staffing of Ohio, Inc. in the amount not-to-exceed \$218,294.00.
 - vii) Geocare, Inc. in the amount not-to-exceed \$100,100.00.
 - viii) Health Care Bridge Inc. in the amount not-to-exceed \$60,695.00.
 - ix) Home Care Relief, Inc. in the amount not-to-exceed \$422,519.00.
 - x) Rx Home Healthcare Inc. in the amount not-to-exceed \$65,936.00.
 - xi) Xcel Healthcare Providers, Inc. in the amount not-to-exceed \$229,632.00.
- 5) Home Delivered Meals Services and Homemaker Services
 - i) Senior Outreach Services in the amount not-to-exceed \$179,619.00.

6) Medical Transportation Services

- i) Ace Taxi Service Inc. in the amount not-to-exceed \$163,200.00.
- ii) Future Age, Inc. dba Provide-A-Ride in the amount not-to-exceed \$160,532.00.

WHEREAS, it is necessary that this Resolution become immediately effective in order to ensure 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 County Executive is hereby authorized to enter into contracts with the following providers for various services for the Cuyahoga Options for Elders Program for the period 7/1/2012 – 6/30/2014 in the amounts not-to-exceed listed below:

1) Chore Services and Grab Bar Services

- i) ABC International Services, Inc. in the amount not-to-exceed \$14,496.00.

2) Emergency Response Services

- i) Critical Signal Technologies, Inc. in the amount not-to-exceed \$192,364.00.
- ii) Valued Relationships, Inc. in the amount not-to-exceed \$115,625.00.

3) Home Delivered Meals Services

- i) Casleo Corporation dba Global Meals in the amount not-to-exceed \$195,624.00.
- ii) Mobile Meals, Inc. in the amount not-to-exceed \$507,983.00.
- iii) The Golden Age Centers of Greater Cleveland in the amount not-to-exceed \$295,311.00.

4) Homemaker Services

- i) A-1 Health Care, Inc. in the amount not-to-exceed \$271,253.00.
- ii) Absolute Home Health Care Agency, Inc. in the amount not-to-exceed \$260,479.00.
- iii) Agape Home Health Care in the amount not-to-exceed \$105,956.00.
- iv) B & B Launch, Inc. dba Home Instead Senior Care in the amount not-to-exceed \$140,140.00.
- v) BZKZ Inc. dba Heritage Home Healthcare of Elyria & Rocky River in the amount not-to-exceed \$149,760.00.

- vi) First Choice Medical Staffing of Ohio, Inc. in the amount not-to-exceed \$218,294.00.
- vii) Geocare, Inc. in the amount not-to-exceed \$100,100.00.
- viii) Health Care Bridge Inc. in the amount not-to-exceed \$60,695.00.
- ix) Home Care Relief, Inc. in the amount not-to-exceed \$422,519.00.
- x) Rx Home Healthcare Inc. in the amount not-to-exceed \$65,936.00.
- xi) Xcel Healthcare Providers, Inc. in the amount not-to-exceed \$229,632.00.

5) Home Delivered Meals Services and Homemaker Services

- i) Senior Outreach Services in the amount not-to-exceed \$179,619.00.

6) Medical Transportation Services

- i) Ace Taxi Service Inc. in the amount not-to-exceed \$163,200.00.
- ii) Future Age, Inc. dba Provide-A-Ride in the amount not-to-exceed \$160,532.00.

SECTION 2. That the County Executive is authorized to execute contracts in connection with said awards and all documents consistent with this Resolution.

SECTION 3. It is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue without interruption, therefore, this Resolution, provided it receives the affirmative vote of eight members of Council, shall become immediately effective upon the signature of the County Executive; otherwise it shall be in full force and effect from and immediately after the earliest time permitted 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: May 22, 2012
Committee(s) Assigned: Health, Human Services & Aging

Journal CC006
June 12, 2012

County Council of Cuyahoga County, Ohio

Resolution No. R2012-0096

Sponsored by: County Executive FitzGerald/Department of Health and Human Services/Division of Employment and Family Services/Cuyahoga Support Enforcement Agency	A Resolution making awards on RQ22613 to various providers for Job Readiness, Job Search, Job Placement and Job Retention Services for the period 7/1/2012 - 6/30/2013; and authorizing the County Executive to execute the contracts and all other documents consistent with said awards and this Resolution.
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WHEREAS, the County Executive/Division of Employment & Family Services/Cuyahoga Support Enforcement Agency has recommended awards on RQ22613 to various providers for Job Readiness, Job Search, Job Placement and Job Retention Services for the period 7/1/2012 – 6/30/2013 below as follows:

- 1) El Barrio, Incorporated fka Westside Ecumenical Ministry in the amount not-to-exceed \$515,000.00
- 2) LNE & Associates, LLP in the amount not-to-exceed \$505,512.00; and,

WHEREAS, the primary goals of this project are: a) to enhance the job readiness and job search services available to participants by contracting with service providers who can offer this programming, and b) to assist participants with removing barriers to employment and increasing marketable soft skills while keeping them engaged daily to meet required participation hours; and,

WHEREAS, this project provides activities for case assistance recipients of the Ohio Works First (“OWF”) program; and,

WHEREAS, OWF offers time-limited financial assistance and employment services to Cuyahoga County families while they are working toward full-time employment and economic self-sufficiency; and,

WHEREAS, the procurement method for this award recommendation was to conduct an RFP through RQ 22613; the total value of the RFP is \$1,020,512.00; and,

WHEREAS, the RQ was closed on March 9, 2012 in which 2 of 10 proposals submitted for review are being recommended for awards; and,

WHEREAS, the vendors for each contract are as follows:

El Barrio, Inc.
5209 Detroit Avenue
Cleveland, Ohio 44102
Council District 3

LNE & Associates, LLP
2450 Prospect Avenue
Cleveland, Ohio 44115
Council District 8; and,

WHEREAS, the project is mandated by ORC Section 5101.80 which requires the new Temporary Assistance for Needy Families ("TANF") program to be established as a state program of family assistance; and,

WHEREAS, the project is funded 100% by Federal TANF Funding.

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

SECTION 1. The Cuyahoga County Council hereby approves the County Executive's recommendation and authorizes awards on RQ22613 to various providers for Job Readiness, Job Search, Job Placement and Job Retention Services for the period 7/1/2012 – 6/30/2013 below as follows:

- 1) El Barrio, Incorporated fka Westside Ecumenical Ministry in the amount not-to-exceed \$515,000.00
- 2) LNE & Associates, LLP in the amount not-to-exceed \$505,512.00.

SECTION 2. The County Executive is hereby authorized to execute the contracts and all other documents consistent with said awards and this Resolution.

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

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

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

First Reading/Referred to Committee: May 22, 2012
Committee(s) Assigned: Health, Human Services & Aging

Journal CC006
June 12, 2012

County Council of Cuyahoga County, Ohio

Ordinance No. O2012-0015

Sponsored by: County Executive FitzGerald/Department of Law and Councilmember Miller	An Ordinance amending Ordinance No. O2011-0014, as amended, which enacted the Cuyahoga County Contracting and Purchasing Procedures Ordinance; and declaring the necessity that this Ordinance become immediately effective.
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WHEREAS, the Cuyahoga County Council enacted the Cuyahoga County Contracting and Purchasing Procedures Ordinance in Ordinance No. O2011-0014, as amended; and,

WHEREAS, the County has now had over a year experience with the Contracting and Purchasing Procedures Ordinance and has determined that the Ordinance should be amended in accordance with the draft of the ordinance attached hereto; and,

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

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

SECTION 1: The Cuyahoga County Contracting and Purchasing Procedures Ordinance, Ordinance No. O2011-0014, as amended, is hereby amended in accordance with the attached draft of the ordinance, with the stricken language being deleted, and the bolded, underlined language being added.

SECTION 2: The Clerk of Council shall update the table of contents for the ordinance upon its passage to reflect the correct pagination with the amendments made herein.

SECTION 3: Effective Date. It is hereby found and determined necessary for this Ordinance to become immediately effective, for the reasons that this Ordinance provides for the usual daily and necessary operations of Cuyahoga County government. Therefore, this Ordinance, provided that it receives the affirmative vote of at least eight (8) members of County Council, shall be in full force and effect from and immediately after the earliest time permitted by law.

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

On a motion by _____, seconded by _____, the foregoing Ordinance was duly enacted.

Yeas:

Nays:

County Council President

Date

County Executive

Date

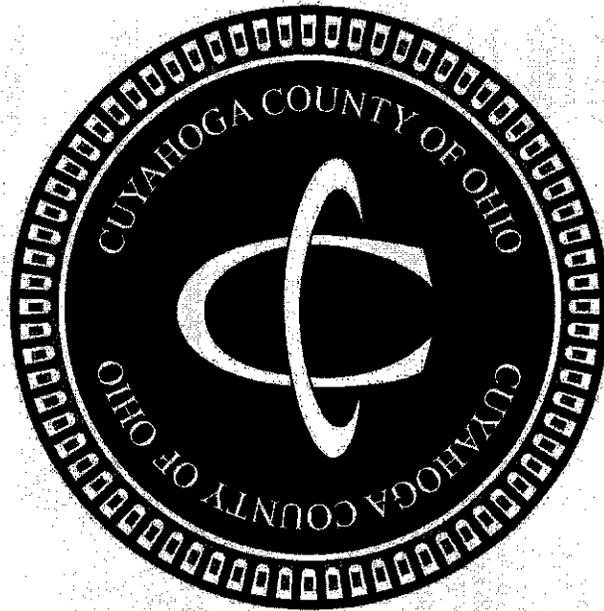
Clerk of Council

Date

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

Journal _____
_____, 2012

Cuyahoga County
Contracting and Purchasing Procedures Ordinance



Cuyahoga County Council
Public Works, Procurement & Contracting Committee

Pernel Jones, Jr., Chair
Chuck Germana, Vice Chair
Yvonne Conwell
Dale Miller
Julian Rogers

Adopted, April 26, 2011, Ordinance No. O2011-0014
Amended, July 26, 2011, Ordinance No. O2011-0030
Amended, August 9, 2011, Ordinance No. O2011-0033
Amended, September 13, 2011, Ordinance No. O2011-0044
Amended, September 27, 2011, Ordinance No. O2011-0046
Amended, December 6, 2011, Ordinance No. O2011-0055
Amended, _____, 2012, Ordinance No. O2012-0015

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Chapter 1: Establishment of the Board of Control

Section 1.1: Board of Control Established

A. Establishment: There is, hereby, created the Cuyahoga County Board of Control, consisting of seven (7) members identified as follows:

- a) the Cuyahoga County Executive,
- b) the Fiscal Officer,
- c) the Director of Public Works,
- d) the Director of the Office of Procurement and Diversity, and
- e) three members of Cuyahoga County Council, appointed by the President of Council, within seven (7) days after the enactment of this Ordinance and immediately following each Organizational Meeting of Cuyahoga County Council, who shall serve until their successors are appointed.

Amended in Ordinance No. O2011-0030 on July 26, 2011.

B. Jurisdiction: The Board of Control shall have jurisdiction to review, approve, or deny all of the following:

- a) **Any contract, contract amendment, change order, purchase, sale, lease, grant, loan, exemption, procedure, or any other action that requires approval by the Board of Control pursuant to the Contracting and Purchasing Procedures Ordinance or any other County ordinances.**
- b) **Any other contract, contract amendment, change order, purchase, sale, lease, grant, loan, exemption, procedure, or other action that does not otherwise require approval by the County Council, Board of Control, or the Contracts and Purchasing Board, but the County Executive determines to submit to the Board of Control for its consideration, review, and approval or denial.**

Section 1.2: County Council Vacancies

Whenever any of the three (3) positions on the Board of Control held by members of County Council becomes vacant, the President of County Council shall appoint another member of County Council to fill the position for the remainder of the term.

Section 1.3: Executive Branch Alternates

For each of the four (4) executive branch members of the Board of Control, the County Executive shall appoint ~~an alternate who~~ **two alternates, one of whom** shall attend meetings of the Board of Control whenever that member is unable to do so. Only employees of Cuyahoga County may be appointed as alternates on the Board of Control. Each alternate appointed shall, according to the County Executive's best judgment, have the greatest responsibility and most knowledge in the area(s) of primary responsibility of the person that the alternate replaces. Alternates shall serve at the pleasure of the County Executive, and the County Executive shall appoint a new alternate in the same way as the original designation whenever an alternate position becomes vacant. Appointments of alternates by the County Executive shall not be subject to confirmation by County Council.

Section 1.4: Council Alternates

At the same time that the President of Council appoints members to the Board of Control, the President of Council shall appoint ~~an alternate for each member appointed~~ **at least three alternates who shall serve as a pool of alternates if any of the Council members are unavailable.** Alternates shall be members of County Council and shall serve until their successors are designated. The President of Council shall in the same way appoint an alternate for the remainder of the term whenever an alternate position becomes vacant.

Section 1.5: Alternate Have Full Rights

Any properly appointed alternate shall have all the rights and responsibilities of a member of the Board of Control when attending a meeting on behalf of a member.

Section 1.6: Officers

The County Executive shall serve as Chairperson of the Board of Control, and the Fiscal Officer shall serve as Vice Chairperson. If both the Executive and the Fiscal Officer are absent from any meeting, the Board of Control shall choose one of its members to chair that meeting. For the

purposes of this section, County Executive and Fiscal Office shall include their alternates.

Section 1.7: No Additional Compensation, Collective Action, and Conflicts of Interest

- (a) No compensation in addition to a person's regular compensation as an employee of Cuyahoga County shall be provided for service on the Board of Control.
- (b) The Board of Control is a board created by law, and its members act collectively, and in their official capacities, in the award of contracts and in taking any other action. It shall not be a conflict of interest for a Board member, including the County Executive or a director of a department or an office, to advocate before the Board, deliberate on, and vote for or against a contract or any other item involving his or her department or office. It also shall not be a conflict of interest for a Council Board member to advocate before the Board, deliberate on, and vote for or against a contract within his or her District or involving a purchase by the County Council.

Section 1.8: Clerk of the Board of Control

The County Executive shall designate one staff person, who shall be the Clerk of the Board of Control, who shall publish agendas and meeting notices and record and publish minutes.

Section 1.9: Weekly Meetings

The Board of Control shall meet weekly, at a regular time determined by the Board of Control.

Section 1.10: Quorum

A quorum for the Board of Control shall consist of four (4) members or attending personally or through their alternates or replacements.

Section 1.11: Vote Required for Board of Control Actions

Except as provided in Section 3.10(a)(7) of this Ordinance, a motion to approve or disapprove any item before the Board of Control shall require the affirmative vote of any four (4) or more members. Amendments to items before the Board of Control and parliamentary motions may be adopted by a majority of those present, provided that a quorum is present.

Section 1.12: Rules of Procedure

- (a) The Board of Control shall, consistent with the provisions of this Ordinance, adopt its own rules of procedure. **The Board's rules may include procedures for the approval or preapproval of time sensitive, mission critical purchases.**
- (b) Should any conflict arise between the rules of procedure of the Board of Control and this Ordinance, the requirements of this Ordinance shall prevail.

Section 1.13: Public Participation

All meetings of the Board of Control shall be open to the public and shall begin by providing time for public comment on matters that are on the agenda for that day. The Board of Control shall also provide time for public comment, either at that time or later in the meeting, on matters that may come before the Board of Control in the future. The Board of Control may also require presenters to register with the Board of Control before speaking and may set a time limit on presentations, which may be extended at the discretion of the Chairperson.

Section 1.14: Agendas

The Clerk of the Board of Control shall publish the notice and agenda for each meeting on the county's website, post them at its office, and send them by electronic mail to each member of County Council no later than 6:00 p.m. on the second business day before the meeting. For each proposed contract to be considered, the agenda shall list the type of contract, a summary of the scope of work, the anticipated costs, the expected schedule of payments by fiscal year, the source(s) of funding, the anticipated start date, and the vendor's name. For agenda items other than contracts, the Board of Control shall specify in its rules what documentation shall be submitted with the request.

Section 1.15: Special Meetings

The Board of Control may conduct a special meeting at a time other than its regularly scheduled time. In the event of an emergency, as determined by the County Executive in his or her discretion, or when the County Executive determines that it is advantageous to the County to have a special meeting, the Board of Control may conduct a meeting with less notice than that required by Section 1.14 of this Ordinance. For any special or emergency meeting, in addition to the notice requirements of Section 1.14, the Board of Control shall also send notice to all news media organizations that request to be notified of such meetings. A meeting may

be conducted with less than twenty-four (24) hours only to respond to an emergency concerning which immediate official action is required, and the notice and agenda shall state the nature of the emergency requiring such action.

Section 1.16: Minutes

The Clerk of the Board of Control shall promptly prepare and publish the minutes of each meeting of the Board of Control on the county's website, which shall in no case occur later than one week after each meeting.

Section 1.17: Executive Session

Notwithstanding the requirement in Section 1.13 for open meetings, the Board of Control may go into Executive Session, only to discuss one or more of the topics permitted to be discussed in Executive Session pursuant to the Ohio Open Meetings Act or any other general law permitting such Executive Session. The published agenda for any meeting at which the Board of Control goes into Executive Session must include notice of the intent to go into Executive Session and a general description of the subject matter to be discussed. Prior to going into Executive Session, the Board of Control must approve a motion to go into Executive Session. That motion must be approved by a majority of members present by roll call vote, with a quorum being present, and the motion shall state the topic(s) to be discussed in Executive Session and that no other topics may be discussed.

Section 1.18: Journal

The Clerk of the Board of Control shall maintain a Journal of the Board of Control, which shall be posted on the county's website and maintained as a permanent file, which may be in an electronic format. The Journal shall include the notice, agenda, and minutes of all Board of Control meetings.

Section 1.19: Public Meetings and Public Records

The Board of Control shall be subject to all state laws and county ordinances concerning public meetings and public records.

Section 1.20: Deadline for Agenda Items

The Clerk of the Board of Control, in consultation with the Fiscal Officer, the Director of Public Works, and the Director of the Office of Procurement and Diversity, may set a deadline for the submission of items for the agenda by county departments for each meeting.

Section 1.21: Consideration of Items Not on the Agenda

The Board of Control may, by 2/3 vote of members present, with a quorum being present, allow consideration of items not on the agenda or items submitted after the deadline for submission of items established by the Clerk of the Board of Control.

Chapter 2: Contracts and Purchasing Board Established

Section 2.1: Contracts and Purchasing Board Established

A. Establishment: There is, hereby, created the Cuyahoga County Contracts and Purchasing Board, consisting of five (5) members identified as follows:

- a) The Cuyahoga County Executive;
- b) The Fiscal Officer;
- c) The Director of Public Works;
- d) The Director of the Office of Procurement and Diversity; and
- e) The Cuyahoga County Executive's Chief of Staff.

B. Jurisdiction: The Contracts and Purchasing Board shall have jurisdiction to review, approve, or deny all of the following:

- a) **Any contract, contract amendment, change order, purchase, sale, lease, grant, loan, exemption, procedure, or any other action that requires approval by the Contracts and Purchasing Board pursuant to the Contracting and Purchasing Procedures Ordinance or any other County ordinances.**
- b) **Any other contract, contract amendment, change order, purchase, sale, lease, grant, loan, exemption, procedure, or other action that does not otherwise require approval by the County Council, Board of Control, or the Contracts and Purchasing Board, but the County Executive determines to submit to the Contracts and Purchasing Board for its consideration, review, and approval or denial.**

Section 2.2: Board Alternates

For each member of the Contracts and Purchasing Board, the County Executive shall appoint ~~an alternat who~~ **two alternates, one of whom** shall attend meetings of the Contracts and Purchasing Board whenever that member is unable to do so. Only employees of Cuyahoga County may be appointed as alternates. Each alternate appointed shall, according to the County Executive's best judgment, have the greatest responsibility and most knowledge in the area(s) of primary responsibility of the person that the alternate replaces. Alternates shall serve at the pleasure of the County Executive, and the County Executive shall appoint a new alternate in the same way as the original designation whenever an alternate position becomes vacant. Appointments of alternates by the County Executive shall not be subject to confirmation by County Council.

Section 2.3: Alternates Have Full Rights.

Any properly appointed alternate shall have all the rights and responsibilities of a member of the Contracts and Purchasing Board when attending a meeting on behalf of a member.

Section 2.4: Officers

The County Executive shall serve as the Chairperson and the County Executive's Chief of Staff shall serve as the Vice Chairperson of the Contracts and Purchasing Board. If both the Executive and the County Executive's Chief of Staff are absent, the Board shall choose one of its members to chair that meeting. For the purposes of this section, the County Executive and the County Executive's Chief of Staff shall include their alternates.

Section 2.5: No Additional Compensation, Collective Action, and Conflicts of Interest

- (a) No compensation in addition to a person's regular compensation as an employee of Cuyahoga County shall be provided for service on the Contracts and Purchasing Board.
- (b) The Contracts and Purchasing Board is a board created by law, and its members act collectively, and in their official capacities, in the award of contracts and in taking any other action. It shall not be a conflict of interest for a Board member, including the County Executive or a director of a department or an office, to advocate before the Board, deliberate on, and vote for or against a contract or any other item involving his or her department or office.

Section 2.6: Clerk of the Contracts and Purchasing Board

The County Executive shall designate one staff person to serve as the Clerk of the Contracts and Purchasing Board. The Clerk shall publish the meeting agendas and notices and shall record and publish the minutes.

Section 2.7: Weekly Meetings

The Contracts and Purchasing Board shall meet weekly at regular times determined by the Board. If the Board deems it necessary, it may elect to convene more than one regular meeting per week, through its rules of procedure. The Board's Chairperson, or his or her alternate, shall have the authority to cancel meetings.

Section 2.8: Quorum

A quorum for the Contracts and Purchasing Board shall consist of three (3) members, or their alternates or replacements.

Section 2.9: Vote Required for Board Actions

A motion to approve or disapprove any item before the Contracts and Purchasing Board shall require the affirmative vote of any three (3) or more members. Amendments to items before the Contracts and Purchasing Board and parliamentary motions may be adopted by a majority of those present, provided that a quorum is present.

Section 2.10: Rules of Procedure

- (a) The Contracts and Purchasing Board shall, consistent with the provisions of this Ordinance, adopt its own rules of procedure. **The Board's rules may include procedures for the approval or preapproval of time sensitive, mission critical purchases.**
- (b) Nothing in this Ordinance shall be interpreted to prohibit the Contracts and Purchasing Board from utilizing consent agendas.
- (c) Should any conflict arise between the rules of procedure of the Contracts and Purchasing Board and this Ordinance, the requirements of this Ordinance shall prevail.

Section 2.11: Public Meetings and Public Records

The Contracts and Purchasing Board shall be subject to all state laws and county ordinances concerning public meetings and public records.

Section 2.12: Public Participation

All meetings of the Contracts and Purchasing Board shall be open to the public and shall begin by providing time for public comment on matters that are on the agenda for that day. The Board shall also provide time for public comment, either at that time or later in the meeting, on matters that may come before the Board in the future. The Contracts and Purchasing Board may also require presenters to register with the Board before speaking and may set a time limit on presentations, which may be extended at the discretion of the Chairperson.

Section 2.13: Executive Session

Notwithstanding the requirements in Sections 2.10 and 2.11 for open meetings, the Contracts and Purchasing Board may go into Executive Session, only to discuss one or more of the topics permitted to be discussed in Executive Session pursuant to the Ohio Open Meetings Act or any other general law permitting such Executive Session. The published agenda for any meeting at which the Board goes into Executive Session must include notice of the intent to go into Executive Session and a general description of the subject matter to be discussed. Prior to going into Executive Session, the Board must approve a motion to go into Executive Session. The motion to go into Executive Session must be approved by a majority of members present by roll call vote, with a quorum being present, and the motion shall state the topic(s) to be discussed in Executive Session and that no other topics may be discussed.

Section 2.14: Agendas

The Clerk of the Contracts and Purchasing Board shall publish the notice and agenda for each Board meeting on the county's website, post them at its office, and send them by electronic mail to each member of County Council no later than 6:00 p.m. on the second business day before the meeting for a Contracts and Purchasing Board. For each proposed contract to be considered, the agenda shall list the type of contract, a summary of the scope of work, the anticipated costs, the source(s) of funding, the anticipated start date, and the vendor's name. For agenda items other than contracts, the Contracts and Purchasing Board shall specify in its rules what documentation shall be submitted with the request.

Section 2.15: Deadline for Agenda Items

The Clerk of the Contracts and Purchasing Board, in consultation with the Director of the Office of Procurement and Diversity, may set a deadline for the submission of items for consideration by the Contracts and Purchasing Board.

Section 2.16: Consideration of Items Not on the Agenda

The Contracts and Purchasing Board may, by vote of 2/3 of members present and a minimum of three (3) affirmative votes, allow consideration of items not included in the agenda published at or prior to the deadline provided for in Section 2.14 of this Ordinance.

Section 2.17: Special Meetings

- (a) The Contracts and Purchasing Board may conduct special meetings at a time other than its regularly scheduled meeting times.
- (b) In the event of an emergency, as determined by the County Executive in his or her discretion, or when the County Executive determines that it is advantageous to the County to have a special meeting, the Contracts and Purchasing Board may conduct a meeting with less notice than that required by Section 2.14 of this Ordinance. For any special or emergency meeting, in addition to the notice requirements of Section 2.14, the Board shall also send notice to all news media organizations that request to be notified of such meetings. A meeting may be conducted with less than twenty-four (24) hours only to respond to an emergency, as determined by the County Executive in his or her discretion, concerning which immediate official action is required, and the notice and agenda shall state the nature of the emergency requiring such action.

Section 2.18: Minutes

The Clerk of the Contracts and Purchasing Board shall promptly prepare and publish the minutes of each Board meeting on the county's website, which shall in no case occur later than one week after each meeting.

Section 2.19: Journal

The Clerk of the Contracts and Purchasing Board shall maintain a Journal of the Board, which shall be posted on the county's website and maintained as a permanent file, which may be in an electronic format. The

Journal shall include the notice, agenda, and minutes of all Board meetings.

Chapter 3: Approvals Required for Contracts, Purchases and Sales, Leases, Grants and Loans

Section 3.1: County Executive's Authority

- a) The County Executive, through the appropriate departments of county government acting under his/her direction or other county entities, may solicit bids, proposals, qualification statements, or any other contractual solicitation; enter into all contracts; manage contracts through their conclusion and execute all necessary documents for the administration and conclusion of contracts; accept completeness of projects; terminate contracts; release escrow funds upon conclusion of contracts; apply for, accept, or make grants; purchase, sell, and lease any real estate or real estate interests; accept or grant access, easements, licenses, and other rights of entry on real estate; and provide or enter into loans, provided that all requirements of this Ordinance applicable to that action are met. For actions requiring approval of the County Council, ~~or~~ the Board of Control, or the Contracts and Purchasing Board, such approvals shall be obtained prior to execution of the action. Actions not requiring approval of either the County Council, ~~or~~ the Board of Control, or the Contracts and Purchasing Board may be executed by the County Executive in accordance with procedures established by this Ordinance and the County Executive.
- b) The County Executive may perform any of the functions that he or she may perform under this Ordinance through his or her duly authorized designees.

Amended in Ordinance No. O2011-0030 on July 26, 2011.

Section 3.2: Usage of the Terms "Contract and "Sale"

For the purposes of this Ordinance:

- a) "contract" shall not include an employment contract between the County and any regular full-time or part-time employee of the County or any contract entered into in settlement of litigation; and
- b) "sale" shall include only sales of assets.

Section 3.3: Definition of Value

For the purposes of this Ordinance, the value of any contract, purchase, sale, grant **made by the County**, or loan shall be the total amount obligated, received or contracted for, even if over multiple years, but shall not include any optional extensions. Whenever a construction or renovation project requires the execution of two or more contracts, the sum of the value of the multiple contracts required shall be used as the value for each contract, except that contracts for phases of a construction or renovation project, executed before it is known whether the total project cost will exceed \$500,000, may be handled as a separate contract.

Section 3.4: Thresholds for Options of Contracts

Exercise of an option on a contract shall require approval of the County Council, the Board of Control, or the Contracts and Purchasing Board if the thresholds provided for in Sections 3.10, 3.11, and 3.12, respectively, for approval of contracts are met.

Section 3.5: Contracts with Multiple Vendors

- a) Unless an exemption is approved under Section 3.5(b) herein, the values of proposed contracts to be entered pursuant to a single Request for Bids (RFB), Request for Proposals (RFP), or Request for Qualifications (RFQ) **or any other contractual solicitation** shall be aggregated and treated as a single contract for purposes of applying the monetary thresholds under sections 3.10, 3.11, and 3.12.
- b) Requests for exemption from the requirements of Section 3.5(a) shall be submitted to the Board of Control, which is hereby authorized to review such requests and to approve or disapprove them.

Amended in Ordinance No. O2011-0030 on July 26, 2011.

Section 3.6: Definition of New Item

For the purposes of this Ordinance, a "new item" in a change order or amendment to a contract is any item not provided for in the prior version of the contract, and does not include a change in the quantity, version, style, manufacturer, or supplier of any item included in the prior version of the contract.

Section 3.7: Change Orders or Amendments on Contracts

A change order or amendment to a contract may be presented in the form of a list of proposed changes, rather than submitting items individually. For the purposes of this Ordinance, the value of a change order or amendment submitted as a list of items shall be the greater of:

- a) the net change to the value of the contract after all additions, are added and all deletions or reductions are subtracted; or
- b) the total value of all new items, as defined in Section 3.6 of this Ordinance, in the change order or amendment.
- c) the term "change order or amendment" shall include the use of county contingency funds.

Section 3.8: Approval Thresholds for Change Orders or Amendments

For the purposes of this Ordinance, a change order or amendment to a contract shall not be considered a separate contract and shall be subject to the requirements of Sections 3.10(a)(7) and 3.11(c) of this Ordinance.

Section 3.9: Single Approval Generally Required; Exceptions

- a) Except as provided for in Sections 3.10(a)(7) and (8) and Sections 3.11(c) and (d), approvals provided for in Sections 3.10, 3.11, and 3.12 of the Ordinance shall be required to enter into a contract, lease, purchase, sale, loans made by the County, and grants made by the County and not at other stages of the process of completing these transactions.
- b) Purchases made under a requirements, supplies, or other contract under which multiple purchases are to be made, such as an office supply contract or a county printing contract, shall not require additional individualized approvals by the County Council, Board of Control, or the Contracts and Purchasing Board so long as the contract under which the purchases are to be made is properly approved under this Ordinance.

Section 3.10: Items Requiring County Council Approval

- a) The following transactions and other actions shall require approval by the County Council:

- 1) All contracts, purchases, sales, grants provided by the county, or loans provided by the county for more than \$500,000.00;
- 2) Any loan in which the county, or any entity thereof, is the borrower;
- 3) All contracts, purchases, loans, leases, or other transactions which create an obligation which would require the appropriation of additional funds not previously authorized;
- 4) All purchases or sales of real estate or real estate interests for any purpose other than making or repairing roads, including bridges, for more than \$50,000.00 and all leases of real estate or real estate interests as lessor or lessee in which the value of the purchase, sale, or lease is more than \$50,000.00;
- 5) All purchases, sales, or leases of real estate in excess of six months other than at fair market value;
- 6) All transfers of cash or appropriation authority between accounts within the county budget and all appropriation changes that result in an increase or decrease in authorized appropriations;
- 7) Any change order or amendment to a contract that is submitted to the Board of Control and does not receive an affirmative vote of one County Council member on the Board of Control;
- 8) Any other specific contract, purchase, sale, lease, grant made by the County, or loan made by the County, or any exemption, procedure, or other action within the process of completing any such contract, purchase, sale, lease, grant made by the County, or loan made by the County for which the County Council, by Motion of Council, requires approval of the County Council;
- 9) Any other contract, contract amendment, change order, purchase, sale, lease, grant made by the County, loan made by the County, exemption, procedure, or other action that requires approval by the County Council pursuant to any other provision of this Ordinance or any other County Ordinances;

10) Any other contract, purchase, sale, lease, grant made by the County, loan made by the County, or any exemption, procedure, or other action within the process of completing any such contract, purchase, sale, lease, grant, exemption, or loan that does not otherwise require Council approval, but the County Executive, Board of Control, or Contracts and Purchasing Board determines to submit to Council for its consideration, review, and approval or denial.

b) Sections 3.10(a)(4) and (5) are not intended to interfere with the Executive and Director of Public Works' ability to manage the County's property, including, without limitation, granting access, easements, licenses, rights of way, or other rights of entry on the County's property and establishing the terms for such entry without seeking Council approval for such action.

Amended in Ordinance No. O2011-0030 on July 26, 2011, and in Ordinance No. O2011-0033 on August 9, 2011.

Section 3.11: Items Requiring Board of Control Approval

The following transactions and other actions shall require approval by the Board of Control:

- a) All contracts, purchases, sales, grants provided or by the County, or loans provided by the County for more than \$100,000.00 but not more than \$500,000.00, except that the County Executive and/or the Director of Economic Development may make loans of not more than \$200,000.00 without approval from the Board of Control for the limited purpose of implementing the Federal Neighborhood Stabilization Program.
- b) All purchases or sales of real estate or real estate interests for more than \$10,000.00 but not more than \$50,000.00 and all leases of real estate or real estate interests as lessor or lessee in which the total value of the transaction is more than \$10,000.00 but not more than \$50,000.00.
- c) Any change order or amendment with a value of \$25,000.00 or more using the definition provided in Section 3.7 of this Ordinance for contracts with a value of less than five million dollars or \$50,000.00 or more for contracts with a value of five million dollars or more.
- d) Any other specific contract, purchase, sale, lease, grant, or loan or any procedure within the process of completing any such contract,

purchase, sale, lease, grant or loan for which the County Council, by Motion of Council, requires approval of the Board of Control.

- e) ~~Any other specific contract, purchase, sale, lease, grant made by the County, loan made by the County, or any exemption, procedure, or other action within the process of completing any such contract, purchase, sale, lease, grant, exemption, or loan that does not otherwise require Council or Board of Control approval, but the County Executive determines to submit to the Board of Control for its consideration, review, and approval or denial.~~
- f) All purchases, including, the acquisition through settlement of eminent-domain litigation, of any real estate interests for the purpose of making or repairing roads, including bridges, in excess of \$50,000.00.
- g) ~~Any other contract, contract amendment, change order, purchase, sale, lease, grant made by the County, loan made by the County, exemption, procedure, or other action that requires approval by the Board of Control pursuant to any other provision of this Ordinance or any other County ordinances.~~

Amended in Ordinance No. O2011-0030 on July 26, 2011, and in Ordinance No. O2011-0033 on August 9, 2011.

Section 3.12: Items Requiring Contracts and Purchasing Board Approval

The following transactions and other actions shall require approval by the Contracts and Purchasing Board:

- a) All contracts, purchases, sales, grants provided by the County, and loans provided by the County for \$500.00 or more that do not otherwise require County Council or Board of Control approval.
- b) ~~Any other contract, contract amendment, change order, purchase, sale, lease, grant, loan, exemption, procedure, or any other action that requires approval by the Contracts and Purchasing Board pursuant to any other provision of this Ordinance or any other County ordinances.~~
- e) ~~Any other contract, contract amendment, change order, purchase, sale, lease, grant, loan, exemption, procedure, or other action that does not otherwise require approval by the County Council, Board of Control, or the Contracts and Purchasing Board, but the County Executive determines to submit to the Contracts and Purchasing Board for its consideration, review, and approval or denial.~~

Section 3.13: Monthly Reports on Contract Changes

During any construction or renovation project, the director of the department responsible for the project in conjunction with the project manager, or other person responsible for the project shall provide the following information monthly to the Board of Control:

- a) A description of all changes made in the project since the previous report and the cost or savings associated with each change, and
- b) The percentage of contingency funds used in the project up to that point and how that percentage compares with the projected use of contingency funds at that point in the project.

Amended in Ordinance No. O2011-0030 on July 26, 2011.

Section 3.14: Identification of Funding Sources

Any item submitted to the County Council, the Board of Control, or the Contracts and Purchasing Board which includes a request for approval for the expenditure of money shall specify the funding source(s) to be used.

Section 3.15: Experts or Consultants

The County Executive may enter into a contract with experts or consultants in connection with the administration of the affairs of the county, as provided for in Article 3, Section 9, Subsection 3 of the Cuyahoga County Charter, subject to the approval process and other requirements regarding contracts provided for in this Ordinance and the specific notice requirement provided for in Section 5.4 of this Ordinance.

Section 3.16: County Executive Emergency Authority

In an emergency which threatens the life, health, or property in the county, as declared and determined by the County Executive, and in which official action is needed prior to when a meeting of the County Council, the Board of Control, or the Contracts and Purchasing Board could take place, the County Executive may enter into contracts or leases or make purchases not to exceed ~~\$500,000.00~~ \$2,000,000.00 for any one emergency event, without obtaining the approval of the County Council, the Board of Control, or the Contracts and Purchasing Board. Whenever this power is exercised, the County Executive shall immediately send a report to County Council and post the report on the county's website, describing the nature

of the emergency, the actions taken, and the estimated cost and sources of funding for the actions taken.

Amended in Ordinance No. O2011-0030 on July 26, 2011.

Section 3.17: Grant Application and Acceptance of Grants

The County Executive may apply for and accept grants on behalf of the county, **and execute all agreements and any other documents in connection with same**, without specific approval from the Contracts and Purchasing Board, the Board of Control, or the County Council, provided that any expenditures of grant funds shall be made from funds properly appropriated and any purchases, grants, leases, or loans made using grant funds shall be done in accordance with the provisions of this Ordinance.

Amended in Ordinance No. O2011-0030 on July 26, 2011.

Section 3.18: Referral to County Council

The County Executive may refer an item to the County Council for approval that otherwise would require approval from the Board of Control or the Contracts and Purchasing Board.

Section 3.19: Information Technology Purchases

All information technology purchases by the County, its officers, departments, offices, agencies, boards, commissions, courts, or other authorities of the County shall be coordinated with the County's Chief Information Officer and approved by him/her, in accordance with the procedures and policies established by his/her office, before being submitted for approval to the appropriate approval authority under Sections 3.10, 3.11, or 3.12 of this Ordinance.

Chapter 4: General Provisions

Section 4.1: Director of Procurement and Diversity to Execute Purchases

All purchases of goods and services shall be done by the ~~Director of~~ **Office of** Procurement and Diversity, under the direction of the County Executive. The various departments may use office vouchers and procurement cards for purchases not to exceed \$500.00.

Section 4.2: Legal Review

All contracts, purchases, sales, leases, grants, or loans must undergo legal review before being executed. Use of a standard form, approved in advance by the Law Department for a specific type of transaction, shall satisfy the requirement of this section.

Section 4.3: Appropriation and Warrant Procedures

All expenditures related to any contract, purchase, sale, lease, grant, or loan must be made in accordance with the appropriation and proper warrant provisions of Section 5705.41 of the Ohio Revised Code.

Section 4.4: Competitive Bidding Required; Exceptions

a) Except as otherwise provided in this Ordinance, including, but not limited to, Sections 4.4, 4.7, and 4.13, all contracts, purchases, or leases shall be done in accordance with the competitive bidding procedures provided for in Sections 307.86 through 307.921 of the Ohio Revised Code. If any conflict arises between the procedures, requirements, or any other terms of the Ohio Revised Code, Ohio Administrative Code, or any other law or regulation, and this Ordinance, the procedures, requirements, and terms of this Ordinance shall prevail.

b) Competitive bidding is not required when any of the following apply:

1. The estimated cost is less than \$25,000.00;
2. The purchase is for professional services, such as architectural, legal, medical, veterinary, financial, insurance, information technology, engineering, consulting, surveying, appraisal, brokerage, or construction management services;
3. The purchase is made in response to an emergency as provided for in Section 3.16 of this Ordinance or the purchase is approved by the County Council, the Board of Control, or the Contracts and Purchasing Board, as applicable, to be made without competitive bidding in response to an emergency;
4. Contracts for the **The transaction is for the purchase, sale, lease (as lessor or lessee), conveyance, transfer, exchange, easement, right of way, license, or any other disposition or acquisition** of real property or real-estate interests;
5. ~~Leases of real estate or real estate interests as lessee, in which~~ all of the following apply:

- ~~i. The contracting authority develops requests for proposals for leasing the property, specifying the criteria that will be considered prior to leasing the property, including the desired size and geographic location of the property;~~
 - ~~ii. The contracting authority receives responses from prospective lessors with property meeting the criteria specified in the requests for proposals by giving notice in a manner substantially similar to the procedures established for giving notice under section 307.87 of the Ohio Revised Code as modified by Section 4.13 of this Ordinance; and~~
 - ~~iii. The contracting authority negotiates with the prospective lessors to obtain a lease at the best and lowest price reasonably possible considering the fair market value of the property and any relocation and operational costs that may be incurred during the period the lease is in effect.~~
6. The purchase is for used personal property, material, or supplies which are to be sold by the submission of written bids or at an auction open to the public;
 7. The purchase is for services, supplies, replacements or supplemental parts, for a product or equipment owned or leased by the county, and the only source of the services, supplies, replacements or parts is limited to a single supplier;
 8. The purchase is for services related to information technology, such as programming services, that are proprietary or limited to a single source;
 9. The contract **transaction** is with ~~or the purchase is from~~ the federal government, ~~the~~ **a state or a political subdivision thereof, another** county or contracting authority **thereof, of another county, a board of education, a township, a municipal corporation or a contracting authority thereof, a court, or any other one or more political subdivisions or other governmental entities, including, but not limited to, a county hospital, a regional transportation authority, a board of developmental disabilities, an alcohol, drug addiction and mental health services board, a veterans service commission, a county land reutilization corporation (land bank), a sewer district, or a port authority;**

10. The purchase is made by a county department performing the duties provided for in Section 329.04 of the Ohio Revised Code and consists of family services duties or workforce development activities;
11. The purchase is made by a public children services agency performing the duties provided for in Section 5153.16 of the Ohio Revised Code and consists of family services, programs, or ancillary services that provide case management, prevention, or treatment services for children at risk of being or alleged to be abused, neglected, or dependent children;
12. The purchase consists of criminal justice services, social services programs, family services, or workforce development activities from nonprofit corporations or associations under programs funded by the federal government or by state grants;
13. The purchase is for an insurance policy, health care plan, or child care services for provision to county employees ~~and is done in accordance with Section 307.86(F) of the Ohio Revised Code;~~
14. The purchase is for goods and services provided by persons with severe disabilities and provided for in Sections 4115.31 through 4115.35 of the Ohio Revised Code;
15. The Contracts and Purchasing Board determines, upon its review of a request for an exemption from the requirements of competitive bidding, that the use of competitive sealed proposals would be advantageous to the county and the contracting authority complies with Section 307.862 of the Ohio Revised Code, as modified by Section 4.13(B) of this Ordinance;
16. The Board of Control determines, upon its review of a request for an exemption from the requirements of competitive bidding, that an alternative procurement process would be advantageous to the County. The request to the Board must specify the details of the proposed alternative procurement process, and the Board may approve the request as presented or may impose any other changes or additional requirements as it deems appropriate.
17. The program, contract, or agreement is funded through a federal, state, or other grant or program and is awarded by the County to the recipient(s) pursuant to the criteria or

requirements of the grant or program, such as contracts entered pursuant to the Community Development Block Grant Program, the Store Front Renovation Rebate Program, the McKinney Vento Homeless Assistance Renewal Grant, or other similar grants or programs. To be eligible for this exemption, the program's criteria and requirements for the selection of the recipients must first be approved by the Contracts and Purchasing Board. This approval can be done singularly for the entire program without the need for individualized consideration.

18. The purchase is for any other purpose that may be done without competitive bidding according pursuant to ~~Section 307.86~~ of the Ohio Revised Code;
 19. The purchase is made through a joint purchasing program authorized by the Ohio Revised Code, including, but not limited to, Ohio Revised Code Section 9.48; and,
 20. The purchase is made through a state contract authorized by the Ohio Revised Code, including, but not limited to, Ohio Revised Code Section 125.04 and Ohio Revised Code Section 5513.01.
- c) Any purchase of professional design services provided by architects, engineers, or surveyors shall be done as provided for in Sections 153.65 through 153.71 of the Ohio Revised Code. The contracting authority, however, may deviate from the requirements of Ohio Revised Code Section 153.691 if the County Executive, with the approval of the Board of Control, determines that doing so would be advantageous to the County.
- d) Except in the case of contracts and purchases made under, Sections 4.4(b)(9), 16 and 17 herein, unless a request for an exemption is granted by the Contracts and Purchasing Board, as presented or with any other changes or additional requirements deemed appropriate by the Board, if the County seeks to make contracts or purchases of \$25,000.00 or more other than by competitive bidding, and the contracting authority is able to identify more than one source through which the purchase could be made, the contracting agency shall:
1. Develop requests for proposals or qualifications, specifying the products or services to be purchased and the criteria that will be considered prior to making the purchase;
 2. Receive responses from prospective vendors/contracting parties meeting the criteria specified in the request for

proposals or qualifications by giving notice in a manner substantially similar to the procedures established for giving notice under section 307.87 of the Ohio Revised Code as modified by Section 4.13(B) of this Ordinance; and

3. The contracting authority negotiates with the prospective vendors/contracting parties to obtain a contract which best satisfies the criteria specified in the request for proposals or qualifications.
- e) **Effective through September 30, 2012, if ~~if~~ the County seeks to make contracts or purchases greater than \$1,000.00, but less than \$25,000.00, and the contracting authority is able to identify multiple sources through which the contract or purchase could be made, the contracting authority shall seek informal quotes or proposals from multiple vendors in accordance with the procedures established by the Office of Procurement and Diversity.**
 - f) **Effective October 1, 2012, if the County seeks to make contracts or purchases greater than \$1,000, but less than \$25,000, the County shall solicit bids for the contract/purchase for a period of no less than eight (8) hours on the County's web site and through a vendor email notification system that is preapproved by the Office of Procurement and Diversity and the Law Department. The County shall make good faith efforts to ensure that the posting hours take place between 5:00 a.m. and 7:00 p.m. EST.**
 - g) **Effective through September 30, 2012, a** A contracting authority that is unable to identify more than one source through which the contract or purchase can be made pursuant to the requirements of Sections 4.4(d) and (e) herein shall make a request to the Contracts and Purchasing Board for approval to seek a contract with or purchase from the sole-source provider. The request for approval shall be made on a form established by the Office of Procurement and Diversity, and approved by the Law Department, and shall include a verified statement by the vendor, subject to the penalty of perjury, certifying the vendor's sole-source status. If the sole-source request is approved, the purchase or contract must still receive the requisite approval by the County Council, Board of Control, or Contracts and Purchasing Board pursuant to Section 3.10, 3.11, or 3.12.
 - h) **Effective October 1, 2012, if a county contracting authority seeks to make contracts or purchases of \$25,000 or more, and the contracting authority is unable to identify more than one**

source through which the contract or purchase can be made, it shall solicit the availability of vendors for the contract/purchase for a period of no less than 48 hours on the County's web site and through a vendor email notification system that is preapproved by the Office of Procurement and Diversity and the Law Department. If the posting results in the identification of only a single provider, the contracting authority may then proceed to submit the proposed purchase/contract to the appropriate approval authority as a sole source. If, however, the posting results in the identification of more than one possible provider, the contracting authority shall then only proceed with the procurement through a competitive process unless the contracting authority receives an appropriate exemption in accordance with the requirements of this Ordinance. The request for approval an exemption shall be made on a form established by the Office of Procurement and Diversity, and approved by the Law Department, and shall include a verified statement by the vendor, subject to the penalty of perjury, certifying the vendor's sole-source status. If the sole-source request is approved, the purchase or contract must still receive the requisite approval by the County Council, Board of Control, or Contracts and Purchasing Board pursuant to Section 3.10, 3.11, or 3.12

Amended in Ordinance No. O2011-0030 on July 26, 2011.

Section 4.5: County's Purchasing Policy and Procedure Manual

Except as otherwise provided in this Ordinance, all contracts, purchases, sales, or leases shall be done in accordance with:

- a) Effective October 1, 2011, all contracts, purchases, sales, and leases shall be approved and done in accordance with the County's Purchasing Policy and Procedure Manual, as adopted and approved by County Council.
- b) Effective January 1, 2012, all contracts, purchases, sales, and leases shall also be approved and done in accordance with the County's Small Business Enterprise (SBE) Program Policies and Procedures, as approved and adopted by County Council. In the interim until January 1, 2012, all contracts, purchases, sales, and leases shall continue to be approved and done in accordance with the County's existent Small Business Enterprise (SBE) Program Policies and Procedures.

Amended in Ordinance No. O2011-0046 on September 27, 2011.

Section 4.6: Updates to Purchasing Policy and Procedure Manual

The County Executive, through the Office of Procurement and Diversity, shall continually assess the need for any revisions or updates to the County's Purchasing Policy and Procedure Manual. The County Executive, through the Office of Procurement and Diversity, shall report to County Council on a bi-annual basis beginning on October 1, 2013, and every two years thereafter, regarding the need for any such updates or revisions.

Amended in Ordinance No. O2011-0046 on September 27, 2011.

Section 4.7: Standards for Awarding Contracts

Contracts and purchases which require competitive bidding, and are awarded in accordance with this Ordinance shall be awarded to the lowest and best bidder meeting the specifications that are most advantageous to Cuyahoga County. The County reserves the right to consider all elements entering into the question of determining the lowest and best bid, including the following:

- a) whether the bidder has the appropriate experience, reputation, and workforce to perform the required work;
- b) the bidder's past performance on legal and ethical matters;
- c) whether the bidder exhibits a history of workforce stability and workplace safety, and provides workers a fair wage and fair benefits, as evidenced by payroll and employee records, for the required work, based on market conditions;
- d) whether the bidder has adhered to all conditions and requirements of the bid and specifications;
- e) the quality of the product or service provided by the bidder on previous projects;
- f) with respect to a bidder whose bid is substantially below that of the next lowest bidder, supplemental details regarding the bid and/or historical information regarding performance and costs on similar contracts to demonstrate the bidder's ability to complete the contract at the price specified;

- g) whether the bidder is able to comply with the criteria outlined in Section 4.8 of this Ordinance;
- h) whether the bidder's past performance has demonstrated a commitment to diversity in employment and subcontracting;
- i) maintenance costs and warranty provisions provided for in the bid;
- j) the delivery or completion date provided for in the bid;
- k) whether, with respect to work done in construction trades , the bidder will use only construction trades personnel who were trained in a state or federally approved apprenticeship program or career technical program, or who are currently enrolled in a state or federally approved apprenticeship program or career technical program, or who have at least three years of experience in a particular trade; except that for the purposes of full inclusion and creation of entry-level opportunities, up to ten percent (10%) of the construction trades personnel may be participants in pre-apprenticeship programs or otherwise have less training and experience;
- l) whether the bidder, unless otherwise agreed to in a collective bargaining agreement, contributes to an employee pension or retirement plan for those employees working on the contract, such benefits being part of the employees' regular compensation and not merely on the contract, and provides evidence thereof upon request;
- m) whether the bidder, unless otherwise agreed to in a collective bargaining agreement, makes available a minimum health care plan for those employees working on the contract, such benefits being part of the employees' regular compensation and not merely on the contract and provides a copy of the plan on request;
- n) whether the bidder has had the professional license of any of its principals or employees revoked for malfeasance or misfeasance;
- o) ~~whether the bidder meets~~ any other requirements determined by the County to be specifically relevant to the proposed contract;
- p) on federally or state funded projects, which require the County to comply with specific federal and/or state criteria in selecting the lowest and best bid and/or bidder, the County shall comply with the applicable federal or state mandated criteria to avoid the loss of federal or state funding for the project(s).

Amended in Ordinance No. O2011-0030 on July 26, 2011, and in Ordinance No. O2011-0055 on December 6, 2011.

Section 4.8: Required Certifications by Successful Bidders Contractors

On federally or state funded projects, which require the County to comply with specific federal and/or state criteria or forms for certifications by the successful **contractor** bidders (s), the County shall comply with the federal and/or state requirements to avoid the loss of federal or state funds, including the use of the federal and/or state certification forms in lieu of the County's mandated certification forms. Where possible on federally or state funded projects and on all other projects, at the time of execution of the contract, the successful **contractor** bidders shall certify that it:

- a) shall be in compliance with Ohio's Drug-Free Workplace requirements, including, but not limited to, maintaining a substance abuse policy that its personnel are subject to on the contract (the successful **contractor** bidders shall provide this policy upon request);
- b) does not have an Experience Modification Rating greater than 1.5 with respect to the Bureau of Workers Compensation risk assessment rating;
- c) is in compliance and will remain in compliance with Federal and Ohio Equal Opportunity Employment Laws;
- d) shall pay the prevailing wage rate and comply with other provisions set forth in Sections 4115.03 through 4115.16 of the Ohio Revised Code and Sections 4101:9-4-01 through 4101:9-4-28 of the Ohio Administrative Code, including but not limited to the filing of certified payroll reports;
- e) has not been debarred from public contracts for prevailing wage violations or found or determined by the state to have underpaid the required prevailing wage, whether intentionally or unintentionally, even if settled subsequent to the finding, more than three (3) times in the last ten (ten) years, provided that, when aggregating for any single project, no finding of an underpaid amount of less than \$1,000.00 shall be considered, and no single finding based upon a journeyman-to-apprenticeship ratio shall be considered a violation of this provision unless as part of multiple, similar findings;
- f) has not been penalized or debarred from any federal, state, or local public contract or falsified certified payroll records, or has otherwise been found, after appeals, to have violated the Fair Labor Standards

Act in the past seven (7) years, or during the bidder's entire time of doing business, if less than seven (7) years;

- g) has not violated any unemployment or workers compensation law during the past five (5) years, or during the bidder's entire time of doing business, if less than five (5) years;
- h) at the time of contract award, does not have final, unsatisfied judgments against it which in total amount to 50% or more of the contract amount;
- i) will utilize, for work performed under the contract supervisory personnel that have three (3) or more years of experience in the specific trade and who maintain the appropriate state license(s), if any;
- j) shall be properly licensed to perform all work as follows:
 - 1. if performing a trades contract, shall be licensed pursuant to Ohio Revised Code Section 4740 as a heating, ventilating, and air conditioning contractor, refrigeration contractor, electrical contractor, plumbing contractor, or hydronics contractor;
 - 2. if performing work regulated under Section 3737.65 of the Ohio Revised Code, be certified by the State Fire Marshall;
 - 3. if performing work under any other trade, occupation, or profession licensed under Title 47 of the Ohio Revised Code, be licensed for that trade, occupation, or profession as provided in the Ohio Revised Code;
- k) shall, if performing a trade contract pursuant to Ohio Revised Code Section 4740, not subcontract more than twenty-five percent (25%) of the labor, excluding materials, for its awarded contract, unless to subcontractors also licensed pursuant to Ohio Revised Code Section 4740 or certified by the State Fire Marshall pursuant to Ohio Revised Code Section 3737.65;
- l) shall provide access as needed and allow the Agency of the Inspector General to perform the functions provided for in Section 4.12 of this Ordinance.
- m) shall require all of its subcontractors, at the time of execution of a subcontract, to make all of the certifications required in Section 4.8, except for Subsections g and i.

Amended in Ordinance No. O2011-0030 on July 26, 2011, and in Ordinance No. O2011-0055 on December 6, 2011.

Section 4.9: Remedies for Breach of Contract

If any material breach of contractual obligations or the certifications provided for in Section 4.8 of this Ordinance occurs during the contract performance by the vendor, the County may exercise any or all contractual remedies, including, but not limited to, contract termination for cause.

Section 4.10: Ethics Compliance Required

No contract shall be entered into unless all the provisions of state law and county ordinances related to ethics policy have been met.

Section 4.11: Unlawful Interest in a Public Contract

Any contract entered into in violation of Ohio Revised Code Section 2921.42(H) and/or related county ordinances concerning unlawful personal interest in a public contract shall be void and unenforceable.

Section 4.12: Inspector General's Authority

The Inspector General shall have the power to audit, investigate, inspect and review the operations, activities, and performance of the contracting and procurement processes of Cuyahoga County government in order to detect corruption and fraud and insure compliance with this Ordinance and state and county ethics laws relating to contracting and procurement. Areas within the purview of such power shall include the following:

- a) the establishment of bid specifications,
- b) bid submittals,
- c) activities of contractors, including their departments, agents, and employees that specifically relate to performance on a contract with the county,
- d) relevant activities of public officials and employees of the county.

Provided that, in the reasonable judgment of the Inspector General's agency, doing so does not jeopardize any existing or anticipated investigation, the Inspector General's agency shall promptly report any wrongdoing to the County Executive, the County Council, Director of

Public Works, the Director of Procurement and Diversity, the Director of Law, the Prosecuting Attorney, and other appropriate officials, as needed, to insure that proper action is taken in response to its findings.

Section 4.13: Home Rule Powers Asserted

- A. The County expressly asserts its home rule powers with respect to all contracting and procurement matters, including, but not limited to, all competitive bidding requirements and the County's contracting capabilities.**
- B. Notwithstanding any requirements or limitations of the Ohio Revised Code, Ohio Administrative Code, or any other applicable law or regulation, pursuant to the County's home rule powers, the County may enter into any real-estate and real-estate related transactions, and there shall be no limitations on the duration of any such transaction.**
- C.** Notwithstanding any requirements **or limitations** of the Ohio Revised Code, Ohio Administrative Code, or any other applicable law or regulation, pursuant to the County's home rule powers, the County Executive or his/her designees may:
- a) issue requests for bids, proposals, or qualifications which allow the responder to choose among two or more alternative approaches for completing the work;
 - b) advertise for bids or request proposals or qualifications either on-line through the county's website or through a newspaper of general circulation that serves the county, or both, with the option to supplement such advertising through the use of additional media;
 - c) on or after August 1, 2011, and in accordance with any implementing legislation on alternative construction delivery systems enacted by County Council, choose among the various available construction project delivery systems, in order to achieve the best possible combination of cost, quality, time to completion, and risk control.

Section 4.14: Encouragement of Diversity

In designing specifications for bids, requests for proposals, and requests for qualifications, the county shall consider dividing requests into smaller components when doing so would create a larger pool of potential bidders without reducing the cost-effectiveness of the project.

Section 4.15: General Contracting Authority of the County Executive

- a) This Ordinance is intended to fulfill any state, federal, or other requirement for a Resolution or Ordinance granting the County Executive the authority to apply for or accept grants on behalf of the County.
- b) This Ordinance is intended to fulfill any state, federal, or other requirement for a Resolution or Ordinance granting the County Executive the authority to enter into a contract or perform any other act allowed by this Ordinance unless approval for such action is specifically required under Sections 3.10, 3.11, and 3.12.
- c) **This Ordinance is also intended to fulfill any state, federal, or other requirement for a Resolution or Ordinance of Support to apply or accept grants on behalf of the County or to enter into a contract or perform any other act allowed by this Ordinance.**
- d) This Ordinance shall not be construed to limit or to restrict the powers, duties, and responsibilities of the County Executive as provided by the Charter or state law and the listing of any specific powers, duties, or responsibilities of the County Executive in this Ordinance shall not be construed to exclude any other power, duty, or responsibility provided for the Charter or by the general law of the State of Ohio.

Amended in Ordinance No. O2011-0030 on July 26, 2011.

Chapter 5: Notification Requirements

Section 5.1: Procurement Database

The County Executive shall develop, maintain, and post on the county's website a procurement database, which shall include two separate parts, which shall contain descriptions of:

- a) all executed contracts, purchases, and sales, other than real estate transactions, for \$1000.00 or more; and
- b) all executed purchases, sales, leases (as either lessor or lessee) of real estate.

The database shall be searchable by purpose, vendor, purchaser, dollar amount, funding source, department, transaction date, and other relevant factors.

Section 5.2: Grants and Loans Database

The County Executive shall develop, maintain, and post on the county's parts, which shall contain descriptions of:

- a) all grants and loans received, searchable by purpose, funding source, department, date of receipt, length of term, and other relevant factors; and
- b) all grants and loans provided, searchable by purpose, recipient, funding source, department, date provided, and other relevant factors.

Section 5.3: Pending Transactions Database

The County Executive shall develop, maintain, and post on the county's website a pending transactions database, which shall include four separate parts, describing all pending transactions of \$50,000.00 or more which have been initiated by formal, public action but not yet completed, as follows:

- a) contracts, purchases, and sales, other than real estate transactions,
- b) real estate transactions,
- c) grants and loans to be received, and
- d) grants and loans to be provided.

The database shall provide a log of date and event for each major step in the process for each transaction and shall be searchable by purpose, department, date of initiation, funding source, and other relevant factors.

Section 5.4: Special Procurement Events Database

The County Executive shall develop, maintain and post on the county's website a special procurement events database, which shall include two parts, as follows:

- a) Any time that the County Executive initiates formal, public action to contract for goods or services that are substantially different from goods or services that the county currently contracts for or has contracted for within the last three (3) years. Contracting to achieve the same purpose using improved technology shall not require notice under this subsection unless the new technology is sufficiently different so as to constitute an entirely new product; and

- b) Any time that the County Executive initiates formal public action to contract for the services of experts or consultants as provided for in Article 3, Section 9, Subsection 3 of the Charter.

The County Executive shall promptly send specific notice to the County Council whenever any of these events occur.

Section 5.5: Notification to County Councilperson

Whenever the County Executive initiates the formal, public action for a contract, purchase, sale, lease, grant, or loan with an expected value of \$25,000.00 or more that is located in or primarily affects a particular County Council District, the County Executive shall provide written notification to the Councilperson from that district.

Section 5.6: Timeline for Databases and Notifications

The County shall exercise best efforts to ensure that the databases provided for in Sections 5.1 through 5.4 of this Ordinance are in operation and posted on the county's website and the notification process provided for in Section 5.5 of this Ordinance are in operation starting not later than September 30, 2011, with the exception that the searchable features of the databases are in operation no later than March 31, 2012. Prior to the required initiation dates for the databases and notification processes provided for in Sections 5.1 through 5.5 of this Ordinance, the County Executive shall use available resources to make available to the County Council and the public as much as possible of the information required in these sections.

Section 5.7: Historical Information not Required in Databases

The databases provided for in Sections 5.1 and 5.2 of this Ordinance shall be required to include only transactions executed on or after the initiation date of each part of these databases. The databases provided for in Sections 5.3 and 5.4 shall be required to include only transactions initiated by formal, public action on or after the initiation date of each part of these databases.

Section 5.8: Exclusion of Confidential Information

Notwithstanding any other provisions of this chapter, the databases provided for in Sections 5.1, 5.2, 5.3, and 5.4 of this Ordinance shall not include any information required to be kept confidential by federal or state law or federal or state administrative rule and may exclude any other

information that is not a public record according to Section 149.43 of the Ohio Revised Code.

~~Section 5.9: Notice of Executed Contracts, Purchases and Sales~~

~~On or about the 5th calendar day prior to each regular meeting of County Council, the Executive shall provide the County Council a list of all contracts, purchases or sales executed and all grants or loans made or received for more than \$50,000.00 since the previous list was provided. Any change or amendment in which the total additions exceed \$50,000.00 shall also be included. Provided that all other requirements of this Ordinance have been met, this list does not need to be provided prior to the transactions being executed.~~

County Council of Cuyahoga County, Ohio

Ordinance No. O2012-0016

Sponsored by: County Executive FitzGerald on behalf of Human Resource Commission	An Ordinance providing for adoption of various changes to the Cuyahoga County Non-Bargaining Classification Plan, and declaring the necessity that this Ordinance become immediately effective.
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WHEREAS, Section 9.01 of the Charter of Cuyahoga County states that the County's human resources policies and systems shall be established by ordinance and shall be administered in such a manner as will eliminate unnecessary expense and duplication of effort, while ensuring that persons will be employed in the public service without discrimination on the basis of race, color, religion, sex, national origin, sexual orientation, disability, age or ancestry; and,

WHEREAS, Section 9.03 of the Charter of Cuyahoga County states that the Cuyahoga County Human Resource Commission shall administer a clear, countywide classification and salary administration system for technical, specialist, administrative and clerical functions with a limited number of broad pay ranges within each classification; and,

WHEREAS, Section 2.10 of the Cuyahoga County Personnel Policies and Procedures Manual (Ordinances No. O2011-0015 and O2011-0028) states that the employment of all classified County employees is subject to the provisions of the Ohio Revised Code, the Ohio Administrative Code, the Cuyahoga County Administrative Rules and the Policies and Procedures Manual; and,

WHEREAS, the Director of Human Resources submitted several proposed changes to the Cuyahoga County Non-Bargaining Classification Plan to the Human Resource Commission; and,

WHEREAS, the Human Resource Commission held several public meetings on this matter and has undergone significant review, evaluation and modification of such submitted changes to the Cuyahoga County Non-Bargaining Classification Plan; and,

WHEREAS, on May 2, 2012, the Human Resource Commission met for their final review of the classification changes (attached hereto as Exhibits A through II), and recommend to County Council the formal adoption and implementation of the attached changes; and,

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

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

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

New Classifications:

- | | | |
|------------|--------------|--|
| Exhibit A: | Class Title: | <i>Area Construction Engineer</i> |
| | Number: | 1063516 |
| | Pay Grade: | 16 |
| Exhibit B: | Class Title: | <i>Assistant Maintenance Superintendent</i> |
| | Number: | 1042511 |
| | Pay Grade: | 12 |
| Exhibit C: | Class Title: | <i>Assistant Maintenance Supervisor</i> |
| | Number: | 1042513 |
| | Pay Grade: | 7 |
| Exhibit D: | Class Title: | <i>Bridge Inspector</i> |
| | Number: | 1062111 |
| | Pay Grade: | 4 |
| Exhibit E: | Class Title: | <i>C.A.D. Technician 1</i> |
| | Number: | 1061122 |
| | Pay Grade: | 5 |
| Exhibit F: | Class Title: | <i>C.A.D. Technician Assistant</i> |
| | Number: | 10691121 |
| | Pay Grade: | 4 |
| Exhibit G: | Class Title: | <i>Capital Plan Construction Administrator</i> |
| | Number: | 1042191 |
| | Pay Grade: | 15 |
| Exhibit H: | Class Title: | <i>Chief Section Engineer</i> |
| | Number: | 1063517 |
| | Pay Grade: | 17 |
| Exhibit I: | Class Title: | <i>Chief Surveyor</i> |
| | Number: | 1063613 |
| | Pay Grade: | 17 |
| Exhibit J: | Class Title: | <i>Construction Contract Coordinator</i> |
| | Number: | 1045112 |
| | Pay Grade: | 7 |

Exhibit K: Class Title: *Construction Supervisor*
Number: 1045113
Pay Grade: 8

Exhibit L: Class Title: *Construction Technician*
Number: 1045111
Pay Grade: 4

Exhibit M: Class Title: *Engineer 1*
Number: 1063512
Pay Grade: 8

Exhibit N: Class Title: *Engineer 2*
Number: 1063513
Pay Grade: 10

Exhibit O: Class Title: *Engineer 3*
Number: 1063514
Pay Grade: 14

Exhibit P: Class Title: *Engineer 4*
Number: 1063515
Pay Grade: 15

Exhibit Q: Class Title: *Engineering Map Supervisor*
Number: 1063711
Pay Grade: 12

Exhibit R: Class Title: *Engineering Technician*
Number: 1063511
Pay Grade: 7

Exhibit S: Class Title: *Facilities Maintenance Administrator*
Number: 1042151
Pay Grade: 15

Exhibit T: Class Title: *Legal Clerk 1*
Number: 1013411
Pay Grade: 2

Exhibit U: Class Title: *Legal Clerk 2*
Number: 1013412
Pay Grade: 3

Exhibit V: Class Title: *Legal Clerk 3*
Number: 1013413
Pay Grade: 4

Exhibit W: Class Title: *Licensed Land Surveyor*
Number: 1063612
Pay Grade: 9

Exhibit X: Class Title: *Maintenance Superintendent*
Number: 1042514
Pay Grade: 15

Exhibit Y: Class Title: *Maintenance Supervisor*
Number: 1042512
Pay Grade: 10

Exhibit Z: Class Title: *Prevailing Wage Coordinator*
Number: 1052511
Pay Grade: 6

Exhibit AA: Class Title: *Project Inspector*
Number: 1065511
Pay Grade: 7

Exhibit BB: Class Title: *Project Manager*
Number: 1065512
Pay Grade: 11

Exhibit CC: Class Title: *Senior Bridge Inspector*
Number: 1062112
Pay Grade: 8

Exhibit DD: Class Title: *Senior Business Services Manager*
Number: 1052323
Pay Grade: 17

Exhibit EE: Class Title: *Senior Project Manager*
Number: 1065513
Pay Grade: 14

Exhibit FF: Class Title: *Sign Shop Supervisor*
Number: 1042611
Pay Grade: 9

Exhibit GG: Class Title: *Survey Party Chief*
Number: 1063613
Pay Grade: 6

Exhibit HH: Class Title: *Survey Technician*
Number: 1063611
Pay Grade: 3

Exhibit II: Class Title: *Vehicle Electronics Technician*
 Number: 1041111
 Pay Grade: 5.

SECTION 2. It is necessary that this Ordinance become immediately effective in order that critical services provided by Cuyahoga County can continue, and to continue the usual and daily operation of a County agency. Provided that this Ordinance receives the affirmative vote of eight members of Council, this Ordinance shall become immediately effective upon the signature of the County Executive.

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

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

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

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

Journal _____
_____, 2012



Item Details:

Agency/Dept. Name:	Office of Human Resources	Agency/Dept. Head Name:	Elise Hara
Type of Request:	Other		
Request Prepared by:	Kelli Neale	Telephone No.	443-5611
SUMMARY OF REQUESTED ACTION:			
An Ordinance providing for the adoption of various changes to the Cuyahoga County Non-bargaining Classification Plan			
PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):			
Creating 35 new classifications to the County's existing Classification Plan.			
Explanation for late submittal:			

Contract/Agreement Information:

Procurement Method:
Explanation for Increase/Decrease in \$ Amount for current request:

Financial Information:

Funding source:	Explanation:
Total Amount Requested:	
\$	

ATTACHMENTS:

- Click to download
- [Public Works Proposed Classifications](#)
 - [Clerk of Courts Proposed Classifications](#)

History

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Assistant Maintenance Supervisor	Class Number:	1042513
FLSA:	Non - Exempt	Pay Grade:	7
Dept:	Public Works		

Classification Function

The purpose of this classification is to oversee and participate in operations at a specific Public Works Maintenance Facility, to include maintenance of County roadways and bridges within Townships, and direct general facility procedures.

Distinguishing Characteristics

This is a technical, assistant supervisor classification. This class requires exercise of judgment and consults with a supervisor as new or unusual situations arise. The employee ensures that work is performed effectively and efficiently and according to OSHA safety requirements. This class is distinguished from the Maintenance Supervisor that is responsible for first-line supervision of a maintenance facility.

Essential Job Functions

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

- 60% +/- 20%
• Assigns, supervises, and works with a crew of construction personnel engaged in bridge, road, and facility construction, maintenance, and repair, which may require climbing on steel beams, girders, concrete arches, and related bridge structures or while working from scaffolding and personnel conveyance devices, such as a snooper, spider, manlift or similar equipment assists in maintaining discipline of employees and maintaining accountability.
- 20% +/- 10%
• Estimates, plans and organizes the materials, tools and equipment necessary to perform an assignment; documents all materials, labor and vehicles at the facility and on projects; completes or reviews reports.
- 20% +/- 10%
• Inspects projects in advance and advises supervisor of requirements of personnel, materials and equipment; assists in snow and ice operation, as needed.

Experience Required to Perform Essential Job Functions

High school diploma supplemented with vocational training with two (2) years of experience assigning, supervising, and working with a crew of construction/maintenance personnel; or any combination of education and experience that provides equivalent knowledge, skills and abilities.

Additional Requirements

Required to have a driver's license with the State of Ohio.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

Ability to operate automated office machines including computers and peripheral equipment. Ability to perform tasks while climbing on steel beams, girders, concrete arches, and related bridge structures or

Assistant Maintenance Supervisor

while working from scaffolding and personnel conveyance devices, such as a snooper, spider, manlift or similar equipment.

Supervisory Responsibilities

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

Mathematical Ability

- Ability to understand and apply addition, subtraction, multiplication, and division.

Language Ability & Interpersonal Communication

- Ability to perform mid-level data analysis including the ability to audit, deduce, assess, conclude and appraise. Requires discretion in determining and referencing such to established criteria to define consequences and develop alternatives.
- Ability to comprehend a variety of informational documents including plans, reports, invoices, work orders, preventative maintenance reports and historic plans of previous projects.
- Ability to comprehend a variety of reference books and manuals including OSHA rules and standards (including MSDS file) as they apply to personnel, equipment and vehicle safety, the Work Order Program
- Ability to prepare timesheets, maintenance reports, work orders, estimates and quotes, drawings and plans and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to serve as a lead worker, record and deliver information, to explain procedures, to follow instructions.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the department.
- Ability to use and interpret basic engineering related terminology and language
- Ability to communicate with supervisor, maintenance staff, engineers, co-workers, and the general public.

Environmental Adaptability

- Work is typically performed in the field subject to noise, traffic, dust, and traffic and in an office environment.

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

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Area Construction Engineer	Class Number:	1063516
FLSA:	Exempt	Pay Grade:	16
Dept:	Public Works		

Classification Function

The purpose of the classification is to interpret, organize, execute, and coordinate assignments in the Construction Division; to staff and oversee construction projects.

Distinguishing Characteristics

This is a professional journey level classification, responsible for defining scope of work, identifying problem areas for investigation and developing concepts and approaches for problem solving. This class is distinguished from a Chief Section Engineer that is responsible for oversight of a Construction unit in the Construction Division of the Public Works Office.

Essential Job Functions

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

- 30% +/- 10%
- Plans and coordinates tasks on construction projects with a variety of agencies in order to minimize disruption to the public and to maintain the requirements of the projects; conducts progress meetings with utilities, local municipalities, County department staff and the contractor; conducts inspections and documents outstanding items; certifies project completion and compliance with specifications.
- 30% +/- 10%
- Maintains contact with engineers and officials of organizations and contracting companies with responsibility for acting independently on technical matters pertaining to construction activities of the department; reviews and approves contract supplement requests; conducts meetings to coordinate projects.
- 20% +/- 10%
- Oversees field activities, working closely with Construction Engineers/Supervisors in maintaining consistent quality requirements for all construction projects; provides engineering and technical support; acts as an information source for departmental activities.
- 20% +/- 10%
- Assumes duties of the Chief Section Engineer in their absence; attends and participates in professional group meetings, conferences, seminars and training; stays abreast of new trends and innovations in the field; takes and distributes meeting minutes.

Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's degree in Civil Engineering with a minimum of nine (9) years civil engineering experience in highway and/or bridge work.

Additional Requirements

Area Construction Engineer

Requires registration as a Professional Engineer with the State of Ohio.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including computers and peripheral equipment, engineer's scales and measuring tools.

Supervisory Responsibilities

- Ability to assign, review, plan and coordinate the work of other employees and to maintain standards.
- Ability to provide instruction to other employees and to act on employee problems.
- Ability to prepare employee performance evaluations.
- Ability to recommend the discipline or discharge of employees.
- Ability to recommend the transfer, promotion or salary increase of other employees.

Mathematical Ability

- Ability to perform mathematical operations involving college level algebra, geometry and calculus.

Language Ability & Interpersonal Communication

- Ability to perform mid to upper-level data analysis including the ability to coordinate, strategize, systemize and correlate, using discretion in determining time, place and/or sequence of operations within an organizational framework. Requires the ability to implement decisions based on such data, and overseeing the execution of these decisions.
- Ability to comprehend contractor submittals, letters, updates, inspector reports, test reports, complaints, estimates, specifications and progress photographs.
- Ability to comprehend a variety of reference books and manuals including specifications, drawings, construction manuals, estimates, publications, and OSHA standards.
- Ability to prepare project letters, approvals, submittal logs, meeting minutes, productivity graphs, performance appraisals, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to supervise and counsel employees, convince and influence others, to record and deliver information, to explain procedures, to follow instructions.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department
- Ability to use and interpret engineering, construction, legal and accounting terminology and language.

Area Construction Engineer

- Ability to communicate with staff, clients, contractors, residents, engineers, and departmental employees and administrators.

Environmental Adaptability

- Work is typically performed both in an office environment and in the field, subject to dust, noise, machinery and weather.

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CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Bridge Inspector	Class Number:	1062111
FLSA:	Non - Exempt	Pay Grade:	4
Dept:	Public Works		

Classification Function

The purpose of the classification is to assist higher-level Bridge Inspectors with the inspection of bridges and culverts and to assist in the maintenance of related bridge inventory, records and files.

Distinguishing Characteristics

This is an entry level technical classification that works under direct supervision. The employees in this class work under a framework policies, procedures, regulations and codes. Employees are required to have basic knowledge of structural behavior and basic knowledge of modern engineering methods and techniques as applied to construction and maintenance of structures, records, evaluates and rates the conditions of the bridges as determined in the field.

Essential Job Functions

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

- 30% +/- 10%
- Visually inspects all components of bridges and culverts for deterioration, cracks and other defects; identifies all visible defects in the structure whether as a result of deterioration, construction practice or original design.
- 30% +/- 10%
- Completes various bridge inspection forms and reports; prepares various data lists to be used in the bridge management/inspection section.
- 20% +/- 5%
- Provides an information base for immediate action to limit use of or close to traffic, any structure which is revealed by inspection to be hazardous; recommends repairs for each inspected structure and enter data in computer.
- 10% +/- 5%
- Prepares maps, forms and sketches as required for the bridge inspections; prepares and details the construction plans necessary for the repair work to be done.
- 10% +/- 5%
- Maintains files and computer entries for information and drawings pertinent to bridge inspection; uses AutoCAD to draw sketches for recommended bridge reports.

Minimum Training and Experience Required to Perform Essential Job Functions

A high school diploma or GED with one (1) year of experience in bridge inspection; or any combination of education and experience that provides equivalent knowledge, skills and abilities.

Additional Requirements

No required licenses.

Bridge Inspector

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including computers and peripheral equipment.
- Ability to operate an inspection van, snoopers, man-lift, tracker, motor boat and various other structural inspection tools.

Supervisory Responsibilities

No supervisory responsibilities.

Mathematical Ability

- Ability to understand and apply addition, subtraction, multiplication, and division.

Language Ability & Interpersonal Communication

- Ability to perform basic level of data analysis including the ability to review, classify, categorize, prioritize and/or reference data, statutes and/or guidelines and/or group, rank, investigate and problem solve. Requires discretion in determining and referencing such to established standards to recognize interactive effects and relationships.
- Ability to comprehend reports, forms, inventory sheets, drawings, sketches, and work orders.
- Ability to comprehend a variety of reference books and manuals including specifications, drawings, manuals, tables, codes and standards.
- Ability to prepare reports, sketches, drawings, permits, memos, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department
- Ability to use and interpret engineering terminology and language.
- Ability to communicate with contractors, engineers, other agencies, and departmental employees and administrators.

Environmental Adaptability

- Work is typically performed both in an office environment and in the field, subject to dust, noise, machinery and weather.

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

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	C.A.D. Technician Assistant	Class Number:	10691121
FLSA:	Non - Exempt	Pay Grade:	4
Dept:	Public Works		

Classification Function

The purpose of this classification is to perform clerical and tax map maintenance duties for the Tax Map unit in the Public Works Surveyor's Section.

Distinguishing Characteristics

This is an entry level classification that performs some drafting duties and utilizes a computer aided drafting program to revise tax map books, and performs clerical work for the unit. This classification works under a framework of well-defined procedures. This class requires a limited exercise of judgment and consults with a supervisor as new or unusual situations arise. This class is distinguished from the C.A.D. Technician I that requires a higher level of experience using C.A.D. software and works with greater independence in performance of duties.

Essential Job Functions

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

- Draws in revisions in the Fiscal Officer's tax map books with protractors, triangles, etc. and using basic C.A.D. software. 20% +/- 10%
- Performs daily deed transfers in Fiscal Officer's tax map books; receives, indexes and copies daily deed assignments. 10% +/- 10%
- Assists attorneys, title companies, surveyors, and the general public in the map room; performs research for the Land and Right-of-Way Divisions. 20% +/- 10%
- Performs a variety of clerical duties, including operating reproduction equipment, assembling and compiling data for reports, and delivering copies, prints and/or office supplies to front office 50% +/- 20%

Experience Required to Perform Essential Job Functions

High school diploma supplemented with technical training in C.A.D. system software or a related field is desirable; one year of drafting and/or computer experience; or any combination of education and experience that provides equivalent knowledge, skills and abilities.

Additional Requirements

No required licenses.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate automated office machines including computers and peripheral equipment.

C.A.D. Technician Assistant

Supervisory Responsibilities

No supervisory responsibilities.

Mathematical Ability

- Ability to understand and apply addition, subtraction, multiplication, and division.

Language Ability & Interpersonal Communication

- Ability to perform basic level of data analysis including the ability to review, classify, categorize, prioritize and/or reference data, statutes and/or guidelines and/or group, rank, investigate and problem solve. Requires discretion in determining and referencing such to established standards to recognize interactive effects and relationships.
- Ability to comprehend a variety of informational documents including plats, legal descriptions, and City ordinances.
- Ability to comprehend a variety of reference books and manuals including departmental and county policy manual, reference and computer manuals, plats and deeds.
- Ability to prepare copies, updates on tax maps and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to record and deliver information, to explain procedures, to follow instructions.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the department.
- Ability to use and interpret basic engineering and land use related terminology and language
- Ability to communicate with supervisor, co-workers, attorneys, title companies, surveyors, and the general public.

Environmental Adaptability

- Work is typically performed in an office environment.

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

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	C.A.D. Technician 1	Class Number:	1061122
FLSA:	Non - Exempt	Pay Grade:	5
Dept:	Public Works		

Classification Function

The purpose of this classification is to update, prepare and maintain the tax maps and G.I.S parcel maps; to review legal descriptions, plats of surveys, maps of official records, annexations, vacations and dedications for incorporation/conversion into the Shared Land Base System.

Distinguishing Characteristics

This is an entry level, technical classification that utilizes a computer aided drafting program to digitize and create hardcopies of documents and maps. This classification works under a framework of well-defined procedures. This class requires a limited exercise of judgment and consults with a supervisor as new or unusual situations arise. This class is distinguished from the Engineer Map Supervisor that oversees the work of this class and requires a higher level of education and experience.

Essential Job Functions

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

- Updates, prepares and maintains the tax maps and G.I.S parcel maps; digitally captures data from various sources including C.A.D. design or drawing files, geocoded point data, field survey and hardcopy drawings using G.I.S software; prints out deeds for confirm legal descriptions and location of parcels. 40% +/- 10%
- Creates compiles and maintains geospacial datasets; draws plats into a microstation; measures acreage. 10% +/- 10%
- Performs standard database queries and special analysis; runs queries and expressions to update database; runs validations, checking for errors 20 +/- 10%

Experience Required to Perform Essential Job Functions

High School diploma; some technical training in C.A.D. system software or a related field; two (2) years of drafting and/or computer experience or any combination of education and experience that provides equivalent knowledge, skills and abilities.

Additional Requirements

No required licenses.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate automated office machines including computers and peripheral equipment.

C.A.D. Technician I

Supervisory Responsibilities

No supervisory responsibilities.

Mathematical Ability

- Ability to understand and apply addition, subtraction, multiplication, and division and basic algebra and geometry.

Language Ability & Interpersonal Communication

- Ability to perform basic level of data analysis including the ability to review, classify, categorize, prioritize and/or reference data, statutes and/or guidelines and/or group, rank, investigate and problem solve. Requires discretion in determining and referencing such to established standards to recognize interactive effects and relationships.
- Ability to comprehend a variety of informational documents including plats, legal descriptions, and City ordinances.
- Ability to comprehend a variety of reference books and manuals including departmental and county policy manual, reference and computer manuals, aerial photos, plats and legal documents.
- Ability to prepare tax maps and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to record and deliver information, to explain procedures, to follow instructions.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the department.
- Ability to use and interpret basic engineering and land use related terminology and language
- Ability to communicate with supervisor, co-workers, and the general public.

Environmental Adaptability

- Work is typically performed in an office environment.

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

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Assistant Maintenance Superintendent	Class Number:	1042511
FLSA:	Exempt	Pay Grade:	12
Dept:	Public Works		

Classification Function

The purpose of this classification is to assist in administering and coordinating the operations of the Maintenance Department of the Public Works Engineer's Office; to provide support to a Maintenance Superintendent.

Distinguishing Characteristics

This is a assistant manager classification with responsibility for supporting the Maintenance Superintendent in planning and directing the Maintenance section of the Public Works Engineer Office, under direction. This class provides support in solving operational, technical, and management problems related to maintenance. The employee participates in discussion of plans, projects, and objectives, and in presenting solutions to identified concerns. The incumbent exercises discretion in applying policies and procedures to resolve organizational issues and in ensuring that assigned activities are completed in a timely and efficient manner.

Essential Job Functions

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

- 25% +/- 10%
- Assists in the administration of the operations of the Maintenance department; coordinates work operations with administration, contractors and the public; oversees the maintenance of and capital improvements to all Public Works Buildings.

- 25% +/- 10%
- Supervises the assigned maintenance area; assigns and reviews work; recommends hiring, promotions, discharges, and disciplinary actions; documents misconduct; assesses staffing requirements; evaluates training needs and provides instruction; evaluates performance; establishes and promotes employee morale; answers staff questions and provides information and conflict resolution as appropriate

- 20% +/- 10%
- Ensures efficiency of snow and ice removal operations for the Public Works; inspects bridges and roadways to assess maintenance and repair needed; reviews daily reports; inspects equipment for proper operation and upkeep.

- 20% +/- 5%
- Assists in evaluating, reviewing and recommending the section budget for disbursements of materials, parts, supplies, equipment and tools; reviews daily work distribution, reports, labor and materials costs and work done; approves payroll and all departmental purchases and establishes costs of work needed.

- 10% +/- 5%
- Reviews and responds to citizen requests and complaints; investigates all grievances within the department; plans, coordinates and attends meetings and demonstrations.

Minimum Training and Experience Required to Perform Essential Job Functions

Assistant Maintenance Superintendent

Associate's degree or equivalent technical training in the trades or construction fields with six (6) years of related experience; or any combination of education and experience that provides equivalent knowledge, skills and abilities.

Additional Requirements

Requires a driver's license in the State of Ohio.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including computers and peripheral equipment.
- Ability to operate a variety of maintenance equipment including snooper, lifts, survey instruments, metal detector, safety equipment, computers and peripheral equipment.

Supervisory Responsibilities

- Ability to assign, review, plan and coordinate the work of other employees and to maintain standards.
- Ability to provide instruction to other employees and to act on employee problems.
- Ability to prepare employee performance evaluations.
- Ability to recommend the discipline or discharge of employees.
- Ability to recommend the transfer, promotion or salary increase of other employees.

Mathematical Ability

- Ability to understand and apply basic mathematics and algebra and geometry.

Language Ability & Interpersonal Communication

- Requires the ability to perform mid-level data analysis including the ability to audit, deduce, assess, conclude and appraise. Requires discretion in determining and referencing such to established criteria to define consequences and develop alternatives.
- Ability to comprehend a variety of informational documents including forms, plans, maps, legal descriptions, fiscal reports, payroll sheets, grievances, bridge drawings, highway drawings, certifications, contracts, and reports.
- Ability to comprehend a variety of reference books and manuals including departmental and County personnel policy manual, O.D.O.T. manuals, reference manuals, trade publications, specifications, union contracts, standards, guidelines, and codes.
- Ability to prepare performance appraisals, correspondence, agreements, contracts, plans, project estimates, charts, accident reports and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to work with others to coordinate the programs and/or resolve typical problems associated with the responsibilities of the job.

Assistant Maintenance Superintendent

- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department.
- Ability to use and interpret maintenance, construction and engineering terminology and language.
- Ability to communicate with consultants, departmental employees, supervisor, and administrators.

Environmental Adaptability

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

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CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Capital Plan Construction Administrator	Class Number:	1042191
FLSA:	Exempt	Pay Grade:	15
Dept:	Public Works		

Classification Function

The purpose of this classification is to plan, organize, manage, and administer construction projects for all County owned facilities.

Distinguishing Characteristics

This is a senior management classification with responsibility for planning, managing and administering construction projects for all County owned facilities, under general direction. This class requires the analysis and solution of operational, technical, administrative and management problems related to capital projects. The employee is expected meet, consult and collaborate with the County Engineer to discuss plans, programs, and objectives, and to present solutions to identified concerns. The incumbent exercises discretion in applying policies and procedures to resolve organizational issues and to ensure that assigned activities are completed in a timely and efficient manner.

Essential Job Functions

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

- 30% +/- 10%
- Coordinates future plan scoping; distributes job duties; determines project delivery method; reviews plans and specifications for constructability; assists in reviewing bids; prepares project estimates; prepares or administers staffing needs for facility construction group.
- 25% +/- 10%
- Supervises the assigned staff; assigns and reviews work; recommends hiring, promotions, discharges, and disciplinary actions; documents misconduct; assesses staffing requirements; evaluates training needs and provides instruction; evaluates performance; establishes and promotes employee morale; answers staff questions and provides information and conflict resolution as appropriate.
- 30% +/- 5%
- Evaluates project progress and prioritizes work assignments; evaluates consultants for new projects; observes and inspects projects under construction; observes field conditions of proposed projects; review or approves contractors' pay adjustments; reviews and makes recommendations for project change orders; coordinates plan changes; assists contractors and consultants quality of workmanship; processes final payments and close out documentation; communicates contract milestones to County Executive staff and others; reviews contracts; reviews project claims.
- 15% +/- 5%
- Develops and recommends department policies and procedures; reviews all incoming and outgoing correspondence; drafts letters to respond to correspondence; responds to inquiries from other public agencies; serves on various committees; attends and conducts meetings.

Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's degree in engineering, Master's degree preferred, with seven (7) years previous experience.

Additional Requirements

License as a professional engineer in the State of Ohio.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including computers and peripheral equipment and various construction tools.

Supervisory Responsibilities

- Ability to assign, review, plan and coordinate the work of other employees and to maintain standards.
- Ability to provide instruction to other employees and to act on employee problems.
- Ability to prepare employee performance evaluations.
- Ability to recommend the discipline or discharge of employees.
- Ability to recommend the transfer, promotion or salary increase of other employees.

Mathematical Ability

- Ability to understand and apply college level algebra, geometry, calculus and statistics.

Language Ability & Interpersonal Communication

- Ability to perform mid to high level data analysis requiring managing of data and people deciding the time, sequence of operations or events within the context of a process, system or organization. Involves determining the necessity for revising goals, objectives, policies, procedures or functions based on the analysis of data/information and includes performance reviews pertinent to such objectives, functions and requirements.
- Ability to comprehend a variety of informational documents including project plans and tasks, project schedules, project pay applications, change orders, timesheets, leave requests, reports, plans, project specifications, schedules, data and invoices.
- Ability to comprehend a variety of reference books and manuals including departmental and County personnel policy manual, design manuals, reference manuals, contracts, and codes.
- Ability to prepare performance appraisals, correspondence, agreements, contracts, plans, project budgets, policies and procedures, estimates, requests for proposal, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.

- Ability to supervise and counsel employees, convince and influence others, to record and deliver information, to explain procedures, to follow instructions.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department.
- Ability to use and interpret engineering, construction management and budgetary terminology and language.
- Ability to communicate with staff, directors of other sections, consultants, attorneys, vendors, departmental employees, and administrators.

Environmental Adaptability

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

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CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Chief Section Engineer	Class Number:	1063517
FLSA:	Exempt	Pay Grade:	17
Dept:	Public Works		

Classification Function

The purpose of this classification is to plan, organize, manage, and control a section in the Public Works Engineer Office that may include Highway Design, Bridge Design, Bridge Inspection and Maintenance, Construction, or Transportation and Traffic Planning; to provide highly responsible administrative support to Chief Deputy Engineer.

Distinguishing Characteristics

This is a senior management classification with responsibility for planning, directing and controlling a section of the Public Works Engineer Office, under general direction. This class requires the analysis and solution of operational, technical, administrative and management problems related to engineering. The employee is expected meet, consult and collaborate with the Chief Deputy Engineer to discuss plans, programs, and objectives, and to present solutions to identified concerns. The incumbent exercises discretion in applying policies and procedures to resolve organizational issues and to ensure that assigned activities are completed in a timely and efficient manner.

Essential Job Functions

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

- 40% +/- 10%
- Plans, organizes, directs, and controls assigned functions in compliance with State and local laws, regulations, and engineering requirements; in conjunction with the Chief Deputy Engineer, directs projects, programs, objectives, policies, procedures, and staffing plans; designs and approves plans; develops funding strategies for projects; advises County Engineer and Director on policy and project status.
- 25% +/- 10%
- Supervises the assigned section; assigns and reviews work; recommends hiring, promotions, discharges, and disciplinary actions; documents misconduct; assesses staffing requirements; evaluates training needs and provides instruction; evaluates performance; establishes and promotes employee morale; answers staff questions and provides information and conflict resolution as appropriate
- 25% +/- 5%
- Evaluates project progress and prioritizes work assignments; evaluates consultants for new projects; observes and inspects field projects under construction; develops solutions to project problems; observes field conditions of proposed projects.
- 10% +/- 5%
- Reviews all incoming and outgoing correspondence; drafts letters to respond to correspondence; responds to inquiries from other public agencies; serves on various committees; attends and conducts meetings.

Chief Section Engineer

Minimum Training and Experience Required to Perform Essential Job Functions

A Bachelor's Degree in engineering or a related field desirable with eight (8) years previous experience, including one year of supervisory experience.

Additional Requirements

License as a professional engineer with the State of Ohio.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including computers and peripheral equipment.

Supervisory Responsibilities

- Ability to assign, review, plan and coordinate the work of other employees and to maintain standards.
- Ability to provide instruction to other employees and to act on employee problems.
- Ability to prepare employee performance evaluations.
- Ability to recommend the discipline or discharge of employees.
- Ability to recommend the transfer, promotion or salary increase of other employees.

Mathematical Ability

- Ability to understand and apply college level algebra, geometry, calculus and statistics.

Language Ability & Interpersonal Communication

- Ability to perform mid to high level data analysis requiring managing of data and people deciding the time, sequence of operations or events within the context of a process, system or organization. Involves determining the necessity for revising goals, objectives, policies, procedures or functions based on the analysis of data/information and includes performance reviews pertinent to such objectives, functions and requirements.
- Ability to comprehend a variety of informational documents including project plans, project work schedules, timesheets, leave requests, various functional reports, legislative agreements, data and invoices.
- Ability to comprehend a variety of reference books and manuals including engineer design manuals, departmental and County personnel policy manual, reference manuals, Ohio Revised Code, contracts, and codes.
- Ability to prepare memos, performance appraisals, correspondence, agreements, contracts, plans, estimates, requests for proposal, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.

Chief Section Engineer

- Ability to supervise and counsel employees, convince and influence others, to record and deliver information, to explain procedures, to follow instructions.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department.
- Ability to use and interpret engineering, legal, construction and accounting terminology and language.
- Ability to communicate with staff, directors of other sections, consultants, vendors, departmental employees, and administrators.

Environmental Adaptability

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

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CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Chief Surveyor	Class Number:	1063613
FLSA:	Exempt	Pay Grade:	17
Dept:	Public Works		

Classification Function

The purpose of this classification is to plan, organize, manage, and control the Survey section of the Public Works Engineer Office related to field crews, right-of-way plan preparation, legal description preparation, land acquisition issues, and public assistance regarding land boundary records; directs map tax map section operations as related to maintaining the current tax maps and G.I.S system mapping for land valuation and property tax assessment.

Distinguishing Characteristics

This is a management classification with responsibility for planning, directing and controlling the Survey section of the Public Works Engineering Office under general direction. This class requires the analysis and solution of operational, technical, administrative and management problems related to engineering. The employee is expected meet, consult and collaborate with the Chief Deputy Engineer to discuss plans, programs, and objectives, and to present solutions to identified concerns. The incumbent exercises discretion in applying policies and procedures to resolve organizational issues and to ensure that assigned activities are completed in a timely and efficient manner.

Essential Job Functions

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

- 20% +/- 10%
- Directs the work of field survey crew operations, Tax Map operations, Right-of-Way plan development operations, Record Room operations, and the Reproduction Department operations; Performs site visits for design development; coordinates work schedules, project priorities and scopes of work parameters.

- 20% +/- 10%
- Supervises the assigned section; assigns and reviews work; recommends hiring, promotions, discharges, and disciplinary actions; documents misconduct; assesses staffing requirements; evaluates training needs and provides instruction; evaluates performance; establishes and promotes employee morale; answers staff questions and provides information and conflict resolution as appropriate

- 20% +/- 5%
- Evaluates bid proposals, consultant submissions, new equipment performance, overall department performance, departmental interaction with other departments, computer operations and network development.

- 20% +/- 5%
- Prepares and writes a variety of reports, charts, schedules, graphs, legal descriptions, resolutions, plats and drawings, requests for proposals, training lesson plans, requisitions and directives; reviews plans, studies, proposals, budgets, legal descriptions, resolutions, plats, field notes, purchase requisitions and miscellaneous documents.

Chief Surveyor

10% +/- 5%

- Directs and oversees budget preparation for the department; monitors and authorizes expenditures; reviews and approves staff time sheets.

10% +/- 5%

- Attends a variety of project status meetings, O.D.O.T. meetings, consultant meetings, public meetings, County Commissioners Board meetings, professional advancement seminars, conferences and training classes, meetings with the Prosecutor's representatives, Planning Commission, Township representatives and the public.

Minimum Training and Experience Required to Perform Essential Job Functions

A Bachelor's degree in surveying or related field with six (6) years experience including highway/bridge plan preparation, field surveying practices, and GPS/GIS mapping.

Additional Requirements

Requires registration as a Professional Surveyor in the State of Ohio.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including computers and peripheral equipment.

Supervisory Responsibilities

- Ability to assign, review, plan and coordinate the work of other employees and to maintain standards.
- Ability to provide instruction to other employees and to act on employee problems.
- Ability to prepare employee performance evaluations.
- Ability to recommend the discipline or discharge of employees.
- Ability to recommend the transfer, promotion or salary increase of other employees.

Mathematical Ability

- Ability to understand and apply college level algebra, geometry, calculus and statistics.

Language Ability & Interpersonal Communication

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

Chief Surveyor

- Ability to comprehend a variety of informational documents including forms, highway and bridge design plans, plat maps, legal descriptions, bid documents, certifications, subpoenas and reports.
- Ability to comprehend a variety of reference books and manuals including O.D.O.T. manuals, O.R.C., County conveyance standards, N.G.S. guidelines, County personnel policy manual, reference manuals, contracts, specifications, standards, guidelines, and codes.
- Ability to prepare right-of-way plans, legal descriptions, map and exhibit sketches, memos, performance appraisals, correspondence, agreements, contracts, plans, estimates, requests for proposal, databases, charts, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to manage, supervise and counsel employees, convince and influence others, to record and deliver information, to explain procedures, to follow instructions.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department.
- Ability to use and interpret engineering and legal terminology and language.
- Ability to communicate with staff, directors of other sections, consultants, vendors, departmental employees, and administrators.

Environmental Adaptability

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

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CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Construction Contract Coordinator	Class Number:	1045112
FLSA:	Non - Exempt	Pay Grade:	7
Dept:	Public Works		

Classification Function

The purpose of this classification is to assemble all County Engineer construction project bid packages based on engineering specifications received from the Design Division, and to process all estimates to be paid and amended agreements; to perform related clerical work, as required.

Distinguishing Characteristics

This is a journey level technical classification with responsibility for assembling, delivering, tracking and filing information related to construction contracts. This classification works under a framework of defined procedures and regulations. The incumbent exercises discretion in applying procedures to ensure that assigned activities are completed in a timely and efficient manner. This class is distinguished from the Construction Supervisor that is a first-line supervisor.

Essential Job Functions

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

- Assembles all Public Work's engineering specifications received from the Design Division into a complete construction bid package for requests for proposal; attends pre-bid conferences and bid openings. Computes all bidders' quotes and makes necessary preparations to award projects. 30% +/- 10%
- Upon award of contract, prepares and distributes contracts; processes estimates for each active project; processes amended agreements for each project 20% +/- 10%
- Prepares and processes applications to the County Council for all projects; prepares and processes "Notice of Commencements" at the Fiscal Officer's Office for all projects. 15% +/- 10%
- Acts as Prevailing Wage Coordinator: registers each project; receives all updates to update master prevailing wage packet; receives and disperses all certified payroll reports; corresponds with the County Commissioner's designee regarding all prevailing wage information. 15% +/- 10%
- Establish and maintain files for each project, utilizing appropriate computer software packages as necessary. 20% +/-5%

Experience Required to Perform Essential Job Functions

High school diploma or GED with five (5) years of related experience; or any combination of education and experience that provides equivalent knowledge, skills and abilities.

Construction Contract Coordinator

Additional Requirements

No license requirements.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including computers and peripheral equipment.

Supervisory Responsibilities

- No supervisory requirements

Mathematical Ability

- Ability to add, subtract, multiply and divide.

Language Ability & Interpersonal Communication

- Ability to perform basic level of data analysis including the ability to review, classify, categorize, prioritize and/or reference data, statutes and/or guidelines and/or group, rank, investigate and problem solve. Requires discretion in determining and referencing such to established standards to recognize interactive effects and relationships.
- Ability to comprehend a variety of informational documents including bid proposals, legal documents, prevailing wage information, forms, files, and applications.
- Ability to comprehend a variety of reference books and manuals including departmental and county policy manual, reference manuals, OSHA rules and standards, specifications, and prevailing wage information.
- Ability to prepare requests for proposal, correspondence, applications, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to record, deliver, and file information, to explain procedures, to follow instructions.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the department.
- Ability to use and interpret construction related terminology and language.
- Ability to communicate with supervisor, employees of other sections, consultants, contractors, departmental employees, and administrators.

Environmental Adaptability

- Work is typically performed in an office environment.

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CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Construction Supervisor	Class Number:	1045113
FLSA:	Non - Exempt	Pay Grade:	8
Dept:	Public Works		

Classification Function

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

Distinguishing Characteristics

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

Essential Job Functions

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

- 20% +/- 10%
- Supervises the work of clerical and technical staff and students; provides instruction and training; plans, coordinates, assigns and reviews work; reviews and approves timesheets; allocates personnel; maintains standards; acts on problems and concerns; evaluates performance and recommends transfers/promotions, discipline and salary increases.

- 10% +/- 10%
- Writes daily diaries to list any pay items not reported staff and to record all pertinent information about daily progress on project; reviews staff reports to verify accuracy.

- 20% +/- 10%
- Oversees construction project logistics; inspects material delivered to project and verifies approved supplier; prepares materials to document quantity of materials delivered to project site; writes or sketches any changes that have been made to project plans; writes estimates as contractor successfully completes bid items; writes change orders or subsidiary agreements when there are increases or decreases in plan bid items; reviews cost analysis or extra work change orders submitted by contractors for payment; observes all maintenance of traffic devices to verify that they are placed correctly and visible to the public; meets with various utilities regarding conflicts with overhead or underground lines; coordinates solutions to complete project.

- 15% +/- 10%
- Tracks schedules and task completions on projects; coordinates contractor daily and weekly work schedule to ensure testing and sampling are preformed at time of operations; enters contractor's progress schedule for each category of work including roadway, waterworks, drainage, and pavement, into computer for projects administered by ODOT; makes drawings and calculations for bid items for final pay quantities.

- 15% +/- 10%
- Schedules progress meetings to inform local agencies and administering organizations of progress and discuss problems; informs schools, police, fire, transportation, sewer, and water of problems and of opening and closing dates or roadways; meets with homeowners and businesses to discuss concerns prior to and during projects.

20% +/- 10%

- Evaluates quality and accuracy of project plans upon completion of construction project; evaluate the general contractor and any sub-contractors on various phases of construction upon completion; videotapes construction site with commentary prior to and after construction for use in potential claims; maintains force account records (manpower, equipment, materials, etc.) of work performed that was in conflict with plans or bid items.

Minimum Training and Experience Required to Perform Essential Job Functions

Associate's degree in engineering technology with three years of related experience; or any combination of education and experience that provides equivalent knowledge, skills and abilities.

Additional Requirements

No licensing requirements

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including computers and peripheral equipment.

Supervisory Responsibilities

- Ability to assign, review, plan and coordinate the work of other employees and to maintain standards.
- Ability to provide instruction to other employees and to act on employee problems.
- Ability to prepare employee performance evaluations.
- Ability to recommend the discipline or discharge of employees.
- Ability to recommend the transfer, promotion or salary increase of other employees.

Mathematical Ability

- Ability to understand and perform addition, subtraction, multiplication and division.

Language Ability & Interpersonal Communication

- Ability to perform basic level of data analysis including the ability to review, classify, categorize, prioritize and/or reference data, statutes and/or guidelines and/or group, rank, investigate and problem solve. Requires discretion in determining and referencing such to established standards to recognize interactive effects and relationships.
- Ability to comprehend a variety of informational documents including invoices, data, calculations, drawings, forms, plans, maps, legal descriptions, certifications, and reports.
- Ability to comprehend a variety of reference books and manuals including reference manuals, drawings, catalogs, specifications, standards, guidelines, and codes.

- Ability to prepare board actions, contract modifications, certifications, memos, correspondence, agreements, reports, calculations, plans, estimates, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to convince and influence others, to record and deliver information, to explain procedures, to follow instructions.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department.
- Ability to use and interpret legal, engineering, land use or other terminology and language related to assignment.
- Ability to communicate with staff, attorneys, engineers, other agencies, consultants, departmental employees, and the general public.

Environmental Adaptability

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

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CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Construction Technician	Class Number:	1045111
FLSA:	Non - Exempt	Pay Grade:	4
Dept:	Public Works		

Classification Function

The purpose of this classification is to inspect various phases of construction to insure that the project complies with contractual plans and specifications.

Distinguishing Characteristics

This is a technical classification with responsibility for inspecting phases of construction for compliance with plans and specifications. This classification works under a framework of well-defined procedures and regulations. The incumbent performs assignments designed to develop technical work knowledge and abilities pertaining to the operation of all types of surveying instruments. Limited exercise of judgment is required on details of work and making preliminary selections and adaptations of surveying alternatives. This class is distinguished from the Construction Supervisor that supervises this class and requires a higher level of education and experience.

Essential Job Functions

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

- 60% +/- 10%
 - Inspects various phases of construction to insure that the project complies with contractual plans and specifications; interprets construction plans and standard drawings; samples for physical tests of construction materials; documents observations of all technical work in bridge and road construction; provides daily reports of work done on a project and provides necessary profit documentation as directed by the Construction Engineer/Supervisor; compiles list of non-satisfactory, defective or incomplete work for project finalization
- 30% +/- 10%
 - Samples cement concrete, bituminous concrete mixes and other materials require conformance with specifications; calculate quantities and compiles engineering data and statistics; transports testing samples to an approved testing facility for analysis; calculates quantities and compiles engineering data and statistics;
- 10% +/- 5%
 - Serves as a liaison; assures safety practices are being met; records daily attendance; verifies overtime reports; orders office supplies; conducts annual inventory; assists with other office duties; uses engineering instruments and equipment in making engineering drawings.

Experience Required to Perform Essential Job Functions

High school diploma or equivalent with two (2) years of related experience; or any combination of education and experience that provides equivalent knowledge, skills and abilities.

Additional Requirements

No required licenses.

Construction Technician

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of survey tools and equipment and automated office machines including computers and peripheral equipment.

Supervisory Responsibilities

No supervisory responsibilities.

Mathematical Ability

- Ability to understand and apply trigonometry as applied to the computation of angles, distances, areas, traverses and circular curves.

Language Ability & Interpersonal Communication

- Ability to perform basic level of data analysis including the ability to review, classify, categorize, prioritize and/or reference data, statutes and/or guidelines and/or group, rank, investigate and problem solve. Requires discretion in determining and referencing such to established standards to recognize interactive effects and relationships.
- Ability to comprehend a variety of informational documents including timesheets, invoices, engineering plans and specifications, delivery tickets, forms, and work orders.
- Ability to comprehend a variety of reference books and manuals including departmental and county policy and personnel manuals, reference manuals, OSHA rules and standards, specifications, and standards.
- Ability to prepare calculations, records of samples, inspection reports, signage summary, force account, inspection report, and other notes in field book, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to record and deliver information, to explain procedures, to follow instructions.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the department.
- Ability to use and interpret construction related terminology and language.
- Ability to communicate with supervisor, consultants, engineers, co-workers, and the general public.

Environmental Adaptability

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

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CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Engineer 1	Class Number:	1063512
FLSA:	Non - Exempt	Pay Grade:	8
Dept:	Public Works		

Classification Function

The purpose of the classification is to perform technical assignments in connection with public works construction; to prepare drawings and reports; to prepare and check engineering computations; to inspect materials and construction.

Distinguishing Characteristics

This is an entry level professional classification that works under direct supervision while gaining engineering experience. The employees in this class work under a framework of the more routine work methods and procedures and works with increasing independence as work experience is gained. This class is distinguished from the Senior Engineer Intern in that the later has a greater level of experience, performs more complex work, and performs work with greater independence.

Essential Job Functions

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

- Under supervision of an engineer or construction supervisor, inspects various phases of construction to insure that the project complies with contractual plans and specifications. 30% +/- 10%
- Samples for physical tests of construction materials; samples concrete, bituminous concrete mixes and other materials requiring conformance with specifications. 30% +/- 10%
- Documents observations of all technical work in bridge and road construction; provides daily reports of work done on a project and provides necessary profit documentation, as directed. 20% +/- 10%
- Performs clerical and statistical work involving construction data and investigates permit requests; 10% +/- 5%
- Calculate quantities and compiles engineering data and statistics. 10% +/- 5%

Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's degree in Civil Engineering with six (6) months of related experience; or any combination of education and experience that provides equivalent knowledge, skills and abilities.

Additional Requirements

No special license or certification is required.

Engineer 1

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including computers and peripheral equipment.

Supervisory Responsibilities

No supervisory responsibilities.

Mathematical Ability

- Ability to perform mathematical operations involving algebra and geometry including volume, weights, yield and load testing.

Language Ability & Interpersonal Communication

- Ability to perform basic level of data analysis including the ability to review, classify, categorize, prioritize and/or reference data, statutes and/or guidelines and/or group, rank, investigate and problem solve. Requires discretion in determining and referencing such to established standards to recognize interactive effects and relationships.
- Ability to comprehend reports, accounts, delivery tickets, material certifications, and project updates.
- Ability to comprehend a variety of reference books and manuals including specifications, drawings, manuals, estimates, publications, codes and standards.
- Ability to prepare estimates, logs, agreements, reports, evaluations, meeting minutes, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department
- Ability to use and interpret engineering terminology and language.
- Ability to communicate with contractors, part-time staff, other agencies, vendors, engineers, and departmental employees and administrators.

Environmental Adaptability

- Work is typically performed both in an office environment and in the field, subject to dust, noise, machinery and weather.

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

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Engineer 2	Class Number:	1063513
FLSA:	Non - Exempt	Pay Grade:	10
Dept:	Public Works		

Classification Function

The purpose of the classification is to perform technical assignments in connection with public works construction or transportation planning; to prepare engineering standards, applications, agreements, addendums and contract modifications; to prepare and check engineering computations; to inspect materials and construction.

Distinguishing Characteristics

This is a professional level classification that works under a framework of standard work methods and procedures. The employee applies engineering standards and criteria in assisting to resolve project problems and issues, under the direction of a Chief Section Engineer. This class is distinguished from the Engineer Intern in that the later has less work experience and works under a greater degree of supervision.

Essential Job Functions

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

- 30% +/- 10%
• Prepares responses to Municipal requests for infrastructure improvement projects based on policy, infrastructure condition, availability of funds, and priorities; prepares recommendations for capital improvement projects; prepares cost estimates and project documents needed for projects.
- 30% +/- 10%
• Under supervision of a registered engineer, inspects various phases of construction to insure that the project complies with contractual plans and specifications; samples for physical tests of construction materials; samples concrete, bituminous concrete mixes and other materials requiring conformance with specifications.
- 10% +/- 5%
• Initiates and is responsible for the consultant engineer hiring process; prepares agreements, addendums and contract modifications.
- 10% +/- 5%
• Documents observations of all technical work in bridge and road construction; provides daily reports of work done on a project and provides necessary profit documentation as directed.
- 10% +/- 5%
• Performs clerical and statistical work involving construction data; calculate quantities and compiles engineering data and statistics; prepares recommendations for Capital Improvement projects.
- 10% +/- 5%
• Conducts and/or participates in meetings; stays abreast of current trends in civil engineering.

Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's degree in Civil Engineering with three (3) years of related experience.

Engineer 2

Additional Requirements

Certification as an Engineer-in-Training (EIT) from the State of Ohio.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including computers and peripheral equipment.

Supervisory Responsibilities

- No supervisory responsibilities; may oversee the work of part-time and/or clerical staff.

Mathematical Ability

- Ability to perform mathematical operations involving college level algebra, geometry, calculus and statistics.

Language Ability & Interpersonal Communication

- Ability to perform mid-level level of data analysis including the ability to evaluate, analyze, review, classify, categorize, prioritize and/or reference data, statutes and/or guidelines and/or group, rank, investigate and problem solve. Requires discretion in determining and referencing such to established standards to recognize interactive effects and relationships.
- Ability to comprehend reports, project work schedules, letters, agreements, funding documents, pre-proposals, certifications, and project updates.
- Ability to comprehend a variety of reference books and manuals including specifications, drawings, manuals, estimates, publications, codes and standards.
- Ability to prepare estimates, letters, estimates, datasheets, applications, agreements, reports, evaluations, requests for qualifications, meeting minutes, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to develop and maintain effective working relationships with a variety of individuals including government officials, Planning Commission, County employees and the general public.
- Ability to use and interpret engineering terminology and language.
- Ability to communicate with contractors, part-time staff, other agencies, vendors, engineers, and departmental employees and administrators.

Environmental Adaptability

- Work is typically performed both in an office environment and in the field, subject to dust, noise, machinery and weather.

Engineer 2

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CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Engineer 3	Class Number:	1063514
FLSA:	Exempt	Pay Grade:	14
Dept:	Public Works		

Classification Function

The purpose of this classification is to inspect, evaluate, rate, report and analyze the condition and ongoing maintenance needs of County structures; to apply standard engineering techniques and procedures to engineering projects, to review the work of consultants and to assist in designing engineering plans and specifications.

Distinguishing Characteristics

This is a professional classification with responsibility for ensuring public safety by evaluating structural integrity of public works infrastructure. This class requires the solution of technical problems related to engineering design. The employee is expected design maintenance repairs and provide solutions to identified concerns. The employees in this classification are expected to make decisions independently, but consults with management/supervisory staff concerning unusual problems and developments. This class is distinguished from the Engineer IV that has more responsibility for project coordination and directing the work of professional and technical staff.

Essential Job Functions

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

- 40% +/- 10%
 - Performs design and analysis of structures and highway improvement plans; records, evaluates and rates the condition of structures; records, itemized and reviews inventory; inspects project sites to evaluate project needs based on site specific requirements; prepares and compiles data lists; performs calculations; reviews and approves consultant submitted projects for current County and State standards.
- 30% +/- 10%
 - May oversee the work of drafting personnel and technicians; makes recommendations for work orders; coordinates projects with utilities as needed; may coordinate federal and state funding for projects; may perform traffic analysis and projection for projects.
- 20% +/- 5%
 - Gathers and analyzes existing data from various sources including record plans, field survey data, site visits, pavement/core samples, etc.; prepares and reviews reports, correspondence and records for submission; maintains current project files.
- 10% +/- 5%
 - Attends meetings and demonstrations; collects and processes data for technical analysis and report preparation; makes written reports of technical work; orders supplies and maintains inspections inventories; prepares sketches and drawings for work orders.

Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's degree in Civil Engineering with six (6) years of related engineering experience.

Additional Requirements

Requires registration as a professional engineer with the State of Ohio.

Engineer 3

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including computers and peripheral equipment.

Supervisory Responsibilities

- Ability to oversee the work of technical staff and to maintain standards.

Mathematical Ability

- Ability to understand and apply college level algebra, geometry, calculus and statistics.

Language Ability & Interpersonal Communication

- Ability to perform mid-level data analysis including the ability to audit, evaluate, deduce, assess, conclude and appraise. Requires discretion in determining and referencing such to established criteria to define consequences and develop alternatives.
- Ability to comprehend a variety of informational documents including reports, construction plans, inventory sheets, data, design, calculations, drawings, forms, plans, maps, legal descriptions, certifications, and reports.
- Ability to comprehend a variety of reference books and manuals including assessment sheets, inventory lists, critical structure reports, reference manuals, drawings, catalogs, specifications, standards, guidelines, and codes.
- Ability to prepare memos, correspondence, work orders, reports, calculations, plans, inventory sheets, drawings, bid documents, sketches and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to convince and influence others, to record and deliver information, to explain procedures, to follow instructions.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department.
- Ability to use and interpret engineering terminology and language.
- Ability to communicate with engineers, maintenance personnel, municipalities, vendors, other agencies, consultants, departmental employees, and the general public.

Environmental Adaptability

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

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CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Engineer 4	Class Number:	1063515
FLSA:	Exempt	Pay Grade:	15
Dept:	Public Works		

Classification Function

The purpose of this classification is to plan, perform, coordinate, direct and review large complex bridge and structural design projects; to design and provide support for engineering projects as assigned; may represent the County Engineer in conferences to resolve important questions and to plan and coordinate work.

Distinguishing Characteristics

This is a professional classification with responsibility for performing engineering projects under a framework of procedures and regulations. This class requires the solution of technical problems related to engineering design. The employee is expected discuss plans, projects, and objectives, and to present solutions to identified concerns. The incumbent exercises discretion in applying procedures to resolve design issues. The employees in this classification are expected to make decisions independently on engineering problems and methods and to use advanced techniques in the application of theories, precepts and practices of engineering, but consults with the Chief Section Engineer or Assistant Chief Section Engineer concerning unusual problems and developments.

Essential Job Functions

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

- 40% +/- 10%
- Plans, performs, coordinates, and reviews work on large, complex engineering projects; applies complex engineering principles and criteria for project design; performs complex structural, hydrological calculations for design of bridge and culvert projects; prepares cost estimates and contract documents; performs calculations and prepares sketches.
- 30% +/- 10%
- Reviews the work of consultant engineers for conformance with standards and accepted practice. Includes review of invoices and proposals.
- 20% +/- 5%
- Oversees the work of supporting professionals and clerical staff, collects and processes data for technical analysis and report preparation; and make written and oral presentations of technical work; performs routine studies and reports related to the planning for infrastructure management and improvements.
- 10% +/- 5%
- Plans, coordinates and attends meetings and demonstrations; collects and processes data for technical analysis and report preparation; makes written and oral presentations of technical work.

Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's degree in Civil Engineering with eight (8) years of related engineering experience.

Additional Requirements

Requires registration as a professional engineer with the State of Ohio.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Engineer 4

Physical Requirements

- Ability to operate a variety of automated office machines including computers and peripheral equipment.

Supervisory Responsibilities

- Ability to assign, review, plan and coordinate the work of contractors and to maintain standards.

Mathematical Ability

- Ability to understand and apply college level algebra, geometry, calculus and statistics.

Language Ability & Interpersonal Communication

- Ability to perform mid to high level data analysis requiring managing of data and people deciding the time, sequence of operations or events within the context of a process, system or organization. Involves determining the necessity for revising goals, objectives, policies, procedures or functions based on the analysis of data/information and includes performance reviews pertinent to such objectives, functions and requirements.
- Ability to comprehend a variety of informational documents including invoices, data, calculations, drawings, forms, plans, maps, legal descriptions, certifications, and reports.
- Ability to comprehend a variety of reference books and manuals including departmental and county personnel policy manual, engineering textbooks, reference manuals, drawings, catalogs, specifications, standards, guidelines, and codes.
- Ability to prepare technical reports, design plans, memos, correspondence, agreements, reports, calculations, contracts, plans, estimates, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to convince and influence others, to record and deliver information, to explain procedures, to follow instructions.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department.
- Ability to use and interpret engineering, electrical and legal terminology and language.
- Ability to communicate with staff, engineers, other agencies, consultants, departmental employees, and the general public.

Environmental Adaptability

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

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CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Facilities Maintenance Administrator	Class Number:	1042151
FLSA:	Exempt	Pay Grade:	15
Dept:	Public Works		

Classification Function

The purpose of this classification is to oversee all levels of facilities maintenance operations including facility improvements, building staff, custodial staff and others, as assigned, for all County facilities.

Distinguishing Characteristics

- This is a senior management classification with responsibility for planning, managing and administering maintenance operations for County facilities, under general direction. This class requires the analysis and solution of operational, technical, administrative and management problems related to facility maintenance operations and associated capital projects. The employee is expected to meet, consult and collaborate with the Maintenance Administrator to discuss plans, programs, and objectives, and to present solutions to identified concerns. The incumbent exercises discretion in applying policies and procedures to resolve organizational issues and to ensure that assigned activities are completed in a timely and efficient manner. Manage and coordinate all aspects of facility repairs and minor construction and/or renovations.

Essential Job Functions

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

- 45% +/- 15%
- Supervises the assigned staff; assigns and reviews work; recommends hiring, promotions, discharges, and disciplinary actions; documents misconduct; acts as mediator for staff issues and conflict resolution; assesses staffing requirements; evaluates training needs and provides instruction; evaluates performance; establishes and promotes employee morale; answers staff questions and provides information and conflict resolution as appropriate; implements and encourages cross-training and staff development.
- 25% +/- 10%
- Oversees labor costs and overtime hours for cost effectiveness; reviews supply and equipment purchases and expenditures; works with contractors and vendors to collect bids, issue services and maintain contracts; attends meetings.
- 15% +/- 10%
- Plans and executes in-house facility and capital improvements; establishes attainable goals for production and project completions; meets with supervisors and staff to coordinate schedules toward goals; coordinates work conducted to engineer's/architect's specifications; delegates authority for projects; develops and modifies worker practices; documents and implements green building initiatives. Prepare reports on both the technical and administrative aspects of managing a facility, to include funding and spending plans
- 10% +/- 5%
- Research and analyze long range needs and critical problems for facility programs and operations. Researches equipment and technology improvements and incorporates as possible; works to implement effective work order management system and streamline processes.
- 5% +/- 5%
- Participates in union negotiations and labor/management meetings; fields client complaints, issues and accolades; collects grievances and dissipates accordingly.

Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's degree in Business Administration or related field with six years of related experience; or any equivalent combination of training and experience.

Additional Requirements

Project Management Professional certification, Facility Management Administrator – BOMI and OSHA training preferred.

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

- Ability to operate a variety of automated office machines including computers and peripheral equipment.

Supervisory Responsibilities

- Ability to assign, review, plan and coordinate the work of other employees.
- Ability to provide instruction to other employees.
- Ability to recommend the discipline or discharge of other employees.
- Ability to recommend the transfer, promotion or salary increase of other employees.

Mathematical Ability

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

Language Ability & Interpersonal Communication

- Ability to perform high level data analysis requiring managing of data and people deciding the time, sequence of operations or events within the context of a process, system or organization. Involves determining the necessity for revising goals, objectives, policies, procedures or functions based on the analysis of data/information and includes performance reviews pertinent to such objectives, functions and requirements.
- Ability to comprehend a variety of informational documents including detailed plans for construction, overtime reports, labor reports, time sheets, costing sheets, activity sheets, work orders, vehicle listings, municipal guidelines, union agreements, personnel actions, quotes technical study reports and other reports and records.
- Ability to comprehend a variety of reference books and manuals including policy and procedures handbook, bargaining agreements, engineering design data, schematics, facility improvement standards, EPA standards, Ohio Revised Code, Americans with Disabilities Act (ADA) guidelines, building codes, blue prints, diagrams and other procedures manuals.
- Ability to prepare time sheets, billable hour reports, equipment cost analysis reports, budgetary planning, employee evaluations, maintenance schedules and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.

- Ability to manage, supervise and counsel employees, to convince and influence others, to record and deliver information, to explain procedures, to follow instructions.
- Ability to use and interpret legal, human resource, accounting, mechanics, electrical and facility management terminology and language.
- Ability to communicate with elected officials, administrators, facility tenants, sales representatives, County employees, contractors, and the general public.

Environmental Adaptability

- Work is typically performed in an office and shop environment.

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CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Engineering Map Supervisor	Class Number:	1063711
FLSA:	Exempt	Pay Grade:	12
Dept:	Public Works		

Classification Function

The purpose of this classification is to plan, coordinate, schedule, and supervise the Tax Map Unit and maintain information for the Geographical Information System.

Distinguishing Characteristics

This is the first line supervisory level classification, working under direction of management within the Public Works Office. The employee works within a framework of policies, procedures and regulations. The incumbent ensures that the unit's activities are performed in a timely manner and according requirements.

Essential Job Functions

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

- 35% +/- 20%
- Approves all survey plats, condominium plats, lot splits and new legal descriptions for property within the County; maintain the property tax maps for the County; maintains the property information for the GIS.

- 20% +/- 10%
- Supervises staff; plans, coordinates, assigns and reviews work; evaluates training needs and provides instruction; schedules staff vacations and approves sick leave; recommends discipline, disciplinary actions, discharge and salary increases; prepares timesheets; conducts employee performance evaluations; establishes and promotes employee morale.

- 25% +/- 5%
- Review, revises and corrects mistakes or errors in the tax maps.

- 10% +/- 5%
- Assists the public in the filing of plats and deeds.

- 10% +/- 5%
- Assists the Fiscal Office in interpreting legal descriptions; assists the Prosecutor's Office in interpreting legal descriptions on foreclosed property; provides the Prosecutors Office with 1,000 foot radius maps.

Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's degree in engineering or surveying with five (5) years previous related experience.

Additional Requirements

Licensed as a Land Surveyor.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including computers, printer, plotter, drafting supplies and peripheral equipment and tools.

Supervisory Responsibilities

- Ability to assign, review, plan and coordinate the work of other employees and to maintain standards.
- Ability to provide instruction to other employees and to act on employee problems.
- Ability to recommend the discipline of employees.
- Ability to prepare employee performance evaluations.

Mathematical Ability

- Ability to understand and apply college level algebra, geometry, calculus and statistics.

Language Ability & Interpersonal Communication

- Requires the ability to perform mid-level data analysis including the ability to audit, deduce, assess, conclude and appraise. Requires discretion in determining and referencing such to established criteria to define consequences and develop alternatives
- Ability to comprehend a variety of informational documents including plats for recording, legal descriptions, employee timesheets, letters, records retention forms and records disposition forms.
- Ability to comprehend a variety of reference books and manuals including policy and procedure manual, computer software manuals, Ohio surveying laws, land surveyor reference manual, Ohio land subdivisions, conveyance standards and other related documents.
- Ability to prepare plat review forms, volume and page charts and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to supervise and counsel employees, convince and influence others, to record and deliver information, to explain procedures, to follow instructions.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department.
- Ability to use and interpret engineering and legal terminology and language.
- Ability to communicate with co-workers, supervisor, other County employees, and the general public.

Environmental Adaptability

- Work is typically performed in an office environment.

Engineering Map Supervisor

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CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Engineering Technician	Class Number:	1063511
FLSA:	Non - Exempt	Pay Grade:	7
Dept:	Public Works		

Classification Function

The purpose of this classification is to provide technical expertise in the application of technical civil engineering and drafting skills; to make or check routine engineering calculations for mathematical errors and to draft construction plans based upon survey notes, design calculations, sketches and verbal instructions

Distinguishing Characteristics

This is a technical classification that is responsible for providing support to professional engineers in making field measurements, collecting data and verifying survey information and calculations. This classification works under a framework of technical civil engineering practices and procedures. This class requires exercise of judgment and consults with a supervisor as new or unusual situations arise. This class is distinguished from the Chief Section Engineer that is responsible management of a Section of the Public Works Engineer Office. This class is distinguished from professional engineer classifications that have a higher level of education and registration required to sign off of projects.

Essential Job Functions

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

- 40% +/- 10%
 - Reviews construction plans drawn by C.A.D. Technicians; makes or checks routine engineering calculations such as end area and earthwork volume computations and quality calculations; determines geometric areas and profile grades; prepares plans from survey notes and design sketches; interprets engineering plans and topography maps; develops profiles and cross sections from contour plans and to develop contour plans from survey data and cross sections.
- 20% +/- 10%
 - Checks complex engineering calculations for mathematical error; assists in preparation of engineer's estimates
- 10% +/- 10%
 - Drafts construction plans based upon survey notes, design calculations, sketches and verbal instructions; uses computer-aided design/drafting techniques at an advanced level. Ability to
- 20 +/- 10%
 - May be responsible for routine maintenance of both mechanical and computer-aided drafting equipment and quality of final original plan tracings.

Experience Required to Perform Essential Job Functions

High School diploma; technical training in advance AutoCAD system software or a related field; five (5) years of drafting and/or AutoCAD computer and technical engineering experience or any combination of education and experience that provides equivalent knowledge, skills and abilities.

Engineering Technician

Additional Requirements

No required licenses.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate automated office machines including computers and peripheral equipment.

Supervisory Responsibilities

No supervisory responsibilities.

Mathematical Ability

- Ability to understand and apply addition, subtraction, multiplication, and division and algebra, geometry, and calculus.

Language Ability & Interpersonal Communication

- Ability to perform basic level of data analysis including the ability to review, classify, categorize, prioritize and/or reference data, statutes and/or guidelines and/or group, rank, investigate and problem solve. Requires discretion in determining and referencing such to established standards to recognize interactive effects and relationships.
- Ability to comprehend a variety of informational documents including engineering plans, survey notes, and historic plans of previous projects.
- Ability to comprehend a variety of reference books and manuals including reference and computer software manuals, street and aerial photos, and legal documents.
- Ability to prepare timesheets, construction drawings and plans and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to record and deliver information, to explain procedures, to follow instructions.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the department.
- Ability to use and interpret basic engineering related terminology and language
- Ability to communicate with supervisor, engineers, co-workers, and the general public.

Environmental Adaptability

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

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CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Legal Clerk 1	Class Number:	1013411
FLSA:	Non - Exempt	Pay Grade:	2
Dept:	Clerk of Courts		

Classification Function

The purpose of this classification is to perform general and routine clerical work in support of both criminal and civil courts, including receiving, indexing, and recording court case information and/or legal documents and providing general information and assistance to County Court staff, attorneys, and the public.

Distinguishing Characteristics

This is an entry-level clerical classification. Employees at this level work under a well-defined framework of policies and procedures. They receive occasional instruction or assistance as new or unusual situations arise and are expected to become fully aware of operating procedures and policies of the work unit.

Essential Job Functions

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

40% +/- 10%

Processes various court records and documents; receives and/or gathers documents; sorts, indexes, and prepares documents; reviews, verifies, and records required information; prepares and sets up files, organizes documents, and files documents in designated order; retrieves/replaces files; shreds/destroys confidential or obsolete documents; conducts records maintenance activities in compliance with guidelines governing record retention; may prepare, validate, and scan files for digital imaging.

30% +/- 10%

Types, enters, proofreads and processes a variety of documents and data; enters court-related information into department databases; verifies information for accuracy and completeness; updates database information and purges old data as appropriate; makes copies and distributes to appropriate parties.

20% +/- 10%

Assists County Court staff, attorneys, and the public in person or by phone; provides basic information on court policies and procedures; receives and responds to questions and requests for documentation and information; researches inquiries to provide accurate response.

10% +/- 10%

Processes incoming and outgoing mail; retrieves, sorts and delivers incoming mail; compiles and prepares documentation for mailing or delivery as needed; sorts, organizes, labels, and addresses outgoing mail; applies postage utilizing mail machine; scans outgoing mail; delivers documents in person or through established mail delivery systems; maintains related documentation.

Minimum Training and Experience Required to Perform Essential Job Functions

High school diploma or GED with two (2) years of previous experience in clerical, reception or similar work; experience in a legal environment preferred; or an equivalent combination of education, training, and experience.

Additional Requirements

No licenses or corticated required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including computers and peripheral equipment.

Supervisory Responsibilities

No supervisory requirements.

Mathematical Ability

- Ability to perform addition, subtraction, multiplication, and division; ability to calculate decimals and percentages; and ability to utilize principles of fractions.

Language Ability & Interpersonal Communication

- Ability to determine, calculate, tabulate, or summarize data/information. Includes performing subsequent actions in relation to these computational operations.
- Ability to comprehend a variety of legal documents and court documents including warrants, rulings, judgments, forfeitures, foreclosures, rulings, motions, subpoenas, praecipes, mail, forms, reports, memos and correspondence.
- Ability to comprehend a variety of reference books and manuals including computer software manual and policies and procedure manuals.
- Ability to prepare legal and court-related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to provide guidance, assistance, and/or interpretation to others regarding the application of procedures and standards to specific situations.
- Ability to use and interpret general legal and administrative terminology and language.
- Ability to communicate with co-workers, supervisors, judges, attorneys, employees and managers of other departments, and the general public.

Environmental Adaptability

- Work is typically performed in an office environment.

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

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Legal Clerk 2	Class Number:	1013412
FLSA:	Non - Exempt	Pay Grade:	3
Dept:	Clerk of Courts		

Classification Function

The purpose of this classification is to perform routine and specialized clerical work in support of both criminal and civil courts, including receiving, indexing, and recording court case information and/or legal documents, imaging documents, and providing general information and assistance to County Court staff, attorneys, and the public.

Distinguishing Characteristics

This is a journey level clerical classification. Employees at this level work under a well-defined framework of policies and procedures. They are expected to be fully aware of operating procedures and policies of the work unit and be able to perform duties that are more specialized or complex in nature.

Essential Job Functions

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

30% +/- 10%

Processes various court records and documents; receives and/or gathers documents; sorts, indexes, and prepares documents; reviews and verifies required information; stamps, records and/or certifies documents; prepares and sets up files, organizes documents, and files documents in designated order; retrieves/replaces files; shreds/destroys confidential or obsolete documents; conducts records maintenance activities in compliance with guidelines governing record retention.

20% +/- 10%

Types, enters, proofreads and processes a variety of court-related documents and data; enters information into department databases; verifies information for accuracy and completeness; corrects errors as necessary; updates database information and purges old data as appropriate; logs and certifies work activities; makes certified copies and forwards to appropriate parties.

20% +/- 10%

Processes court records and documents for digital imaging; sorts and prepares documents; validates documents; reviews documents for completeness and accuracy; locates missing documents and corrects any errors; scans documents into digital imaging system.

20% +/- 10%

Assists County Court staff, attorneys, and the public in person or by phone; provides information on court policies and procedures; receives and responds to questions and requests for documentation and information; researches inquiries to provide accurate response.

10% +/- 10%

Processes incoming and outgoing mail; retrieves, sorts and delivers incoming mail; compiles and prepares documentation for mailing or delivery as needed; sorts, organizes, labels, and addresses outgoing mail; applies postage utilizing mail machine; scans outgoing mail; delivers documents in person or through established mail delivery systems. Maintains related documentation.

Minimum Training and Experience Required to Perform Essential Job Functions

High school diploma or GED with three (3) years related experience including one (1) year as Legal Clerk I; or an equivalent combination of education, training, and experience.

Additional Requirements

No licenses or corticated required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including computers and peripheral equipment.

Supervisory Responsibilities

No supervisory requirements.

Mathematical Ability

- Ability to perform addition, subtraction, multiplication, and division; ability to calculate decimals and percentages; ability to utilize principles of fractions; and ability to interpret graphs.

Language Ability & Interpersonal Communication

- Ability to review, classify, categorize, prioritize, and/or analyze data. Includes exercising discretion in determining data classification, and in referencing such analysis to established standards for the purpose of recognizing actual or probable interactive effects and relationships.
- Ability to comprehend a variety of legal documents and court documents including warrants, rulings, judgments, indictments, plea agreements, sentencing documents, forfeitures, foreclosures, rulings, motions, dockets, appeals, subpoenas, praecipes, court dockets, mail, forms, reports, memos and correspondence.
- Ability to comprehend a variety of reference books and manuals including computer software manual and policies and procedure manuals.
- Ability to prepare legal and court-related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to provide guidance, assistance, and/or interpretation to others regarding the application of procedures and standards to specific situations.
- Ability to use and interpret general legal and administrative terminology and language.
- Ability to communicate with co-workers, supervisors, judges, attorneys, police officers, employees and managers of other departments, and the general public.

Environmental Adaptability

- Work is typically performed in an office environment.

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CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Legal Clerk 3	Class Number:	1013413
FLSA:	Non - Exempt	Pay Grade:	4
Dept:	Clerk of Courts		

Classification Function

The purpose of this classification is to perform specialized and complex clerical work in support of both criminal and civil courts, including receiving, indexing, and recording court case information and/or legal documents, imaging documents, and providing information and assistance to County Court staff, attorneys, and the public.

Distinguishing Characteristics

This classification is the highest level of Legal Clerks. Employees at this level work under a well-defined framework of policies and procedures. They are expected to be fully aware of operating procedures and policies of the court system and be able to perform duties that are more specialized and complex in nature.

Essential Job Functions

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

30% +/- 10%

Attends court proceedings and performs duties in the courtroom; types, enters, proofreads and processes a variety of court records and legal documents; enters information into department databases; verifies information for accuracy and completeness; assigns case numbers; corrects errors as necessary; updates court records and case information and purges old records and case information as appropriate; logs and certifies work activities; makes certified copies and forwards to appropriate parties.

25% +/- 10%

Processes various court records and documents; receives and/or gathers documents; sorts, indexes, and prepares documents; reviews and verifies required information; stamps, records and/or certifies documents; prepares and sets up files, organizes documents, and files documents in designated order; retrieves/replaces files; shreds/destroys confidential or obsolete documents; conducts records maintenance activities in compliance with guidelines governing record retention.

25% +/- 10%

Processes court records and documents for digital imaging; sorts and prepares documents; validates documents; reviews documents for completeness and accuracy; locates missing documents and corrects any errors; scans documents into digital imaging system.

10% +/- 10%

Assists County Court staff, attorneys, and the public in person or by phone; provides basic information on court policies and procedures; receives and responds to questions and requests for documentation and information; researches inquiries to provide accurate response.

10% +/- 10%

Processes outgoing mail; compiles and prepares documentation for mailing or delivery as needed; sorts, organizes, labels, and addresses outgoing mail; applies postage utilizing mail machine; scans outgoing mail; delivers documents in person or through established mail delivery systems; maintains related documentation.

Minimum Training and Experience Required to Perform Essential Job Functions

High school diploma or GED with five years clerical experience, including one year as a Legal Clerk II; or an equivalent combination of education, training, and experience.

Additional Requirements

No licenses or corticated required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including computers and peripheral equipment.

Supervisory Responsibilities

No supervisory requirements.

Mathematical Ability

- Ability to perform addition, subtraction, multiplication, and division; ability to calculate decimals and percentages; ability to utilize principles of fractions.

Language Ability & Interpersonal Communication

- Ability to review, classify, categorize, prioritize, and/or analyze data. Includes exercising discretion in determining data classification, and in referencing such analysis to established standards for the purpose of recognizing actual or probable interactive effects and relationships.
- Ability to comprehend a variety of legal documents and court documents including rulings, judgments, indictments, plea agreements, sentencing documents, rulings, motions, appeals, subpoenas, expungements, court dockets, mail, forms, reports, memos and correspondence.
- Ability to comprehend a variety of reference books and manuals including computer software manual and policies and procedure manuals.
- Ability to prepare legal and court-related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to provide guidance, assistance, and/or interpretation to others regarding the application of procedures and standards to specific situations.
- Ability to use and interpret general legal and administrative terminology and language.
- Ability to communicate with co-workers, supervisors, judges, attorneys, police officers, employees and managers of other departments, and the general public.

Environmental Adaptability

- Work is typically performed in an office environment.

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CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Licensed Land Surveyor	Class Number:	1063612
FLSA:	Non - Exempt	Pay Grade:	9
Dept:	Public Works		

Classification Function

The purpose of this classification is to participate and direct staff and crews in gathering information through observations, measurements in the field, review of plans, calculations, and data analysis in order to establish property boundaries needed for the development of highway and bridge projects.

Distinguishing Characteristics

This is an advance-journey level technical classification with responsibility for planning and scheduling the work of field crews and in preparing legal descriptions, drawings, and databases. This classification works under a framework of defined procedures and regulations. The incumbent exercises discretion in applying procedures to resolve issues and to ensure that assigned activities are completed in a timely and efficient manner. This class is distinguished from the Survey Technician class in that the Licensed Land Surveyor oversees the work of field crews and requires a higher level of education and experience.

Essential Job Functions

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

- 40% +/- 10%
- Gathers information needed for development of highway and bridge projects; directs the work of field crew operations on specific projects; researches field projects and sets-up work plans; balances survey traverses; operates total station and data collection equipment; performs benchmark and level circuit surveys.
- 25% +/- 10%
- Reviews plans and consultant plan submittals; prepares Right-of-Way plans; prepares legal descriptions for Right-of-Way acquisitions; performs closure and area computations; develops CAD Drawings and databases.
- 25% +/- 10%
- Prepares vacation, dedication and annexation plats; develops cross-section and topographic maps; prepares certified maps for Prosecutor's office.
- 10% +/- 10%
- Researches historic ownership information.

Experience Required to Perform Essential Job Functions

Bachelor's degree surveying or engineering with three (3) years of related experience or any combination of education and experience that provides equivalent knowledge, skills and abilities.

Additional Requirements

Requires a surveyor's license in the State of Ohio.

Licensed Land Surveyor

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of survey tools and equipment and automated office machines including computers and peripheral equipment.

Supervisory Responsibilities

- Ability to assign, review, plan and coordinate the work of other employees and to maintain standards.

Mathematical Ability

- Ability to understand and apply college level algebra, geometry, and calculus.

Language Ability & Interpersonal Communication

- Ability to perform mid-level data analysis including the ability to audit, deduce, assess, conclude and appraise; requires discretion in determining and referencing such to established criteria to define consequences and develop alternatives.
- Ability to comprehend a variety of informational documents including maps, legal documents, legal descriptions, forms, databases, and work orders.
- Ability to comprehend a variety of reference books and manuals including departmental and county policy manual, reference manuals, OSHA rules and standards, plat maps, specifications, and standards.
- Ability to prepare memos, correspondence, maps, plans, calculations, databases, surveys and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to oversee the work of employees, to record and deliver information, to explain procedures, to follow instructions.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the department.
- Ability to use and interpret land survey related terminology and language.
- Ability to communicate with supervisor, employees of other sections, consultants, departmental employees, and administrators.

Environmental Adaptability

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

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

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Maintenance Superintendent	Class Number:	1042514
FLSA:	Exempt	Pay Grade:	15
Dept:	Public Works Office		

Classification Function

The purpose of this classification is to administer, manage and supervise the operations and personnel of the Maintenance Department of the Public Works Office; to provide administrative support a Chief Section Engineer.

Distinguishing Characteristics

This is a management classification with responsibility for planning, directing and controlling the Maintenance section of the Public Works Office under general direction. This class requires the solution of operational, technical, administrative and management problems related to maintenance. The employee is expected meet, consult and collaborate with a Chief Section Engineer to discuss plans, projects, and objectives, and to present solutions to identified concerns. The incumbent exercises discretion in applying policies and procedures to resolve organizational issues and to ensure that assigned activities are completed in a timely and efficient manner.

Essential Job Functions

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

- 20% +/- 10%
- Administers and manages the operations of the Maintenance department; plans and implements all daily operations at the five yards; coordinates work operations with administration, other departments, contractors and the public; oversees the maintenance of and capital improvements to all Public Works Buildings; participates in matters of safety and security.
- 20% +/- 10%
- Supervises the assigned unit; assigns and reviews work; recommends hiring, promotions, discharges, and disciplinary actions; documents misconduct; assesses staffing requirements; evaluates training needs and provides instruction; evaluates performance; establishes and promotes employee morale; participates on discipline committee; answers staff questions and provides information and conflict resolution as appropriate.
- 20% +/- 5%
- Plans and directs snow and ice removal operations for the County; inspects bridges and roadways to assess maintenance and repair needed.
- 20% +/- 5%
- Evaluates, reviews and recommends budget disbursements for materials, parts, supplies, equipment and tools; reviews daily work distribution, reports, labor and materials costs and work done; approves payroll and all departmental purchases and establishes costs of work needed.
- 10% +/- 5%
- Reviews and responds to citizen requests and complaints; investigates all grievances within the department; confers with labor attorney on labor/trade, union issues; plans, coordinates and attends meetings and demonstrations.

Maintenance Superintendent

Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's degree in Civil Engineering, Public Administration or a related field with six (6) years of related experience; or any combination of education and experience that provides equivalent knowledge, skills and abilities.

Additional Requirements

Requires a driver's license in the State of Ohio.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including computers and peripheral equipment.
- Ability to operate a variety of maintenance and construction equipment including scooper, lifts, ladders, survey equipment, safety equipment and peripheral equipment.

Supervisory Responsibilities

- Ability to assign, review, plan and coordinate the work of other employees and to maintain standards.
- Ability to provide instruction to other employees and to act on employee problems.
- Ability to prepare employee performance evaluations.
- Ability to recommend the discipline or discharge of employees.
- Ability to recommend the transfer, promotion or salary increase of other employees.

Mathematical Ability

- Ability to understand and apply college level algebra, geometry, calculus and statistics.

Language Ability & Interpersonal Communication

- Ability to perform mid to high level data analysis requiring managing of data and people deciding the time, sequence of operations or events within the context of a process, system or organization. Involves determining the necessity for revising goals, objectives, policies, procedures or functions based on the analysis of data/information and includes performance reviews pertinent to such objectives, functions and requirements.
- Ability to comprehend a variety of informational documents including O.D.O.T. drawings, work orders, employee grievances, job descriptions, forms, plans, maps, legal descriptions, certifications, and reports.
- Ability to comprehend a variety of reference books and manuals including departmental and County personnel policy manual, O.D.O.T manuals; reference manuals, union contracts, specifications, standards, guidelines, and codes.

Maintenance Superintendent

- Ability to prepare performance appraisals, correspondence, agreements, contracts, work order sheets, plans, estimates, charts, grievance response, injury accident reports, memos and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to supervise and counsel employees, convince and influence others, to record and deliver information, to explain procedures, to follow instructions.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department.
- Ability to use and interpret maintenance, legal, human resource terminology and language.
- Ability to communicate with staff, directors of other sections, consultants, departmental employees, and administrators.

Environmental Adaptability

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

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CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Maintenance Supervisor	Class Number:	1042512
FLSA:	Exempt	Pay Grade:	10
Dept:	Public Works		

Classification Function

The purpose of this classification is to perform general administrative and responsible supervisory work regarding all maintenance and construction activities that are performed on County bridges and County's roads within townships; to provide administrative support to a Maintenance Administrator.

Distinguishing Characteristics

This is a management classification with responsibility for planning, directing and controlling the Maintenance section of the Public Works Office under general direction. This class requires the solution of operational, technical, administrative and management problems related to maintenance. The employee is expected meet, consult and collaborate with a Maintenance Administrator to discuss plans, projects, and objectives, and to present solutions to identified concerns. The incumbent exercises discretion in applying policies and procedures to resolve organizational issues and to ensure that assigned activities are completed in a timely and efficient manner.

Essential Job Functions

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

- 30% +/- 10%
- Makes regular inspections of bridges and roads within the County to determine needs of repairs to bridges, road surfaces and drainage; reports problems and makes recommendations for needed repair; works closely with Bridge Inspectors regarding repair and maintenance to bridges and/or roads within the County.

- 20% +/- 10%
- Supervises the assigned unit; assigns and reviews work; recommends hiring, promotions, discharges, and disciplinary actions; documents misconduct; assesses staffing requirements; evaluates training needs and provides instruction; evaluates performance; establishes and promotes employee morale; answers staff questions and provides information and conflict resolution as appropriate

- 20% +/- 5%
- Prepares daily reports of work distribution, labor costs, materials, equipment and work accomplished; responsible for final tabulation and accountability of time sheets, materials used and all equipment under their jurisdiction; orders supplies and equipment.

- 20% +/- 5%
- Plans and directs snow and ice removal operations for the County; inspects bridges and roadways to assess maintenance and repair needed.

- 10% +/- 5%
- Reviews and responds to citizen requests and complaints; plans, coordinates and attends meetings and demonstrations.

Maintenance Supervisor

Minimum Training and Experience Required to Perform Essential Job Functions

Associate's degree or equivalent technical training in engineering or a related field with three (3) years of related experience; or any combination of education and experience that provides equivalent knowledge, skills and abilities.

Additional Requirements

Requires a driver's license in the State of Ohio.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including computers and peripheral equipment, mechanics tool and construction tools.

Supervisory Responsibilities

- Ability to assign, review, plan and coordinate the work of other employees and to maintain standards.
- Ability to provide instruction to other employees and to act on employee problems.
- Ability to prepare employee performance evaluations.
- Ability to recommend the discipline or discharge of employees.
- Ability to recommend the transfer, promotion or salary increase of other employees.

Mathematical Ability

- Ability to understand and apply college level algebra, geometry, calculus and statistics.

Language Ability & Interpersonal Communication

- Ability to perform mid-level data analysis including the ability to audit, deduce, assess, conclude and appraise. Requires discretion in determining and referencing such to established criteria to define consequences and develop alternatives.
- Ability to comprehend a variety of informational documents including work orders, time sheets, forms, bridge and road designs, plans, maps, legal descriptions, certifications, and reports.
- Ability to comprehend a variety of reference books and manuals including departmental and County personnel policy manual, Department of Transportation manuals, union contracts, reference manuals, OSHA rules and standards, contracts, specifications, standards, guidelines, and codes.
- Ability to prepare daily line up reports, memos, performance appraisals, correspondence, agreements, contracts, purchase orders, accident reports, vehicle reports, plans, estimates, charts, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.

Maintenance Supervisor

- Ability to supervise and counsel employees, convince and influence others, to record and deliver information, to explain procedures, to follow instructions.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department.
- Ability to use and interpret structural, mechanical, building and automotive terminology and language.
- Ability to communicate with staff, directors of other sections, consultants, departmental employees, and administrators.

Environmental Adaptability

- Essential functions may risk exposure to toxic/poisonous agents or traffic hazards.

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CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Prevailing Wage Coordinator	Class Number:	1052511
FLSA:	Non - Exempt	Pay Grade:	6
Dept:	Public Works		

Classification Function

The purpose of this classification is to ensure organizational compliance with all Federal, State and Local regulations pertaining to Prevailing Wage laws as they relate to the Davis Bacon Act, and to ensure construction compliance with all EEO laws and regulations.

Distinguishing Characteristics

This is a journey level classification requiring an understanding of and ability to enforce compliance with Prevailing Wage laws. This classification works under a framework of regulations, policies and procedures. The incumbent exercises discretion in monitoring construction projects and applying regulations to relevant projects.

Essential Job Functions

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

- Reviews, files, organizes and maintains contractor payrolls according to the Davis Bacon Act and other Federal regulations. 30% +/- 10%
- Conducts personal wage interviews with contractor employees. 30% +/- 10%
- Represents the Public Works Engineer's Office in all Prevailing Wage meetings and discussions; maintains current Prevailing Wage Law updates as well as all corresponding EEO information; prepares and maintains written reports and records regarding Prevailing Wage and EEO; resolves disputes pertaining to EEO and Prevailing Wage issues and makes recommendations. 20% +/- 10%
- Performs construction site inspections for appropriate EEO material. 20% +/- 10%

Experience Required to Perform Essential Job Functions

Associate's degree in Business Administration or equivalent with two (2) years of related experience; or any combination of education and experience that provides equivalent knowledge, skills and abilities.

Additional Requirements

No special license or certification is required.

Prevailing Wage Coordinator

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including computers and peripheral equipment.

Supervisory Responsibilities

- No supervisory requirements

Mathematical Ability

- Ability to perform addition, subtraction, multiplication and division.

Language Ability & Interpersonal Communication

- Ability to perform basic level of data analysis including the ability to review, classify, categorize, prioritize and/or reference data, statutes and/or guidelines and/or group, rank, investigate and problem solve. Requires discretion in determining and referencing such to established standards to recognize interactive effects and relationships.
- Ability to comprehend a variety of informational documents including reports, records, audits, payroll and laws.
- Ability to utilize a variety of advisory data and information such as memos, correspondence, reports, payroll, laws, and other legal documents.
- Ability to prepare memos, correspondence, meeting minutes, records, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to persuade, convince, influence, train and monitor, in favor of a desired outcome.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the department.
- Ability to use and interpret legal terminology and language.
- Ability to communicate with supervisor, employees of other sections and departments, consultants, contractors, departmental employees, and administrators.

Environmental Adaptability

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

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CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Project Inspector	Class Number:	1065511
FLSA:	Non - Exempt	Pay Grade:	7
Dept:	Public Works		

Classification Function

The purpose of this classification is to inspect various phases of construction to insure that the project complies with contractual plans and specifications.

Distinguishing Characteristics

This is an advance-journey technical classification with responsibility for inspecting phases of construction for compliance with plans and specifications. This classification works under a framework of defined procedures and regulations. Some exercise of judgment is required on details of work and making preliminary selections and adaptations of surveying alternatives. This class is distinguished from the Construction Technician in that the former class requires more experience and may act as a lead worker for the Construction Technician.

Essential Job Functions

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

- 50% +/- 20%
 - Inspects various phases of construction to insure compliance with specifications and contractual plans and/or proposals regarding roadway, drainage, pavement, electrical, traffic control, signing, topsoil removal, demolition and clearing foundations for embankments, subgrades, piles, guardrails and/or median painting; verifies plan quantities and calculations with blueprints; may sample for physical tests of construction materials; documents observations of all technical work in bridge and road construction.
- 30% +/- 10%
 - Prepares and maintains project records and reports, such as a daily diary, inspection reports, pay item quantities, progress estimates, contractor's construction methods, and material inspection. Utilizes construction management system on a computer system to record information and generate reports.
- 10% +/- 5%
 - Performs other miscellaneous duties, including checking plans and specifications in regard to location and quantity of materials used, helping to establishing survey and grade lines, mailing delivery, performing office and field inventories, performing general housekeeping of the field office.
- 10% +/- 5%
 - Participates in construction seminars; attends meetings to provide and gain information; arranges, directs and documents meetings; responds to general comments from the public.

Experience Required to Perform Essential Job Functions

High school diploma or GED with five (5) years of experience in sub-professional engineering or technical work or as a Construction Technician; or equivalent combination of experience and training.

Additional Requirements

No required licenses.

Project Inspector

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of survey tools and equipment and automated office machines including computers and peripheral equipment.
- Ability to operate a digital camera, drafting instruments, measuring wheel, concrete testing kit and other inspection tools.

Supervisory Responsibilities

- Ability to assign, review, plan and coordinate the work of lower level staff and to maintain standards.

Mathematical Ability

- Ability to understand and apply addition, subtraction, multiplication, or division and basic algebra and geometry.

Language Ability & Interpersonal Communication

- Ability to perform basic level of data analysis including the ability to review, classify, categorize, prioritize and/or reference data, statutes and/or guidelines and/or group, rank, investigate and problem solve. Requires discretion in determining and referencing such to established standards to recognize interactive effects and relationships.
- Ability to comprehend a variety of informational documents including invoices, engineering plans and specifications, project plans, test reports, delivery tickets, forms, and work orders.
- Ability to comprehend a variety of reference books and manuals including departmental and County policy and personnel manuals, ODOT manuals, reference manuals, OSHA rules and standards, specifications, and standards.
- Ability to prepare records of samples, inspection reports, project plans, project files, agreements, notes in field book and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to record and deliver information, to explain procedures, to follow instructions.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the department.
- Ability to use and interpret construction related terminology and language.
- Ability to communicate with supervisor, consultants, engineers, co-workers, and the general public.

Environmental Adaptability

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

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CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Project Manager	Class Number:	1065512
FLSA:	Non - Exempt	Pay Grade:	11
Dept:	Public Works		

Classification Function

The purpose of this classification is to plan and coordinate tasks required during plan development processes and infrastructure programs including planning, scheduling and reviewing work of consultants and monitoring adherence to policies, laws, regulations, guidelines and schedules under the supervision from a Chief Section Engineer or technical oversight from a Senior Project Manager; to perform research necessary to respond to questions from other departments regarding contracts and agreements.

Distinguishing Characteristics

This is a journey level project manager classification with responsibility for overseeing projects under a framework of well-defined policies, procedures, regulations and guidelines. The incumbents exercise discretion in applying procedures to resolve project management issues. The employees in this classification assist in ensuring that projects are completed on time, on budget and with adherence to contract requirements. The employees in this class work under general supervision, progressing to more independence as experience is acquired. This class is distinguished from the advance-journey level Senior Project Manager classification in that the later has more extensive experience, manages more complex projects, and performs work with more independence.

Essential Job Functions

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

- 30% +/- 10%
- Assists in preparing agreements needed for projects and those that might be required in the planning process; serves as project manager on projects with moderate complexity; prepares and maintains project work schedules; prepares packages for submittal to regulatory agencies.
- 30% +/- 10%
- Oversees consultant contracts; transmits submittals to appropriate departments and provides instruction on how to review submittals; serves as a member of the consultant committee; approves consultant contract modifications, under direction of higher level staff.
- 20% +/- 10%
- May oversee, provide guidance to, and review the work of consultants and lower level project staff.
- 20% +/- 10%
- Maintains regular project coordination with department directors; coordinates projects with municipal officials, mayors, Council and Engineers; attends public meetings, hearings, hearings of objections and Council meetings to provide and gain information and to coordinate projects; arranges, directs and documents project review meetings; responds to general comments from the public.

Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's degree in Civil Engineering, Business Administration or a related field with three (3) years of related experience or any combination of education and experience that provides equivalent knowledge, skills and abilities.

Project Manager

Additional Requirements

Registration as a professional engineer with the State of Ohio desirable depending on assignment.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including computers and peripheral equipment.

Supervisory Responsibilities

- Ability to assign, review, plan and coordinate the work of contractors and to maintain standards.

Mathematical Ability

- May require the ability to understand and apply college level algebra, geometry, calculus and statistics.

Language Ability & Interpersonal Communication

- Ability to perform mid to high level data analysis requiring managing of data and people deciding the time, sequence of operations or events within the context of a process, system or organization. Involves determining the necessity for revising goals, objectives, policies, procedures or functions based on the analysis of data/information and includes performance reviews pertinent to such objectives, functions and requirements.
- Ability to comprehend a variety of informational documents including invoices, data, calculations, drawings, forms, project plans, maps, legal descriptions, certifications, and reports.
- Ability to comprehend a variety of reference books and manuals including reference manuals, ORC, ODOT manuals, drawings, catalogs, specifications, standards, guidelines, and codes.
- Ability to prepare Council actions, contract modifications, certifications, memos, correspondence, agreements, reports, calculations, plans, estimates, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to convince and influence others, to record and deliver information, to explain procedures, to follow instructions.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department.
- Ability to use and interpret legal, engineering, land use or other terminology and language related to assignment.
- Ability to communicate with staff, attorneys, engineers, other agencies, consultants, departmental employees, and the general public.

Project Manager

Environmental Adaptability

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

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CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Senior Bridge Inspector	Class Number:	1062112
FLSA:	Non - Exempt	Pay Grade:	8
Dept:	Public Works		

Classification Function

The purpose of the classification is to inspect, evaluate, rate, and report the condition and ongoing maintenance needs of bridges and culverts on the County system and related structures; to report unsafe or hazardous conditions

Distinguishing Characteristics

This is an advance-journey level technical classification that works under general supervision. The employees in this class work under a framework policies, procedures, regulations and codes. Employees are required to have comprehensive knowledge of structural behavior and general knowledge of modern engineering methods and techniques as applied to construction and maintenance of structures, records, evaluates and rates the conditions of the bridges as determined in the field; This class is distinguished from a Chief Section Engineer in that the later is a professional, management classification that is responsible for management of the Bridge Inspection Section. This class is further distinguished from the Bridge Inspector classification in that the Senior Bridge Inspector may provide technical supervision of that class and is required to have more specialized experience.

Essential Job Functions

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

- 30% +/- 10%
- Visually inspects all components of bridges and culverts for deterioration, cracks and other defects and rates each component based on its as-built condition; identifies all visible defects in the structure whether as a result of deterioration, construction practice or original design; identifies and notes areas of potential failure as a result of anticipated deterioration, past construction or maintenance practice.
- 20% +/- 10%
- Records all ratings and other findings; completes various bridge inspection forms and reports; prepares various data lists to be used in the bridge management/inspection section.
- 20% +/- 10%
- Documents observations of all technical work in bridge and road construction; provides daily reports of work done on a project and provides necessary profit documentation, as directed.
- 10% +/- 5%
- Provides an information base for immediate action to limit use of or close to traffic, any structure which is revealed by inspection to be hazardous; recommends repairs for each inspected structure and enter data in computer.
- 10% +/- 5%
- Prepares maps, forms and sketches as required for the bridge inspections; prepares and details the construction plans necessary for the repair work to be done.
- 10% +/- 5%
- Maintains files and computer entries for information and drawings pertinent to bridge inspection; uses AutoCAD to draw sketches for recommended bridge reports.

Senior Bridge Inspector

Minimum Training and Experience Required to Perform Essential Job Functions

A high school diploma supplemented with vocational training and three (3) of experience in bridge inspection; or any combination of education and experience that provides equivalent knowledge, skills and abilities.

Additional Requirements

National Institute for Certification in Engineering Technologies (NICET) level III or IV certificate desirable

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including computers and peripheral equipment.
- Ability to operate an inspection van, snoopers, man-lift, tracker, motor boat and various other structural inspection tools.

Supervisory Responsibilities

May provide technical supervision over Construction Inspectors.

Mathematical Ability

- Ability to perform mathematical operations involving algebra and geometry including volume, weights, yield and load testing.

Language Ability & Interpersonal Communication

- Ability to perform mid-level data analysis including the ability to audit, deduce, assess, conclude and appraise. Requires discretion in determining and referencing such to established criteria to define consequences and develop alternatives.
- Ability to comprehend reports, forms, inventory sheets, drawings, sketches, and work orders.
- Ability to comprehend a variety of reference books and manuals including specifications, drawings, manuals, tables, codes and standards.
- Ability to prepare reports, sketches, drawings, permits, memos, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department
- Ability to use and interpret engineering terminology and language.
- Ability to communicate with contractors, engineers, other agencies, and departmental employees and administrators.

Senior Bridge Inspector

Environmental Adaptability

- Work is typically performed both in an office environment and in the field, subject to dust, noise, machinery and weather.

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

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Senior Project Manager	Class Number:	1065513
FLSA:	Exempt	Pay Grade:	14
Dept:	Public Works		

Classification Function

The purpose of this classification is to plan and coordinate all tasks required during plan development processes and infrastructure programs including planning, scheduling and reviewing work of consultants and monitoring adherence to policies, laws, regulations, guidelines and schedules; to perform research necessary to respond to questions from other departments regarding contracts and agreements

Distinguishing Characteristics

This is an advance-journey level project manager classification with responsibility for overseeing projects under a framework of policies, procedures, regulations and guidelines. The incumbents exercise discretion in applying procedures to resolve project management issues. The employees in this classification ensure that projects are completed on time, on budget and with adherence to contract requirements. but consults with a Chief Section Engineer concerning unusual problems and developments. This class is distinguished from the journey level Project Manager classification in that the later is not expected to have the level of experience and works under general supervision, progressing to more independence as experience is acquired.

Essential Job Functions

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

- 30% +/- 10%
- Prepares all agreements needed for projects and those that might be required in the planning process; serves as project manager; prepares and maintains project work schedules; prepares complete packages for submittal to regulatory agencies; prepares and updates information for project status reports and meetings; responds to complaints.
- 30% +/- 10%
- Administers consultant contracts; directs submittals to appropriate departments and provides instruction on how to review submittals; serves as a member of the consultant committee; approves consultant contract modifications; arranges and coordinates project review meetings.
- 20% +/- 10%
- Maintains regular project coordination with department directors; coordinates projects with municipal officials, mayors, Council and engineers; attends public meetings, hearings, hearings of objections and Council meetings to provide and gain information and to coordinate projects; arranges, directs and documents project review meetings; responds to general comments from the public.
- 10% +/- 10%
- May oversee, provide guidance to, and review the work of consultants and lower level project management staff.
- 10% +/- 10%
- Manages special projects for the Public Works Office that are not placed with other sections.

Senior Project Manager

Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's degree in Civil Engineering, Business Administration or a related field with six (6) years of related experience; or any combination of education and experience that provides equivalent knowledge, skills and abilities.

Additional Requirements

Registration as a professional engineer with the State of Ohio desirable depending on assignment.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including computers and peripheral equipment.

Supervisory Responsibilities

- Ability to assign, review, plan and coordinate the work of contractors and to maintain standards.

Mathematical Ability

- May require the ability to understand and apply college level algebra, geometry, calculus and statistics.

Language Ability & Interpersonal Communication

- Ability to perform mid to high level data analysis requiring managing of data and people deciding the time, sequence of operations or events within the context of a process, system or organization. Involves determining the necessity for revising goals, objectives, policies, procedures or functions based on the analysis of data/information and includes performance reviews pertinent to such objectives, functions and requirements.
- Ability to comprehend a variety of informational documents including invoices, data, calculations, drawings, forms, capital improvement plans, proposals, plans, maps, legal descriptions, certifications, and reports.
- Ability to comprehend a variety of reference books and manuals including reference manuals, ORC, ODOT manuals, drawings, catalogs, specifications, standards, guidelines, and codes.
- Ability to prepare Council actions, contract modifications, certifications, memos, correspondence, agreements, reports, calculations, plans, project design reviews, estimates, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to convince and influence others, to record and deliver information, to explain procedures, to follow instructions.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department.

Senior Project Manager

- Ability to use and interpret legal, engineering, land use or other terminology and language related to assignment.
- Ability to communicate with staff, attorneys, engineers, municipalities, ODOT officials, NOACA, other agencies, consultants, departmental employees, and the general public.

Environmental Adaptability

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

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CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Senior Business Services Manager	Class Number:	1052323
FLSA:	Exempt	Pay Grade:	17
Dept:	Public Works		

Classification Function

The purpose of this classification is to manage, plan, control, budget, organize and approve all financial, payroll, purchasing and capital activities of the department.

Distinguishing Characteristics

This is a senior management classification with responsibility for managing and controlling the financial reporting functions of the Fiscal Office directly and through one subordinate supervisor. This class works under administrative direction from the Department Director, and requires the analysis and solution of operational, technical, administrative and management problems related to financial accounting and reporting and related areas. The incumbent exercises discretion in applying policies and procedures to resolve financial reporting issues and to ensure that assigned activities are completed in a timely and efficient manner.

Essential Job Functions

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

- 50% +/- 10%
- Manages, plans and controls the financial, payroll and purchasing activities of the Public Works Office; plans, coordinates and forecasts all financial activities as they relate to budgeting, auditing, revenue recognition and appropriation expenditures; determines operational changes to keep department fiscally responsible; maintains a system of control to insure that expenditures do not exceed appropriations; authorizes final approval for all financial activities including purchases, contracts, payroll, inventory and debt; issues monthly financial statements; final approver for all Issue I and other grant expenditures and reimbursements; final approver of all Federal construction expenditures and reimbursements.

- 25% +/- 5%
- Supervises the assigned staff including a Business Services Manager; assigns and reviews work; recommends hiring, promotions, discharges, and disciplinary actions; documents misconduct; assesses staffing requirements; evaluates training needs and provides instruction; evaluates performance; establishes and promotes employee morale.

- 20% +/- 10%
- Prepares, monitors, adjusts and forecasts the Public Works five-year capital improvement plans.

- 10% +/- 5%
- Responsible for compliance with Equal Employment Opportunity, Disadvantage Business Enterprise and Davis-Bacon Act programs pertaining to all Federal, state and local construction programs; responsible for all Office compliance with all other Federal, state and local financial rules and regulations.

- 20% +/- 10%
- Works with various committees and departments within the Office; meets with state, County and local government regarding current or future financial matters; acts as Office liaison with various governments, committees and groups.

Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's degree in business, accounting, financial management or a related field with nine (9) years previous experience in accounting or financial management; or an equivalent combination of education, training, and experience.

Additional Requirements

License as a Certified Public Accountant in Ohio.

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

- Ability to operate a variety of automated office machines including computers and peripheral equipment.

Supervisory Responsibilities

- Ability to assign, review, plan and coordinate the work of other employees and to maintain standards.
- Ability to provide instruction to other employees and to act on employee problems.
- Ability to prepare employee performance evaluations.
- Ability to recommend the discipline or discharge of employees.
- Ability to recommend the transfer, promotion or salary increase of other employees.

Mathematical Ability

- Ability to add, subtract, multiply, divide and calculate decimals and percentages, and algebraic calculations involving variables, formulas, ratio and proportion variables; to use a calculator to balance financial data using basic functions.

Language Ability & Interpersonal Communication

- Ability to perform high level data analysis requiring managing of data and people deciding the time, sequence of operations or events within the context of a process, system or organization. Involves determining the necessity for revising goals, objectives, policies, procedures or functions based on the analysis of data/information and includes performance reviews pertinent to such objectives, functions and requirements.
- Ability to comprehend a variety of informational documents including billings, purchase orders, project summaries, accounting reports, spreadsheets, financial statements, budgets, fixed asset reports, flow charts, and payroll reports.
- Ability to comprehend a variety of reference books and manuals including departmental and County policy manual, Government Accounting Standards Board, Government Accepted Auditing Standards, computer operation manuals, accounting manuals, and the Ohio Revised Code (ORC).

- Ability to prepare annual budget, financial forecast reports, productivity reports, Federal indirect cost reports, Capital Improvement plan, grant reports, budget reports, performance appraisals, disciplinary reports, spreadsheets and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to supervise and counsel employees, convince and influence others, to record and deliver information, to explain procedures, to follow instructions.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department.
- Ability to use and interpret accounting and financial analysis terminology and language.
- Ability to communicate with staff, consultants, external auditors, employees from other departments, departmental employees and administrators, and elected officials.

Environmental Adaptability

- Work is typically performed in an office environment.

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

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Sign Shop Supervisor	Class Number:	1042611
FLSA:	Non - Exempt	Pay Grade:	9
Dept:	Public Works		

Classification Function

The purpose of this classification is to manage and supervise the Sign Shop personnel and operations for the Public Works Office.

Distinguishing Characteristics

This is a supervisory classification with responsibility for oversight of the Sign Shop unit of the Maintenance section of the Public Works Office. This classification works under a framework of defined procedures. The incumbent exercises discretion in applying procedures to resolve organizational issues and to ensure that assigned activities are completed in a timely and efficient manner.

Essential Job Functions

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

- 30% +/- 10%
- Inspects the condition of all County traffic and road signs; inspects traffic control at worksites; inspects sign locations, facilities, yards and job sites, installations and quality of work; inspects sign painter's projects.

- 20% +/- 10%
- Supervises Sign Shop personnel; provides instruction and training; plans, coordinates, assigns and reviews work; allocates personnel; acts on problems; maintains standards; and evaluates performance; prioritizes the work of the shop personnel; prepares daily needs lists and writes up and issues work orders; reviews and approves payroll, sick and vacation time and completed work orders.

- 20% +/- 5%
- Paints layout on road for land and road closures; draws prints for land and road closure for installers; marks ground and calls utility hotline for digging.

- 20% +/- 5%
- Provides information regarding road closures and other projects of concern to police, fire and service departments, city halls, plants and businesses.

- 10% +/- 5%
- Maintains inventory of Sign Shop materials including paint, chemicals, signs, posts and trucks; schedules vehicle maintenance and equipment repair.

Experience Required to Perform Essential Job Functions

An Associate's degree or equivalent technical training in engineering or a related field; three (3) years of related experience or any combination of education and experience that provides equivalent knowledge, skills and abilities.

Sign Shop Supervisor

Additional Requirements

Requires a driver's license in the State of Ohio.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including computers and peripheral equipment, hammer drill, band saw, drill punch and other sign tools.

Supervisory Responsibilities

- Ability to assign, review, plan and coordinate the work of other employees and to maintain standards.
- Ability to provide instruction to other employees and to act on employee problems.
- Ability to prepare employee performance evaluations.
- Ability to recommend the discipline or discharge of employees.
- Ability to recommend the transfer, promotion or salary increase of other employees.

Mathematical Ability

- Ability to understand and apply college level algebra, geometry, calculus and statistics.

Language Ability & Interpersonal Communication

- Ability to perform mid-level data analysis including the ability to audit, deduce, assess, conclude and appraise. Requires discretion in determining and referencing such to established criteria to define consequences and develop alternatives.
- Ability to comprehend a variety of informational documents including forms, work orders, invoices, performance evaluations, certifications, and reports.
- Ability to comprehend a variety of reference books and manuals including departmental and county personnel policy manual, reference manuals, OSHA rules and standards, specifications, and standards.
- Ability to prepare memos, performance appraisals, correspondence, plans, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to supervise and counsel employees, convince and influence others, to record and deliver information, to explain procedures, to follow instructions.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department.
- Ability to use and interpret engineering and related terminology and language.

Sign Shop Supervisor

- Ability to communicate with staff, directors of other sections, consultants, departmental employees, and administrators.

Environmental Adaptability

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

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

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Survey Party Chief	Class Number:	1063613
FLSA:	Non - Exempt	Pay Grade:	6
Dept:	Public Works		

Classification Function

The purpose of this classification is to oversee, coordinate, and participate in the work of a survey crew in completing work requests; to perform field survey work to establish lines and grades to guide construction operations.

Distinguishing Characteristics

This is an advance-journey level technical classification with responsibility for planning, scheduling, coordinating and participating in the work of field crews in establishing lines and grades to guide construction operations. This classification works under a framework of procedures and regulations. The incumbent exercises discretion in applying procedures ensure that assigned activities are completed in a timely and efficient manner. This class is distinguished from the Survey Technician class in that the Survey Party Chief oversees the work of field crews and requires a higher level of education and experience. This class is further distinguished from the Licensed Land Surveyor in the later is more involved in administrative work such as creating databases, drawings, reports, and calculations.

Essential Job Functions

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

- Performs field survey duties; determines degree of curves; checks computation curves and alignment data and determines location of reference points; computes distances and elevations; drafts AutoCAD engineering basemap; reduces survey field notes to develop basemaps.
30% +/- 10%
- Oversees and participates in the work of survey crews; sets-up work zones in field for field survey operations; trains journey level staff; plans, coordinates, assigns and reviews work; interprets engineering plans and standards to direct survey field crews; maintains standards; oversees the establishment of center lines, the securing of data for cross sections, bridges and drainage areas; oversees the staking of lines and elevations for grades, bridges and drainage structures; oversees and participates in the setting, recovery, traversing and referencing of geodetic monuments; checks accuracy of completed tasks.
40% +/- 10%
- Compiles and prepares work information; compiles and records field notes; checks accuracy of completed tasks.
20% +/- 10%
- Selects and provides necessary equipment and materials to complete work assignments; maintains survey equipment; drives and performs routine maintenance on survey vehicle.
10% +/- 5%

Experience Required to Perform Essential Job Functions

High school diploma supplemented with vocational training and two (2) years of related experience; or any combination of education and experience that provides equivalent knowledge, skills and abilities.

Additional Requirements

Requires a valid Ohio driver's license.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of survey tools and equipment and automated office machines including computers and peripheral equipment.

Supervisory Responsibilities

- Ability to assign, review, plan and coordinate the work of other employees and to maintain standards.

Mathematical Ability

- Ability to perform addition, subtraction, multiplication and division; calculate percentages, fractions and decimals; may require the ability to perform mathematical operations involving basic algebra, geometry and trigonometry.

Language Ability & Interpersonal Communication

- Ability to perform basic level of data analysis including the ability to review, classify, categorize, prioritize and/or reference data, statutes and/or guidelines and/or group, rank, investigate and problem solve. Requires discretion in determining and referencing such to established standards to recognize interactive effects and relationships.
- Ability to comprehend a variety of informational documents including maps, right-of-way plans, legal documents, legal descriptions, forms, databases, and work orders.
- Ability to utilize a variety of advisory data and information such as survey plat records, centerline drawings, field notes, elevation records, coordinate files, as built drawings, geodetic files, equipment inventory, time sheets, equipment manuals, procedures, guidelines and routine correspondence.
- Ability to prepare memos, correspondence, engineering base maps, right-of-way basemaps, plans, legal descriptions, calculations, surveys and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to persuade, convince, influence, train and monitor, in favor of a desired outcome. Requires the ability to act as a lead person.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the department.

Survey Party Chief

- Ability to use and interpret land survey related terminology and language.
- Ability to communicate with supervisor, employees of other sections, consultants, departmental employees, and administrators.

Environmental Adaptability

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

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

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Survey Technician	Class Number:	1063611
FLSA:	Non - Exempt	Pay Grade:	3
Dept:	Public Works		

Classification Function

The purpose of this classification is to serve as an instrument person on a survey crew, operating a transit to establish lines of surveys, compute and turn deflection angles and curves, and to figure distance to points along curves.

Distinguishing Characteristics

This is an entry/journey level, technical classification with responsibility for acting as a member of a survey crew. This classification works under a framework of well-defined procedures and regulations. The incumbent performs assignments designed to develop technical work knowledge and abilities pertaining to the operation of all types of surveying instruments. Limited exercise of judgment is required on details of work and making preliminary selections and adaptations of surveying alternatives. This class is distinguished from the Survey Party Chief that oversees the work of field crews and requires a higher level of education and experience.

Essential Job Functions

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

- 40% +/- 10%
- Operates a transit to establish lines of surveys; computes and turns deflection angles and curves, and figures distance to points along curves to establish and set points in staking out roadways, bridges and culverts; makes minor mechanical adjustments to transit; utilizes methods of securing measurements to show topography.
- 10% +/- 10%
- May do geodetic surveys to set and traverse monuments.
- 20 +/- 10%
- Makes sketches and records measurements to show exact location of topography such as buildings, drainage structures, walkways and poles.
- 20% +/- 10%
- Operates a level to set grade stakes, benchmarks and other points of elevation for survey; operates high technical total station and data collector.
- 10% +/- 5%
- Records level, cross section and other notes in field book and makes simple computations for standard level notes.

Experience Required to Perform Essential Job Functions

High school diploma or equivalent with one (1) years of related experience; or any combination of education and experience that provides equivalent knowledge, skills and abilities.

Survey Technician

Additional Requirements

No required licenses.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of survey tools and equipment and automated office machines including computers and peripheral equipment.

Supervisory Responsibilities

No supervisory responsibilities.

Mathematical Ability

- Ability to understand and apply addition, subtraction, multiplication, and division.

Language Ability & Interpersonal Communication

- Ability to perform basic level of data analysis including the ability to review, classify, categorize, prioritize and/or reference data, statutes and/or guidelines and/or group, rank, investigate and problem solve. Requires discretion in determining and referencing such to established standards to recognize interactive effects and relationships.
- Ability to comprehend a variety of informational documents including engineering plans and specifications, maps, legal descriptions, and work orders.
- Ability to comprehend a variety of reference books and manuals including departmental and county policy manual, reference manuals, OSHA rules and standards, specifications, and standards.
- Ability to prepare calculations, surveys, records of level, cross section and other notes in field book, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to record and deliver information, to explain procedures, to follow instructions.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the department.
- Ability to use and interpret land survey related terminology and language including survey nomenclature, symbols and adjustments.
- Ability to communicate with supervisor, co-workers, and the general public.

Environmental Adaptability

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

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CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Vehicle Electronics Technician	Class Number:	1041111
FLSA:	Non - Exempt	Pay Grade:	5
Dept:	Public Works		

Classification Function

The purpose of this classification is to assist the Public Works Maintenance unit with repairs, installations and maintenance of products, systems and components.

Distinguishing Characteristics

This is a technical classification that is responsible for vehicle electronics repair and maintenance in the Maintenance Section of the Public Works Office. Employees in this classification have specialized knowledge and experience related to vehicle electronics. This class requires exercise of judgment in repairs and maintenance procedures. This class is distinguished from the Assistant Maintenance Superintendent that supervises the work of this class and requires a higher level of education and general experience.

Essential Job Functions

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

- Assists Vehicle Maintenance by repairing special electronic equipment; diagnose and remedy standard vehicle lighting, aftermarket lighting, and other vehicle lighting. 35% +/- 10%
- Performs work that includes application of engineer's circuit diagrams, topographic amps and the correct application of test equipment; tests and makes minor adjustments to generators. 20% +/- 10%
- Tests and measures circuit voltage, current and resistance; interprets readings to determine circuit problems; reads and interprets schematic diagrams requiring an understanding of solid-state electronic circuit operation such as diodes, transistors, transistor drivers and integrated circuits; troubleshoots individual live electrical circuit problems, properly operating vehicle electrical circuits such as lighting circuits, cranking circuits, charging circuits and other circuits such as DC Motor, solenoid and relay circuits. 30% +/- 10%
- Troubleshoots battery problems, cranking problems and charging system problems; orders parts and equipment for repairs; assists supervisor to coordinate work of mechanics; may provide special training; processes inventory reports and verifies their contents. 15% +/- 10%

Experience Required to Perform Essential Job Functions

High school diploma or GED supplemented with technical training in electronics or a related field with two (2) years of vehicle electronics experience; or any combination of education and experience that provides equivalent knowledge, skills and abilities.

Vehicle Electronic Technician

Additional Requirements

No required licenses.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate computers and peripheral office equipment.
- Ability to operate trucks, TV trucks, Vac trucks, cars, generators, mechanic tools, diagnostic tools, diagnostic instruments and other mechanical tools and equipment.

Supervisory Responsibilities

No supervisory responsibilities.

Mathematical Ability

- Ability to understand and apply addition, subtraction, multiplication, and division.

Language Ability & Interpersonal Communication

- Requires the ability to perform mid-level data analysis including the ability to audit, deduce, assess, conclude and appraise. Requires discretion in determining and referencing such to established criteria to define consequences and develop alternatives.
- Ability to comprehend a variety of informational documents including schematics, repair orders, billing invoices, vendor quotes, transfer tickets, and other related documents.
- Ability to comprehend a variety of reference books and manuals including technical manuals, equipment manuals, circuit diagrams, safety practices, reference and computer manuals.
- Ability to prepare repair orders, inventory report, digital scans, quote sheets, reports, schedules, diagnostics, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to record and deliver information, to explain procedures, to follow instructions.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the department.
- Ability to use and interpret basic vehicle and electronics related terminology and language
- Ability to communicate with supervisor, co-workers, vendors and the general public.

Environmental Adaptability

- Work is typically performed in a workshop and in an office.

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

County Council of Cuyahoga County, Ohio

Ordinance No. O2012-0012

Sponsored by: County Executive FitzGerald	An Ordinance establishing the Department of Information Technology under the direction of a Chief Information Officer who shall serve at the pleasure of the County Executive, and declaring the necessity that this Ordinance become immediately effective.
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WHEREAS, Charter Section 3.09, subsection 2, gives Cuyahoga County Council the authority “[t]o establish departments, and divisions and sections within departments, under the supervision of the County Executive, and such boards, agencies, commissions, and authorities, in addition to or as part of those provided for in this Charter, as the Council determines to be necessary for the efficient administration of the County;” and,

WHEREAS, formally establishing a Department of Information Technology will enable the County to operate more efficiently and effectively, by coordinating and consolidating information technology operations under the direction of a Chief Information Officer; and,

WHEREAS, the Council has determined that the creation of a Department of Information Technology is necessary for the efficient administration of the County; and,

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

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

SECTION 1. The Department of Information Technology is hereby officially established, and, for the specific purposes stated in Section 9.04 of the Cuyahoga County Charter, shall be its own appointing authority.

SECTION 2. The powers and duties of the former Automatic Data Processing Board and Data Information Center shall be transferred to the Department of Information Technology. All property, records, and equipment of the Automatic Data Processing Board and Data Information Services Center shall be transferred to the Department of Information Technology.

SECTION 3. Unless otherwise specified herein or by a future County ordinance, the Department of Information Technology shall coordinate the use of all automatic or electronic data processing or record-keeping equipment, software, computer hardware, information technology and/or information technology services in use by the various Cuyahoga County government offices, departments, agencies, boards and commissions that are under the jurisdiction of the Charter. All contracts for automatic or electronic data processing or record-keeping equipment, software, computer hardware, information technology and/or information technology services shall be presented to the Department of Information Technology for review and approval prior to presentation to the appropriate authority, as determined by ordinance of Council, for final approval of contracts.

SECTION 4. Notwithstanding Section 3 above, nothing in this Ordinance is intended to be construed to place the Regional Enterprise Data Sharing System ("REDSS") or the REDSS Advisory Board under the purview of the Department of Information Technology.

SECTION 5. The specific goals, duties, and other related activities of the Department of Information Technology shall be determined by a director known as the "Chief Information Officer" who shall serve at the pleasure of the County Executive and who, with the approval of the County Executive pursuant to Charter Section 2.03(1), shall employ and supervise such number of deputies, assistants, and employees as shall be reasonably necessary to carrying out the duties of the Department of Information Technology and such other persons as are specifically designated by the Charter or by ordinance to exercise the functions of the Department of Information Technology as specified herein.

SECTION 6. The Department of Information Technology shall be comprised of the staff of the Chief Information Officer and the following divisions: Human Services Applications, Justice Services Applications, Enterprise Services Applications, and Infrastructure Operations. Nothing in this Ordinance is intended to limit the ability of the County Executive and the Chief Information Officer to abolish positions for the purpose of enhancing the efficiency of operations or for any other reason permitted by general law.

SECTION 7. Under the direction of the Chief Information Officer, there shall be a Technical Advisory Committee, whose membership shall consist of the major service areas of the County of Cuyahoga as determined by the Chief Information Officer, and who shall provide input into the determination of information technology standards and procurement.

SECTION 8. It is necessary that this Ordinance become immediately effective in order that critical services being provided by Cuyahoga County can continue without interruption, and to continue the usual daily operation of the County. Provided that this Ordinance receives the affirmative vote of eight members of Council, this Ordinance shall become immediately effective upon the signature of the County Executive.

