



**AGENDA  
CUYAHOGA COUNTY COUNCIL REMOTE\* REGULAR MEETING  
TUESDAY, MARCH 9, 2021  
2:00 PM**

**\*Due to the COVID-19 pandemic, the Cuyahoga County Administration Building is closed for public meetings at this time. As this meeting is being conducted remotely, in accordance with HB 197, interested persons may access the meeting via livestream by using the following link:  
<https://www.youtube.com/CuyahogaCounty>**

**\*\*Public comment for this meeting may be submitted in writing via email to the Clerk of Council at [arichardson01@cuyahogacounty.us](mailto:arichardson01@cuyahogacounty.us) no later than 1:00 p.m. on Tuesday, March 9, 2021**

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PLEDGE OF ALLEGIANCE**
- 4. SILENT MEDITATION**
- 5. PUBLIC COMMENT**
- 6. APPROVAL OF MINUTES**
  - a) February 22, 2021 Committee of the Whole Meeting [See Page 10]
  - b) February 23, 2021 Regular Meeting [See Page 12]
  - c) March 3, 2021 Committee of the Whole Meeting [See Page 26]
  - d) March 4, Committee of the Whole Meeting [See Page 28]
- 7. ANNOUNCEMENTS FROM THE COUNCIL PRESIDENT**
- 8. MESSAGES FROM THE COUNTY EXECUTIVE**

**9. LEGISLATION INTRODUCED BY COUNCIL**

**a) COMMITTEE REPORT AND CONSIDERATION OF AN ORDINANCE OF COUNCIL FOR SECOND READING ADOPTION UNDER SUSPENSION OF RULES**

- 1) O2021-0002: An Ordinance providing for modifications to and adoption of the Cuyahoga County Human Resources Personnel Policies and Procedures Manual to be applicable to all County employees; and declaring the necessity that this Ordinance become immediately effective. [See Page 30]

Sponsors: Councilmembers, Conwell, Jones, Stephens, Baker, Miller, Sweeney, Tuma, Gallagher, Schron, Brown and Simon

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

**10. LEGISLATION INTRODUCED BY EXECUTIVE**

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

- 1) R2021-0065: A Resolution amending the 2020/2021 Biennial Operating Budget for 2021 by providing for additional fiscal appropriations from the General Fund and other funding sources, for appropriation transfers between budget accounts and for cash transfers between budgetary funds, to meet the budgetary needs of various County departments, offices and agencies; and declaring the necessity that this Resolution become immediately effective. [See Page 34]

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

- 2) R2021-0066: A Resolution authorizing Title IV-D Cooperative Agreements on various requisitions with various providers, in the total amount not-to-exceed \$102,892.35 for child support services for the period 1/1/2021 - 12/31/2021; authorizing the County Executive to execute the agreements and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective: [See Page 41]

- i) On RQ5096 - Agreement No. 1011 with Cuyahoga County Treasurer's Office in the amount not-to-exceed \$76,408.87.

- ii) On RQ5098 - Agreement No. 1007 with Cuyahoga County Court of Common Pleas/Division of Juvenile Court/Cashiers Department in the amount not-to-exceed \$26,483.48.

Sponsor: County Executive Budish/Department of Health and Human Services/Cuyahoga Job and Family Services

- 3) R2021-0067: A Resolution authorizing Title IV-D Cooperative Agreements with various providers, in the total amount not-to-exceed \$102,892.35 for child support services for the period 1/1/2021 - 12/31/2021; authorizing the County Executive to execute the agreements and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective: [See Page 58]

- i) On RQ5090 - Agreement No. 1009 with Cuyahoga County Common Pleas/Division of Domestic Relations in the amount not-to-exceed \$3,511,021.69.
- ii) On RQ5091 - Agreement No. 1010 with Cuyahoga County Court of Common Pleas/Division of Juvenile Court in the amount not-to-exceed \$3,731,600.15.
- iii) On RQ5095 - Agreement No. 1008 with Cuyahoga County Prosecuting Attorney's Office in the amount not-to-exceed \$3,876,179.50.

Sponsor: County Executive Budish/ Department of Health and Human Services/Cuyahoga Job and Family Services

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

- 1) R2021-0068: A Resolution authorizing amendments with various providers for Comprehensive Case Management and Employment Program – Employment, Education and Training services for Young Adults in connection with the Workforce Innovation and Opportunity Act for the period 7/1/2019 -6/30/2021 for additional funds in the total amount not-to-exceed \$1,537,888.00; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective: [See Page 84]

- i) Contract No. 488 with OhioGuidestone for the Out-of-School Youth Program for additional funds in the amount not-to-exceed \$1,035,922.00.
- ii) Agreement No. 649 with Cuyahoga Community College District for the Out-of-School Youth Program for additional funds in the amount not-to-exceed \$501,966.00.

Sponsors: County Executive Budish/Department of Workforce Development in partnership with City of Cleveland/Cuyahoga County Workforce Development Board and Department of Health and Human Services/Cuyahoga Job and Family Services

- 2) R2021-0069: A Resolution authorizing a revenue generating agreement with Cuyahoga County Board of Developmental Disabilities in the amount not-to-exceed \$870,271.75 for reimbursement of staffing services for the DD Medicaid Waiver Program for the period 1/1/2021 – 12/31/2022; authorizing the County Executive to execute Agreement No. 946 and all other documents consistent with this Resolution and declaring the necessity that this Resolution become immediately effective. [See Page 98]

Sponsor: County Executive Budish/Department of Health and Human Services/Cuyahoga Job and Family Services

- 3) R2021-0070: A Resolution making an award on RQ3325 with US Together, Inc. in the amount not-to-exceed \$1,200,000.00 for interpretation and translation services for various County agencies for the period 3/1/2021 - 2/28/2023; authorizing the County Executive to execute Contract No. 956 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective. [See Page 105]

Sponsor: County Executive Budish/ Department of Health and Human Services/Cuyahoga Job and Family Services

- 4) R2021-0071: A Resolution authorizing an amendment to Contract No. 347 with Emerald Development and Economic Network, Inc. for the Rapid Re-housing Program for homeless individuals and families for the period 1/1/2018 – 12/31/2020 to extend the time period to 12/31/2021 and for additional funds in the amount not-to-exceed \$2,166,724.90; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective. [See Page 123]

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

- 5) R2021-0072: A Resolution making an award on RQ3914 with Mental Health Services for Homeless Persons, Inc. dba Frontline Service in the amount not-to-exceed \$1,422,933.00 for Temporary Housing services for single adults and youth at North Point Temporary Housing, located at 1550 Superior Avenue, Cleveland for the period 1/1/2021 – 12/31/2021; authorizing the County Executive to execute Contract No. 858 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective [See Page 132]

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

- 6) R2021-0073: A Resolution making an award on RQ3916 with Young Women’s Christian Association of Greater Cleveland (YWCA) in the amount not-to-exceed \$2,751,793.00 operations and case management services for homeless single adult women at the Norma Herr Women’s Shelter, located at 2227 Payne Avenue, Cleveland for the period 1/1/2021 – 12/31/2021; authorizing the County Executive to execute Contract No. 769 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective. [See Page 141]

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

- 7) R2021-0074: A Resolution confirming the County Executive’s reappointment of Gordon Friedman to serve on the Cuyahoga County Public Defender Commission for the term 1/1/2021 – 12/31/2024; and declaring the necessity that this Resolution become immediately effective. [See Page 150]

Sponsor: County Executive Budish

- 8) R2021-0075: A Resolution authorizing awards totaling \$11,000,000 of U.S. Treasury Emergency Rental Assistance funds to various nonprofit organizations to provide emergency rental assistance to income-eligible tenants unable to pay their full monthly rent due to

the economic impact from COVID-19 for the period 4/1/2021 – 12/31/2021; authorizing the County Executive to execute the agreements and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective:[See Page 155]

- i) CHN Housing Partners in the amount of \$10,000,000
- ii) The Legal Aid Society of Cleveland in the amount of \$1,000,000

Sponsor: County Executive Budish/Department of Development

**c) COMMITTEE REPORT AND CONSIDERATION OF A RESOLUTION FOR SECOND READING**

- 1) R2021-0055: A Resolution authorizing an Economic Development Redevelopment and Modernization Loan in the amount not-to-exceed \$1,000,000.00 to Warner and Swasey LLC for the benefit of a mixed-use, real estate redevelopment project for property located at 5701 Carnegie Avenue, in the City of Cleveland; authorizing the County Executive and/or Director of Development to execute all documents consistent with said loan and this Resolution; and declaring the necessity that this Resolution become immediately effective.[See Page 160]

Sponsors: County Executive Budish/Department of Development and Councilmembers Jones, Baker, Miller, Tuma, Schron, Stephens and Simon

Committee Assignment and Chair: Economic Development & Planning – Schron

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

- 1) R2021-0057: A Resolution making an award on RQ2911 to Mental Health Services for Homeless Persons, Inc. dba FrontLine Service in the amount not-to-exceed \$868,300.00 for Children Who Witness Violence Services for the period 2/1/2021 - 1/31/2023; authorizing the County Executive to execute Contract No. 742 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective. [See Page 163]

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

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

- 2) R2021-0058: A Resolution making an award on RQ3186 and enter into a Membership Participation Agreement with Chagrin Valley Dispatch Council in the amount not-to-exceed \$1,521,475.00 for dispatch operation services for law enforcement activities for the period 4/28/2021 – 12/31/2022; authorizing the County Executive to execute Agreement No. 512 and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective. [See Page 165]

Sponsor: County Executive Budish/Sheriff's Department

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

- 3) R2021-0059: A Resolution confirming the County Executive's appointment of Christopher P. Viland, Esq., upon his taking the oath of office, as Sheriff of Cuyahoga County for the four-year term expiring December 31, 2024; and declaring the necessity that this Resolution become immediately effective. [See Page 167]

Sponsor: County Executive Budish/Sheriff's Department

- 4) R2021-0060: A Resolution authorizing an amendment to a Master Contract with various providers for Family Centered Support Services for At-Risk Children and Families for the period 1/1/2019 – 12/31/2020 to extend the time period to 12/31/2021 and for additional funds in the amount not-to-exceed \$2,665,000.00; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective: [See Page 169]
- i) Contract No. 136 with Applewood Centers, Inc. in the amount not-to-exceed \$635,000.00
  - ii) Contract No. 149 with Beech Brook in the amount not-to-exceed \$300,000.00
  - iii) Contract No. 150 with Bellefaire Jewish Children's Bureau in the amount not-to-exceed \$115,000.00
  - iv) Contract No. 157 with Catholic Charities Corporation in the amount not-to-exceed \$725,000.00

- v) Contract No. 165 with The Cleveland Christian Home Inc. in the amount not-to-exceed \$74,999.98
- vi) Contract No. 267 with Mental Health Services for Homeless Persons, Inc. dba Frontline Service in the amount not-to-exceed \$10,000.01
- vii) Contract No. 176 with OhioGuidestone in the amount not-to-exceed \$190,000.00
- viii) Contract No. 270 with Ohio Mentor, Inc. in the amount not-to-exceed \$70,000.01
- ix) Contract No. 172 with Pressley Ridge in the amount not-to-exceed \$435,000.00
- x) Contract No. 171 with Specialized Alternative for Families and Youth of Ohio, Inc. in the amount not-to-exceed \$110,000.00

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

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

- 5) R2021-0061: A Resolution confirming the County Executive’s reappointment of Charna Sherman to serve on the Cuyahoga Arts and Culture Board of Trustees for the term 4/1/2021 – 3/31/2024; and declaring the necessity that this Resolution become immediately effective. [See Page 172]

Sponsor: County Executive Budish

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

- 6) R2021-0062: A Resolution confirming the County Executive’s appointment of Suzanne Hamilton to serve on the Cuyahoga County Community Improvement Corporation Board of Trustees for the term 3/10/2021 – 3/9/2024; and declaring the necessity that this Resolution become immediately effective. [See Page 174]

Sponsor: County Executive Budish

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



- 7) R2021-0063: A Resolution confirming the County Executive's appointment of Inajo Davis Chappell to serve on The MetroHealth System Board of Trustees for the term 3/10/2021 – 3/9/2027; and declaring the necessity that this Resolution become immediately effective. [See Page 176]

Sponsor: County Executive Budish  
Committee Assignment and Chair: Human Resources, Appointments & Equity – Brown

- 8) R2021-0064: A Resolution confirming the County Executive's appointment of Janet Montoya to serve on the Cuyahoga County Advisory Board on Senior and Adult Services for the term of 1/1/2021 – 12/31/2023; and declaring the necessity that this Resolution become immediately effective. [See Page 178]

Sponsor: County Executive Budish

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

**11. MISCELLANEOUS COMMITTEE REPORTS**

**12. MISCELLANEOUS BUSINESS**

**13. ADJOURNMENT**

NEXT MEETING

REGULAR MEETING:

TUESDAY, MARCH 23, 2021  
2:00 PM /REMOTE



## **MINUTES**

**CUYAHOGA COUNTY COUNCIL REMOTE\* COMMITTEE OF THE WHOLE MEETING  
MONDAY, FEBRUARY 22, 2021  
3:00 PM**

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

**Councilmember Gallagher called the meeting to order at 3:02 p.m.**

### **2. ROLL CALL**

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

### **3. PUBLIC COMMENT**

**Clerk Richardson reported that there were no public comments submitted via email.**

### **4. DISCUSSION/CONFIRMATION HEARING:**

- a) **Confirming the County Executive's appointment of Christopher P. Viland, Esq., upon his taking the oath of office, as Sheriff of Cuyahoga County for the four-year term expiring December 31, 2024.**

**Councilmember Gallagher made a brief statement regarding the confirmation hearing process.**

**Mr. Christopher P. Viland, County Executive Budish's nominee for the position of Sheriff of Cuyahoga County, was then called upon to deliver an opening statement. Mr. Viland provided background into his education, experience, and qualifications for the position.**

**Councilmembers asked questions of Mr. Viland pertaining to his experience and expertise, which he answered accordingly.**

**On motion by Mr. Schron with a second by Mr. Miller, a parliamentary motion was made to consider the confirmation of the County Executive's appointment of Mr. Christopher P. Viland, Esq., upon his taking the oath of office, as Sheriff of Cuyahoga County for the four-year term expiring December 31, 2024.**

**It was then considered and approved by unanimous roll-call vote to be considered on the full Council agenda with a recommendation for passage under first reading adoption under suspension of rules.**

**5. MISCELLANEOUS BUSINESS**

**There was no miscellaneous business.**

**6. ADJOURNMENT**

**With no further business to discuss, Councilmember Gallagher adjourned the meeting at 5:26p.m., without objection.**



## MINUTES

CUYAHOGA COUNTY COUNCIL REMOTE\* REGULAR MEETING  
TUESDAY, FEBRUARY 23, 2021  
2:00 PM

1. CALL TO ORDER

**Council President Jones called the meeting to order at 2:03 p.m.**

2. ROLL CALL

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

3. PLEDGE OF ALLEGIANCE

4. SILENT MEDITATION

**There was no silent meditation.**

5. PUBLIC COMMENT

**Ms. Loh submitted public comment via email regarding COVID-19 testing and the Women's Shelter.**

6. APPROVAL OF MINUTES

- a) February 9, 2021 Committee of the Whole Meeting
- b) February 9, 2021 Regular Meeting

**A motion was made by Ms. Conwell, seconded by Ms. Brown and approved by unanimous vote to approve the minutes from the February 9, 2021 Committee of the Whole and Regular meetings.**

7. ANNOUNCEMENTS FROM THE COUNCIL PRESIDENT

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

8. MESSAGES FROM THE COUNTY EXECUTIVE

**County Executive Budish reported that there is still a shortage of vaccines throughout Cuyahoga County and that minorities in underserved areas are not getting an equitable share of available vaccines and Covid testing. Mr. Budish also provided an update on COVID- 19 testing with the Board of Health and MetroHealth and also provided an update on vaccine requests that were submitted to Governor DeWine.**

**County Executive Budish reported that he is working with the Cuyahoga County Board of Health to address the shortage of vaccines and COVID-19 tests. He stated that the Metro Counties had a very positive telephone call with Governor DeWine and expressed to him that more vaccines are needed and a greater portion of available vaccines need to be allocated to our Boards of Health for use in underserved areas. Governor DeWine indicated the State would distribute vaccines to Counties based on the following: 80% relating to population and 20% relating to poverty factors.**

9. LEGISLATION INTRODUCED BY COUNCIL

a) CONSIDERATION OF AN ORDINANCE OF COUNCIL FOR FIRST READING AND REFERRAL TO COMMITTEE

- 1) O2021-0002: An Ordinance providing for modifications to and adoption of the Cuyahoga County Human Resources Personnel Policies and Procedures Manual to be applicable to all County employees; and declaring the necessity that this Ordinance become immediately effective.

Sponsor: Councilmembers, Conwell, Jones, Stephens, Baker, Miller, Sweeney, Tuma, Gallagher, Schron, Brown and Simon

**Council President Jones referred Ordinance No. O2021-0002 to the Human Resources, Appointments & Equity Committee.**

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

**A motion was made by Mr. Gallagher, seconded by Ms. Brown and approved by unanimous vote to suspend Rule 9D and to place on final passage Resolution Nos. R2021-0041, R2021-0042 and R2021-0043.**

- 1) R2021-0041: A Resolution awarding a sum, not to exceed \$70,000.00, to the Italian American Brotherhood Club, a non-profit entity, to create, place, and maintain a sculpture of Cleveland Indians icon Rocco (“Rocky”) Domenico Colavito, Jr. to be erected in the Tony Brush Park in Little Italy, in the City of Cleveland, and declaring the necessity that this Resolution become immediately effective.

Sponsors: Councilmembers Gallagher, Conwell, Stephens, Jones, Simon, Miller and Baker

Committee Assignment and Chair: Community Development – Stephens

**On a motion by Mr. Gallagher with a second by Ms. Conwell, Resolution No. R2021-0041 was considered and adopted by unanimous vote.**

- 2) R2021-0042: A Resolution approving a revised Guardian Ad Litem Fee Schedule for the Cuyahoga County Court of Common Pleas, Juvenile Division; and declaring the necessity that this Resolution become immediately effective.  
[Pending Committee Recommendation]

Sponsors: Councilmembers Miller, **Conwell, Simon, Brown, Tuma, Stephens, Sweeney, Gallagher and Jones**

Committee Assignment and Chair: Finance & Budgeting – Miller

**On a motion by Mr. Miller with a second by Ms. Brown, Resolution No. R2021-0042 was considered and adopted by unanimous vote.**

- 3) R2021-0043: A Resolution approving the appointment or reappointment of various individuals to serve on the Cuyahoga County Soldiers’ and Sailors’ Monument Commission Board of Trustees for 5-year terms of 1/1/2021 - 12/31/2025 and declaring the necessity that this Resolution become immediately effective as follows:

- i) Appointments:

- a) The Honorable Donald C. Nugent
- b) Matt Previts

ii) Reappointments:

- a) William (“Bud”) T. Doyle
- b) Jon Silvis

Sponsor: Council President Jones

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

**On a motion by Ms. Brown with a second by Ms. Conwell, Resolution No. R2021-0043 was considered and adopted by unanimous vote.**

10. LEGISLATION INTRODUCED BY EXECUTIVE

- a) CONSIDERATION OF A RESOLUTION FOR FIRST READING ADOPTION UNDER SUSPENSION OF RULES

**A motion was made by Mr. Gallagher, seconded by Ms. Brown and approved by unanimous vote to suspend Rules 9D and 12A and to place on final passage Resolution No. R2021-0054.**

- 1) R2021-0054: A Resolution amending the 2020/2021 Biennial Operating Budget for 2021 by providing for additional fiscal appropriations from the General Fund and other funding sources, for appropriation transfers between budget accounts and for cash transfers between budgetary funds, to meet the budgetary needs of various County departments, offices and agencies, amending Resolution No. R2021-0044B dated 02/9/2021; and declaring the necessity that this Resolution become immediately effective.

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

**Mr. Miller introduced a proposed substitute on the floor to Resolution No. R2021-0054. Discussion ensued.**

**A motion was then made by Mr. Miller, seconded by Mr. Schron and approved by unanimous vote to accept the proposed substitute.**

**On a motion by Mr. Miller with a second by Ms. Brown, Resolution No. R2021-0054 was considered and adopted by unanimous vote, as substituted.**

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

- 1) R2021-0055: A Resolution authorizing an Economic Development Redevelopment and Modernization Loan in the amount not-to-exceed \$1,000,000.00 to Warner and Swasey LLC for the benefit of a mixed-use, real estate redevelopment project for property located at 5701 Carnegie Avenue, in the City of Cleveland; authorizing the County Executive and/or Director of Development to execute all documents consistent with said loan and this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish/Department of Development

**Council President Jones referred Resolution No. R2021-0055 to the Economic Development & Planning Committee.**

- 2) R2021-0056: A Resolution making an award on RQ2154 to W.B. Mason Co., Inc. in the amount not-to-exceed \$2,052,000.00 for general office supplies and related services for the period 4/1/2021 – 3/31/2024; authorizing the County Executive to execute Contract No. 870 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish/Fiscal Department/Office of Procurement & Diversity

**Council President Jones referred Resolution No. R2021-0056 to the Finance & Budgeting Committee.**

- 3) R2021-0057: A Resolution making an award on RQ2911 to Mental Health Services for Homeless Persons, Inc. dba FrontLine Service in the amount not-to-exceed \$868,300.00 for Children Who Witness Violence Services for the period 2/1/2021 - 1/31/2023; authorizing the County Executive to execute Contract No. 742 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.



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

**Council President Jones referred Resolution No. R2021-0057 to the Public Safety & Justice Affairs Committee.**

- 4) R2021-0058: A Resolution making an award on RQ3186 and enter into a Membership Participation Agreement with Chagrin Valley Dispatch Council in the amount not-to-exceed \$1,521,475.00 for dispatch operation services for law enforcement activities for the period 4/28/2021 – 12/31/2022; authorizing the County Executive to execute Agreement No. 512 and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish/Sheriff's Department

**Council President Jones referred Resolution No. R2021-0058 to the Public Safety & Justice Affairs Committee.**

- 5) R2021-0059: A Resolution confirming the County Executive's appointment of Christopher P. Viland, Esq., upon his taking the oath of office, as Sheriff of Cuyahoga County for the four-year term expiring December 31, 2024; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish/Sheriff's Department

**Clerk Richardson read Resolution No. R2021-0059 into the record.**

**Council President Jones stated that this item will move to the March 9, 2021 Council meeting agenda for consideration for second reading adoption under suspension of rules.**

- 6) R2021-0060: A Resolution authorizing an amendment to a Master Contract with various providers for Family Centered Support Services for At-Risk Children and Families for the period 1/1/2019 – 12/31/2020 to extend the time period to 12/31/2021 and for additional funds in the amount not-to-exceed \$2,665,000.00; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective:

- a) Contract No. 136 with Applewood Centers, Inc. in the amount not-to-exceed \$635,000.00
- b) Contract No. 149 with Beech Brook in the amount not-to-exceed \$300,000.00
- c) Contract No. 150 with Bellefaire Jewish Children’s Bureau in the amount not-to-exceed \$115,000.00
- d) Contract No. 157 with Catholic Charities Corporation in the amount not-to-exceed \$725,000.00
- e) Contract No. 165 with The Cleveland Christian Home Inc. in the amount not-to-exceed \$74,999.98
- f) Contract No. 267 with Mental Health Services for Homeless Persons, Inc. dba Frontline Service in the amount not-to-exceed \$10,000.01
- g) Contract No. 176 with OhioGuidestone in the amount not-to-exceed \$190,000.00
- h) Contract No. 270 with Ohio Mentor, Inc. in the amount not-to-exceed \$70,000.01
- i) Contract No. 172 with Pressley Ridge in the amount not-to-exceed \$435,000.00
- j) Contract No. 171 with Specialized Alternative for Families and Youth of Ohio, Inc. in the amount not-to-exceed \$110,000.00

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

**Council President Jones referred Resolution No. R2021-0060 to the Health, Human Services & Aging Committee.**

- 7) R2021-0061: A Resolution confirming the County Executive’s reappointment of Charna Sherman to serve on the Cuyahoga Arts and Culture Board of Trustees for the term 4/1/2021 – 3/31/2024; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish

**Council President Jones referred Resolution No. R2021-0061 to the Human Resources, Appointments & Equity Committee.**

- 8) R2021-0062: A Resolution confirming the County Executive’s appointment of Suzanne Hamilton to serve on the Cuyahoga County Community Improvement Corporation Board of Trustees for the term 3/10/2021 – 3/9/2024; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish

**Council President Jones referred Resolution No. R2021-0062 to the Human Resources, Appointments & Equity Committee.**

- 9) R2021-0063: A Resolution confirming the County Executive's appointment of Inajo Davis Chappell to serve on The MetroHealth System Board of Trustees for the term 3/10/2021 – 3/9/2027; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish

**Council President Jones referred Resolution No. R2021-0063 to the Human Resources, Appointments & Equity Committee.**

- 10) R2021-0064: A Resolution confirming the County Executive's appointment of Janet Montoya to serve on the Cuyahoga County Advisory Board on Senior and Adult Services for the term of 1/1/2021 – 12/31/2023; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish

**Council President Jones referred Resolution No. R2021-0064 to the Human Resources, Appointments & Equity Committee.**

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

**A motion was made by Mr. Gallagher, seconded by Ms. Brown and approved by unanimous vote to suspend Rules 9D and 12A and to place on final passage Resolution Nos. R2021-0046, R2021-0047, R2021-0048, R2021-0049, R2021-0050, R2021-0051, R2021-0052 and R2021-0053.**

- 1) R2021-0046: A Resolution making an award on Purchase Order No. 21000091 to The Safety Company dba MTech Company in the amount not-to-exceed \$1,227,494.98 for a state contract purchase of (2) 2020 replacement GapVax Combination Jet/Vacuum Machines and (1) replacement Cues Sewer Inspection System Truck; authorizing the County Executive to execute the Purchase Order and all other documents consistent this Resolution; and declaring the necessity that this Resolution become immediately effective.

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

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

**On a motion by Mr. Tuma with a second by Mr. Sweeney, Resolution No. R2021-0046 was considered and adopted by unanimous vote.**

- 2) R2021-0047: A Resolution authorizing an amendment to Contract No. 609 with Mt. Pleasant NOW Development Corporation for lease of office space for use by Department of Health and Human Services/Division of Senior and Adult Services for the period 10/1/2000 - 12/31/2020 to extend the time period to 12/31/2025 and for additional funds in the amount not-to-exceed \$2,262,000.00; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

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

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

**On a motion by Mr. Tuma with a second by Ms. Simon, Resolution No. R2021-0047 was considered and adopted by unanimous vote.**

- 3) R2021-0048: A Resolution making an award on RQ2470 to a Master Contract with various providers in the total amount not-to-exceed \$514,359.64 for interpretation and translation services for the period 1/1/2021 – 12/31/2022; 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 as follows:

- a) Contract No. 645 with Cal Interpreting & Translations, Inc.
- b) Contract No. 646 with The Cleveland Hearing and Speech Center
- c) Contract No. 648 with Cross Thread Solutions, LLC

Sponsor: County Executive Budish on behalf of Cuyahoga County Court of Common Pleas/Juvenile Court Division/Domestic Relations Division/Probate Court Division

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

**On a motion by Mr. Gallagher with a second by Mr. Schron, Resolution No. R2021-0048 was considered and adopted by unanimous vote.**

- 4) R2021-0049: A Resolution authorizing an amendment to Agreement No. 228 with The MetroHealth System for correctional health care services for detainees of the Cuyahoga County Jail System for the period 5/9/2019 – 5/8/2022, to expand the scope of services to add physical therapy services and to change the terms to modify the Medicaid rate calculations for professional and technical fees, effective 3/9/2021 and for additional funds in the amount not-to-exceed \$3,027,040.00; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish/Sheriff Department

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

**On a motion by Mr. Gallagher with a second by Ms. Simon, Resolution No. R2021-0049 was considered and adopted by unanimous vote.**

- 5) R2021-0050: A Resolution authorizing a Purchase and Sale Agreement with Cleveland American Land, LLC and Holdings Cleveland American Land, LLC in the amount of \$76,000.00 for the property located at 10991 Memphis Avenue, Brooklyn, Ohio, portions of Permanent Parcel Nos. 431-05-005, 431-05-008; authorizing the County Executive to take all necessary actions and to execute the agreement and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsors: County Executive Budish/ Department of Public Works on behalf of Cuyahoga County Board of Developmental Disabilities **and Councilmember Sweeney**

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

**On a motion by Mr. Tuma with a second by Mr. Schron, Resolution No. R2021-0050 was considered and adopted by unanimous vote.**

- 6) R2021-0051: A Resolution confirming the County Executive's appointment of Andrew Jackson to serve on the Cleveland-Cuyahoga County Port Authority's Board of Directors for the term of 3/1/2021 – 2/28/2025, and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish

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

**On a motion by Ms. Brown with a second by Mr. Schron, Resolution No. R2021-0051 was considered and adopted by unanimous vote.**

- 7) R2021-0052: A Resolution confirming the County Executive's reappointment of Carlin N. Culbertson to serve on the Child Abuse and Child Neglect Regional Prevention Council of the Ohio Children's Trust Fund representing the Great Lakes Region for the term 1/24/2021 – 1/23/2023, and declaring the necessity that this Resolution become immediately effective.

Sponsors: County Executive Budish **and Councilmembers Miller and Sweeney**

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

**On a motion by Mr. Miller with a second by Ms. Brown, Resolution No. R2021-0052 was considered and adopted by unanimous vote.**

- 8) R2021-0053: A Resolution confirming the County Executive's reappointment of Jennifer Rosich to serve on the Cuyahoga County Advisory Board on Senior and Adult Services for the term 1/1/2020 – 12/31/2022, and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish

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

**On a motion by Ms. Brown with a second by Mr. Miller, Resolution No. R2021-0053 was considered and adopted by unanimous vote.**

d) COMMITTEE REPORTS AND CONSIDERATION OF A RESOLUTION FOR THIRD READING ADOPTION

- 1) R2021-0034: A Resolution making an award on RQ2931 to Willham Roofing Co., Inc. in the amount not-to-exceed \$3,282,328.00 for roof replacement on the Harvard Avenue Maintenance Facility, located at 2501 Harvard Avenue, Newburgh Heights, Ohio; authorizing the County Executive to execute Contract No. 701 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsors: County Executive Budish/Department of Public Works/Division of County Engineer **and Councilmembers Jones, Miller and Simon**

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

**On a motion by Mr. Tuma with a second by Mr. Jones, Resolution No. R2021-0034 was considered and adopted by unanimous vote.**

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

- 1) O2021-0003: An Ordinance amending Section 202.04 of the Cuyahoga County Code to establish a Division of Public Utilities within the Department of Public Works; and declaring the necessity that this Ordinance become immediately effective.

Sponsors: County Executive Budish/Department of Public Works/Department of Sustainability/Department of Development and Councilmembers Simon, Miller, Conwell and Sweeney

**Council President Jones referred Ordinance No. O2021-0003 to the Committee of the Whole.**

f) CONSIDERATION OF AN ORDINANCE FOR THIRD READING ADOPTION

- 1) O2021-0001: An Ordinance enacting Section 208.04 of the Cuyahoga County Code to establish a Cuyahoga County Diversion Board to serve as a resource for information and advice on operation of, and to provide recommendations and input goals, strategies and programs of, the Cuyahoga County Assessment and Diversion Center; and declaring the necessity that this Ordinance become immediately effective.

Sponsor: County Executive Budish  
Committee Assignment and Chair: Public Safety & Justice Affairs –  
Gallagher

**Mr. Trevor McAleer, Legislative Budget Advisor, addressed Council regarding Ordinance No. O2021-0001. Discussion ensued.**

**Councilmembers asked questions of Mr. McAleer pertaining to the item, which he answered accordingly.**

**Mr. Jones introduced a proposed substitute on the floor to Ordinance No. O2021-0001. Discussion ensued.**

**A motion was then made by Mr. Gallagher, seconded by Ms. Conwell and approved by unanimous vote to accept the proposed substitute.**

**On a motion by Mr. Gallagher with a second by Ms. Conwell, Ordinance No. O2021-0001 was considered and adopted by unanimous vote, as substituted.**

11. MISCELLANEOUS COMMITTEE REPORTS

**Ms. Brown reported that the Human Resources, Appointments & Equity Committee will meet on Tuesday, March 2nd at 10:00 a.m.**

**Mr. Tuma reported that the Public Works, Procurement & Contracting Committee will meet on Wednesday, March 3rd at 10:00 a.m.**

**Mr. Schron reported that the Economic Development & Planning Committee will meet on Monday, March 1st at 3:00 p.m.**

**Mr. Gallagher reported that the Public Safety & Justice Affairs Committee will meet on Tuesday, March 2nd at 1:00 p.m.**

**Ms. Conwell reported that the Health, Human Services & Aging Committee will meet on Wednesday, March 3rd at 1:00 p.m.**



**Mr. Miller reported that the next Finance & Budgeting Committee meeting will be announced at a later date.**

**12. MISCELLANEOUS BUSINESS**

**Mr. Miler expressed his view on the role of the County Sheriff. Mr. Miller also thanked Councilmembers Sweeney, Simon and his colleagues for their assistance and collaboration on the Guardian Ad Litem Project.**

**13. ADJOURNMENT**

**With no further business to discuss, Council President Jones adjourned the meeting at 2:45 p.m., without objection.**



## MINUTES

CUYAHOGA COUNTY COUNCIL REMOTE\* COMMITTEE OF THE WHOLE MEETING  
WEDNESDAY, MARCH 3, 2021  
3:00 PM

1. CALL TO ORDER

**Council President Jones called the meeting to order at 3:00 p.m.**

2. ROLL CALL

**Council President Jones asked Deputy Clerk Carter to call the roll. Committee members Sweeney, Gallagher, Schron, Brown, Stephens, Baker, Miller and Jones were in attendance and a quorum was determined. Committee members Tuma, Conwell and Simon were in attendance after the roll call was taken.**

3. PUBLIC COMMENT

**There were no public comments submitted.**

4. ITEM REFERRED TO COMMITTEE:

- a) O2021-0003: An Ordinance amending Section 202.04 of the Cuyahoga County Code to establish a Division of Public Utilities within the Department of Public Works; and declaring the necessity that this Ordinance become immediately effective.

**Mr. Michael Foley, Director of the Department of Sustainability; Mr. Andrew Thomas, Executive in Residence for the Energy Policy Center at Cleveland State University; Mr. Ali Ahmed, Founder and Principal of Green Strategies, LLC; Mr. Dever, Director of the Department of Public Works; and The Honorable Katie Gallagher, Mayor of the City of Brooklyn, addressed the Committee regarding Ordinance No. O2021-0003. Discussion ensued.**

**Committee members asked questions of Mr. Foley, Mr. Thomas, Mr. Ahmed, Mr. Dever and Mayor Gallagher pertaining to the item, which they answered accordingly.**

**There was no further legislative action taken on Ordinance No. O2021-0003.**

**5. MISCELLANEOUS BUSINESS**

**There was no miscellaneous business.**

**6. ADJOURNMENT**

**With no further business to discuss, Council President Jones adjourned the meeting at 5:02 p.m., without objection.**



## MINUTES

CUYAHOGA COUNTY COUNCIL REMOTE\* COMMITTEE OF THE WHOLE MEETING  
THURSDAY, MARCH 4, 2021  
10:00 AM

### 1. CALL TO ORDER

**Council President Jones called the meeting to order at 10:02 a.m.**

### 2. ROLL CALL

**Council President Jones asked Clerk Richardson to call the roll. Committee members Tuma, Schron, Conwell, Brown, Stephens, Simon, Baker, Miller, Sweeney, and Jones were in attendance and a quorum was determined. Committee member Gallagher was absent from the meeting.**

### 3. PUBLIC COMMENT

**There were no public comments submitted via email.**

### 4. DISCUSSION:

- a) Discussion of Section 202.07 of the Cuyahoga County Code and any proposed changes required.

**Council President Jones made a brief statement regarding proposed changes to Section 202.07 of the Cuyahoga County Code.**

**Mr. James Boyle, Policy Advisor; Mr. Brendan Doyle, Special Counsel; Mr. Gregory Huth, Law Director; Mr. Trevor McAleer, Legislative Budget Advisor; Mr. William Mason, Chief of Staff for Executive Budish; and Mr. Robert Coury, Chief Public Safety & Justice Services Officer, addressed the Committee regarding proposed changes to Section 202.07 of the Cuyahoga County Code and updated the Committee on the conditions of the Cuyahoga County Jail. Discussion ensued.**

**Committee members asked questions of Messrs. Boyle, Doyle, Huth, McAleer, Mason and Coury pertaining to the item, which they answered accordingly.**

5. MISCELLANEOUS BUSINESS

**There was no miscellaneous business.**

6. ADJOURNMENT

**With no further business to discuss, Council President Jones adjourned the meeting at 11:49 a.m., without objection.**

# County Council of Cuyahoga County, Ohio

## Ordinance No. O2021-0002

Sponsored by: <b>Councilmembers Conwell, Jones, Stephens, Baker, Miller, Sweeney, Tuma, Gallagher, Schron, Brown, and Simon</b>	<b>An Ordinance</b> providing for modifications to and adoption of the Cuyahoga County Human Resources Personnel Policies and Procedures Manual to be applicable to all County employees; and declaring the necessity that this Ordinance become immediately effective.
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WHEREAS, the County Council has reviewed the current Personnel Policies and Procedures Manual and, in consultation with the Cuyahoga County Department of Law, has determined that various amendments are required; and

WHEREAS, pursuant to Section 9.01 of the County Charter it is County Council's authority to establish personnel policies by ordinance, and Council has previously approved prior versions of the County's Personnel Policies and Procedure Manual, which is amended herein and may be amended in the future by Council; and

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

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

**SECTION 1.** Adoption of Revised Human Resources Personnel Policies and Procedures Manual: Council hereby adopts the amended version of the County's Human Resources Personnel Policies and Procedures Manual as set forth in Exhibit A attached hereto, effective for all County employees, and shall remain in full force and effect and shall be followed by County employees under the authority of the County Council and the County Executive. The Department of Human Resources shall disseminate the amended manual to all employees subject to the manual in accordance with the Department's usual method of dissemination.

**SECTION 2.** Policies applicable to bargaining employees shall be effective as permitted under state law and the Collective Bargaining Agreements.

**SECTION 3.** It is found and determined that all formal actions of this Council relating to the adoption of this Ordinance were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that



## **7.06 Notification of Criminal Arrest or Conviction**

Any County employee that is arrested, charged and/or convicted for any crime, other than a minor traffic violation, must immediately report the incident to Human Resources. Examples of crimes that must be reported include, but are not limited to:

- Felonies (or being arrested for a crime punishable as a felony)
- A crime involving dishonesty, fraud, or theft (e.g., forgery, burglary, robbery, credit card fraud, perjury, bribery, tax evasion)
- Crimes of moral turpitude (e.g., sex offenses, pandering, prostitution, importuning, public indecency)
- Crimes involving physical violence (e.g., assault, patient abuse or neglect)
- Drug-related crimes (e.g., trafficking offenses, drug possession)

Criminal activity or an undisclosed criminal arrests or convictions may constitute cause for discipline. Determination of such action will be based on an analysis of the responsibilities of the position and the nature and time frame of the conviction.

### **7.06(A) Notification of Criminal Arrest, Charge, Indictment, or Conviction of a County Employee**

The provisions detailed in this section apply to all employees of Cuyahoga County. Any County employee who is arrested, charged, indicted, and/or convicted of any crime that is not a minor traffic violation or citation, must immediately report the matter to the Department of Human Resources. Any employee who has questions about whether or not a matter is a “minor traffic violation or citation” should seek guidance from the Department of Human Resources as soon as possible. An employee’s failure to provide prompt notice of an arrest, criminal charge, indictment, and/or conviction may be cause for discipline separate and apart from any discipline resulting from the criminal matter and from the application of the provisions set forth in Section 7.06(B).

### **7.06(B) County’s Duties after Receiving Notice of Criminal Arrest, Charge, Indictment, or Conviction of a County Employee**

The County recognizes that it must respect an employee’s presumption of innocence under the law while facing criminal charges. The County’s Director of Human Resources will engage in a case-by-case analysis to determine what actions, if any, are required when an employee has been arrested, charged with, and/or convicted of a crime.

In accordance with applicable law, if the circumstances of a pending criminal charge could adversely affect the health or safety of an employee or any county property entrusted to the employee, and the pending charge is not punishable as a felony, the Director of Human Resources may place an employee on administrative leave with pay while the charge is pending. If an employee has been charged with a



crime that is punishable as a felony, the Director of Human Resources may place the employee on unpaid administrative leave for up to two months (and administrative leave with pay thereafter) while the charge is pending. If the employee does not plead guilty to or is found not guilty of a felony for which the employee was charged or any other felony, the employee will be paid for the period of unpaid administrative leave at the employee's base rate of pay, plus interest.

At the conclusion of the employee's criminal case, the Director of Human Resources shall make a final determination as to whether the employee may return to work and what modifications to the employee's duties, if any, need to be made. This determination shall include an analysis of all relevant factors, including, but not limited to, the duties performed by the employee and the nature of the criminal charges. The analysis shall be undertaken on a case-by-case basis. Should the Director of Human Resources determine that an employee may not return to his or her previous employment, the County is under no obligation to place the employee in another position.

# County Council of Cuyahoga County, Ohio

## Resolution No. R2021-0065

Sponsored by: <b>County Executive Budish/Fiscal Officer/Office of Budget and Management</b>	<b>A Resolution</b> amending the 2020/2021 Biennial Operating Budget for 2021 by providing for additional fiscal appropriations from the General Fund and other funding sources, for appropriation transfers between budget accounts and for cash transfers between budgetary funds, to meet the budgetary needs of various County departments, offices and agencies; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, on December 10, 2019, the Cuyahoga County Council adopted the Biennial Operating Budget and Capital Improvements Program for 2020/2021 (Resolution No. R2019-0224) establishing the 2020/2021 biennial budget for all County departments, offices and agencies; and

WHEREAS, it is necessary to adjust the Biennial Operating Budget for 2021 to reflect budgetary funding increases, funding reductions, to transfer budget appropriations and to transfer cash between budgetary funds, to accommodate the operational needs of certain County departments, offices and agencies; and

WHEREAS, it is further necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue and to provide for the usual, daily operation of County departments, offices, and agencies.

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

**SECTION 1.** That the 2020/2021 Biennial Operating Budget for 2021 be amended to provide for the following additional appropriation increases and decreases:

**Fund Nos./Budget Accounts**

**Journal Nos.**

A. General Fund Assigned	<b>JE152</b>
DV105100 – Community Develop (Casino Tax)	
Other Expenses	\$ 830,929.30

The Office of Budget Management (on behalf of County Council) is requesting an appropriation increase of \$830,929.30 in the Casino/Community Development Fund. This appropriation is to support upcoming projects approved by Council (for South Euclid Deer Population (R2020-0249), Rocky Colavito Statue (R2021-0041), the NE Ohio Alliance of Hope Grocery Store (R2020-0062) and the 2021 portion of the Housing Fund). Funding is provided by the Casino/Community Development Fund via Casino Tax Revenue, which has a cash balance (as of 22-Feb-21) of \$4.0 million.

B. Other Social Services **JE153**  
 VC300100 – Veterans Services Fund  
 Other Expenses \$ 413,635.00

The Office of Budget Management (on behalf of County Council) is requesting an appropriation increase of \$413,635.00 in the Veteran Services Fund. This appropriation is to support items from the R2020-0040 resolution passed by Council for items that were to be disbursed in 2020 but are being disbursed in 2021. Funding is provided by the Veteran Services Fund, which has a cash balance (before the \$1.7 million transfer for the 2020 Veteran Services Commission surplus, also on this fiscal agenda) of \$827,339.18.

C. Debt Service **JE156**  
 FS500155 – 2015 Excise Tax Debt Service  
 Other Expenses \$ 6,905,666.00

The Office of Budget and Management requests appropriation of \$6,905,666 to the Cigarette and Alcohol Excise Tax account to reconcile and record taxes received and expended for debt service. All transactions occur within Trustee accounts and are offset with collected tax revenue but are necessary to record to maintain accurate account balances on County fiscal reports. Funding source is Cigarette and Alcohol Excise Tax.

D. Sport Facilities Enhancement **JE157**  
 FS315100 – 2015 Excise Tax  
 Other Expenses \$ 19,844,335.00

The Office of Budget and Management requests appropriation of \$19,844,355 to the Cigarette and Alcohol Excise Tax account to reconcile and record taxes received and expended for tax distributions to other receiving authorities. Excise taxes are shared: 87% of taxes on cigarettes to Cuyahoga Arts and Culture, 1/3 of total excise taxes (after Cuyahoga Arts & Culture) to the City of Cleveland and the remaining balance is transferred to the Sports Facilities Improvement Account. All transactions occur within Trustee accounts and are offset with collected tax revenue but are necessary to record to maintain accurate account balances on County fiscal reports. Funding source is Cigarette and Alcohol Excise Tax.

E. Road Capital Projects **CO21A01**  
 PW605100 – ODOT-LPA  
 Personal Services \$ 290,920.16  
 Other Expenses \$ 2,975,126.04

Towpath Trail Stage 4 \$191,701.91 CRDOT0001103

Wallings Rd. \$41,615.10	CRDOT0001401
Ridge Rd. \$27,172.06	CRDOT0002301
Brainard Rd. \$63,057.13	CRDOT0002401
St. Clair Bridge 04.44 Project \$2,942,500.00	CRDOT0002701

The Department of Public Works Division of County Engineer requests appropriation \$3,266,046.20 in Ohio Department of Transportation (ODOT) projects. The cash balance in this zone 4605 was \$10,365,124 as of the end of fiscal year 2020. The budgets receive revenue reimbursements through the ODOT and partner municipalities.

F. Road Capital Projects

PW605105 – OH Dpt of Pub Wrks Integrating	
Personal Services	\$ 170,628.50
Other Expenses	\$ 19,252,540.00

York Road Improvement \$4,675,000.00	CRPWC0001901
E. 116th \$49,330.29	CRPWC0001501
E 131st \$43,882.05	CRPWC0001701
Mastick Rd. \$19,313.97	CRPWC0001401
Sprague \$58,102.19	CRPWC0001301
Sprague Rd Phase II \$14,577,540.00	CRPWC0001801

The Department of Public Works Division of County Engineer requests appropriation \$19,423,168.50 in Ohio Public Works Commission (OPWC) projects. The cash balance in this zone 4605 was \$10,365,124 as of the end of fiscal year 2020. The budgets receive revenue reimbursements through the OPWC and partner municipalities.

G. Central Custodial Services	<b>JE160</b>
SH750100 – Central Security Serv-Sheriff	
Capital Outlays	\$ 7,185.60

The Sheriff's Department requests additional appropriation of \$7,185.60 to provide for the security access contract. This contract was included in the 2021 budget update. However, the 2020 encumbrance review process is causing some 2020 expenses to post against the 2021 budget for this contract. Once the 2020 encumbrances have been reconciled, the 2021 budget will be restored and excess appropriation can later be reduced. The Protective Services division is funded from charges to departments for protective services.

H. Central Custodial Services	<b>JE162</b>
PW700200 – Airport Capital Budget	
Capital Outlays	\$ 8,700,000.00

The Office of Budget and Management, on behalf of the Department of Public Works, requests an appropriation increase in the amount of \$8,700,000 for the repair and replacement of the apron and taxi way at the Cuyahoga County Airport. This appropriation was originally approved on Resolution R2020-0085 on the April 29, 2020 Fiscal Agenda under PW600100 (Facility Capital Projects) but the project never took place. Since then, accounting unit PW700200 (Airport Capital Projects) was established to separate keep the County Airport Projects from the Facility Capital Projects. This project is time sensitive and according to the approved coronavirus stimulus bill this will

be eligible for 100% funding from the FAA as opposed to the normal 90% funding. This project is on the 2020 CIP.

**SECTION 2.** That the 2020/2021 Biennial Operating Budget for 2021 be amended to provide for the following appropriation transfers:

**Fund Nos./Budget Accounts**

A.	FROM: General Fund			<b>JE154</b>
	PR100100 – Personnel Review Commission			
	Personal Services	\$	100,000.00	
	TO: General Fund			
	PR100100 – Personnel Review Commission			
	Other Expenses	\$	100,000.00	

The Personnel Review Commission is requesting an appropriation transfer of \$100,000.00 from salaries to contracts. This is to make use of projected salary surplus to support an upcoming RFP for remote testing and proctoring technology to conduct secure testing during COVID related restrictions. Funding is provided by the General Fund.

**SECTION 3.** That the 2020/2021 Biennial Operating Budget for 2021 be amended to provide for the following cash transfers between County funds:

**Fund Nos./Budget Accounts**

**Journal Nos.**

A.	FROM: General Fund			<b>GL2-00</b>
	FS100350 – General Fund Operating Subsidies			
	Trans Out – Transfer Out	\$	5,000,000.00	
	TO: Community Development			
	DV220110 – Economic Development Fund			
	Trans In – Transfer In	\$	5,000,000.00	

The Office of Budget Management is requesting a cash transfer of \$5,000,000 from General Fund to the Economic Development/Job Creation Fund. This transfer is for a loan to JumpStart that will be disbursed from the Economic Development/Job Creation Fund. Funding is General Fund.

B.	FROM: General Fund			<b>GL3-00</b>
	FS100350 – General Fd Operating Subsidies			
	Trans Out – Transfer Out	\$	1,745,249.54	
	TO: Other Social Services			
	VC300100 – Veterans Services Fund			
	Trans In – Transfer In	\$	1,745,249.54	





To: Andria Richardson, Clerk of County Council

From: Walter Parfejewiec, Office of Budget and Management

Date: March 1, 2021

Re: Fiscal Agenda – 3/9/2021

cc: Michael Chambers, Fiscal Office; Mary Louise Madigan, Communications

The Office of Budget & Management requests that the members of County Council consider the attached fiscal resolution for approval on first reading at the meeting on **March 9, 2021**. The requested fiscal items, including additional appropriations, appropriation transfers, and cash transfers, are necessary to reconcile the originally adopted 2020 Budget. Items of note on this agenda include:

- Request to provide appropriation increase as requested.
- Request to provide appropriation transfer as requested.
- Cash Transfers as requested.

**Additional Appropriation Summary** – Additional appropriation is requested to cover expenditures that exceed the original estimate and must be supported by a revenue source. A reduction in appropriation is requested in conjunction with the close-out of a program, grant, or decertification of an encumbrance.

Department	Amount Requested	Item	Funding Source	Purpose
OBM	\$830,929.30	A	Special Revenue – No General/HHS Levy Fund Impact	Appropriation Increase
OBM	\$413,635.00	B	Special Revenue – No General/HHS Levy Fund Impact	Appropriation Increase
OBM	\$6,905,666.00	C	Special Revenue – No General/HHS Levy Fund Impact	Appropriation Increase
OBM	\$19,844,335.00	D	Special Revenue – No General/HHS Levy Fund Impact	Appropriation Increase
Public Works	\$22,689,214.70	E/F	Road Capital Projects	Appropriation Increase
Sheriff Office	\$7,185.60	G	Special Revenue – No General/HHS Levy Fund Impact	Appropriation Increase

Public Works	\$8,700,000.00	H	Road Capital Projects	Appropriation Increase
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**Appropriation Transfer Summary** – Transfers between budget accounts in the same fund or between different resolution categories within the same budget account.

Department	Amount Transferred	Item	Funding Source	Purpose
Personnel Review Commission	\$100,000.00	A	General Fund	Appropriation Transfer

**Cash Transfer Summary** – Operating transfers support operating expenditures transfer cash from one fund to another. Transfers post as an expenditure and sufficient appropriation must be available to process the transaction.

Department	Amount Transferred	Item	Funding Source	Purpose
OBM	\$5,000,000.00	A	General Fund	Cash Transfer
OBM	\$1,745,249.54	B	General Fund	Cash Transfer



# County Council of Cuyahoga County, Ohio

## Resolution No. R2021-0066

<b>Sponsored by: County Executive Budish/Department of Health and Human Services/Cuyahoga Job and Family Services</b>	<b>A Resolution</b> authorizing Title IV-D Cooperative Agreements on various requisitions with various providers, in the total amount not-to-exceed \$102,892.35 for child support services for the period 1/1/2021 - 12/31/2021; authorizing the County Executive to execute the agreements and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Executive/Department of Health and Human Services/Cuyahoga Job and Family Services (“CJFS”) has recommended Title IV-D Cooperative Agreements with various providers, in the total amount not-to-exceed \$102,892.35 for child support services for the period 1/1/2021 - 12/31/2021 as follows:

- a) On RQ5096 - Agreement No. 1011 with Cuyahoga County Treasurer’s Office in the amount not-to-exceed \$76,408.87; and
- b) On RQ5908 - Agreement No. 1007 with Cuyahoga County Court of Common Pleas/Division of Juvenile Court/Cashiers Department in the amount not-to-exceed \$26,483.48; and

WHEREAS, the Title IV-D Cooperative Agreements are mandated by O.R.C. 3125.14, and the Ohio Department of Jobs and Family Services (ODSFS) regulations in order to specify the services, which will be rendered by each of these two (2) entities pertaining to the establishment, modification and enforcement of child support obligations, in accordance with applicable child support regulations; and,

WHEREAS, the primary goal of these cooperative agreements is to enable the County to recover a portion of the expenses incurred by the Domestic Relations Court, Juvenile Court and the County Prosecuting Attorney’s Office in providing Title IV-D services to CJFS Office of Child Support Services; and

WHEREAS, this dollar amount is reimbursed to the County General Fund to offset the expenditures of these three (3) agencies; and

WHEREAS, the agreement costs will be funded as follows: (a) 59.3% Federal Funds, (b) 22.2% Health and Human Services Levy Funds (c) 10.9% Revenue Fees and (d) 7.6% State Funds; and

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

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

**SECTION 1.** That the Cuyahoga County Council hereby authorizes Title IV-D Cooperative Agreements with various providers, in the total amount not-to-exceed \$102,892.35 for child support services for the period 1/1/2021 - 12/31/2021 as follows:

- a) On RQ5096 - Agreement No.1011with Cuyahoga County Treasurer's Office in the amount not-to-exceed \$76,408.87; and
- b) On RQ5098 - Agreement No. 1007 with Cuyahoga County Court of Common Pleas/Division of Juvenile Court/Cashiers Department in the amount not-to-exceed \$26,483.48; and

**SECTION 2.** That the County Executive is hereby authorized to execute the agreements and all other documents consistent with this Resolution.

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

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

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

Yeas:

Nays:

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

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

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

Journal CC041  
March 9, 2021

**Cuyahoga County Treasurer's Office**

OFFICE OF CHILD SUPPORT SERVICES (OCCS); RQ 5096; 2021; CUYAHOGA COUNTY TREASURER'S OFFICE; AGREEMENT (Government to Government); ADL: 2021 OFFICE OF CHILD SUPPORT SERVICES (OCCS) IV-D CONTRACT: TREASURER'S OFFICE - COLLECTION OF CASH CHILD SUPPORT PAYMENTS

**Scope of Work Summary**

OCCS is requesting approval of a contract with TREASURER'S OFFICE for IV-D related services to the collection of cash child support payments in the amount of \$76,408.87. The term of the contract is January 1, 2021 to December 31, 2021.

If the Project is not new to the County List the Prior Board Approval Number or Resolution Number. R2020-0069

Title IV-D Cooperative Agreement Contracts are mandated by O.R.C. 3125.14 and Ohio Department of Jobs and Family Services regulations in order to specify the services which will be rendered pertaining to the collection of cash child support payments in accordance with applicable Child Support Regulations. The IV-D Contract enables the County to recover the up to 66% FFP (less program income) reimbursement portion of the expenses incurred by the Treasurer's Office. The anticipated start-completion dates are 01/01/2021- 12/31/2021.

The primary goals of the project are:

The Treasurer's Office provides the collection of CASH Child Support payments.

This is a Cooperative Agreement between two County Agencies.

Title IV-D Cooperative Agreement Contracts are mandated by O.R.C. 3125.14 and Ohio Department of Jobs and Family Services regulations in order to specify the services which will be rendered pertaining to the establishment, modification and enforcement of Child Support Obligations in accordance with applicable Child Support Regulations. The IV-D Contract enables the County to recover the up to 66% FFP reimbursement portion of the expenses incurred minus program income by the Domestic Relations Court.

**Procurement**

The procurement method for this project was Exemption – Government to Government Agreement. The total value of the Agreement is \$76,408.87.

**Contractor and Project Information**

JUVENILE COURT  
2079 East 9th Street 1st Floor  
CLEVELAND, OHIO 44115  
Council District 7

The project is located in Council District 7

**Project Status and Planning**

The project reoccurs annually.

The project's term has already begun. These Cooperative Agreement Contracts are being submitted at this time because of the various processing steps that are required. After the County Council approves the Child Support Operating Budgets for these County Agencies in late December, then each Agency must then complete the Budgets that are included in these Contracts (2 1/2 weeks). Once we receive the completed Budgets and Contracts from the Agencies we review them for questionable costs with each Agency (2 weeks) this year due to NEW Indirect Plan questions to County OBM in the contracts; then we send them down to the Office of Child Support at the Ohio Department of Job & Family Services for their initial review (2 weeks). Once they give their initial approval, we then have the Vendor Agencies sign the contracts and submit them for County Council approval (1/2 week). The normal processing time for all of this activity to be completed is 7 weeks.

**NOTE: THESE COOPERATIVE AGREEMENTS NEED APPROVAL FROM COUNTY COUNCIL / BOARD OF CONTROL (RESOLUTION) AND SIGNED AND DATED BY COUNTY EXECUTIVE BY MARCH 31; TO ALLOW FOR REIMBURSEMENT OF JANUARY, FEBRUARY AND MARCH EXPENDITURES.**

**Funding**

The project is funded:

FFP and Federal Incentives (Federal)	59.3%
HHS Levy	22.2%
Revenue Fees Collected (Other)	10.9%
State Match & Medical Incentives	7.6%.

The schedule of payments is by invoice.

## Office of Procurement and Diversity – Required Documents Checklist

Upload as “word” document in OnBase Document Management

- ❖ **UNLESS THE DOCUMENT HAS CONVERTED OVER FROM THE EVENT THEN THE BELOW LISTED DOCUMENTS MUST BE UPLOADED TO THE PO IN PO 20 FOR REVIEW BY CONTRACTING AUTHORITY**

OTHER THAN FULL AND OPEN COMPETITION					
Government Purchase					
				Department initials	OPD
Justification Form				PJP	
Debarment/Suspension Verified	Date:	2/25/21		PJP	
Auditor’s Finding	Date:	2/25/21		PJP	
Vendor’s Submission				N/A – Exemption	
W-9 – <i>if required</i>	Tax ID#	N/A	Date:	N/A	(inter-agency only)
Agreement and Exhibits				PJP	
Cover - <i>Master contracts only</i>				N/A	
Contract Evaluation – <i>if required</i>				PJP	
Matrix Law Screen shot ( <i>documenting approval of Contract; COI and Workers’ Compensation Certificate</i> )				PJP	
COI - <i>*To be reviewed by the Department of Law via OnBase. *OPD Buyer to check for attachment; not for compliance.</i>				PJP – Waived	
Workers’ Compensation Insurance - <i>*To be reviewed by the Department of Law via OnBase. *OPD Buyer to check for attachment; not for compliance.</i>				PJP – Waived	
Checklist Verification				PJP	

***Intra-Agency:*** A department/division under the auspices of the County Executive, County Council, Prosecutor’s Office, Law Library, Inspector General, PRC, Public Defender, 8th District Court of Appeals, Courts of Common Pleas (Common Pleas, Domestic Relations, Juvenile, Probate).

Other documentation may be required depending upon your specific item

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

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
1/1/21-12/31/21	HS245100	55130		\$76,408.87
			<b>TOTAL</b>	\$76,408.87

<b>Current Contract History:</b> CE/AG# (if applicable)	N/A – Infor PO Module
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## Office of Procurement and Diversity – Required Documents Checklist

Upload as “word” document in OnBase Document Management

<b>Infor/Lawson PO# Code:</b>	20000276
<b>BuySpeed or Lawson RQ# (if applicable)</b>	107

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$75,434.60		1/1/20-12/31/20	3/16/21	R2020-0069
<b>Prior Amendment Amounts (list separately)</b>		\$			
		\$			
		\$			
<b>Pending Amendment</b>		\$			
<b>Total Amendments</b>		\$			
<b>Total Contact Amount</b>		\$75,434.60			

### OPD Use Only:

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

OPD Buyer approval:

## Office of Procurement and Diversity – Required Documents Checklist

Upload as “word” document in OnBase Document Management

Infor/Lawson RQ#:	5096
Buyspeed RQ# (if applicable):	N/A – Infor SS/CM
Infor/Lawson PO# Code (if applicable):	N/A – Entered in CM
CM Contract#	Pending Infor Entry

	Department	Clerk of the Board
Briefing Memo	X	

Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
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Why is the contract being submitted late?	<p>These Cooperative Agreement Contracts are being submitted at this time because the contract budgets review process cannot begin until the county's current year operating budget is approved. After the County Council approves the Child Support Operating Budgets for these County Agencies in late December, then each Agency must then complete the Budgets that are included in these Contracts based on the approved Operating Budget (min 2 1/2 weeks). Then OCSS must review the budgets and confirm the indirect cost allocations with OBM, a more complex step due to a new indirect allocation method (2 weeks). Then the budgets must be passed to the Ohio Department of Job &amp; Family Services/Office of Child Support for review (2 weeks). This must all occur before legal and OPD review can begin. The normal processing time for all of this activity to be completed is 7 weeks. The process cannot begin until late December, which is already too late to be submitted before a Jan 1 start date.</p>
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What is being done to prevent this from reoccurring?	<p>A contract is required to be eligible for federal reimbursement, but the budget review process cannot be started early enough for council approval before Jan 1. These contracts cannot be submitted on time without changes to county procurement processes.</p>
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TAC Required:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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## CONTRACT EVALUATION FORM

<b>Contractor</b>	Treasurer's Office				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	PO20000276				
<b>RQ#</b>	107				
<b>Time Period of Original Contract</b>	1/1/2020-12/31/2020				
<b>Background Statement</b>	Title IV-D Cooperative Agreement Contracts are mandated by O.R.C. 3125.14 and Ohio Department of Jobs and Family Services regulations and specify the services which will be rendered pertaining to the collections of Cash Child Support payments for enforcement of Child Support Obligations. The IV-D Contract enables the County to recover the up to 66% FFP (less any program income) reimbursement of the expenses incurred by the County Treasurer's Office for accepting cash payments for court ordered child support obligations.				
<b>Service Description</b>	The County Treasurer's Office takes Cash Child Support Payments at the County Administration building. Prepares receipts and forwards them daily to the CSEA. The cash is then deposited daily in the CSEA PNC Depository Account.				
<b>Performance Indicators</b>	Treasurer's Office Cash Collections 2020 Performance Standards: 1) The delivery of receipts for each transaction to the Office of Child Support Services (OCSS) and the deposit of cash into the OCSS depository account on a daily basis; 2) Prepare a monthly reconciliation of total transactions and amount of deposits for the OCSS to audit to be received by the OCSS by the end of the month following the reporting period; 3) The Treasurer's Office will accept cashier's checks, certified checks, and money orders; 4) Other forms of payments will be accepted, but will not be deposited into the established OCSS bank account, which is entitled "Cuyahoga Support Enforcement Agency- Cash Support Payments." In lieu of depositing these items, they will be forwarded directly to the OCSS with the cash receipts as addressed in performance standard #1. The Treasurer's Office will not provide a Cash Payment Receipt to the payer for these types of payments, but may copy the instrument and provide a date received for the payer's records.				
<b>Actual Performance versus performance indicators (include statistics):</b>	CY 2020 cash collections totaled \$408,432.22; which represents a 75.02% decrease from the prior year. CY 2020 individual payment items collected were 1,820, which is a 77.20% decrease from the prior year.				
<b>Rating of Overall</b>	<b>Superior</b>	<b>Above Average</b>	<b>Average</b>	<b>Below Average</b>	<b>Poor</b>

<b>Performance of Contractor</b>					
<b>Select One (X)</b>			X		
<b>Justification of Rating</b>	<p>'Based on the 2020 Performance Standards, the delivery of cash receipts and non cash items to OCSS was timely as well as the cash deposits into the OCSS Depository account on a daily basis. The primary reason for the significant decrease in productivity is due to the COVID-19 crisis of 2020 which resulted in building closures to the public and limited in office staff daily. Otherwise, the performance is in compliance as identified in the IV-D Contract.</p>				
<b>Department Contact</b>	Tammie Greer				
<b>User Department</b>	Office of Child Support Services				
<b>Date</b>	2/3/21				

**Cuyahoga County Court of Common Pleas/Juvenile Court Division/Cashiers Department**

OFFICE OF CHILD SUPPORT SERVICES (OCCS); RQ# 5098); 2021; CUYAHOGA COUNTY JUVENILE COURT FOR COLLECTION OF CASH CHILD SUPPORT PAYMENTS; AGREEMENT (Government to Government); ADL: 2021 OFFICE OF CHILD SUPPORT SERVICES (OCCS) IV-D CONTRACT WITH JUVENILE COURT FOR COLLECTION OF CASH CHILD SUPPORT PAYMENTS

**Scope of Work Summary**

OCCS is requesting approval of a contract with JUVENILE COURT clerks for IV-D related services to the collection of cash child support payments in the amount of \$26,483.48. The term of the contract is January 1, 2021 to December 31, 2021.

If the Project is not new to the County List the Prior Board Approval Number or Resolution Number. R2020-0069

Title IV-D Cooperative Agreement Contracts are mandated by O.R.C. 3125.14 and Ohio Department of Jobs and Family Services regulations in order to specify the services which will be rendered pertaining to the collection of cash child support payments in accordance with applicable Child Support Regulations. The IV-D Contract enables the County to recover the up to 66% FFP (less program income) reimbursement portion of the expenses incurred by the Juvenile Court clerks.

The primary goals of the project are:

The Juvenile Court clerks provides the collection of CASH Child Support payments.

This is a Cooperative Agreement between two County Agencies.

Title IV-D Cooperative Agreement Contracts are mandated by O.R.C. 3125.14 and Ohio Department of Jobs and Family Services regulations in order to specify the services which will be rendered pertaining to the establishment, modification and enforcement of Child Support Obligations in accordance with applicable Child Support Regulations. The IV-D Contract enables the County to recover the up to 66% FFP reimbursement portion of the expenses incurred minus program income by the Domestic Relations Court.

**Procurement**

The procurement method for this project was Exemption – Government to Government Agreement. The total value of the Agreement is \$26,483.48.

**Contractor and Project Information**

JUVENILE COURT  
930 QUINCY AVE. 4<sup>TH</sup> FLOOR FISCAL  
CLEVELAND, OHIO 44106  
Council District 7

The project is located in Council District 7

**Project Status and Planning**

The project reoccurs annually.

The project's term has already begun. These Cooperative Agreement Contracts are being submitted at this time because of the various processing steps that are required. After the County Council approves the Child Support Operating Budgets for these County Agencies in late December, then each Agency must then complete the Budgets that are included in these Contracts (2 1/2 weeks). Once we receive the completed Budgets and Contracts from the Agencies we review them for questionable costs with each Agency (2 weeks) this year due to NEW Indirect Plan questions to County OBM in the contracts; then we send them down to the Office of Child Support at the Ohio Department of Job & Family Services for their initial review (2 weeks). Once they give their initial approval, we then have the Vendor Agencies sign the contracts and submit them for County Council approval (1/2 week). The normal processing time for all of this activity to be completed is 7 weeks.

**NOTE: THESE COOPERATIVE AGREEMENTS NEED APPROVAL FROM COUNTY COUNCIL / BOARD OF CONTROL (RESOLUTION) AND SIGNED AND DATED BY COUNTY EXECUTIVE BY MARCH 31; TO ALLOW FOR REIMBURSEMENT OF JANUARY, FEBRUARY AND MARCH EXPENDITURES.**

**Funding**

The project is funded:

FFP and Federal Incentives (Federal)	59.3%
HHS Levy	22.2%
Revenue Fees Collected (Other)	10.9%
State	7.6%.

The schedule of payments is by invoice.

## Office of Procurement and Diversity – Required Documents Checklist

Upload as “word” document in OnBase Document Management

Infor/Lawson RQ#:	5098
Buyspeed RQ# (if applicable):	N/A – Infor SS/CM
Infor/Lawson PO# Code (if applicable):	N/A – Entered in CM
CM Contract#	Pending Infor Entry

	Department	Clerk of the Board
Briefing Memo – 2021 Juvenile Court Cashiers Receipts	DL	

Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
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Why is the contract being submitted late?	<p>These Cooperative Agreement Contracts are being submitted at this time because the contract budgets review process cannot begin until the county's current year operating budget is approved. After the County Council approves the Child Support Operating Budgets for these County Agencies in late December, then each Agency must then complete the Budgets that are included in these Contracts based on the approved Operating Budget (min 2 1/2 weeks). Then OCSS must review the budgets and confirm the indirect cost allocations with OBM, a more complex step due to a new indirect allocation method (2 weeks). Then the budgets must be passed to the Ohio Department of Job &amp; Family Services/Office of Child Support for review (2 weeks). This must all occur before legal and OPD review can begin. The normal processing time for all of this activity to be completed is 7 weeks. The process cannot begin until late December, which is already too late to be submitted before a Jan 1 start date.</p>
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What is being done to prevent this from reoccurring?	<p>A contract is required to be eligible for federal reimbursement, but the budget review process cannot be started early enough for council approval before Jan 1. These contracts cannot be submitted on time without changes to county procurement processes.</p>
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TAC Required:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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## Office of Procurement and Diversity – Required Documents Checklist

Upload as “word” document in OnBase Document Management

- ❖ **UNLESS THE DOCUMENT HAS CONVERTED OVER FROM THE EVENT THEN THE BELOW LISTED DOCUMENTS MUST BE UPLOADED TO THE PO IN PO 20 FOR REVIEW BY CONTRACTING AUTHORITY**

OTHER THAN FULL AND OPEN COMPETITION						
Government Purchase						
				Department initials	OPD	
Justification Form				DL		
Debarment/Suspension Verified		Date:	02/25/2021	DL		
Auditor’s Finding		Date:	02/25/2021	DL		
Vendor’s Submission				N/A - Exemption		
W-9 – <i>if required</i>	N/A - County	N/A	Date: N/A	N/A - County	(inter-agency only)	
Agreement and Exhibits				DL		
Cover - <i>Master contracts only</i>				N/A		
Contract Evaluation – <i>if required</i>				DL		
Matrix Law Screen shot ( <i>documenting approval of Contract; COI and Workers’ Compensation Certificate</i> )				DL		
COI - <i>*To be reviewed by the Department of Law via OnBase. *OPD Buyer to check for attachment; not for compliance.</i>				N/A - Waived		
Workers’ Compensation Insurance - <i>*To be reviewed by the Department of Law via OnBase. *OPD Buyer to check for attachment; not for compliance.</i>				N/A - Waived		
Checklist Verification				DL		

***Intra-Agency:*** A department/division under the auspices of the County Executive, County Council, Prosecutor’s Office, Law Library, Inspector General, PRC, Public Defender, 8th District Court of Appeals, Courts of Common Pleas (Common Pleas, Domestic Relations, Juvenile, Probate).

Other documentation may be required depending upon your specific item

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

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
01/01/2021 – 12/31/2021	HS245100	55130		\$26,483.48
			<b>TOTAL</b>	<b>\$26,483.48</b>

<b>Current Contract History:</b> CE/AG# (if applicable)	2000309 GOVP
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## Office of Procurement and Diversity – Required Documents Checklist

Upload as “word” document in OnBase Document Management

<b>Infor/Lawson PO# Code:</b>	2000309 GOVP
<b>BuySpeed or Lawson RQ# (if applicable)</b>	389

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$26,483.48		12/31/2021		
<b>Prior Amendment Amounts (list separately)</b>		\$			
		\$			
		\$			
<b>Pending Amendment</b>		\$			
<b>Total Amendments</b>		\$0.00			
<b>Total Contact Amount</b>		\$26,483.48			

### OPD Use Only:

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

OPD Buyer approval:

## CONTRACT EVALUATION FORM

<b>Contractor</b>	Court of Common Pleas, Division of Juvenile Court				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#: RQ#</b>	PO20000309  389				
<b>Time Period of Original Contract</b>	1/1/2020- 12/31/2020				
<b>Background Statement</b>	Title IV-D Cooperative Agreement Contracts are mandated by O.R.C. 3125.14 and Ohio Department of Jobs and Family Services regulations and specify the services which will be rendered pertaining to the collections of Cash Child Support payments for enforcement of Child Support Obligations. The IV-D Contract enables the County to recover the up to 66% FFP (less any program income) reimbursement of the expenses incurred by the Juvenile Court's Cashiers Office for accepting cash payments for court ordered child support obligations.				
<b>Service Description</b>	The Juvenile Court's Cashiers Office takes Cash Child Support Payments at the Juvenile Justice Center building. Prepares receipts and forwards them daily to the CSEA. The cash is then deposited daily in the CSEA PNC Depository Account.				
<b>Performance Indicators</b>	<p>Juvenile Court Cash Collections 2020 Performance Standards:</p> <p>1) The delivery of receipts for each transaction to the Office of Child Support Services (OCSS) and the deposit of cash into the OCSS depository account on a daily basis; 2) Prepare a monthly reconciliation of total transactions and amount of deposits for the OCSS to audit to be received by the OCSS by the end of the month following the reporting period; 3) Juvenile Court will accept cashier's checks, certified checks, and money orders; 4) Other forms of payments will be accepted, but will not be deposited into the established OCSS bank account, which is entitled "Cuyahoga Support Enforcement Agency- Cash Support Payments." In lieu of depositing these items, they will be forwarded directly to the OCSS with the cash receipts as addressed in performance standard#1. Juvenile Court will not provide a Cash Payment Receipt to the payer for these types of payments but may copy the instrument and provide a date received for the payer's records.</p>				
<b>Actual Performance versus performance indicators (include statistics):</b>	CY 2020 cash collections totaled \$489,878.500, which represents a 4.02% increase from CY 2019 collections. CY 2020 individual payment items collected were 3,176, which is a 4.24% increase above the projections of 3,152 payment items collected for CY 2020.				
<b>Rating of Overall</b>	<b>Superior</b>	<b>Above</b>	<b>Average</b>	<b>Below</b>	<b>Poor</b>



<b>Performance of Contractor</b>		<b>Average</b>		<b>Average</b>	
<b>Select One (X)</b>			X		
<b>Justification of Rating</b>	Based on the 2020 Performance Standards, the delivery of cash receipts and non-cash items to OCSS was timely as well as the cash deposits into the OCSS Depository account on a daily basis. Although monthly reconciliations were prepared, at times there was a delay in delivery to OCSS. Performance is in compliance as identified in the IV-D Contract and the above Performance Indicators; however, in the upcoming year, OCSS looks forward to working with this location to improve timely exchanges of information.				
<b>Department Contact</b>	Tammie Greer				
<b>User Department</b>	Office of Child Support				
<b>Date</b>	2/3/2021				

# County Council of Cuyahoga County, Ohio

## Resolution No. R2021-0067

Sponsored by: <b>County Executive Budish/Department of Health and Human Services/Cuyahoga Job and Family Services</b>	<b>A Resolution</b> authorizing Title IV-D Cooperative Agreements on various requisitions with various providers, in the total amount not-to-exceed \$11,118,801.34 for child support services for the period 1/1/2021 - 12/31/2021; authorizing the County Executive to execute the agreements and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Executive/Department of Health and Human Services/Cuyahoga Job and Family Services (“CJFS”) has recommended Title IV-D Cooperative Agreements with various providers, in the total amount not-to-exceed \$11,118,801.34 for child support services for the period 1/1/2021 - 12/31/2021 as follows:

- a) On RQ5090 - Agreement No. 1009 with Cuyahoga County Common Pleas/Division of Domestic Relations in the amount not-to-exceed \$3,511,021.69; and
- b) On RQ5091 - Agreement No. 1010 with Cuyahoga County Court of Common Pleas/Division of Juvenile Court in the amount not-to-exceed \$3,731,600.15; and
- c) On RQ5095 - Agreement No. 1008 with Cuyahoga County Prosecuting Attorney’s Office in the amount not-to-exceed \$3,876,179.50; and

WHEREAS, the Title IV-D Cooperative Agreements are mandated by O.R.C. 3125.14, and the Ohio Department of Jobs and Family Services (ODSFS) regulations in order to specify the services, which will be rendered by each of these two (2) entities pertaining to the establishment, modification and enforcement of child support obligations, in accordance with applicable child support regulations; and,

WHEREAS, the primary goal of these cooperative agreements is to enable the County to recover a portion of the expenses incurred by the Domestic Relations Court, Juvenile Court and the County Prosecuting Attorney’s Office in providing Title IV-D services to CJFS Office of Child Support Services; and

WHEREAS, this dollar amount is reimbursed to the County General Fund to offset the expenditures of these three (3) agencies; and

WHEREAS, the agreement costs will be funded as follows: (a) 59.3% Federal Funds, (b) 22.2% Health and Human Services Levy Funds (c) 10.9% Revenue Fees and (d) 7.6% State Funds; and

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

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

**SECTION 1.** That the Cuyahoga County Council hereby authorizes Title IV-D Cooperative Agreements with various providers, in the total amount not-to-exceed \$11,118,801.34 for child support services for the period 1/1/2021 - 12/31/2021 as follows:

- a) On RQ5090 Agreement No. 1009 with Cuyahoga County Common Pleas/Division of Domestic Relations in the amount not-to-exceed \$3,511,021.69; and
- b) On RQ5091 Agreement No. 1010 with Cuyahoga County Court of Common Pleas/Division of Juvenile Court in the amount not-to-exceed \$3,731,600.15; and
- c) On RQ5095 Agreement No. 1008 with Cuyahoga County Prosecuting Attorney's Office in the amount not-to-exceed \$3,876,179.50; and

**SECTION 2.** That the County Executive is hereby authorized to execute the agreements and all other documents consistent with this Resolution.

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

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

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

Yeas:

Nays:

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

Journal CC041  
March 9, 2021

**Juvenile Court/Division of Domestic Relations**

OFFICE OF CHILD SUPPORT SERVICES (OCCS); RQ 5096; 2021; CUYAHOGA COUNTY TREASURER'S OFFICE; AGREEMENT (Government to Government); ADL: 2021 OFFICE OF CHILD SUPPORT SERVICES (OCCS) IV-D CONTRACT: TREASURER'S OFFICE - COLLECTION OF CASH CHILD SUPPORT PAYMENTS

**Scope of Work Summary**

OCCS is requesting approval of a contract with TREASURER'S OFFICE for IV-D related services to the collection of cash child support payments in the amount of \$76,408.87. The term of the contract is January 1, 2021 to December 31, 2021.

If the Project is not new to the County List the Prior Board Approval Number or Resolution Number. R2020-0069

Title IV-D Cooperative Agreement Contracts are mandated by O.R.C. 3125.14 and Ohio Department of Jobs and Family Services regulations in order to specify the services which will be rendered pertaining to the collection of cash child support payments in accordance with applicable Child Support Regulations. The IV-D Contract enables the County to recover the up to 66% FFP (less program income) reimbursement portion of the expenses incurred by the Treasurer's Office. The anticipated start-completion dates are 01/01/2021- 12/31/2021.

The primary goals of the project are:

The Treasurer's Office provides the collection of CASH Child Support payments.

This is a Cooperative Agreement between two County Agencies.

Title IV-D Cooperative Agreement Contracts are mandated by O.R.C. 3125.14 and Ohio Department of Jobs and Family Services regulations in order to specify the services which will be rendered pertaining to the establishment, modification and enforcement of Child Support Obligations in accordance with applicable Child Support Regulations. The IV-D Contract enables the County to recover the up to 66% FFP reimbursement portion of the expenses incurred minus program income by the Domestic Relations Court.

**Procurement**

The procurement method for this project was Exemption – Government to Government Agreement. The total value of the Agreement is \$76,408.87.

**Contractor and Project Information**

JUVENILE COURT  
2079 East 9th Street 1st Floor  
CLEVELAND, OHIO 44115  
Council District 7

The project is located in Council District 7

**Project Status and Planning**

The project reoccurs annually.

The project's term has already begun. These Cooperative Agreement Contracts are being submitted at this time because of the various processing steps that are required. After the County Council approves the Child Support Operating Budgets for these County Agencies in late December, then each Agency must then complete the Budgets that are included in these Contracts (2 1/2 weeks). Once we receive the completed Budgets and Contracts from the Agencies we review them for questionable costs with each Agency (2 weeks) this year due to NEW Indirect Plan questions to County OBM in the contracts; then we send them down to the Office of Child Support at the Ohio Department of Job & Family Services for their initial review (2 weeks). Once they give their initial approval, we then have the Vendor Agencies sign the contracts and submit them for County Council approval (1/2 week). The normal processing time for all of this activity to be completed is 7 weeks.

**NOTE: THESE COOPERATIVE AGREEMENTS NEED APPROVAL FROM COUNTY COUNCIL / BOARD OF CONTROL (RESOLUTION) AND SIGNED AND DATED BY COUNTY EXECUTIVE BY MARCH 31; TO ALLOW FOR REIMBURSEMENT OF JANUARY, FEBRUARY AND MARCH EXPENDITURES.**

#### Funding

The project is funded:

FFP and Federal Incentives (Federal)	59.3%
HHS Levy	22.2%
Revenue Fees Collected (Other)	10.9%
State Match & Medical Incentives	7.6%.

The schedule of payments is by invoice.

## Office of Procurement and Diversity – Required Documents Checklist

Upload as “word” document in OnBase Document Management

Infor/Lawson RQ#:	5090
Buyspeed RQ# (if applicable):	N/A – Infor SS/CM
Infor/Lawson PO# Code (if applicable):	N/A – Entered in CM
CM Contract#	Pending Infor Entry

	Department	Clerk of the Board
Briefing Memo	OCSS	

Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
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<p>Why is the contract being submitted late?</p>	<p>These Cooperative Agreement Contracts are being submitted at this time because the contract budgets review process cannot begin until the county's current year operating budget is approved. After the County Council approves the Child Support Operating Budgets for these County Agencies in late December, then each Agency must then complete the Budgets that are included in these Contracts based on the approved Operating Budget (min 2 1/2 weeks). Then OCSS must review the budgets and confirm the indirect cost allocations with OBM, a more complex step due to a new indirect allocation method (2 weeks). Then the budgets must be passed to the Ohio Department of Job &amp; Family Services/Office of Child Support for review (2 weeks). This must all occur before legal and OPD review can begin. The normal processing time for all of this activity to be completed is 7 weeks. The process cannot begin until late December, which is already too late to be submitted before a Jan 1 start date.</p>
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<p>What is being done to prevent this from reoccurring?</p>	<p>A contract is required to be eligible for federal reimbursement, but the budget review process cannot be started early enough for council approval before Jan 1. These contracts cannot be submitted on time without changes to county procurement processes.</p>
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TAC Required:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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## Office of Procurement and Diversity – Required Documents Checklist

Upload as “word” document in OnBase Document Management

❖ **UNLESS THE DOCUMENT HAS CONVERTED OVER FROM THE EVENT THEN THE BELOW LISTED DOCUMENTS MUST BE UPLOADED TO THE PO IN PO 20 FOR REVIEW BY CONTRACTING AUTHORITY**

OTHER THAN FULL AND OPEN COMPETITION						
Government Purchase						
CUYAHOGA COUNTY DOMESTIC RELATIONS - OCSS				Department initials	OPD	
Justification Form				PJP		
Debarment/Suspension Verified	Date:	2/25/21		PC		
Auditor’s Finding	Date:	2/26/21		PC		
Vendor’s Submission				N/A – Exemption		
W-9 – <i>if required</i>	Tax ID#	N/A	Date:	N/A	(inter-agency only)	
Agreement and Exhibits				PJP		
Cover - <i>Master contracts only</i>				N/A		
Contract Evaluation – <i>if required</i>				PJP		
Matrix Law Screen shot ( <i>documenting approval of Contract; COI and Workers’ Compensation Certificate</i> )				PJP		
COI - <i>*To be reviewed by the Department of Law via OnBase. *OPD Buyer to check for attachment; not for compliance.</i>				PJP – Waived		
Workers’ Compensation Insurance - <i>*To be reviewed by the Department of Law via OnBase. *OPD Buyer to check for attachment; not for compliance.</i>				PJP – Waived		
Checklist Verification				FH		

***Intra-Agency:*** A department/division under the auspices of the County Executive, County Council, Prosecutor's Office, Law Library, Inspector General, PRC, Public Defender, 8th District Court of Appeals, Courts of Common Pleas (Common Pleas, Domestic Relations, Juvenile, Probate).

Other documentation may be required depending upon your specific item

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

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
1/1/20 -12/31/20	HS245100	55130		<b>\$3,478,347.82</b>
			<b>TOTAL</b>	<b>\$3,478,347.82</b>

<b>Current Contract History:</b> CE/AG# (if applicable)	N/A – Infor PO Module
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## Office of Procurement and Diversity – Required Documents Checklist

Upload as “word” document in OnBase Document Management

<b>Infor/Lawson PO# Code:</b>	20000289
<b>BuySpeed or Lawson RQ#</b> (if applicable)	108

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$3,478,347.82		1/1/20-12/31/20	3/16/21	R2020-0070
<b>Prior Amendment Amounts</b> (list separately)		\$			
		\$			
		\$			
<b>Pending Amendment</b>		\$			
<b>Total Amendments</b>		\$			
<b>Total Contact Amount</b>		\$3,478,347.82			

### OPD Use Only:

<b>Prior Resolutions:</b>	
<b>PO#:</b>	
<b>Vendor Name:</b>	
<b>ftp:</b>	
<b>Amount:</b>	
<b>History/CE:</b>	
<b>EL:</b>	
<b>Procurement Notes:</b>	

OPD Buyer approval:

## CONTRACT EVALUATION FORM

<b>Contractor</b>	DOMESTIC RELATIONS COURT
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	PO20000289
<b>RQ#</b>	108
<b>Time Period of Original Contract</b>	1/1/2020- 12/31/2020
<b>Background Statement</b>	Title IV-D Cooperative Agreement Contracts are mandated by O.R.C. 3125.14 and Ohio Department of Jobs and Family Services regulations in order to specify the services which will be rendered pertaining to the establishment, modification and enforcement of Child Support Obligations in accordance with applicable Child Support Regulations. The IV-D Contract enables the County to recover the up to 66% FFP reimbursement portion of the expenses incurred minus program income by the Domestic Relations Court.
<b>Service Description</b>	The Domestic Relations Court provides Title IV-D (child support) Units of Service comprised of any Court case, motion or other action provided for in the Ohio Revised Code (O.R.C.) relating to the establishment, modification or enforcement of a child support obligation, and which is journalized by the Court.
<b>Performance Indicators</b>	The Domestic Relations Court shall meet the following contract requirements: submit the actual monthly expenses of the contract for payment no later than 30 days after the last day of the month in which services were provided; initiate appropriate enforcement action within no more than 30 calendar days of identifying a delinquency; if service is necessary, the time frame becomes 60 days; have the Client in any Non-IV-D Child Support case complete an "Application For Title IV-D Services" form prior to a hearing taking place; forward a completely filled out "Application For IV-D Services" form signed by the Custodial Parent via the Inter-County mail service no later than the day following the signature date; report the status, on a monthly basis, by referral tracking number, of all actions submitted to them for processing; appropriate personnel having authority over Domestic Relations Court activity shall attend all scheduled meetings with the CJFS/OCSS; shall maintain independent books, records, payroll, documents, accounting procedures and practices which sufficiently and properly reflect all direct and indirect costs of any nature expended in the performance of this contract; accept responsibility for receiving, replying to, and/or complying with any audit exceptions by appropriate state or federal audit directly related to the provisions of this contract.

<b>Actual Performance versus performance indicators (include statistics):</b>	<p>The OCSS tracking reports for 2020 reflect that Domestic Relations Court had consistently resolved over 90% of the requested actions within 30 days. The Domestic Relations Court continues to work with CJFS/OCSS to make acceptable changes that enable smoother processing of cases for the clients that we serve. Domestic Relations Court's leadership and staff continues to provide above average service and consistently goes above and beyond in attempts to resolve issues, work collaboratively together and participate in policy and procedure development geared toward improving both efficiencies in processing and customer service. During 2019, legislative changes resulted in the need for Domestic Relations Court to update existing language in existing documents, as well as utilize new Child Support Guidelines for determining support and medical coverage. OCSS and Domestic Relations Court worked closely to ensure that these changes were implemented with minimal impact to employees and the public. Additionally, Domestic Relations Court launched a mobile application and seeks to integrate items that benefit case participants, as well as OCSS.</p>				
<b>Rating of Overall Performance of Contractor</b>	<b>Superior</b>	<b>Above Average</b>	<b>Average</b>	<b>Below Average</b>	<b>Poor</b>
<b>Select One (X)</b>			X		
<b>Justification of Rating</b>	<p>The Court has been especially helpful in working with CJFS/OCSS in regards to issues that present themselves. Domestic Relations Court representatives and the Administrative Judge continue to make themselves available at regular contractual meetings. There has been a positive working relationship between both CJFS/OCSS and the Domestic Relations Court. The Court continues to maintain a high level of communication with the CJFS/OCSS and works timely and thoroughly to resolve issues in a collaborative way. The Domestic Relations Court continues to make all efforts to work collaboratively with CJFS/OCSS.</p>				
<b>Department Contact</b>	Richard L. Weiler				
<b>User Department</b>	Office of Child Support				
<b>Date</b>	1/24/2021				

**Cuyahoga County Court of Common Pleas/Juvenile Court Division**

OFFICE OF CHILD SUPPORT SERVICES (OCCS); RQ#5091; 2021; CUYAHOGA COUNTY JUVENILE COURT; AGREEMENT (Government to Government); ADL: 2021 OFFICE OF CHILD SUPPORT SERVICES (OCCS) IV-D CONTRACT: JUVENILE COURT - COURT SERVICES

**Scope of Work Summary**

OCCS is requesting approval of a contract with JUVENILE COURT for IV-D court related services in the amount of \$3,731,600.15. The term of the contract is January 1, 2021 to December 31, 2021.

If the Project is not new to the County List the Prior Board Approval Number or Resolution Number. R2020-0070

Title IV-D Cooperative Agreement Contracts are mandated by O.R.C. 3125.14 and Ohio Department of Jobs and Family Services regulations in order to specify the services which will be rendered pertaining to the establishment, modification and enforcement of Child Support Obligations in accordance with applicable Child Support Regulations. The IV-D Contract enables the County to recover the up to 66% FFP (less program income) reimbursement portion of the expenses incurred by the Juvenile Court.

The primary goals of the project are:

The Juvenile Court provides Title IV-D (child support) Units of Service comprised of any Court case, motion or other action provided for in the Ohio Revised Code (O.R.C.) relating to the establishment, modification or enforcement of a child support obligation, and which is journalized by the Court.

This is a Cooperative Agreement between two County Agencies.

Title IV-D Cooperative Agreement Contracts are mandated by O.R.C. 3125.14 and Ohio Department of Jobs and Family Services regulations in order to specify the services which will be rendered pertaining to the establishment, modification and enforcement of Child Support Obligations in accordance with applicable Child Support Regulations. The IV-D Contract enables the County to recover the up to 66% FFP reimbursement portion of the expenses incurred minus program income by the Domestic Relations Court.

**Procurement**

The procurement method for this project was Exemption – Government to Government Agreement. The total value of the Agreement is \$3,731,600.15.

**Contractor and Project Information**

JUVENILE COURT  
930 QUINCY AVE. 4<sup>TH</sup> FLOOR FISCAL  
CLEVELAND, OHIO 44106

**Council District 7**

The project is located in Council District 7

**Project Status and Planning**

The project reoccurs annually.

The project's term has already begun. These Cooperative Agreement Contracts are being submitted at this time because of the various processing steps that are required. After the County Council approves the Child Support Operating Budgets for these County Agencies in late December, then each Agency must then complete the Budgets that are included in these Contracts (2 1/2 weeks). Once we receive the completed Budgets and Contracts from the Agencies we review them for questionable costs with each Agency (2 weeks) this year due to NEW Indirect Plan questions to County OBM in the contracts; then we send them down to the Office of Child Support at the Ohio Department of Job & Family Services for their initial review (2 weeks). Once they give their initial approval, we then have the Vendor Agencies sign the contracts and submit them for County Council approval (1/2 week). The normal processing time for all of this activity to be completed is 7 weeks.

NOTE: THESE COOPERATIVE AGREEMENTS NEED APPROVAL FROM COUNTY COUNCIL / BOARD OF CONTROL (RESOLUTION) AND SIGNED AND DATED BY COUNTY EXECUTIVE BY MARCH 31; TO ALLOW FOR REIMBURSEMENT OF JANUARY, FEBRUARY AND MARCH EXPENDITURES.

Funding  
FFP and Federal Incentives (Federal) 59.3%  
HHS Levy 22.2%  
Revenue Fees Collected (Other) 10.9%  
State 7.6%.

The schedule of payments is by invoice.

## Office of Procurement and Diversity – Required Documents Checklist

Upload as “word” document in OnBase Document Management

Infor/Lawson RQ#:	5091
Buyspeed RQ# (if applicable):	N/A – Infor SS/CM
Infor/Lawson PO# Code (if applicable):	N/A – To be entered in CM
CM Contract#	Pending Infor Entry

	Department	Clerk of the Board
Briefing Memo	DL	

Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Why is the contract being submitted late?	<p>These Cooperative Agreement Contracts are being submitted at this time because the contract budgets review process cannot begin until the county's current year operating budget is approved. After the County Council approves the Child Support Operating Budgets for these County Agencies in late December, then each Agency must then complete the Budgets that are included in these Contracts based on the approved Operating Budget (min 2 1/2 weeks). Then OCSS must review the budgets and confirm the indirect cost allocations with OBM, a more complex step due to a new indirect allocation method (2 weeks). Then the budgets must be passed to the Ohio Department of Job &amp; Family Services/Office of Child Support for review (2 weeks). This must all occur before legal and OPD review can begin. The normal processing time for all of this activity to be completed is 7 weeks. The process cannot begin until late December, which is already too late to be submitted before a Jan 1 start date.</p>	
What is being done to prevent this from reoccurring?	<p>A contract is required to be eligible for federal reimbursement, but the budget review process cannot be started early enough for council approval before Jan 1. These contracts cannot be submitted on time without changes to county procurement processes.</p>	

TAC Required:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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## Office of Procurement and Diversity – Required Documents Checklist

Upload as “word” document in OnBase Document Management

❖ **UNLESS THE DOCUMENT HAS CONVERTED OVER FROM THE EVENT THEN THE BELOW LISTED DOCUMENTS MUST BE UPLOADED TO THE PO IN PO 20 FOR REVIEW BY CONTRACTING AUTHORITY**

OTHER THAN FULL AND OPEN COMPETITION					
Government Purchase					
				Department initials	OPD
Justification Form				DL	
Debarment/Suspension Verified		Date:	2/25/2021	DL	
Auditor’s Finding		Date:	2/25/2021	DL	
Vendor’s Submission				DL	
W-9 – <i>if required</i>	Tax ID#	N/A	Date:	N/A	(inter-agency only)
Agreement and Exhibits				DL	
Cover - <i>Master contracts only</i>				N/A	
Contract Evaluation – <i>if required</i>				DL	
Matrix Law Screen shot ( <i>documenting approval of Contract; COI and Workers’ Compensation Certificate</i> )				DL	
COI - <i>*To be reviewed by the Department of Law via OnBase. *OPD Buyer to check for attachment; not for compliance.</i>				DL	
Workers’ Compensation Insurance - <i>*To be reviewed by the Department of Law via OnBase. *OPD Buyer to check for attachment; not for compliance.</i>				DL	
Checklist Verification				PJP	

***Intra-Agency:*** A department/division under the auspices of the County Executive, County Council, Prosecutor's Office, Law Library, Inspector General, PRC, Public Defender, 8th District Court of Appeals, Courts of Common Pleas (Common Pleas, Domestic Relations, Juvenile, Probate).

Other documentation may be required depending upon your specific item

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

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
1/1/21-12/31/21	HS245100	55130		\$3,731,600.15
			<b>TOTAL</b>	\$3,731,600.15

## Office of Procurement and Diversity – Required Documents Checklist

Upload as “word” document in OnBase Document Management

<b>Current Contract History:</b> CE/AG# (if applicable)	N/A – done in Infor PO Module
<b>Infor/Lawson PO# Code:</b>	20000294 GOVP
<b>BuySpeed or Lawson RQ#</b> (if applicable)	111

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$3,524,852.31		1/1/20-12/31/20	3/16/20	R2020-0070
<b>Prior Amendment Amounts (list separately)</b>		\$			
		\$			
		\$			
<b>Pending Amendment</b>		\$			
<b>Total Amendments</b>		\$			
<b>Total Contact Amount</b>		\$3,524,852.31			

### OPD Use Only:

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

OPD Buyer approval:



## CONTRACT EVALUATION FORM

<b>Contractor</b>	Court of Common Pleas, Division of Juvenile Court
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	AG1900111-01 PO20000294
<b>RQ#</b>	5091
<b>Time Period of Original Contract</b>	1/1/2021- 12/31/2021
<b>Background Statement</b>	Office of Child Support contracts with Juvenile Court, for Magistrate and other court services related to establishing paternity, orders for child support and the enforcement of child support orders.
<b>Service Description</b>	Juvenile Court magistrates hold hearings related to IV-D Child support matters which are then made into court orders; this contract is based upon the production of Child Support Court Orders produced.
<b>Performance Indicators</b>	The Juvenile Court shall meet the following contract requirements: submit the actual monthly expenses of the contract for payment no later than 30 days after the last day of the month in which services were provided; provide an alleged father the opportunity to voluntarily acknowledge paternity and attempt to establish paternity by legal process established under State law; establish an order for support or complete service of process within 90 calendar days of locating absent parent; initiate appropriate enforcement action within no more than 30 calendar days of identifying a delinquency; if service is necessary, the time frame becomes 60 days; shall supply to CJFS/OCSS any copies of Journal Entries requested within 5 working days of the request; report the status, on a monthly basis, by referral tracking number, of all actions submitted to them for processing; appropriate personnel having decision making authority at Juvenile Court shall attend all scheduled meetings with the CJFS/OCSS; shall furnish to the CJFS/OCSS copies of all Journal Entries issued, including those entries involving the Cuyahoga Department of Children & Family Services activity of placing a child into County custody, or removing a child from County custody, within 5 working days after they are journalized in their Clerk's Office; shall furnish copies to the CJFS/OCSS of all Paternity actions filed with the Ohio Central Paternity Registry (OCPR) at the time that they are being forwarded to OCPR, which shall be no later than 5 days after they are journalized in their Clerk's Office; shall maintain a 95% Disposition Rate in both "Parent/Child Relationship" and "Support" cases; shall

	<p>utilize a “Magistrate Hearing Checklist: document to be used to monitor Magistrate prepared Journal Entries to ensure that items such as all the Participant’s Social Security Numbers are included when statutorily directed; shall utilize the Health Insurance Investigation Form received from the Prosecutor’s to address medical insurance coverage for all cases; the Journal Entry shall include medical insurance policy numbers; shall maintain independent books, records, payroll, documents, accounting procedures and practices which sufficiently and properly reflect all direct and indirect costs of any nature expended in the performance of this contract.</p>				
<p><b>Actual Performance versus performance indicators (include statistics):</b></p>	<p>The OCSS tracking reports for 2020 reflect delays in the processing of work and cases that were referred to the Juvenile Court by the Office of Child Support Services. The number of unresolved referrals increased for the second consecutive year. This area of performance needs continued attention to reduce the lack of timeliness in docketing and improve overall outcomes. Some of the delays in court hearings eventually contributes to loss of income for custodial parents, as well as the inability of the Agency to collecting and disbursing regular and consistent payments to families.</p> <p>Timely monthly billing submissions was a significant problem in 2020. Juvenile Court experienced a staffing change in this area. OCSS assisted Juvenile Court in resolving these issues by coordinating calls with the State Office. Once resolved, billing timeliness improved over the last half of 2020. Juvenile Court meets quarterly with OCSS and our partners from the Prosecutor's Office to discuss critical goals, including outcomes to referrals. Juvenile Court has demonstrated an interest and willingness to work together. During 2019, legislative changes resulted in the need for Juvenile Court to update existing language in existing documents, as well as utilize new Child Support Guidelines for determining support and medical coverage. OCSS and Juvenile Court worked closely to ensure that these changes were implemented with minimal impact to employees and the public.</p> <p>The Families-On-Track Program continues to be utilized by Juvenile Court as an option for obligors, particularly those facing contempt charges.</p>				
<p><b>Rating of Overall Performance of Contractor</b></p>	<p><b>Superior</b></p>	<p><b>Above Average</b></p>	<p><b>Average</b></p>	<p><b>Below Average</b></p>	<p><b>Poor</b></p>
<p><b>Select One (X)</b></p>			<p>X</p>		
<p><b>Justification of Rating</b></p>	<p>The Juvenile Court continues to take steps to address the multiple issues that are impacted by delayed docketing and processing of filings. The Juvenile Court representatives that come to the</p>				

	contractual meetings have been cooperative and expressed a desire to improve the productivity of the Court. The CJFS/OCSS looks forward to working together on achieving success and performance improvement in 2021 on behalf of the families that we serve as we will continue to file motions of necessity with the Juvenile Court.
<b>Department Contact</b>	Richard L. Weiler
<b>User Department</b>	Office of Child Support
<b>Date</b>	2/17/2021

**Cuyahoga County Prosecutor's Office**

OFFICE OF CHILD SUPPORT SERVICES (OCCS); RQ#5095; 2021; CUYAHOGA COUNTY PROSECUTOR'S OFFICE; AGREEMENT (Government to Government); ADL: 2021 OFFICE OF CHILD SUPPORT SERVICES (OCCS) IV-D CONTRACT: PROSECUTOR'S OFFICE - LEGAL SERVICES

**Scope of Work Summary**

OCCS is requesting approval of a contract with COUNTY PROSECUTOR'S OFFICE for IV-D legal services in the amount of \$3,876,179.50. The term of the contract is January 1, 2021 to December 31, 2021.

If the Project is not new to the County List the Prior Board Approval Number or Resolution Number. R2019-0074; R2020-0070

Title IV-D Cooperative Agreement Contracts are mandated by O.R.C. 3125.14 and Ohio Department of Jobs and Family Services regulations in order to specify the services which will be rendered pertaining to the legal services rendered by the Prosecutor's Office in the enforcement of Child Support Obligations in accordance with applicable Child Support Regulations. The IV-D Contract enables the County to recover the up to 66% FFP (less any program income) reimbursement portion of the expenses incurred by the County Prosecutor's Office.

The primary goals of the project are:

Title IV-D Prosecutor's Office Contract is mandated by O.R.C. 3125.14, and Ohio Department of Jobs and Family Services regulations. The County Prosecutor's Office is the Office of Child Support Service legal representative at both Domestic and Juvenile Court hearings.

This is a Cooperative Agreement between two County Agencies.

Title IV-D Cooperative Agreement Contracts are mandated by O.R.C. 3125.14 and Ohio Department of Jobs and Family Services regulations in order to specify the services which will be rendered pertaining to the establishment, modification and enforcement of Child Support Obligations in accordance with applicable Child Support Regulations. The IV-D Contract enables the County to recover the up to 66% FFP reimbursement portion of the expenses incurred minus program income by the Domestic Relations Court.

**Procurement**

The procurement method for this project was Exemption – Government to Government Agreement. The total value of the Agreement is \$3,876,179.50

**Contractor and Project Information**

CUYAHOGA COUNTY PROSECUTOR'S OFFICE  
1200.ONTARIO STREET 9th FLOOR  
CLEVELAND, OHIO 44113

**Council District 7**

The project is located in Council District 7

**Project Status and Planning**

The project reoccurs annually.

The project's term has already begun. These Cooperative Agreement Contracts are being submitted at this time because of the various processing steps that are required. After the County Council approves the Child Support Operating Budgets for these County Agencies in late December, then each Agency must then complete the Budgets that are included in these Contracts (2 1/2 weeks). Once we receive the completed Budgets and Contracts from the Agencies we review them for questionable costs with each Agency (2 weeks) this year due to NEW Indirect Plan questions to County OBM in the contracts; then we send them down to the Office of Child Support at the Ohio Department of Job & Family Services for their initial review (2 weeks). Once they give their initial approval, we then have the Vendor Agencies sign the contracts and submit them for County Council approval (1/2 week). The normal processing time for all of this activity to be completed is 7 weeks.

NOTE: THESE COOPERATIVE AGREEMENTS NEED APPROVAL FROM COUNTY COUNCIL / BOARD OF CONTROL (RESOLUTION) AND SIGNED AND DATED BY COUNTY EXECUTIVE BY MARCH 31; TO ALLOW FOR REIMBURSEMENT OF JANUARY, FEBRUARY AND MARCH EXPENDITURES.

**Funding**

The project is funded:

FFP and Federal Incentives (Federal)	59.3%
HHS Levy	22.2%
Revenue Fees Collected (Other)	10.9%
State	7.6%.

The schedule of payments is by invoice.

## Office of Procurement and Diversity – Required Documents Checklist

Upload as “word” document in OnBase Document Management

Infor/Lawson RQ#:	5095
Buyspeed RQ# (if applicable):	N/A – Infor SS/CM
Infor/Lawson PO# Code (if applicable):	689
CM Contract#	Pending Infor Entry

	Department	Clerk of the Board
Briefing Memo	PJP	

Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Why is the contract being submitted late?	<p>These Cooperative Agreement Contracts are being submitted at this time because the contract budgets review process cannot begin until the county's current year operating budget is approved. After the County Council approves the Child Support Operating Budgets for these County Agencies in late December, then each Agency must then complete the Budgets that are included in these Contracts based on the approved Operating Budget (min 2 1/2 weeks). Then OCSS must review the budgets and confirm the indirect cost allocations with OBM, a more complex step due to a new indirect allocation method (2 weeks). Then the budgets must be passed to the Ohio Department of Job &amp; Family Services/Office of Child Support for review (2 weeks). This must all occur before legal and OPD review can begin. The normal processing time for all of this activity to be completed is 7 weeks. The process cannot begin until late December, which is already too late to be submitted before a Jan 1 start date.</p>	
What is being done to prevent this from reoccurring?	<p>A contract is required to be eligible for federal reimbursement, but the budget review process cannot be started early enough for council approval before Jan 1. These contracts cannot be submitted on time without changes to county procurement processes.</p>	

TAC Required:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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## Office of Procurement and Diversity – Required Documents Checklist

Upload as “word” document in OnBase Document Management

❖ **UNLESS THE DOCUMENT HAS CONVERTED OVER FROM THE EVENT THEN THE BELOW LISTED DOCUMENTS MUST BE UPLOADED TO THE PO IN PO 20 FOR REVIEW BY CONTRACTING AUTHORITY**

OTHER THAN FULL AND OPEN COMPETITION						
Government Purchase						
				Department initials	OPD	
Justification Form				PJP		
Debarment/Suspension Verified		Date:	2/25/21	PJP		
Auditor’s Finding		Date:	2/25/21	PJP		
Vendor’s Submission				N/A - Exemption		
W-9 – <i>if required</i>	Tax ID#	N/A	Date:	N/A	N/A - County	(inter-agency only)
Agreement and Exhibits				PJP		
Cover - <i>Master contracts only</i>				N/A		
Contract Evaluation – <i>if required</i>				PJP		
Matrix Law Screen shot ( <i>documenting approval of Contract; COI and Workers’ Compensation Certificate</i> )				PJP		
COI - <i>*To be reviewed by the Department of Law via OnBase. *OPD Buyer to check for attachment; not for compliance.</i>				N/A - Waived		
Workers’ Compensation Insurance - <i>*To be reviewed by the Department of Law via OnBase. *OPD Buyer to check for attachment; not for compliance.</i>				N/A - Waived		
Checklist Verification				PJP		

***Intra-Agency:*** A department/division under the auspices of the County Executive, County Council, Prosecutor's Office, Law Library, Inspector General, PRC, Public Defender, 8th District Court of Appeals, Courts of Common Pleas (Common Pleas, Domestic Relations, Juvenile, Probate).

Other documentation may be required depending upon your specific item

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

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
1/1/2021-12/31/2021	HS245100	55130		<b>\$3,876,179.50</b>
			<b>TOTAL</b>	<b>\$3,876,179.50</b>

<b>Current Contract History:</b> CE/AG# (if applicable)	N/A – Infor PO
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## Office of Procurement and Diversity – Required Documents Checklist

Upload as “word” document in OnBase Document Management

<b>Infor/Lawson PO# Code:</b>	20000292 GOVP
<b>BuySpeed or Lawson RQ#</b> (if applicable)	109

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$3,688,677.82		1/1/2020-12/31/2020	3/16/2020	R2020-0070
<b>Prior Amendment Amounts</b> (list separately)		\$			
		\$			
		\$			
<b>Pending Amendment</b>		\$			
<b>Total Amendments</b>		\$			
<b>Total Contact Amount</b>		\$3,688,677.82			

### OPD Use Only:

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

OPD Buyer approval:



## CONTRACT EVALUATION FORM

<b>Contractor</b>	CUYAHOGA COUNTY PROSECUTOR'S OFFICE
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	PO20000292
<b>RQ#</b>	109
<b>Time Period of Original Contract</b>	1/1/2020-12/31/2020
<b>Background Statement</b>	Title IV-D Cooperative Agreement Contracts are mandated by O.R.C. 3125.14 and Ohio Department of Jobs and Family Services regulations in order to specify the services which will be rendered pertaining to the legal services rendered by the Prosecutor's Office in the enforcement of Child Support Obligations in accordance with applicable Child Support Regulations. The IV-D Contract enables the County to recover the up to 66% FFP (less any program income) reimbursement portion of the expenses incurred by the County Prosecutor's Office.
<b>Service Description</b>	Title IV-D Prosecutor's Office Contract is mandated by O.R.C. 3125.14, and Ohio Department of Jobs and Family Services regulations. The County Prosecutor's Office is the Office of Child Support Service legal representative at both Domestic and Juvenile Court hearings.
<b>Performance Indicators</b>	The Prosecuting Attorney's Office shall meet the following contract requirements: Make all reasonable efforts to provide services between 8:30am and 4:30pm Monday through Friday with the exception of holidays; Submit the actual monthly expenses of the contract for payment no later than 30 days after the last day of the month in which services were provided; Maintain accounting procedures and practices that sufficiently and properly reflect all direct and indirect costs of any nature expended in the performance of this contract, including retention of all books, records, payroll and documents for three years after final payment; Accept responsibility for replying to and complying with any review or audit findings and recommendations by an authorized state or federal review or audit that are directly related to the provisions of this contract; Attend all scheduled meetings with the OCSS (every three months for four meetings/year); Shall prepare and file within thirty days of receipt, all motions and complaints with Domestic Relations or Juvenile Courts; Provide a response to any Prosecutor Consult Request made to them by OCSS within thirty days of receipt; Assist in the completion of the Health Insurance Affidavit or Private Health Insurance Questionnaire for purposes of establishment and enforcement of cash medical

	<p>benefits in Juvenile or Domestic Relations Court; Submit time sheets on a monthly basis for each Assistant Prosecuting Attorney or other staff included under this contract as part of monthly billing; Forward the "Service of Process" updates provided by the courts to OCSS; Send as many APAs as practicable to the trainings sponsored annually by the Ohio CSEA Directors' Association.</p>				
<p><b>Actual Performance versus performance indicators (include statistics):</b></p>	<p>OCSS tracking reports reflect over 90% of referrals submitted to the Prosecuting Attorney's Office were completed within 30 days of referral. Tracking reports for 2020 also reflect a 46% decrease in referrals from 2019. Services and referrals to the Prosecuting Attorney's Office were impacted directly by the pandemic and legislation. Access to the agency and partner courts were maintained throughout 2020, whether the courts provided in-person or virtual hearings. Monthly expenses were submitted timely throughout 2020. The agency was unable to process many administrative actions due to H.B. 197 (tolling of time periods), which also had a direct impact on civil actions. While the expiration of the tolling period ended mid-year, the backlog of cases/actions impacted by H.B. 197 have been gradually resolved over the last two quarters. Additionally, advanced enforcement and collection actions were impacted by unemployment, expanded unemployment and federal stimulus funds.</p> <p>The Prosecuting Attorney's Office continues to be instrumental in representing OCSS's best interest in the discussions and follow-up with case processing for the families that we serve. The display of commitment continues to be displayed through regular and consistent meetings in variety of forums with the leadership team to address all issues and implementation of initiatives and legislative updates. During 2020, H.B.197 significantly impacted all administrative actions that involve a time period. The Prosecuting Attorney's Office assisted directly with letters that informed customers and provided an opportunity for the parent to waive the tolling period.</p>				
<p><b>Rating of Overall Performance of Contractor</b></p>	<p><b>Superior</b></p>	<p><b>Above Average</b></p>	<p><b>Average</b></p>	<p><b>Below Average</b></p>	<p><b>Poor</b></p>
<p><b>Select One (X)</b></p>		<p>X</p>			
<p><b>Justification of Rating</b></p>	<p>The Prosecuting Attorney's Office is the CJFS/OCSS's legal counsel for all actions referred to Court regarding paternity establishment, support order establishment and support order enforcement. CJFS/OCSS continues to recognize the hard work of the Prosecutor's Office - Division of Family Law, which has utilized "a holistic and coherent approach to serving vulnerable families and their children". They have provided professional legal services and creativity in the representation of our clients and improvements in our service delivery, including their commitment to be accessible on all child support related issues, as well as policy and process development.</p>				

<b>Department Contact</b>	Jeffrey Bloom
<b>User Department</b>	Office of Child Support Services
<b>Date</b>	2/3/21

# County Council of Cuyahoga County, Ohio

## Resolution No. R2021-0068

<b>Sponsored by: County Executive Budish/Department of Workforce Development, in partnership with City of Cleveland/Cuyahoga County Workforce Development Board and Department of Health and Human Services/Cuyahoga Job and Family Services</b>	<b>A Resolution</b> authorizing an amendment with various providers for Comprehensive Case Management and Employment Program-Employment, Education and Training Services for Young Adults in connection with the Workforce Innovation and Opportunity Act for the period of 7/1/2019 – 6/30/2021 for additional funds in the amount not-to-exceed \$1,537,888.00; authorizing the County Executive to execute the amendment and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Executive/Department of Workforce Development, in partnership with City of Cleveland/Cuyahoga County Workforce Development Board and Department of Health and Human Services/Cuyahoga Job and Family Services has recommended an amendment with various providers for Comprehensive Case Management and Employment Program-Employment, Education and Training Services for Young Adults in connection with the Workforce Innovation and Opportunity Act for the period of 7/1/2019 – 6/30/2021 for additional funds in the amount not-to-exceed \$1,537,888.00 as follows:

- a. Contract No. 488 with OhioGuidestone for the Out-of-School Youth Program for additional funds in the amount not-to-exceed \$1,035,922.00.
- b. Agreement No. 649 with Cuyahoga Community College for the Out-of-School Youth Program for additional funds in the amount not-to-exceed \$501,966.00.

WHEREAS, the primary goals to continue to provide a comprehensive case management and employment program for youth; and

WHEREAS, the project is funded with 76% WIOA funds and 24% TANF funds; and

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

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

**SECTION 1.** That the Cuyahoga County Council hereby authorizes an amendment with various providers for Comprehensive Case Management and Employment Program-Employment, Education and Training Services for Young Adults in connection with the Workforce Innovation and Opportunity Act for the period of 7/1/2019 – 6/30/2021 for additional funds in the amount not-to-exceed \$1,537,888.00 as follows:

- a. Contract No. 488 with OhioGuidestone for the Out-of-School Youth Program for additional funds in the amount not-to-exceed \$1,035,922.00.
- b. Agreement No. 649 with Cuyahoga Community College for the Out-of-School Youth Program for additional funds in the amount not-to-exceed \$501,966.00.

**SECTION 2.** That the County Executive is authorized to execute the amendment and all other documents consistent with this Resolution.

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

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



## Ohio Guidestone

### Scope of Work Summary

Department of Workforce Development is requesting approval of an amendment with Ohio Guidestone not to exceed \$1,035,922.00

This amendment will be for contract originally approved 06/25/2019 –R2019-0140

Ohio Guidestone will provide services to 590 out-of-school youth (age 18-24). This program focuses on barrier removal and workforce preparation. Services include: Assessment; Credential and Academic training; Work Experience; Job Placement and Retention; and Case Management/Support Services for the contract period 07/01/2019 – 06/30/2021.

The primary goals of the project are to exceed the State goals for: Education, training or employment at exit; Education, training or employment 2nd qtr. after exit; Education, training or employment 4th qtr. after exit; and Credential attainment rate.

### Procurement

The procurement method for the original contract was RFP. The total value of the RFP was \$9,761,815.

The RFP was closed on 01/11/2019.

There were eight bids pulled from OPD, eight reviewed and five approved.

### Contractor and Project Information

Ohio Guidestone  
434 Eastland Rd.  
Berea, OH, 44017  
Richard Frank, CEO

This project is open to youth through all of Cuyahoga County who meet eligibility requirements

### Project Status and Planning

The Ohio Guidestone team has planned for the recruitment and registration based on past experience with this project and implemented services at the beginning of the contract 07/01/2019.

### Funding

The amendment funding is 76% WIOA funded and 24% TANF funded with payments scheduled monthly as invoices received from contractor

This is the ~~first~~ second amendment to this contract. This amendment adds funding for the project to 06/30/2021.

## Office of Procurement and Diversity – Required Documents Checklist

Upload as “word” document in OnBase Document Management

Infor/Lawson RQ#:	44122		
Buyspeed RQ# (if applicable):			
Infor/Lawson PO# Code (if applicable):	CE1900249-01		
Infor/Lawson PO# Code (if applicable):	CE1900249-02		
CM Contract#	488		
	<b>Department</b>	<b>Clerk of the Board</b>	
Briefing Memo	SG		

Late Submittal Required:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Why is the amendment being submitted late?	Staff waited for conversion to start amendment	
What is being done to prevent this from reoccurring?	Staff received training on timely completion of required documents	

TAC Required:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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Contract Amendments					Department initials	OPD
Justification Form					SG	
IG#	12-0616				SG	
Annual Non-Competitive Bid Contract Statement	Date:	01.14.21		SG		
Debarment/Suspension Verified	Date:	01.24.21		SG		
Auditor’s Finding	Date:	01.20.21		SG		
<b>Vendor’s Submission – Submitted in CM with Amendment #1</b>					SG	
W-9 – <i>if required</i>	Tax ID#	34-0720558	Date:	03.18.20	SG (In CM system)	
Independent Contractor (I.C.) Requirement			Date:	01.25.21	SG	
Amendment and Exhibits -- (Amendment #1 in CM system)					SG	
Cover - <i>Master amendments only</i> N/A						
Contract Evaluation					SG	
Matrix Law Screen shot (documenting approval of Contract Amendment; COI; Workers’ Compensation Certificate; Bid Guaranty and Contract Bond)					SG	
<b>COI - <i>*To be reviewed by the Department of Law. *OPD Buyer to check for attachment; not for compliance.</i></b>					SG	
<b>Workers’ Compensation Insurance - <i>*To be reviewed by the Department of Law. *OPD Buyer to check for attachment; not for compliance.</i></b>					SG	
Original Executed Contract ( <i>containing insurance terms</i> ) AND any and all executed amendments to the contract - <b><i>*To be reviewed by the Department of Law.</i></b> (original contract in CM system)					SG	
Checklist Verification					SG	

Other documentation may be required depending upon your specific item



## Office of Procurement and Diversity – Required Documents Checklist

Upload as “word” document in OnBase Document Management

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

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
CE1900249-01				\$
01.01.21 to 06.30.21	HS260100	55130	UCH08301	\$250,000.00
CE1900249-02				
01.01.21 to 06.30.21	WF260110	55130	UCW08000	\$785,922.00
			<b>TOTAL</b>	<b>\$1,035,922</b>

<b>Current Contract History</b> CE/AG# (if applicable)	CE1900249
<b>Infor/Lawson PO# Code</b> (if applicable)	CE1900249-01
<b>Infor/Lawson PO# Code</b> (if applicable)	CE1900249-02
<b>BuySpeed or Lawson RQ#</b> (if applicable)	44122
<b>CM Contract#</b>	488

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$1,770,000.00		07.01.19 -- 06.30.21	06.25.19	R2019-0140
<b>Prior Amendment Amounts</b> (list separately)		\$ 854,062.00	07.01.20 -- 06.30.21	07.21.20	R2020-0145
		\$			
		\$			
<b>Pending Amendment</b>		\$ 1,035,922.00	01.01.21 -- 06.30.21		
<b>Total Amendments</b>		\$ 1,889,984.00			
<b>Total Contact Amount</b>		\$ 3,659,984.00			

### OPD Use Only:

Prior Resolutions:	
Amend:	
Vendor Name:	

2 | Page

Revised 9/17/2020

## **Office of Procurement and Diversity – Required Documents Checklist**

Upload as “word” document in OnBase Document Management

ftp:	
Amount:	
History/CE:	
EL:	
Procurement Notes:	

OPD Buyer approval:

## CONTRACT EVALUATION FORM

<b>Contractor</b>	Ohio Guidestone				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	CE1900249				
<b>RQ#</b>	44122				
<b>Time Period of Original Contract</b>	07/01/2019 - 06/30/2021				
<b>Background Statement</b>	The Workforce Innovation and Opportunity Act (WIOA) funds OhioMeansJobs Cleveland-Cuyahoga County to deliver an array of integrated services to individuals seeking jobs and skills training. The WIOA funding is braided with TANF funding to provide employment preparation and placement service for persons in the OWF program				
<b>Service Description</b>	Provide WIOA and TANF eligible youth and young adults with assessment, training and employment assistance.				
<b>Performance Indicators</b>	310 new participants enter into program. 75% placed in to Employment, education or training. 70% retention 2nd qtr after exit. 70% retention 4th qtr after exit				
<b>Actual Performance versus performance indicators (include statistics):</b>	At time of amendment request program is 75% through the contract period. Provider has entered 73% of total goal on new entrants. 2nd qtr retention -- 48%. 4th qtr retention -- 59%. By its history this agency consistently meets its goals. Lower numbers at this time are due to employer response to COVID				
<b>Rating of Overall Performance of Contractor</b>	<b>Superior</b>	<b>Above Average</b>	<b>Average</b>	<b>Below Average</b>	<b>Poor</b>
<b>Select One (X)</b>		X			
<b>Justification of Rating</b>	This agency has a high success rate for credential attainment laying the foundation for present and future job opportunities				
<b>Department Contact</b>	Steven Greenwell <a href="mailto:steven.greenwell@jfs.ohio.gov">steven.greenwell@jfs.ohio.gov</a>				

<b>User Department</b>	Workforce Development
<b>Date</b>	01.22.21

Cuyahoga Community College

Scope of Work Summary

Department of Workforce Development is requesting approval of an amendment with Cuyahoga Community College District not to exceed \$501,966.00

This amendment will be for contract originally approved 06/25/2019 –R2019-0140

Tri-C will provide services 360 out-of-school youth (age 16-24) through the Advanced Technology Academy. This program focuses on barrier removal and workforce preparation. Services include: Occupational skills training; participation in meaningful work experience, opportunity for portable, stackable, industry-recognized certificates and enrollment in short-term certificate training for in-demand occupation or post-secondary career pathway towards a degree. Employment preparation also includes soft-skills training and career pathway planning for the contract period 07/01/2019 – 06/30/2021.

The primary goals of the project:

88% of those completing program placed in employment

90% of those in program attain a certificate

Procurement

The procurement method for the original contract was RFP. The total value of the RFP was \$9,761,815.

The RFP was closed on 01/11/2019.

There were eight bids pulled from OPD, eight reviewed and five approved.

Contractor and Project Information

Cuyahoga Community College

700 Carnegie Avenue

Cleveland, OH, 44115

Mary Kay Bitterman, Director of Workforce Services

This project is open to youth through all of Cuyahoga County who meet eligibility requirements.

Project Status and Planning

The Cuyahoga Community College – Advanced Technology team has planned for the recruitment and registration based on past experience with this project and implemented services at the beginning of the contract 07/01/2019.

Funding

The amendment funding is 70% WIOA funded and 30% TANF funded with payments scheduled monthly as invoices received from contractor.

This is the ~~first~~ **second** amendment to this contract. This amendment adds funding for the project to 06/30/2021.

## Office of Procurement and Diversity – Required Documents Checklist

Upload as “word” document in OnBase Document Management

Infor/Lawson RQ#:	
Buyspeed RQ# (if applicable):	WI-19-44122
Infor/Lawson PO# Code (if applicable):	CONV
CM Contract#	649

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

Late Submittal Required:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Why is the amendment being submitted late?	Staff waited for conversion to start amendment	
What is being done to prevent this from reoccurring?	Staff received training on timely completion of required documents	

TAC Required:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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Contract Amendments					
				Department initials	OPD
Justification Form				SG	✓
IG#	12-1026			SG	✓
Annual Non-Competitive Bid Contract Statement	Date:			SG	N/A
Debarment/Suspension Verified	Date:	01.24.21		SG	✓
Auditor’s Finding	Date:	01.20.21		SG	✓
Vendor’s Submission				SG	✓
W-9 – if required	Tax ID#	34-1369608		SG	✓
Independent Contractor (I.C.) Requirement	Date:	01.25.21		SG	✓
Amendment and Exhibits –				SG	✓
Cover - Master amendments only N/A					N/A
Contract Evaluation				SG	✓
Matrix Law Screen shot (documenting approval of Contract Amendment; COI; Workers’ Compensation Certificate; Bid Guaranty and Contract Bond)				SG	✓
COI - <i>*To be reviewed by the Department of Law.</i> <i>*OPD Buyer to check for attachment; not for compliance.</i>				SG	✓
Workers’ Compensation Insurance - <i>*To be reviewed by the Department of Law.</i> <i>*OPD Buyer to check for attachment; not for compliance.</i>				SG	✓
Original Executed Contract (containing insurance terms) AND any and all executed amendments to the contract - <i>*To be reviewed by the Department of Law.</i>				SG	✓
Checklist Verification				SG	✓

Other documentation may be required depending upon your specific item

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

## Office of Procurement and Diversity – Required Documents Checklist

Upload as “word” document in OnBase Document Management

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
AG1900142-01				
01.01.21 to 06.30.21	HS260100	55130	UCH08301	\$150,000.00
AG1900142-01				
01.01.21 to 06.30.21	WF260110	55130	UCW08000	\$351,966.00
			<b>TOTAL</b>	<b>\$501,966.00</b>

<b>Current Contract History</b> CE/AG# (if applicable)	AG1900142-01 & 02
<b>Infor/Lawson PO# Code</b> (if applicable)	<b>CONV</b>
<b>BuySpeed or Lawson RQ#</b> (if applicable)	<b>WI-19-44122</b>
<b>CM Contract#</b>	649

	Original Amount	Amendment Amount	Original Time Period /Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$1,066,993.00		07.01.2019 – 06.30.21	06.25.19	R2019-0140
<b>Prior Amendment Amounts (list separately)</b>					
<b>AMEND #1</b>		\$603,351.00		07.21.20	R2020-0145
		\$			
<b>Pending Amendment</b>		\$501,966.00	01.01.21 – 06.30.21		
<b>Total Amendments</b>		\$1,105,317.00			
<b>Total Contact Amount</b>		\$2,172,310.00			

### OPD Use Only:

Prior Resolutions:	<b>R2019-0140, R2020-0145</b>
Amend:	<b>CM649 (AG1900142 CONV)</b>
Vendor Name:	<b>CUYAHOGA COMMUNITY COLLEGE DISTRICT</b>
ftp:	<b>7/1/2019 – 6/30/2021</b>
Amount:	<b>ADD’L FUNDS \$501,996.00</b>
History/CE:	<b>OK</b>
EL:	<b>OK</b>
Procurement Notes:	<b>BUYER REVIEW COMPLETED</b>

OPD Buyer approval: **JMH**

## CONTRACT EVALUATION FORM

<b>Contractor</b>	Cuyahoga Community College District				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	AG1900142				
<b>RQ#</b>	44122				
<b>Time Period of Original Contract</b>	07/01/2019-06/30/2021				
<b>Background Statement</b>	The Workforce Innovation and Opportunity Act (WIOA) funds OhioMeansJobs Cleveland-Cuyahoga County to deliver an array of integrated services to individuals seeking jobs and skills training. The WIOA funds are braided with TANF funding to provide the same services to TANF eligible youth				
<b>Service Description</b>	Provide WIOA and TANF eligible youth and young adults with assessment, training and employment assistance.				
<b>Performance Indicators</b>	Prepare 360 Out-of-School Youth for technical careers in in-demand jobs.				
<b>Actual Performance versus performance indicators (include statistics):</b>	At time of amendment request program is 75% through the contract period. The enrollment to goal is at 50%. Based on past performance 88% of those entering will be placed in a job. Enrollment is down due to COVID. Although quality services are provided – it is more difficult to bring in new participants				
<b>Rating of Overall Performance of Contractor</b>	<b>Superior</b>	<b>Above Average</b>	<b>Average</b>	<b>Below Average</b>	<b>Poor</b>
<b>Select One (X)</b>		X			
<b>Justification of Rating</b>	Contractor performs well and with high placement and graduation rates.				
<b>Department Contact</b>	Workforce Development				



<b>User Department</b>	Steven Greenwell steven.greenwell@jfs.ohio.gov
<b>Date</b>	01.22.21

# County Council of Cuyahoga County, Ohio

## Resolution No. R2021-0069

<b>Sponsored by: County Executive Budish/Department of Health and Human Services/Cuyahoga Job and Family Services</b>	<b>A Resolution</b> authorizing a revenue generating agreement with Cuyahoga County Board of Developmental Disabilities in the amount not-to-exceed \$870,271.75 for reimbursement of staffing services for the DD Medicaid Waiver Program for the period 1/1/2021 – 12/31/2022; authorizing the County Executive to execute Agreement No. 946 and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Executive/Department of Health and Human Services/Cuyahoga Job and Family Services has recommended a revenue generating agreement with Cuyahoga County Board of Developmental Disabilities in the amount not-to-exceed \$870,271.75 for reimbursement of staffing services for the DD Medicaid Waiver Program for the period 1/1/2021 – 12/31/2022; and

WHEREAS, the primary goal of this project is to assist unit caseworkers who shall be responsible for determining income eligibility for Cuyahoga County Board of Developmental Disabilities consumers seeking initial enrollment on a DD Medicaid Waiver; and; and

WHEREAS, the anticipated start-completion dates are 1/1/2021 – 12/31/2022; and

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

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

**SECTION 1.** That the Cuyahoga County Council hereby authorizes a revenue generating agreement with Cuyahoga County Board of Developmental Disabilities in the amount not-to-exceed \$870,271.75 for reimbursement of staffing services for the DD Medicaid Waiver Program for the period 1/1/2021 – 12/31/2022.

**SECTION 2.** That the County Executive is authorized to execute the agreement and all documents consistent with this Resolution.



Cuyahoga Job and Family Services – RQ4418 2021-2022 Cuyahoga County Board of Developmental Disabilities Revenue-Generating Agreement for CJFS workers at CCBDD sites

Scope of Work Summary

Cuyahoga Job and Family Services requesting approval of a revenue-generating agreement with the Cuyahoga County Board of Developmental Disabilities for the anticipated cost not-to-exceed \$870,271.75.

If the Project is not new to the County List the Prior Board Approval Number or Resolution Number.

BC2015-789 (1/1/2016 – 12/31/2018)

R2019-0075 (1/1/2019-12/31/2020)

CJFS will provide and employ a sufficient number of CJFS trained workers whose assigned caseloads will exclusively consist of CCBDD consumers enrolled or seeking enrollment on a DD Medicaid Waiver or CCBDD consumers who are residents or potential residents of an ICF-IID. These employees will be placed at CCBDD sites, with part of their salaries and fringe benefits paid for by CCBDD under this agreement.

The anticipated start-completion dates are 01/01/2021 – 12/31/2022.

The primary goals of the project are for caseworkers to be responsible for determining income eligibility for CCBDD consumers seeking initial enrollment on a DD Medicaid Waiver and ongoing eligibility re-determinations for consumers on a DD Medicaid Waiver. Income eligibility shall also be determined by unit caseworkers for CCBDD consumers who may be enrolling on a waiver within a reasonable period of time or are residents or potential residents of an ICF-IID. This agreement will make the enrollment and re-determination process for CCBDD consumers easier by making CJFS caseworkers more accessible to the clients, their families, and CCBDD staff members.

~~An RFP exemption is being requested because CCBDD is unable to choose any other vendor to complete these tasks. CJFS caseworkers are the only individuals in Cuyahoga County who can complete enrollments and redeterminations. An exemption has been granted for this unique agreement for the past several years. The total value of the RFP Exemption is \$870,271.75.~~

Contractor and Project Information

Cuyahoga County Board of Developmental Disabilities  
1275 Lakeside Ave., East  
Cleveland, Ohio 44114  
Council District (07)

The Superintendent for the Cuyahoga County Board of Developmental Disabilities is Kelly Petty.

This program is countywide.

Project Status and Planning

The project reoccurs every two years.

The project is on a critical action path because the term already started. The prior agreement ended 12/31/2020.

The project's term has already begun. The submission of this agreement was delayed by review between both parties. The prior agreement expired 12/31/2020.

#### Funding

The project is a revenue-generating agreement where CCBDD will pay CJFS for this program.

The schedule of payments is quarterly by invoice.

## Office of Procurement and Diversity – Required Documents Checklist

Upload as “word” document in OnBase Document Management

Infor/Lawson RQ#:	4418
Buyspeed RQ# (if applicable):	N/A – done in Infor
Infor/Lawson PO# Code (if applicable):	N/A – in CM
Event #	592
CM Contract#	946

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

Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Why is the contract being submitted late?	Contract negotiations took longer than expected.	
What is being done to prevent this from reoccurring?	Continue to try to negotiate earlier.	

TAC Required:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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**❖ UNLESS THE DOCUMENT HAS CONVERTED OVER FROM THE EVENT THEN THE BELOW LISTED DOCUMENTS MUST BE UPLOADED TO THE PO IN PO 20 FOR REVIEW BY CONTRACTING AUTHORITY**

<b>REVENUE-GENERATING NON-COMPETITIVE RFP Exemptions (Contract)</b>				
			<b>Department initials</b>	<b>OPD</b>
Justification Form			PJP	
Annual Non-Competitive Bid Contract Statement	Date:	N/A	N/A - Government	
IG#	N/A		N/A - Government	
Debarment/Suspension Verified	Date:	2/12/21	PJP	
Auditor’s Finding	Date:	2/12/21	PJP	
W-9 – <i>if required</i>	Tax ID#	Date:	N/A	
Agreement/Contract and Exhibits			PJP	
Cover - <i>Master contracts only</i>			N/A	
Contract Evaluation – <i>if required</i>			PJP	
Matrix Law Screen shot ( <i>documenting approval of Contract; COI and Workers’ Compensation Certificate</i> )			PJP	
COI – <i>if required - *To be reviewed by the Department of Law. *OPD Buyer to check for attachment; not for compliance.</i>			N/A – Revenue Generating – <u>not in contract</u>	
Workers’ Compensation Insurance – <i>if required - *To be reviewed by the Department of Law. *OPD Buyer to check for attachment; not for compliance.</i>			N/A – Revenue Generating – <u>not in contract</u>	
Checklist Verification			PJP	

Other documentation may be required depending upon your specific item

## Office of Procurement and Diversity – Required Documents Checklist

Upload as “word” document in OnBase Document Management

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

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
				\$
			<b>TOTAL</b>	

<b>Current Contract History:</b> CE/AG# (if applicable)	AG1900112
<b>Infor/Lawson PO# Code:</b>	N/A – processed in OnBase
<b>BuySpeed or Lawson RQ#</b> (if applicable)	N/A – revenue-generating

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$823,375.00		1/1/2019- 12/31/2020	3/26/19	R2019-0075
<b>Prior Amendment Amounts</b> (list separately)		\$			
		\$			
		\$			
<b>Pending Amendment</b>		\$			
<b>Total Amendments</b>		\$			
<b>Total Contact Amount</b>		\$823,375.00			

### OPD Use Only:

<b>Prior Resolutions:</b>	
<b>PO#:</b>	
<b>Vendor Name:</b>	
<b>ftp:</b>	
<b>Amount:</b>	(revenue-generating)

## **Office of Procurement and Diversity – Required Documents Checklist**

Upload as “word” document in OnBase Document Management

History/CE:	
EL:	
Procurement Notes:	

OPD Buyer approval:



# County Council of Cuyahoga County, Ohio

## Resolution No. R2021-0070

<b>Sponsored by: County Executive Budish/Department of Health and Human Services/Cuyahoga Job and Family Services</b>	<b>A Resolution</b> making an award on RQ3325 with US Together, Inc in the amount not-to-exceed \$1,200,000.00 for interpretation and translation services for various County agencies for the period 3/1/2021 – 2/28/2023; authorizing the County Executive to execute Contract No. 956 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/Cuyahoga Job and Family Services has recommended an award on RQ3325 with US Together, Inc in the amount not-to-exceed \$1,200,000.00 for interpretation and translation services for various County agencies for the period 3/1/2021 – 2/28/2023; and

WHEREAS, the primary goal is to provide timely, equal access to benefits, programs and services to limited English proficient (LEP) and hearing-impaired individuals and families to the following agencies:

1. Board of Revision
2. Health and Human Services/Division of Children & Family Services
3. Health and Human Services/Division of Job & Family Services
4. Health and Human Services/Division of Senior & Adult Services
5. Health and Human Services/Office of Child Support Services
6. Ohio Means Jobs
7. Treasurer's Office
8. Public Safety and Justice Services
9. Personnel Review Commission

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

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

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

**SECTION 1.** That the Cuyahoga County Council hereby authorizes an award on RQ3325 with US Together, Inc in the amount not-to-exceed \$1,200,000.00 for interpretation and translation services for various County agencies for the period 3/1/2021 – 2/28/2023.

**SECTION 2.** That the County Executive is authorized to execute the contract and all documents consistent with this Resolution.

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

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

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

Yeas:

Nays:

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

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

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

Cuyahoga County Health and Human Services; (RQ#3325) 2021 US Together, Inc.; Contract for Interpretation and Translation Services

Scope of Work Summary

HHS is requesting approval of a contract with US Together, Inc. for the anticipated cost not-to-exceed \$1,200,00.00.

Approval Date	Approval Number
8.22.2017	BC2017-616
8.27.2018	BC2018-585
7.23.2019	R2019-0160
9.8.2020	BC2020-511

Providing interpretation and translation services is not new to the County. However, there was a need to competitively bid under RFP#3325 issued September 30, 2020. This request for contract approval is based on the completion of that RFP process.

Health and Human Services (CJFS, DCFS, OCSS, DSAS)

Ohio Means Jobs

Board of Revision

Treasurer's Office

Public Safety and Justice Services

Personnel Review Commission

Over the past several years, most requests for both interpretation and translation services have come from CJFS and DCFS offices, which for the most part are located within the City of Cleveland. There are some instances in which services are requested at the home of an individual or family. However, most interpretation requests will be completed at a County office in or near the downtown area or by using virtual platforms.

The anticipated start-completion dates are 3.1.2021 – 2.28.2023.

The primary goals of the project are:

- To improve access to benefit programs and services for LEP and hearing-impaired individuals and families.
- To increase understanding by LEP and hearing-impaired individuals of their rights and responsibilities relative to benefit programs and services.
- To reduce LEP and hearing-impaired individuals' non-compliance with program rules.
- To reduce errors/denials in benefits and services for LEP and hearing-impaired individuals and families.

The project is mandated by:

In addition to Title VI of the Civil Rights Act of 1964, there are several federal and state laws and policies that require public service agencies to provide equal access to effective communication through language services.

#### Procurement

The procurement method for this project was formal RFP. The total value of the RFP is \$1,200,000.00.

The RFP was closed on 10.28.2020. The diversity goals were set at SBE 13%, MBE at 12% and WBE at 5%.

There were 8 proposals pulled from OPD, 8 proposals submitted for review, 1 proposal approved.

#### Contractor and Project Information

US Together, Inc.

1415 E. Dublin-Granville Road, Suite 100

Columbus, Ohio 43229

Council District (N/A)

The director for the contractor/vendor is Nadia Kasvin

The address or location of the project is:

US Together, Inc.

2800 Euclid Avenue

Cleveland, Ohio 44115

The project is located in Council District 07

#### Project Status and Planning

The project reoccurs annually.

The project's term may begin prior to completion of the contract approval process due to the 3.1.2021 effective date of this mandated service. The contract originally had five departments, but at the last minute a sixth department was added, which required the contract and all supportive documentation to be modified to accommodate the additional department and corresponding funding source.

#### Funding

The project is funded 100% by Federal Temporary Assistance for Needy Families (TANF) dollars.

The schedule of payments is monthly invoices.



Office of Procurement and Diversity Tabulation Sheet

*Emily Lockshine*

REQUISITION NUMBER: 3325	TYPE: (RFB/RFP/RFQ): RFP	ESTIMATE: \$1,200,000.00
CONTRACT PERIOD: March 1, 2021 – February 28, 2023	RFB/RFP/RFQ DUE DATE: October 28, 2020	NUMBER OF RESPONSES (issued/submitted): 27/8
REQUESTING DEPARTMENT: HHS/Cuyahoga Job & Family Services	COMMODITY DESCRIPTION: Oral and Sign Language Interpretation & Written Translation	
DIVERSITY GOAL/SBE 13%	DIVERSITY GOAL/MBE 12%	DIVERSITY GOAL/WBE 5%

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Diversity Program Review: SBE / MBE / WBE	Dept. Tech. Review	Award: (Y/N)
1. ABC International Services, Inc. 31525 Aurora Road Suite 2 Solon, Ohio 44139	Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 12-3372 Planholder: <input checked="" type="checkbox"/> Yes NCA: <input checked="" type="checkbox"/> Yes COOP: <input checked="" type="checkbox"/> Yes (Not completed) OPD Buyer Initials: SSP	Subcontractor Name(s): SBE/MBE/WBE Prime: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> No Total % SBE: ___% MBE: ___% WBE: ___%		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Transaction ID:



Bidder's / Vendors Name and Address		Buyer Administrative Review:	Diversity Program Review: SBE / MBE / WBE	Dept. Tech. Review	Award: (Y/N)
			SBE/MBE/WBE Comply: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> No  SBE/MBE/WBE Comments and Initials:		

Transaction ID:



	Award: (Y/N)	Dept. Tech. Review	
3.	Compliant: <input checked="" type="checkbox"/> Yes	Diversity Program Review: SBE / MBE / WBE	Award: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Cross Road Thread Solutions 5734 Westminster Drive Solon, Ohio 44139	IG Registration Complete: <input checked="" type="checkbox"/> Yes	Subcontractor Name(s):	
	IG Number: 13-0139	SBE/MBE/WBE Prime: (Y/N)	<input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> No
	Planholder: <input checked="" type="checkbox"/> Yes	Total %	SBE: _____ % MBE: _____ % WBE: _____ %
	NCA: <input checked="" type="checkbox"/> Yes	SBE/MBE/WBE Comply: (Y/N)	<input type="checkbox"/> Yes <input type="checkbox"/> No
	COOP: <input checked="" type="checkbox"/> Yes (answer: yes)	SBE/MBE/WBE Comments and Initials:	
	OPD Buyer Initials: SSP		

Transaction ID:

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Diversity Program Review: SBE / MBE / WBE		Dept. Tech. Review	Award: (Y/N)
4. Resolute Interpreting, LLC 3550 Executive Parkway Suite 7-255 Toledo, Ohio 43606	Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> No IG Number: Not Registered Planholder: <input checked="" type="checkbox"/> Yes NCA: <input checked="" type="checkbox"/> Yes COOP: <input checked="" type="checkbox"/> Yes (answer: yes) OPD Buyer Initials: SSP	Subcontractor Name(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
		SBE/MBE/WBE Prime: (Y/N)	<input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> No		
		Total %	SBE: _____ % MBE: _____ % WBE: _____ %		
		SBE/MBE/WBE Comply: (Y/N)	<input type="checkbox"/> Yes <input type="checkbox"/> No		
		SBE/MBE/WBE Comments and Initials:			

Transaction ID:

5.	U.S. Committee for Refugees & Immigrants 2103 Clark Avenue Cleveland, Ohio 44109		<p>Compliant: <input type="checkbox"/> Yes</p> <p>IG Registration Complete: <input checked="" type="checkbox"/> No</p> <p>IG Number: Not Registered</p> <p>Planholder: <input checked="" type="checkbox"/> Yes</p> <p>NCA: <input checked="" type="checkbox"/> Yes Not Signed</p> <p>COOP: <input checked="" type="checkbox"/> Yes (answer: yes)</p> <p>OPD Buyer Initials: SSP</p>	<p>Diversity Program Review: SBE / MBE / WBE</p>	<p>Subcontractor Name(s):</p> <p>SBE/MBE/WBE Prime: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> No</p> <p>Total % SBE: <u>    </u> % MBE: <u>    </u> % WBE: <u>    </u> %</p> <p>SBE/MBE/WBE Comply: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>SBE/MBE/WBE Comments and Initials:</p>	Dept. Tech. Review	Award: (Y/N)
<p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>							

Transaction ID:

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Diversity Program Review: SBE / MBE / WBE		Dept. Tech. Review	Award: (Y/N)
6. USCRI Cleveland 2103 Clark Avenue Cleveland, Ohio 44109	<p><b>Compliant:</b> <input type="checkbox"/> Yes</p> <p>IG Registration Complete: <input checked="" type="checkbox"/> No</p> <p>IG Number: Not Registered</p> <p>Planholder: <input checked="" type="checkbox"/> Yes (Same as US Committee for Refugee &amp; Immigrants)</p> <p><b>NCA:</b> <input checked="" type="checkbox"/> Yes Not Signed</p> <p>COOP: <input checked="" type="checkbox"/> Yes (answer: yes)</p> <p>OPD Buyer Initials: SSP <i>(via supplier portal)</i></p>	Subcontractor Name(s):	<input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> No		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
		SBE/MBE/WBE Prime: (Y/N)	<input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> No		
		Total %	SBE: ___% MBE: ___% WBE: ___%		
		SBE/MBE/WBE Comply: (Y/N)	<input type="checkbox"/> Yes <input type="checkbox"/> No		
		SBE/MBE/WBE Comments and Initials:			

Transaction ID:

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Diversity Program Review: SBE / MBE / WBE		Dept. Tech. Review	Award: (Y/N)
7. US Together, Inc. 2800 Euclid Avenue Cleveland, Ohio 44115	Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 12-2881 Planholder: <input checked="" type="checkbox"/> Yes NCA: <input checked="" type="checkbox"/> Yes COOP: <input checked="" type="checkbox"/> Yes (answer: yes) OPD Buyer Initials: SSP	Subcontractor Name(s): SBE/MBE/WBE Prime: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> No Total % SBE: <u>    </u> % MBE: <u>    </u> % WBE: <u>    </u> % SBE/MBE/WBE Comply: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> No			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Bidder's / Vendors Name and Address	Buyer Administrative Review:	Diversity Program Review:		Dept. Tech. Review	Award: (Y/N)

Transaction ID:

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Diversity Program Review:	Dept. Tech. Review	Award: (Y/N)
<p>8. Vocalink, Inc., dba Vocalink Global 405 West 1<sup>st</sup> Street Dayton, Ohio 45402</p>	<p>Buyer Administrative Review: Review:</p> <p>Compliant: <input checked="" type="checkbox"/> Yes            IG Registration Complete: <input checked="" type="checkbox"/> Yes            IG Number: 20-0206            Planholder: <input checked="" type="checkbox"/> Yes            NCA: <input checked="" type="checkbox"/> Yes            COOP: <input checked="" type="checkbox"/> Yes            (answer: yes)            OPD Buyer Initials: SSP            (via supplier portal)</p>	<p>SBE / MBE / WBE</p> <p>SBE / MBE / WBE</p> <p>Subcontractor Name(s):</p> <p>SBE/MBE/WBE Prime: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> No</p> <p>Total % SBE: ___ % MBE: ___ % WBE: ___ %</p> <p>SBE/MBE/WBE Comply: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>SBE/MBE/WBE Comments and Initials:</p>		<p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>

Transaction ID:

Evaluation Summary RFP3325  
 ORAL AND SIGN LANGUAGE INTERPRETATION AND  
 WRITTEN TRANSLATION SERVICES

Program Model & Design	ABC International		Certified Interpreters		Cross Thread		Resolute Interpreting		US Committee		US Together		Vocalink	
	Score	Adj Score	Score	Adj Score	Score	Adj Score	Score	Adj Score	Score	Adj Score	Score	Adj Score	Score	Adj Score
Rate the description of the oral (in-person and telephonic) and sign language interpretation and written translation services to be provided including the ability to provide services on a large scale and in County offices, residents' homes, and occasionally to caregivers in nearby counties or other counties in Ohio.	2	1.6	2.5	2	3.5	2.8	2	1.6	3	2.4	5	4	3.5	2.8
Rate the description of the capacity to provide services within 24 hours of request, 24 hours per day, 7 days per week. The response should include organizational capacity to deliver sign language (ASL) services, in-person or remotely, within the same timeframes.	1.5	1.2	2.5	2	3.5	2.8	2	1.6	4	3.2	5	4	3	2.4
Rate the description of the languages available for interpretation and translation services in person as well as telephonically and the plan for accessing interpreters/translators for languages not commonly spoken in a timely fashion.	1.5	1.2	4	3.2	4	3.2	2	1.6	4	3.2	4	3.2	3	2.4
Rate the plan for providing quarterly (two half day sessions of same training module) to all HHS staff as well as one (1) full day of annual training to designated bi-lingual staff to increase understanding of the role and appropriate utilization of interpreters in delivery of services. An overview of the curriculum for training must be attached and labeled Appendix 1.	0	0	3	2.4	3	2.4	1	0.8	3.5	2.8	4	3.2	4	3.2
Rate the description of the plan for (1) two-day professional development training with corresponding language and interpreter proficiency testing to HHS staff seeking to become designated bi-lingual employees. An overview of the curriculum for training must be attached and labeled Appendix 1.	0	0	0	0	2	1.6	0	0	3.5	2.8	4	3.2	3.5	2.8
<b>Total Section Score (Maximum 20 points)</b>	<b>5</b>	<b>4</b>	<b>12</b>	<b>9.6</b>	<b>15</b>	<b>12.8</b>	<b>7</b>	<b>5.5</b>	<b>18</b>	<b>14.4</b>	<b>22</b>	<b>17.5</b>	<b>17</b>	<b>13.6</b>
<b>Program Management</b>														
Rate the description of the program management strategies that will be used to ensure maximum results for HHS agencies and their clients. The strategies should include how the organization will manage timely appointment scheduling for interpretation services and rapid turn-around time for translated documents.	1.5	1.9	3	3.8	4	5	2	2.5	3.5	4.4	4	5	2	2.5
Rate the description of the data system used to make and accept referrals, track services delivered, and document interpretation, sign language and translation services rendered and how this will be reported to the County. Include specific reporting details such as report content, audience, and frequency, including the elements listed in the Program Management section of the RFP. An example of the monthly report must be attached and labeled Appendix 2.	0	0	3.5	4.4	5	6.3	2	2.5	4	5	4.5	5.6	3	3.8
Rate the plan for recruiting, hiring, and training interpreters and translators, particularly speakers of less common languages and how their performance will be evaluated. Rate the organization's approach to improve performance if expectations are not met. In addition, the proposal must include how the organization will ensure interpreters adhere to the Professional Interpreter Service Standards referenced in the RFP.	2	2.5	3.5	4.4	4	5	2	2.5	4	5	4	5	3	3.8
Rate the description of the key components of the Business Continuity Plan, including all of the items listed in the RFP. NOTE: Do not include a copy of your organization's Business Continuity Plan. The selected provider must make the plan available to HHS upon award.	1.5	1.9	3.5	4.4	5	6.3	2	2.5	4	5	4	5	3	3.8
<b>Total Section Score (Maximum 25 points)</b>	<b>5</b>	<b>6</b>	<b>13.5</b>	<b>17</b>	<b>18</b>	<b>23</b>	<b>8</b>	<b>10</b>	<b>15.5</b>	<b>19</b>	<b>16.5</b>	<b>21</b>	<b>11</b>	<b>14</b>

Evaluation Summary RFP3325  
 ORAL AND SIGN LANGUAGE INTERPRETATION AND  
 WRITTEN TRANSLATION SERVICES

Organizational Capacity and Prior Experience	Score	Adj Score	Score	Adj Score	Score	Adj Score	Score	Adj Score	Score	Adj Score	Score	Adj Score	Score	Adj Score	Score	Adj Score	Score	Adj Score
Rate the description of the organization's prior experience delivering high quality, timely, sign language and oral interpretation and translation services on a large scale. Include the service goals and objectives, performance results, and if the desired outcomes were not met, an explanation of adjustments made or lessons learned.	1.5	2.5	3	5	3.5	5.8	2	3.3	3.5	5.8	4	6.6	3.5	5.8	4	6.6	3.5	5.8
Rate the description of the organization's experience and knowledge of health and human services, benefit eligibility and low income programs, and child welfare services and procedures.	1	1.7	2	3.3	3.5	5.8	2	3.3	2	3.3	2	3.3	2.5	3.3	2	3.3	2.5	4.2
Rate the explanation of any national accreditations or credentials the organization has achieved and criteria for the accreditation/credential and the findings of any recent external program evaluation or monitoring results.	1	1.7	3	5	1	1.7	0	0	1	1.7	3	5	3	5	3	5	3	5
<b>Total Section Score (Maximum 25 points)</b>	<b>3.5</b>	<b>6</b>	<b>8</b>	<b>13</b>	<b>8</b>	<b>13</b>	<b>4</b>	<b>7</b>	<b>6.5</b>	<b>11</b>	<b>9</b>	<b>15</b>	<b>9</b>	<b>15</b>	<b>9</b>	<b>15</b>	<b>9</b>	<b>15</b>
<b>Internal Evaluation and Accountability</b>	<b>Score</b>	<b>Adj Score</b>	<b>Score</b>	<b>Adj Score</b>	<b>Score</b>	<b>Adj Score</b>	<b>Score</b>	<b>Adj Score</b>	<b>Score</b>	<b>Adj Score</b>	<b>Score</b>	<b>Adj Score</b>	<b>Score</b>	<b>Adj Score</b>	<b>Score</b>	<b>Adj Score</b>	<b>Score</b>	<b>Adj Score</b>
Rate the description of the indicators, benchmarks and performance measures for this project, and a full rationale for targeting these measures. Responses should include both the indicators described on page 13 and quality customer service indicators.	1	1	4	4	2	2	1	1	4	4	3.5	4	3.5	4	4	4	4	4
Rate the description of the quality assurance activities that will be engaged to ensure high quality interpretation and translations services are being delivered (for example, review of translated documents, professional training for interpreters, etc.). A description of the approach to continuous quality improvement if program goals are not met must be included in the response.	1	1	4	4	1	1	2	2	3	3	4	4	3.5	4	4	4	3.5	3.5
Rate the tools and methods in place to measure customer satisfaction with both interpretation and translation services, and a plan for reporting customer satisfaction to HHS and utilizing satisfaction data for program improvements. A copy of the survey should be attached and labeled Appendix 3.	1	1	3	3	2.5	2.5	2	2	3	3	4	4	4	4	4	4	4	4
<b>Total Section Score (Maximum 15 points)</b>	<b>3</b>	<b>3</b>	<b>11</b>	<b>11</b>	<b>5.5</b>	<b>5.5</b>	<b>5</b>	<b>5</b>	<b>10</b>	<b>10</b>	<b>11.5</b>	<b>11.5</b>	<b>11.5</b>	<b>11.5</b>	<b>11.5</b>	<b>11.5</b>	<b>11.5</b>	<b>11.5</b>
<b>Program Budget and Narrative</b>	<b>Score</b>	<b>Adj Score</b>	<b>Score</b>	<b>Adj Score</b>	<b>Score</b>	<b>Adj Score</b>	<b>Score</b>	<b>Adj Score</b>	<b>Score</b>	<b>Adj Score</b>	<b>Score</b>	<b>Adj Score</b>	<b>Score</b>	<b>Adj Score</b>	<b>Score</b>	<b>Adj Score</b>	<b>Score</b>	<b>Adj Score</b>
Rate the completed budget (Attachment 1) and budget narrative (Attachment 2). The narrative should thoroughly and adequately describe the budgeting approach to support program management, program implementation and proposed unit prices. The budget and narrative should be attached and labeled as Appendix 5.	2	4	4	8	4	8	1	2	2	4	4.5	9	3	6				
Rate the plan for leveraging other funding and sources of financial support. While not required, proposals that demonstrate additional financial leveraging may be scored higher.	0.5	0.5	3	3	2	2	0	0	0	0	2	2	1	1				
<b>Total Section Score (Maximum 12 points)</b>	<b>2.5</b>	<b>4.5</b>	<b>7</b>	<b>11</b>	<b>6</b>	<b>10</b>	<b>1</b>	<b>2</b>	<b>2</b>	<b>4</b>	<b>6.5</b>	<b>11</b>	<b>4</b>	<b>7</b>				
<b>Total Evaluation Score (Maximum 102 points)</b>	<b>19</b>	<b>24</b>	<b>51.5</b>	<b>62</b>	<b>53.5</b>	<b>64</b>	<b>25</b>	<b>29</b>	<b>52</b>	<b>59</b>	<b>65.5</b>	<b>76</b>	<b>52.5</b>	<b>61</b>				

**Review Team Members:** Aida Idriguez Norris Johnson, Emily Lockshine, Milica Maimone, Carletta McCoy, Tiffany McQueen, Cacy Pena, Jo-Anna Pugh-Fitzpatrick, Shepthen Rusnak, Nancy Sidell, Christian Tobin, Niambi Watkins



## CONTRACT EVALUATION FORM

<b>Contractor</b>	US Together, Inc.
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#: RQ#</b>	CE1700145-01 WT-17-39447  3325
<b>Time Period of Original Contract</b>	9.1.2017-8.31.2018
<b>Background Statement</b>	For almost a decade, Cuyahoga County has made available oral and sign language interpretation and document translation services in order to provide meaningful access to all individuals applying for, participating in, or receiving services/benefits administered under the Cuyahoga County Department of Health and Human Services, its contractors and/or vendors. The County has provided both in person and oral interpretation, manual/sign language and telephonic interpretation services as well as written translation services through competitively procured contracts on a fee for service basis.
<b>Service Description</b>	To offer credible, timely, high quality, professional language interpretation and translation services that will address the issue of “equal access” for limited English proficient individuals.
<b>Performance Indicators</b>	<ul style="list-style-type: none"> <li>• Capacity to meet demand for interpretation and translation</li> <li>• Low error rates for written translation service</li> <li>• Low cancellation rates for interpretation service</li> <li>• On-time delivery of interpretation and translation services</li> <li>• Rapid emergency response time for both on site and telephonic interpretation services</li> <li>• Rapid rates of connection for telephone interpretation</li> <li>• Timely and effective complaint resolution</li> <li>• High customer satisfaction rates</li> </ul>
<b>Actual Performance versus performance indicators (include statistics):</b>	US Together continues to provide high quality interpretation and translation services; meeting and/or exceeding expectations. This provider has responded to our needs in providing services online while coordinating efforts to maintain positive economic impact for local interpreters to remain active via various online meeting platforms utilized by HHS agencies. Statistically during Q1-Q3 the provider has performed at 100% of the majority of performance indicators while remaining flexible in meeting service needs during the COVID-19 quarantine period.

<b>Rating of Overall Performance of Contractor</b>	<b>Superior</b>	<b>Above Average</b>	<b>Average</b>	<b>Below Average</b>	<b>Poor</b>
<b>Select One (X)</b>		X			
<b>Justification of Rating</b>	US Together, Inc. is currently meeting program expectations. Overall, County's staff is pleased with timeliness and quality of translation and interpretation services. DCAP staff continues to work with the vendor to ensure high level of responsiveness and quality of services for our customers.				
<b>Department Contact</b>	Christian Tobin				
<b>User Department</b>	Division of Contract Administration and Performance				
<b>Date</b>	2/9/2021				

# County Council of Cuyahoga County, Ohio

## Resolution No. R2021-0071

Sponsored by: <b>County Executive Budish/Department of Health and Human Services/Division of Community Initiatives/Office of Homeless Services</b>	<b>A Resolution</b> authorizing an amendment to Contract No. 347 with Emerald Development and Economic Network, Inc. for the Rapid Re-Housing Program for homeless individuals and families for the period 1/1/2018 – 12/31/2020 to extend the time period to 12/31/2021 and for additional funds in the amount not-to-exceed \$2,166,724.90; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Executive/Department of Health and Human Service/Division of Community Initiatives/Office of Homeless Services has recommended an amendment to Contract No. 347 with Emerald Development and Economic Network, Inc. for the Rapid Re-Housing Program for homeless individuals and families for the period of 1/1/2018 – 12/31/2020 to extend the period to 12/31/2021 and for additional funds in the amount not-to-exceed \$2,166,724.90; and

WHEREAS, the primary goals of this project are to continue to a) provide short term rental assistance; and b) move people from homelessness into housing quickly while providing supportive services; and

WHEREAS, this project is funded by (a) 40% (\$860,000.00) Ohio Development Services Agency, Homeless Crisis Response Program Grant Award; (b) 38% (\$819,924.90) City of Cleveland, Emergency Solutions Grant FY2020 “Regular” Entitlement Funds and (c) 22% (\$486,800) Ohio Development Services Agency, Emergency Solutions Grant Coronavirus Relief Act; and

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

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

**SECTION 1.** That the Cuyahoga County Council hereby authorizes an amendment to Contract No. 347 with Emerald Development and Economic Network, Inc. for the Rapid Re-Housing Program for homeless individuals and families for the



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

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

OHS HO-17-40092 Emerald Development and Economic Network, Inc. (EDEN) Contract Amendment 5 for Rapid Rehousing.

Scope of Work Summary

OHS requesting approval of Contract Amendment #5 with EDEN, Inc. for the anticipated cost of \$2,166,724.90 and to extend the term through 12/31/2021.

The Rapid Re-Housing (RRH) Program is a short-term rental assistance program that enables homeless persons and families to move into housing quickly while providing supportive services during the rent subsidy period to help stabilize the household. The core components of RRH are as follows: Housing Location and Inspection, Rental Assistance, and RRH Case Management. Activities include recruiting landlords, matching clients with available units, inspections, rent reasonable tests, subsidy payments to landlords and ongoing support services to participants while on the program.

The term is being extended through 12/31/2021.

Original	\$716,955.00	R2017-0218	11/28/17
Amend 1	\$479,536.00	BC2018-645	9/24/18
Amend 2	\$1,667,615.00	R2018-0223	11/27/18
Amend 3	\$630,826.00	R2019-0154	7/23/19
Amend 4	\$1,391,325	R2019-259	12/17/2019
Amend 5	\$2,166,724.90	Pending	

The primary goals of the project are to:

- a) Move households quickly from shelter to permanent housing.
- b) Assure that the household will be able to sustain their rent after the subsidy ends.
- c) Link households with other services in the community to promote housing stability.

Procurement

The procurement method for this project was a formal RFP in 2017. The value of the RFP was \$716,955.00. The contract began 1/1/2018.

The RFP was closed on 7/21/17.

There was 1 proposal pulled from OPD, 1 proposal submitted for review, and 1 proposal approved.

Contractor and Project Information

Emerald Development and Economic Network, Inc.  
7812 Madison Ave  
Cleveland OH 44102

The (owners, executive director, other) for the contractor/vendor is Elaine Gimmel, Executive Director

Project Status and Planning

The project is ongoing; the amendment adds awarded grant dollars to continue the program.

The project is on a critical action path because the current contract expired on 12/31/2020.

The project's term has already begun, as of 1/1/2021.

**Funding**

The amendment is funded by the following:

- 40% (\$860,000) - Ohio Development Services Agency, Homeless Crisis Response Program Grant Award
- 38% (\$819,924.90) - City of Cleveland, Emergency Solutions Grant FY2020 "Regular" Entitlement Funds
- 22% (\$486,800) - Ohio Development Services Agency, Emergency Solutions Grant Coronavirus Relief Act

The schedule of payments is monthly by invoice.

The project is the fifth (#5) amendment to the contract. This amendment adds funds and extends the term.

**The Amendment history is:**

Original	\$716,955.00	R2017-0218	11/28/17
Amend 1	\$479,536.00	BC2018-645	9/24/18
Amend 2	\$1,667,615.00	R2018-0223	11/27/18
Amend 3	\$630,826.00	R2019-0154	7/23/19
Amend 4	\$1,391,325.00	R2019-259	12/17/2019

## Office of Procurement and Diversity – Required Documents Checklist

Upload as “word” document in OnBase Document Management

Infor/Lawson RQ#:	N/A
Buyspeed RQ# (if applicable):	RQ40092
Infor/Lawson PO# Code (if applicable):	CE1700230-03
CM Contract#	347

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

Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Why is the amendment being submitted late?	Reduced staffing and insurance/risk management meetings slowed process. Receipt of ESG funding from Cleveland significantly delayed.	
What is being done to prevent this from reoccurring?	Start the process earlier	

TAC Required:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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Contract Amendments					Department initials	OPD
Justification Form					ER	
IG#	20-0161 REG exp 12/31/2024				ER	
Annual Non-Competitive Bid Contract Statement	Date:	1/19/2021			ER	
Debarment/Suspension Verified	Date:	1/14/2021			ER	
Auditor’s Finding	Date:	1/14/2021			ER	
Vendor’s Submission					N/A	
W-9 – <i>if required</i>	Tax ID#	34-1667990	Date:	8/3/2020	ER	
Independent Contractor (I.C.) Requirement		Date:	8/3/2020		ER	
Amendment and Exhibits					ER	
Cover - <i>Master amendments only</i>					N/A	
Contract Evaluation					ER	
Matrix Law Screen shot (documenting approval of Contract Amendment; COI; Workers’ Compensation Certificate; Bid Guaranty and Contract Bond)					ER	
COI - <i>*To be reviewed by the Department of Law. *OPD Buyer to check for attachment; not for compliance.</i>					ER	
Workers’ Compensation Insurance - <i>*To be reviewed by the Department of Law. *OPD Buyer to check for attachment; not for compliance.</i>					ER	
Original Executed Contract ( <i>containing insurance terms</i> ) AND any and all executed amendments to the contract - <i>*To be reviewed by the Department of Law.</i>					Uploaded as part of conversion	
Checklist Verification					ER	

Other documentation may be required depending upon your specific item



## Office of Procurement and Diversity – Required Documents Checklist

Upload as “word” document in OnBase Document Management

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

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
01/01/2020 – 12/31/2020	HS220100	55130	S-L-17-1DD-2	\$660,000.00
11/01/2020 – 12/31/2020	HS220120	55130	HS-20-CLE-ESG	\$23,918.00
7/23/2020 – 12/31/2020	HS220140	55130	HS-20-RRHCOVID	\$81,134.00
01/01/2021 – 12/31/2021	HS220100	55130	S-L-17-1DD-2	\$200,000.00
01/01/2021 – 12/31/2021	HS220120	55130	HS-20-CLE-ESG	\$796,006.90
01/01/2021 – 10/31/2021	HS220140	55130	HS-20-RRHCOVID	\$405,666.00
			<b>TOTAL</b>	<b>\$2,166,724.90</b>

<b>Current Contract History</b> CE/AG# (if applicable)	CE1700230
<b>Infor/Lawson PO# Code</b> (if applicable)	CE1700230-03 CONV
<b>BuySpeed or Lawson RQ#</b> (if applicable)	40092
<b>CM Contract#</b>	347

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$716,955.00		1/1/18-12/31/18	11/28/17	BC2017-0218
<b>Prior Amendment Amounts</b> (list separately)	<b>#1</b>	\$479,536.00	12/31/2018	9/24/18	BC2018-645
	<b>#2</b>	\$1,667,615.00	12/31/19	11/27/18	R2018-0223
	<b>#3</b>	\$630,826.00	12/31/19	7/23/19	R2019-0154
	<b>#4</b>	\$1,391,325.00	12/31/2020	12/17/19	R2019-259
<b>Pending Amendment</b>	<b>#5</b>	\$2,166,724.90	12/31/2021	Pending	
<b>Total Amendments</b>		\$6,336,026.90			
<b>Total Contact Amount</b>		\$7,052,981.90			

### OPD Use Only:

Prior Resolutions:	
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## **Office of Procurement and Diversity – Required Documents Checklist**

Upload as “word” document in OnBase Document Management

Amend:	
Vendor Name:	
ftp:	
Amount:	
History/CE:	
EL:	
Procurement Notes:	

OPD Buyer approval:

## CONTRACT EVALUATION FORM

<b>Contractor</b>	Emerald Development and Economic Network, Inc.				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	CE1700230				
<b>RQ#</b>	40092				
<b>Time Period of Original Contract</b>	1/01/18-12/31/18				
<b>Background Statement</b>	The vendor was awarded a contract to implement the Rapid Re-Housing Program through an RFP process conducted in 2017.				
<b>Service Description</b>	Rapid Re-Housing provides short term rental assistance to persons experiencing a housing crisis and who are literally homeless. Services include Housing Location, inspection, rent assistance, and follow up case management to support stability after the rent assistance ends.				
<b>Performance Indicators</b>	Number of households assisted annually; reduced returns to shelter; length of time from RRH referral to move out to permanent housing.				
<b>Actual Performance versus performance indicators (include statistics):</b>	450 households received rent assistance in 2019. The length of shelter stay for most households was between 50 and 60 days. Approximately 18% of households return to shelter within 2 years.				
<b>Rating of Overall Performance of Contractor</b>	<b>Superior</b>	<b>Above Average</b>	<b>Average</b>	<b>Below Average</b>	<b>Poor</b>
<b>Select One (X)</b>		X			
<b>Justification of Rating</b>	EDEN coordinates the RRH program with all shelter providers and the specific sub-populations of youth, families, single adults, and unsheltered persons. In addition to the front-end process of linking people with housing, EDEN coordinates the RRH case management services provided to households once they are housed.				
<b>Department Contact</b>	Melissa Sirak				
<b>User Department</b>	Office of Homeless Services				
<b>Date</b>	1/20/21				

# County Council of Cuyahoga County, Ohio

## Resolution No. R2021-0072

Sponsored by: <b>County Executive Budish/Department of Health and Human Services/Division of Community Initiatives/Office of Homeless Services</b>	<b>A Resolution</b> making an award on RQ3914 with Mental Health Services for Homeless Persons, Inc. dba Frontline Service in the amount not-to-exceed \$1,422,933.00 for temporary housing for single adults and youth at North Point Transitional Housing, located at 1550 Superior Avenue, Cleveland, for the period of 01/01/2021 – 12/31/2021; 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 Budish/Department of Health and Human Services/Division of Community Initiatives/Office of Homeless Services has recommended an award on RQ3914 with Mental Health Services for Homeless Persons, Inc. dba Frontline Service in the amount not-to-exceed \$1,422,933.00 for temporary housing for single adults and youth at North Point Transitional Housing, located at 1550 Superior Avenue, Cleveland, for the period of 01/01/2021 – 12/31/2021; and

WHEREAS, the primary goal for this project is to provide safe, high quality, temporary housing services for single adults and youth in Cuyahoga County; and

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

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

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

**SECTION 1.** That the Cuyahoga County Council hereby makes an award on RQ3914 with Mental Health Services for Homeless Persons, Inc. dba Frontline Service in the amount not-to-exceed \$1,422,933.00 for temporary housing for single adults and youth at North Point Transitional Housing, located at 1550 Superior Avenue, Cleveland, for the period of 01/01/2021 – 12/31/2021.



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

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

Office of Homeless Services – RQ3914 – 2021 Contract for Emergency Shelter for Single Adults and Youth.

Scope of Work Summary

Office of Homeless Services requesting a contract for Emergency Shelter Services with Mental health Services for Homeless Persons, Inc. dba FrontLine Service. The term of the contract funded through the Alternative Procurement process is January 1, 2021 through December 31, 2021, in the amount of \$1,422,933.00.

The project is not new to the county:

Original Contract	R2017-0237	12/12/17
Amend 1	BOC2018-274	4/30/18
Amend 2	R2018-0239	11/27/18
Amend 3	R2019-0293	1/14/20

FrontLine Service operates North Point, located at 1550 Superior Avenue, which serves single adults and youth aged 18-24 years. Residential services are provided 24-hours/day, 7 days a week. The program provides for basic material needs such as hygiene products, clothing, laundry services, and three meals a day. Residents will be able to use the shelter as their mailing address to receive personal mail. The North Point program provides bus tickets to clients as needed.

The program focuses on individuals with high barriers to housing stability and provides wraparound support for the young adults served. North Point case managers provide linkage to services that will assist clients to secure permanent housing and achieving self-sufficiency through a “housing first” model. These services include: assistance with benefits applications; employment services including job applications and resume building, interview prep, and enrollment in job training, GED, or higher education programs; referrals to individual/family and group psychotherapy services; advocacy and support around involvement with the legal system; physical and psychiatric care; and childcare services.

The primary goals of the Emergency Shelter program are to:

- a) Provide safe, trauma informed, low barrier, emergency shelter;
- b) Develop and implement a permanent housing plan with each person;
- c) Link clients with community services to secure sustainable income and physical and behavioral health services.

Procurement

An alternative procurement process was approved on by the Board of Control on November 2, 2020 (BC2020-592).

Contractor and Project Information

FrontLine Service  
1744 Payne Ave.  
Cleveland, Ohio 44114  
Council District 7

The executive director for the contractor is Susan Neth, (216) 274-3000

The address or location of the project is:

North Point Temporary Housing  
1550 Superior Avenue  
Cleveland, Ohio 44114  
The project is located in Council District 7

**Project Status and Planning**

The project operates 365 days/year.

The project is on a critical action path because the current contract expired 12/31/2020.

The project's term has already begun, as of 1/1/2021. There was a delay in the procurement process due to the switch from amendment to alternate procurement, which required BOC approval.

**Funding**

The project is funded 100% by the Cuyahoga County Health and Human Services Levy.

The schedule of payments is monthly.



## Office of Procurement and Diversity – Required Documents Checklist

Upload as “word” document in OnBase Document Management

Infor/Lawson RQ#:	3914
Buyspeed RQ# (if applicable):	N/A
Infor/Lawson PO# Code (if applicable):	N/A
CM Contract#	858

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

Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Why is the contract being submitted late?	OHS staffing shortage, conversion from amendment to alt procurement	
What is being done to prevent this from reoccurring?	Will start process sooner	

TAC Required:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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❖ **UNLESS THE DOCUMENT HAS CONVERTED OVER FROM THE EVENT THEN THE BELOW LISTED DOCUMENTS MUST BE UPLOADED TO THE PO IN PO 20 FOR REVIEW BY CONTRACTING AUTHORITY**

<b>OTHER THAN FULL AND OPEN COMPETITION RFP Exemptions (Contract)</b>						
<b>FrontLine Service- North Point</b>				<b>Department initials</b>	<b>OPD</b>	
Justification Form				ER		
IG#	12-1897 exp 12/31/23			ER		
Annual Non-Competitive Bid Contract Statement	Date:	1/11/21		ER		
Debarment/Suspension Verified	Date:	1/26/21		ER		
Auditor’s Finding	Date:	1/26/21		ER		
Vendor’s Submission				ER		
W-9 – <i>if required</i>	Tax ID#	34-1607734	Date:	12/16/20	ER	
Independent Contractor (I.C.) Requirement			Date:	7/20/20	ER	
Agreement/Contract and Exhibits				ER		
Cover - <i>Master contracts only</i>				N/A		
Contract Evaluation – <i>if required</i>				ER		
Matrix Law Screen shot ( <i>documenting approval of Contract; COI and Workers’ Compensation Certificate</i> )				ER- Legal approval references original title of Matrix matter, which started as an amendment before being converted to an alt procurement contract		
COI - <i>*To be reviewed by the Department of Law. *OPD Buyer to check for attachment; not for compliance.</i>				ER		

## Office of Procurement and Diversity – Required Documents Checklist

Upload as “word” document in OnBase Document Management

Workers’ Compensation Insurance - <i>*To be reviewed by the Department of Law.</i> <i>*OPD Buyer to check for attachment; not for compliance.</i>	ER	
Checklist Verification	ER	

Other documentation may be required depending upon your specific item

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

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
1/1/2021 – 12/31/2021	HS255120	55130	UCH0000	\$1,422,933.00
			<b>TOTAL</b>	<b>\$1,422,933.00</b>

<b>Current Contract History:</b> CE/AG# (if applicable)	CE1700281
<b>Infor/Lawson PO#:</b>	CE1700281-01 CONV
<b>BuySpeed or Lawson RQ#</b> (if applicable)	40338

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$1,222,933.00		1/1/18 - 12/31/18	12/12/17	R2017-0237
<b>Prior Amendment Amounts</b> (list separately)		\$200,000.00		4/30/18	BOC2018-274
		\$1,422,933.00	12/31/19	11/27/18	R2018-0239
		\$1,422,933.00	12/31/20	1/14/20	R2019-0293
<b>Pending Amendment</b>		\$			
<b>Total Amendments</b>		\$3,045,986.00			
<b>Total Contact Amount</b>		\$4,268,979.00			

### OPD Use Only:

Prior Resolutions:	
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## **Office of Procurement and Diversity – Required Documents Checklist**

Upload as “word” document in OnBase Document Management

PO#:	
Vendor Name:	
ftp:	
Amount:	
History/CE:	
EL:	
Procurement Notes:	

OPD Buyer approval:

## CONTRACT EVALUATION FORM

<b>Contractor</b>	Mental Health Services for Homeless Persons, Inc. DBA FrontLine Service				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	CE1700281				
<b>RQ#</b>	40338				
<b>Time Period of Original Contract</b>	1/1/2018 – 12/31/2018				
<b>Background Statement</b>	North Point was developed to address the needs of homeless individuals with high barriers to housing stability who did not qualify for Permanent Supportive Housing services. The program has the capacity to provide approximately emergency shelter for 150 single adults and youth. North Point provides basic needs and individualized, trauma-informed activities designed to assist them with the transition to permanent housing.				
<b>Service Description</b>	<p>North Point's individualized approach to transitional housing services includes housing plan development, assistance with economic self-sufficiency, and assistance with self-care.</p> <p>North Point also provides an array of residential services including daily meals, personal care and hygiene items, as well as bus tickets as needed.</p>				
<b>Performance Indicators</b>	Exits to permanent housing, receipt of noncash benefits, self-sufficiency through income, education or training, recidivism, client satisfaction.				
<b>Actual Performance versus performance indicators (include statistics):</b>	Since May 2017, the shelter has been at 100% capacity on a daily basis and exits to permanent housing have been within the 30-60 day time frame.				
<b>Rating of Overall Performance of Contractor</b>	<b>Superior</b>	<b>Above Average</b>	<b>Average</b>	<b>Below Average</b>	<b>Poor</b>
<b>Select One (X)</b>			x		
<b>Justification of Rating</b>	Based on performance data, North Point has met the contractual expectations set by the Office of Homeless Services.				
<b>Department Contact</b>	Melissa Sirak				
<b>User Department</b>	Office of Homeless Services				
<b>Date</b>	12/3/2020				

# County Council of Cuyahoga County, Ohio

## Resolution No. R2021-0073

<p>Sponsored by: <b>County Executive Budish/Department of Health and Human Services/Division of Community Initiatives/Office of Homeless Services</b></p>	<p><b>A Resolution</b> making an award on RQ3916 with Young Women’s Christian Association of Greater Cleveland, Ohio (YMCA) in the amount not-to-exceed \$2,751,793.00 for operation and case management services at the Norma Herr Women’s Shelter, located at 2227 Payne Avenue, Cleveland, for the period 1/1/2021 – 12/31/2021; authorizing the County Executive to execute Contract No. 769 and all other documents consistent with said award and this Resolution, and declaring the necessity that this Resolution become immediately effective.</p>
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WHEREAS, the County Executive/Department of Health and Human Services/Division of Community Initiatives/Office of Homeless Services has recommended an award on RQ3916 with Young Women’s Christian Association of Greater Cleveland, Ohio (YMCA) in the amount not-to-exceed \$2,751,793.00 for operation and case management services at the Norma Herr Women’s Shelter, located at 2227 Payne Avenue, Cleveland, for the period 1/1/2021 – 12/31/2021; and

WHEREAS, the primary goal of this project is to provide operation and case management services for the Norma Herr Women’s Shelter, located at 2227 Payne Avenue, Cleveland; and

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

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

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

**SECTION 1.** That the Cuyahoga County Council hereby makes an award on RQ3916 with Young Women’s Christian Association of Greater Cleveland, Ohio (YMCA) in the amount not-to-exceed \$2,751,793.00 for operation and case management services at the Norma Herr Women’s Shelter, located at 2227 Payne Avenue, Cleveland, for the period 1/1/2021 – 12/31/2021.



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

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

Office of Homeless Services – RQ3916 – 2020 – ALTERNATIVE PROCUREMENT PROCESS – Emergency Shelter for Single Adult Women.

Scope of Work Summary

Office of Homeless Services requesting a Contract for Emergency Shelter Services to the Young Women’s Christian Association of Greater Cleveland dba YWCA in the amount of \$2,751,793.00. The term of the contract is January 1, 2021 through December 31, 2021.

This project is not new to the county:

Original contract	R2018-0064	4/10/2018
Amend 1	R2018-0240	11/27/2018
Amend 2	R2019-0294	1/14/2020

YWCA Greater Cleveland operates Norma Herr Women’s Center 24 hours per day, 365 days per year. Outside of pandemic distancing requirements, the shelter can accommodate up to 226 people in 172 regular beds and 54 overflow beds or mats.

Guests are assigned to a designated sleeping area and provided with a set of clean linen and a private locker for storage of their personal belongings. Showers and restrooms are available to guests 24 hours a day. The program will provide basic material needs such as hygiene products, clothing and three meals a day. NHWC guests will be able to use the shelter as their mailing address to receive personal mail.

New guests meet one-on-one with a Case Manager (Housing Navigator) within two business days of program entry to begin working toward securing permanent housing as soon as possible. Other on-site guest services include a triage process to streamline and prioritize access to additional services that potentially may negatively impact guest’s ability to retain housing. Such services include an on-site physical health clinic, benefit bank services, tenancy education programs, legal clinics, life-skill classes, employment resources, and mental health and substance abuse services.

The primary goals of the Emergency Shelter program are to:

- a) Provide safe, trauma informed, low barrier, emergency shelter;
- b) Develop and implement a permanent housing plan with each person;
- c) Link clients with community services to secure sustainable income and physical and behavioral health services.

Procurement

An alternative procurement process was approved on by the Board of Control on November 2, 2020 (BC2020-593).

Contractor and Project Information

YWCA of Greater Cleveland

4019 Prospect Ave.

Cleveland, Ohio 44103

Council District 7

The executive director for the contractor is Margaret Mitchell, (216) 881-6878



The address or location of the project is:  
Norma Herr Women's Shelter  
2227 Payne Avenue  
Cleveland, Ohio 44114  
The project is located in Council District 7

**Project Status and Planning**  
The project operates 365 days/year.

The project is on a critical action path because the current contract expires 12/31/2020.  
The project's term has already begun, effective 1/1/2021.

**Funding**  
The project is funded 100% by the Cuyahoga County Health and Human Services Levy.  
The schedule of payments is monthly.

## Office of Procurement and Diversity – Required Documents Checklist

Upload as “word” document in OnBase Document Management

Infor/Lawson RQ#:	3916 / Event 393
Buyspeed RQ# (if applicable):	N/A
Infor/Lawson PO# Code (if applicable):	N/A
CM Contract#	769

	<b>Department initials</b>	<b>Clerk of the Board</b>
Briefing Memo	MS	Attached

<b>Late Submittal Required:</b>	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Why is the contract being submitted late?	Switched from amendment to alternate procurement and had to wait for approval, OHS staffing changes	
What is being done to prevent this from reoccurring?	Plan to RFP for next contract	

TAC Required:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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❖ **UNLESS THE DOCUMENT HAS CONVERTED OVER FROM THE EVENT THEN THE BELOW LISTED DOCUMENTS MUST BE UPLOADED TO THE PO IN PO 20 FOR REVIEW BY CONTRACTING AUTHORITY**

OTHER THAN FULL AND OPEN COMPETITION						
RFP Exemptions (Contract)						
<b>YWCA of Greater Cleveland- Norma Herr Women’s Center</b>			<b>Department initials</b>	<b>OPD</b>		
Justification Form			ER	Q.1 – missing total amount of purchase, signature needs to be updated, Revised uploaded OK		
IG#	12-3874 exp 12/31/2022 12-3784		ER	OK		
Annual Non-Competitive Bid Contract Statement	Date:	1/12/21	ER	Missing – uploaded OK		
Debarment/Suspension Verified	Date:	2/3/21	ER	OK		
Auditor’s Finding	Date:	2/3/21	ER	OK		
Vendor’s Submission			ER	Signed Contract OK		
W-9 – if required	Tax ID#	34-0714800	Date:	7/29/20 1/12/21	ER	OK
Independent Contractor (I.C.) Requirement			Date:	7/29/20 7/15/20	ER	OK
Agreement/Contract and Exhibits			ER	OK		
Cover - Master contracts only			N/A	N/A		
Contract Evaluation – if required			ER	OK		
Matrix Law Screen shot (documenting approval of Contract; COI and Workers’ Compensation Certificate)			ER	OK		
COI - *To be reviewed by the Department of Law.			ER	Attached		

## Office of Procurement and Diversity – Required Documents Checklist

Upload as “word” document in OnBase Document Management

<i>*OPD Buyer to check for attachment; not for compliance.</i>		
Workers’ Compensation Insurance - <i>*To be reviewed by the Department of Law.</i>	ER	Attached
<i>*OPD Buyer to check for attachment; not for compliance.</i>		
Checklist Verification	ER	OK

Other documentation may be required depending upon your specific item

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

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
1/1/2021 – 12/31/2021	HS255210	55130	UCH00000	<b>\$2,751,793.00</b>
			<b>TOTAL</b>	<b>\$2,751,793.00</b>

<b>Current Contract History:</b>	CE1800167
<b>CE/AG# (if applicable)</b>	
<b>Infor/Lawson PO#:</b>	CE1800167-01 CONV
<b>BuySpeed or Lawson RQ# (if applicable)</b>	N/A

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	<b>\$1,936,749.00</b>		<b>5/1/18 - 12/31/18</b>	<b>4/10/18</b>	<b>R2018-0064</b>
<b>Prior Amendment Amounts (list separately)</b>		<b>\$2,850,000.00</b>	<b>12/31/19</b>	<b>11/27/18</b>	<b>R2018-0240</b>
		<b>\$2,751,793.00</b>	<b>12/31/20</b>	<b>1/14/20</b>	<b>R2019-0294</b>
		<b>\$</b>			
<b>Pending Amendment</b>		<b>\$</b>			
<b>Total Amendments</b>		<b>\$5,601,793.00</b>			
<b>Total Contact Amount</b>		<b>\$7,538,542.00</b>			

**OPD Use Only:**

## **Office of Procurement and Diversity – Required Documents Checklist**

Upload as “word” document in OnBase Document Management

Prior Resolutions:	R2019-0294, R2018-240, R2018-0064
Contract #:	769
Vendor Name:	Young Women’s Christian Association of Cleveland dba YWCA Greater Cleveland
ftp:	1/1/2021 – 12/31/2021
Amount:	\$2,751,793.00 mm
History/CE:	OK
EL:	OK
Procurement Notes:	Alternate Procurement approved for award recommendation (BC2020-593) for 1/1/2021 – 12/31/2021 for NTE \$2,751,793.00 for Norma Herr Women’s Shelter. Annual Non-Competitive Bid Form is missing. TN 2/9/21

OPD Buyer approval: OK to proceed to BOC queue for approval. TN 2/11/21

## CONTRACT EVALUATION FORM

<b>Contractor</b>	YWCA of Greater Cleveland				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	CE1800167-01				
<b>RQ#</b>	40102				
<b>Time Period of Original Contract</b>	5/01/2018 -12/31/2018				
<b>Background Statement</b>	The YWCA manages the Norma Herr Women’s Center (NHWC), a 173 bed Emergency Shelter for Single Women located at 2227 Payne Avenue. The goal of the emergency shelter program in Cuyahoga County is to eliminate street homelessness by providing high quality temporary shelter and access to services focused on returning persons to permanent housing as quickly as possible.				
<b>Service Description</b>	Services include development of an individualized housing plan, assessment and linkages to physical and mental health services, benefit eligibility assessment, and assistance with obtaining employment, education and/or training. Residents also receive basic services while in shelter, including nutritious meals, showers, laundry, lockers, telephones, and mail distribution. Engagement with the Cleveland Mediation Center is available for unresolved grievances.				
<b>Performance Indicators</b>	Number of persons served; Exits to permanent housing; Average Length of Stay; Client Grievance Resolution.				
<b>Actual Performance versus performance indicators (include statistics):</b>	YWCA provided shelter for over 1,582 unduplicated individuals over the previous 12-month period, with 34% exiting to a permanent housing option. The average length of stay remains at 76 days due to challenges due to the pandemic. YWCA has managed Client Grievances appropriately over the past 12 months.				
<b>Rating of Overall Performance of Contractor</b>	<b>Superior</b>	<b>Above Average</b>	<b>Average</b>	<b>Below Average</b>	<b>Poor</b>
<b>Select One (X)</b>		x			
<b>Justification of Rating</b>	YWCA provides a client centered shelter; anticipates and accommodates the needs of the populations accessing shelter with empathy and responsiveness.				
<b>Department Contact</b>	Melissa Sirak				
<b>User Department</b>	Office of Homeless Services				
<b>Date</b>	12/4/20				

# County Council of Cuyahoga County, Ohio

## Resolution No. R2021-0074

Sponsored by: <b>County Executive Budish</b>	<b>A Resolution</b> confirming the County Executive’s reappointment of Gordon Friedman to serve on the Cuyahoga County Public Defender Commission for the term 1/1/2021 – 12/31/2024 and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the Cuyahoga County Public Defender Commission was created pursuant to the provisions of ORC Section 120.13; and

WHEREAS, the powers and duties of the Cuyahoga County Public Defender Commission are established pursuant to ORC Section 120.14, which include: recommending an annual operating budget of the office of the County Public Defender, establishing operational standards of the office of the County Public Defender, and determining the qualifications and size of the supporting staff of the office in an effort to provide essential legal representation to indigent persons in the County; and

WHEREAS, pursuant to ORC Section 120.13, the Cuyahoga County Public Defender Commission shall have five members with a term of office of four years; and

WHEREAS, the Cuyahoga 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, County Executive Armond Budish has nominated Gordon Friedman to serve on the Cuyahoga County Public Defender Commission for the term 1/1/2021 – 12/31/2024; and

WHEREAS, this Council by a vote of at least eight (8) members determines that it is necessary that this Resolution become immediately effective in order that 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 RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**





March 1, 2021

Pernel Jones, Jr., President  
Cuyahoga County Council  
Cuyahoga County Administration Building  
2079 E.9th, 8th Floor  
Cleveland, OH 44115

Re: Cuyahoga County Public Defender Commission

Dear President Jones:

Pursuant to Ohio Revised Code Section 120.13, I submit the following nominee for reappointment to the Cuyahoga County Public Defender Commission:

- **Gordon Friedman**, 4-year term, 01/01/2021 - 12/31/2024

Among other duties, the County Public Defender Commission is responsible for the following:

- Appointing the County Public Defender;
- Determining the qualifications and size of the supporting staff and facilities, and other requirements needed to maintain and operate the office of the County Public Defender;
- Recommending an annual budget for the office of the County Public Defender to the County Executive;
- Making an annual report to the County Executive and Ohio Public Defender Commission on the operation of the County Public Defender Office;
- Contracting with municipal corporations within Cuyahoga County for the Public Defender to provide legal representation for indigent persons who are charged with a violation of the ordinances of the municipal corporation

The Public Defender Commission is comprised of five members – three appointed by the County Executive, and two appointed by the presiding judge of the Court of Common Pleas. Public Defender Commission members are uncompensated. Per Ohio Revised Code, at least one member appointed by each of these authorities must be an attorney admitted to practice law in the State of Ohio.

Attached you will find the nominee's resume for your review. There is one additional candidate on file that has applied for this position.



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 Michele Pomerantz at 216-258-8921. I thank you for your assistance.

Sincerely,

A handwritten signature in black ink that reads "Armond Budish". The signature is written in a cursive style with a large, prominent initial "A".

Armond Budish

**Gordon S. Friedman, Esq.**

<http://www.friedmanandgilbert.com/gordon-s-friedman.html>

1. Current résumé or equivalent summary of academic, professional, and experiential qualifications;

**Education: George Washington University, J.D. (1967); Miami University, B.A. (1964)**

2. If applicable, a copy of any and all professional licenses or other credentials that are required of members of the Public Defender Commission;

[http://www.supremecourt.ohio.gov/AttySvcs/AttyReg/Public\\_AttorneyDetails.asp?ID=0021946](http://www.supremecourt.ohio.gov/AttySvcs/AttyReg/Public_AttorneyDetails.asp?ID=0021946)

**Current Name: Gordon Samuel Friedman**

**Ohio Admission: 05/04/1968**

**Discipline and Sanction History: No**

**Registration Number: 0021946**

**Bar Admissions:**

Ohio (1968)

U.S. District Court, Northern District of Ohio (1969)

U.S. Court of Appeals, 6th Circuit (1968)

3. Past attendance record, if maintained by the Public Defender Commission; **N/A – Note: Since being appointed to the Commission in March 1992, Gordon has attended all commission meetings via in-person, video and/or telephone.**
4. If not noted on your resume, your city and county of residence; and **Shaker Heights, Cuyahoga County**
5. An indication of whether you currently serve on any other government, private, or non-profit board or commission

**Professional Associations:**

**National Association of Criminal Defense Lawyers**

**American Civil Liberties Union**

**Cuyahoga County Public Defender Commission**

**The Innocence Project**

**The NORML Legal Committee**

**Ohio Association of Criminal Defense Lawyers**

**William K. Thomas Inns of Court**

# County Council of Cuyahoga County, Ohio

## Resolution No. R2021-0075

<p>Sponsored by: <b>County Executive Budish/Department of Development</b></p>	<p><b>A Resolution</b> authorizing awards totaling \$11,000,000 of U.S. Treasury Emergency Rental Assistance funds to various nonprofit organizations to provide emergency rental assistance to income-eligible tenants unable to pay their full monthly rent due to the economic impact from COVID-19 for the period 4/1/2021 – 12/31/2021; authorizing the County Executive to execute the agreements and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.</p>
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WHEREAS, the COVID-19 pandemic has caused severe economic disruption including loss of income for many lower income households, resulting in the inability to pay their monthly rent and the subsequent threat of homelessness and housing instability; and

WHEREAS, the inability of lower income residents to pay their monthly rent also causes economic disruption for the owners of rental property; and

WHEREAS, Cuyahoga County is working in collaboration with nonprofit partners and municipalities to direct federal funds to a uniform countywide system for emergency rental assistance in order to prevent evictions and maintain housing for eligible county residents; and

WHEREAS, based on a Request for Qualifications issued by the Department of Development, the County Executive has recommended awards to and agreements with CHN Housing Partners and the Legal Aid Society, as detailed below, with the primary goal of providing countywide emergency rental assistance to income-eligible tenants unable to pay their full monthly rent due to the economic impact from COVID-19 for the period 4/1/2021 – 12/31/2021; and

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

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

**SECTION 1.** That the Cuyahoga County Council hereby awards the following amounts of U.S. Treasury Emergency Rental Assistance funds to provide emergency rental assistance to income-eligible tenants, in Cuyahoga County municipalities outside the City of Cleveland, unable to pay their full monthly rent due to the economic impact from COVID-19, for the period 4/1/2021 – 12/31/2021:

- a) Ten Million Dollars (\$10,000,000) to CHN Housing Partners for rental assistance, which may include up to 12 months back rent accrued since April 1, 2020, due to the impact of COVID-19, and also up to 3 months ongoing assistance if eligibility and need continues, with not more than 10% of the amount awarded used for eligible operating costs and housing stability services under written guidance issued by the U.S. Treasury; and
- b) One Million Dollars (\$1,000,000) to the Legal Aid Society of Cleveland, subject to confirmation by the Law Department that the cost of providing legal representation is an eligible “other expense” under written guidance issued by the U.S. Treasury

**SECTION 2.** That the County Executive is authorized to execute the agreements and all other documents consistent with this Resolution.

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

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

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

Yeas:

Nays:

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

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

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

## Department of Development Emergency Rental Awards on RQ5152

### A. Scope of Work Summary

1. Department of Development recommending awards to the following nonprofit organizations for Emergency Rental Assistance from April 1, 2021 – December 31, 2021:

- a) CHN Housing Partners in the amount of \$10,000,000
- b) The Legal Aid Society of Cleveland in the amount of \$1,000,000

2. The primary goals of the project are to prevent evictions due to the economic impact of COVID-19, and preserve the strength of the County's rental housing market.

### B. Procurement

1. The procurement method for this project was a Request for Qualifications issued by the Department of Development on February 22, 2021, authorized by the Board of Control as an Alternative Procurement Process by Resolution BC2021-84. Eleven statements of qualifications were received and reviewed by the Department of Development. CHN Housing Partners was highest rated overall and the Legal Aid Society of Cleveland was highest rated to provide legal representation to tenants in evictions.

### C. Contractor and Project Information

1. The address(es) of all vendors and/or contractors is

CHN Housing Partners  
2999 Payne Avenue  
Cleveland, Ohio 44114  
Council District 7

The Legal Aid Society of Cleveland

1223 West 6<sup>th</sup> Street  
Cleveland, Ohio 44113  
Council District 7

- 2. a) The executive director of CHN Housing Partners is Kevin Nowak.  
b) The executive director of the Legal Aid Society of Cleveland is Colleen Cotter
- 3. Services will be provided countywide outside the City of Cleveland.

### D. Project Status and Planning

This is a continuation of COVID-19 emergency rental assistance started in mid 2020, with new funding through the U.S. Treasury authorized by Congress in December 2020.

### E. Funding

Funding is \$11,000,000 from the U.S. Treasury Emergency Rental Assistance program.

Payments are monthly or more often depending on the volume of applications received.

**County Council of Cuyahoga County, Ohio  
Resolution No. R2021-0055**

<p>Sponsored by: <b>County Executive Budish/Department of Development</b></p> <p>Co-sponsored by: <b>Councilmembers Jones, Miller, Simon, Tuma, Stephens, Schron and Baker</b></p>	<p><b>A Resolution</b> authorizing an Economic Development Redevelopment and Modernization Loan in the amount not-to-exceed \$1,000,000.00 to Warner and Swasey LLC for the benefit of a mixed-use, real estate redevelopment project for a property located at 5701 Carnegie Avenue in the City of Cleveland; authorizing the County Executive and/or Director of Development to execute all documents consistent with said loan and this Resolution; and declaring the necessity that this Resolution become immediately effective.</p>
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WHEREAS, the County Executive/Department of Development has recommended a Redevelopment and Modernization Loan in the amount not-to-exceed \$1,000,000.00 to Warner and Swasey LLC for the benefit of a mixed-use, real estate redevelopment project for a property located at 5701 Carnegie Avenue in the City of Cleveland; and

WHEREAS, the primary goal of this loan is to assist with the renovation of a vacant building at 5701 Carnegie Avenue, Cleveland, in Council District 8; and

WHEREAS, the project is anticipated to create 46 permanent jobs within three (3) years after project completion; and

WHEREAS, the total cost of the project is approximately \$54,000,000.00, of which the County will loan up to \$1,000,000.00 with a term of 15 years at an interest rate of 2.5% per annum; and

WHEREAS, in the case of fulfillment of the project's completion and required job creation covenants, not more than \$250,000.00 of the Loan principal shall be forgiven; and

WHEREAS, on December 9, 2020, the Cuyahoga County Community Improvement Corporation reviewed and recommended that the County fund the project; and



WHEREAS, the proposed funding source for the loan is the Economic Development Fund (aka Job Creation Fund) and;

WHEREAS, this project will be subject to the following, as applicable, and without limitation: the County's SBE Policy, adopted October 29, 2009; execution of a Workforce Development Agreement; and submission of annual job creation/retention reporting; and

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

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

**SECTION 1.** That the Cuyahoga County Council hereby authorizes an Economic Development Redevelopment and Modernization Loan in the amount not-to-exceed \$1,000,000.00 to Warner and Swasey LLC for the renovation of a vacant building located at 5701 Carnegie Avenue in the City of Cleveland.

**SECTION 2.** That the County Executive and/or the Director of Development are authorized to execute all documents consistent with said loan and this Resolution.

**SECTION 3.** That this Resolution shall sunset twenty-four (24) months after County Council approval should the authorized action have not occurred by that date. In the event this Resolution sunsets prior to the authorized action taking place, the Director of Development shall notify the Clerk of Council in writing. The Clerk of Council shall record the sunseting of this Resolution in the Council's journal.

**SECTION 4.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County and the reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

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

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

Yeas:

Nays:

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

First Reading/Referred to Committee: February 23, 2021  
Committee(s) Assigned: Economic Development & Planning

Additional Sponsorship Requested: March 1, 2021

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

# County Council of Cuyahoga County, Ohio

## Resolution No. R2021-0057

Sponsored by: <b>County Executive Budish/Department of Public Safety and Justice Services/Division of Witness/Victim</b>	<b>A Resolution</b> making an award on RQ2911 to Mental Health Services for Homeless Persons Inc., d/b/a Frontline Service in the amount not-to-exceed \$868,300.00 for Children Who Witness Violence Program for the period of 02/01/2021 – 1/31/2023; authorizing the County Executive to execute Contract No. 742 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Executive/Department of Public Safety and Justice Services/Division of Witness/Victim has recommended an award on RQ2911 to Mental Health Services for Homeless Persons Inc., d/b/a Frontline Service in the amount not-to-exceed \$868,300.00 for Children Who Witness Violence Program for the period of 02/01/2021 – 1/31/2023; and

WHEREAS, the primary goal of this project is to utilize a qualified behavioral health agency capable of providing services to children and their families who witness violence, as identified and referred by law enforcement agencies; and,

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

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

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

**SECTION 1.** That the Cuyahoga County Council hereby makes an award on RQ2911 to Mental Health Services for Homeless Persons Inc., d/b/a Frontline Service in the amount not-to-exceed \$868,300.00 for Children Who Witness Violence Program for the period of 02/01/2021 – 1/31/2023.

**SECTION 2.** That the County Executive is authorized to execute the contract and all documents consistent with said award and this Resolution.

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

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

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

Yeas:

Nays:

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

First Reading/Referred to Committee: February 23, 2021  
Committee(s) Assigned: Public Safety & Justice Affairs

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

# County Council of Cuyahoga County, Ohio

## Resolution No. R2021-0058

<b>Sponsored by: County Executive Budish/Sheriff Department</b>	<b>A Resolution</b> making an award on RQ3186 for a Membership Participation Agreement with Chagrin Valley Dispatch Council in the amount not-to-exceed \$1,521,475.00 for dispatch operation services for law enforcement activities for the period 4/28/2021 – 12/31/2022; authorizing the County Executive to execute Agreement No. 512 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/Sheriff Department has recommended an award on RQ3186 for a Membership Participation Agreement with Chagrin Valley Dispatch Council in the amount not-to-exceed \$1,521,475.00 for dispatch operation services for law enforcement activities for the period 4/28/2021 – 12/31/2022; and

WHEREAS, the primary goal of this project is to provide the Sheriff’s Department with reliable dispatch operations for law enforcement activities; and

WHEREAS, the project is funded 100% by the General Fund; and

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

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

**SECTION 1.** That the Cuyahoga County Council hereby makes an award on RQ3186 for a Membership Participation Agreement with Chagrin Valley Dispatch Council in the amount not-to-exceed \$1,521,475.00 for dispatch operation services for law enforcement activities for the period 4/28/2021 – 12/31/2022.

**SECTION 2.** That the County Executive is authorized to execute the agreement and all other documents consistent with said award and this Resolution.

**SECTION 3.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health or safety in the County and any additional reasons set forth in the preamble. Provided



# County Council of Cuyahoga County, Ohio

## Resolution No. R2021-0059

Sponsored by: <b>County Executive Budish</b>	<b>A Resolution</b> confirming the County Executive’s appointment of Christopher P. Viland, Esq., upon his taking the oath of office, as Sheriff of Cuyahoga County for the four-year term expiring December 31, 2024; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, Article XVI, Section 16.01(4), of the Cuyahoga County Charter provides for the appointment of the County Sheriff by the County Executive, subject to confirmation by Council, to serve a four-year term; and

WHEREAS, Section 202.07 of the County Code established a Sheriff’s Department under the Direction of the County Sheriff; and

WHEREAS, County Executive Armond Budish has nominated Christopher P. Viland, Esq. for appointment to the position of County Sheriff; and

WHEREAS, Article XVI of the County Charter, Sections 16.01(2) and 16.01(3), provide for the qualifications and required certifications of the County Sheriff; and

WHEREAS, the Council conducted a confirmation hearing which was noticed to the public and held in a virtual open meeting on February 22, 2021; and

WHEREAS, this Council elects to confirm the County Executive’s appointment of Christopher P. Viland, Esq. to the office of Cuyahoga County Sheriff; and

WHEREAS, it is necessary that this Resolution become immediately effective in order that critical services provided by Sheriff’s Department can continue, and to provide for the usual, daily operations of County government.

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

**SECTION 1.** That, in accordance with Article XVI, Section 16.01(4) of the Cuyahoga County Charter, the Cuyahoga County Council hereby confirms the County Executive’s appointment of Christopher P. Viland, Esq. as Cuyahoga County Sheriff, upon his taking of the oath of office, to serve the four-year term ending December 31, 2024.

**SECTION 2.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health, or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, this Resolution shall become immediately effective.

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

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

Yeas:

Nays:

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

Committee of the Whole Discussion: February 22, 2021

First Reading: February 23, 2021

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



# County Council of Cuyahoga County, Ohio

## Resolution No. R2021-0060

Sponsored by: <b>County Executive Budish/Department of Health and Human Services/Division of Children and Family Services</b>	<b>A Resolution</b> authorizing an amendment to a Master Contract with various providers for Family Centered Support Services for At-Risk Children and Families for the period of 1/1/2019 – 12/31/2020 to extend the period to 12/31/2021 and for additional funds in the amount not-to-exceed \$2,665,000.00; authorizing the County Executive to execute the amendment and all other documents consistent with said award and this Resolution and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Executive/Department of Health and Human Services/Division of Children and Family Services has recommended an amendment a to Master Contract with various providers for Family Centered Support Services for At-Risk Children and Families for the period of 1/1/2019 – 12/31/2020 to extend the period to 12/31/2021 and for additional funds in the amount not-to-exceed \$2,665,000.00 as follows:

- a. Contract No. 136 with Applewood Centers, Inc. in the amount not-to-exceed \$635,000.00
- b. Contract No. 149 with Beech Brook in the amount not-to-exceed \$300,000.00
- c. Contract No. 150 with Bellefaire Jewish Children’s Bureau in the amount not-to-exceed \$115,000.00
- d. Contract No. 157 with Catholic Charities Corporation in the amount not-to-exceed \$725,000.00
- e. Contract No. 165 with The Cleveland Christian Home Inc. in the amount not-to-exceed \$74,999.98
- f. Contract No. 267 with Mental Health Services for Homeless Persons, Inc. dba Frontline Service in the amount not-to-exceed \$10,000.01
- g. Contract No. 176 with OhioGuidestone in the amount not-to-exceed \$190,000.00
- h. Contract No. 270 with Ohio Mentor, Inc. in the amount not-to-exceed \$70,000.01
- i. Contract No. 172 with Pressley Ridge in the amount not-to-exceed \$435,000.00
- j. Contract No. 171 with Specialized Alternative for Families and Youth of Ohio, Inc. in the amount not-to-exceed \$110,000.00

WHEREAS, the primary goal of this project is to continue to develop and deliver effective in-home services that can contribute to stabilizing and strengthening the family to prevent the need for out-of-home care whenever possible; and

WHEREAS, the funding for this project is as follows: (a) 67% Title IV-E Funds and (b) 33% from Health and Human Service Levy Funds; and

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

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

**SECTION 1.** That the Cuyahoga County Council hereby authorizes an amendment a to Master Contract with various providers for Family Centered Support Services for At-Risk Children and Families for the period of 1/1/2019 – 12/31/2020 to extend the period to 12/31/2021 and for additional funds in the amount not-to-exceed \$2,665,000.00 as follows:

- a. Contract No. 136 with Applewood Centers, Inc. in the amount not-to-exceed \$635,000.00
- b. Contract No. 149 with Beech Brook in the amount not-to-exceed \$300,000.00
- c. Contract No. 150 with Bellefaire Jewish Children’s Bureau in the amount not-to-exceed \$115,000.00
- d. Contract No. 157 with Catholic Charities Corporation in the amount not-to-exceed \$725,000.00
- e. Contract No. 165 with The Cleveland Christian Home Inc. in the amount not-to-exceed \$74,999.98
- f. Contract No. 267 with Mental Health Services for Homeless Persons, Inc. dba Frontline Service in the amount not-to-exceed \$10,000.01
- g. Contract No. 176 with OhioGuidestone in the amount not-to-exceed \$190,000.00
- h. Contract No. 270 with Ohio Mentor, Inc. in the amount not-to-exceed \$70,000.01
- i. Contract No. 172 with Pressley Ridge in the amount not-to-exceed \$435,000.00
- j. Contract No. 171 with Specialized Alternative for Families and Youth of Ohio, Inc. in the amount not-to-exceed \$110,000.00

**SECTION 2.** That the County Executive is authorized to execute the amendment and all documents consistent with this Resolution.

**SECTION 3.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health and safety in the County; and any additional reasons set forth in the preamble.

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

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

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

Yeas:

Nays:

County Council President		Date

County Executive		Date

Clerk of Council		Date

First Reading/Referred to Committee: February 23, 2021  
 Committee(s) Assigned: Health, Human Services & Aging

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

# County Council of Cuyahoga County, Ohio

## Resolution No. R2021-0061

Sponsored by: <b>County Executive Budish</b>	<b>A Resolution</b> confirming the County Executive’s reappointment of Charna Sherman to serve on the Cuyahoga Arts and Culture Board of Trustees for the term 4/1/2021 – 3/31/2024; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, pursuant to Ohio Revised Code Chapter 3381, a regional arts and cultural district was established in Cuyahoga County to provide programs and activities in areas directly concerned with the arts or cultural heritage; and

WHEREAS, such regional arts and cultural district is governed by a Board of Trustees called the Cuyahoga Arts and Culture Board of Trustees consisting of five (5) members having broad knowledge and experience in the arts or cultural heritage and shall have other qualifications as outlined in the by-laws; and

WHEREAS, pursuant to Ohio Revised Code Section 3381.05, the Board of Trustees shall be appointed to a three (3) year term; and

WHEREAS, the Cuyahoga 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 Charna Sherman to be appointed to serve on the Cuyahoga Arts and Culture Board of Trustees for the term 4/1/2021 – 3/31/2024; and

WHEREAS, this Council by a vote of at least eight (8) members determines that it is necessary that this Resolution become immediately effective in order that 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 RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**

**SECTION 1.** The Council of Cuyahoga County hereby confirms the County Executive's appointment of Charna Sherman to serve on the Cuyahoga Arts and Culture Board of Trustees for the term 4/1/2021 – 3/31/2024.

**SECTION 2.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health, or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of eight members of Council, this Resolution shall become immediately effective.

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

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

Yeas:

Nays:

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

First Reading/Referred to Committee: February 23, 2021

Committee(s) Assigned: Human Resources, Appointments & Equity

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

# County Council of Cuyahoga County, Ohio

## Resolution No. R2021-0062

<b>Sponsored by: County Executive Budish</b>	<b>A Resolution</b> confirming the County Executive’s appointment of Suzanne Hamilton to serve on the Cuyahoga County Community Improvement Corporation Board of Trustees for the term 3/10/2021 – 3/9/2024; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the Cuyahoga County Community Improvement Corporation (“CCCIC”) was incorporated in 1982 under the authority granted in ORC 1724; and

WHEREAS, the CCCIC serves the sole purpose of advancing, encouraging and promoting the industrial, economic, commercial and civil development in Cuyahoga County. The CCCIC serves as Cuyahoga County’s review agent of industrial revenue bond financing; and

WHEREAS, Article III of the CCCIC’s Code of Regulations provides that the Board of Trustees shall consist of two classes of Trustees. The “County Class”, which shall consist of five members appointed or elected officers of Cuyahoga County, and the “Private Class”, which shall be six members elected from persons nominated by the County Executive, in consultation with the Greater Cleveland Partnership; and

WHEREAS, the members of CCCIC Board of Trustees shall serve for three-year terms; and

WHEREAS, the Cuyahoga 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 Suzanne Hamilton (replacing Radhika Reddy) to serve on the CCCIC’s Board of Trustees for the term 3/10/2021 – 3/9/2024.

WHEREAS, this Council by a vote of at least eight (8) members determines that it is necessary that this Resolution become immediately effective in order that 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 RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**

**SECTION 1.** That the Cuyahoga County Council hereby confirms the County Executive’s appointment of Suzanne Hamilton (replacing Radhika Reddy) to serve on the CCCIC’s Board of Trustees for the term 3/10/2021 – 3/9/2024.

**SECTION 2.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health, or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, this Resolution shall become immediately effective.

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

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

Yeas:

Nays:

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

First Reading/Referred to Committee: February 23, 2021

Committee(s) Assigned: Human Resources, Appointments & Equity

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

# County Council of Cuyahoga County, Ohio

## Resolution No. R2021-0063

Sponsored by: <b>County Executive Budish</b>	<b>A Resolution</b> confirming the County Executive’s appointment of Inajo Davis Chappell to serve on The MetroHealth System Board of Trustees for the term 3/10/2021 – 3/9/2027; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, Ohio Revised Code Chapter 339 provides for the organization and operation of a county hospital; and

WHEREAS, Ohio Revised Code Section 339.02 provides for the creation of county hospital trustees and the means by which appointments are made; and

WHEREAS, Ohio Revised Code Section 339.02 further provides that such appointments to the board of trustees shall be for a six-year term; and

WHEREAS, pursuant to Ohio Revised Code 339.02(F)(1), the County Executive has sought and received approval from both the probate judge of the county senior in point of service and the judge of the court of common pleas of the county senior in point of service; and

WHEREAS, the Cuyahoga 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 Inajo Davis Chappell to serve on The MetroHealth System Board of Trustees for the term 3/10/2021 – 3/9/2027; and

WHEREAS, this Council by a vote of at least eight (8) members determines that it is necessary that this Resolution become immediately effective in order that 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 RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:**





# County Council of Cuyahoga County, Ohio

## Resolution No. R2021-0064

Sponsored by: <b>County Executive Budish</b>	<b>A Resolution</b> confirming the County Executive’s appointment of Janet Montoya to serve on the Cuyahoga County Advisory Board on Senior and Adult Services for the term of 1/1/2021 – 12/31/2023; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the Cuyahoga County Advisory Board on Senior and Adult Services shall provide a forum for senior, adults and adults with disabilities, consumers, elected officials, agency representatives and others interested in the concerns of senior and adults; and

WHEREAS, the Cuyahoga 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, Cuyahoga County Advisory Board on Senior and Adult Services shall consist of no less than ten (10) and no more than twenty-five (25) appointed members; and

WHEREAS, members of the Cuyahoga County Advisory Board on Senior and Adult Services shall be appointed to serve a three-year term; and

WHEREAS, the County Executive has nominated Janet Montoya to serve on the Cuyahoga County Advisory Board on Senior and Adult Services for the term 1/1/2021 – 12/31/2023; and

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

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

**SECTION 1.** That the Cuyahoga County Council hereby confirms the County Executive’s reappointment of Janet Montoya to serve on the Cuyahoga County Advisory Board on Senior and Adult Services for the term 1/1/2021 – 12/31/2023.

**SECTION 2.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health, or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, this Resolution shall become immediately effective.

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

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

Yeas:

Nays:

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

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

First Reading/Referred to Committee: February 23, 2021

Committee(s) Assigned: Human Resources, Appointments & Equity

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