



**AGENDA**  
**CUYAHOGA COUNTY COUNCIL REGULAR MEETING**  
**TUESDAY, MARCH 8, 2022**  
**CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS**  
**C. ELLEN CONNALLY COUNCIL CHAMBERS – 4<sup>TH</sup> FLOOR**  
**5:00 PM**

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PLEDGE OF ALLEGIANCE**
- 4. SILENT MEDITATION**
- 5. PUBLIC COMMENT**
- 6. APPROVAL OF MINUTES**
  - a) February 22, 2022 Committee of the Whole Meeting [See Page 13]
  - b) February 22, 2022 Regular Meeting [See Page 15]
- 7. ANNOUNCEMENTS FROM THE COUNCIL PRESIDENT**
- 8. MESSAGES FROM THE COUNTY EXECUTIVE**
- 9. LEGISLATION INTRODUCED BY COUNCIL**
  - a) **CONSIDERATION OF A RESOLUTION OF COUNCIL FOR FIRST READING AND REFERAL TO COMMITTEE**
    - 1) R2022-0049: A Resolution amending Resolution No. R2016-0218 dated December 13, 2016, as amended by Resolution No. R2018-0067 dated April 10, 2018, and as amended by

Resolution No. R2020-0061 dated March 16, 2020, which authorized a Grant in the amount of \$2,500,000.00 to the Friends of Historic Variety Theatre, Inc. for the benefit of a project located at 11801 - 11825 Lorain Avenue in the City of Cleveland, by extending the Resolution sunset provision from March 16, 2022, to February 28, 2023; and declaring the necessity that this Resolution become immediately effective. [See Page 28]

Sponsor: Councilmember Sweeney

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

- 1) R2022-0038: A Resolution adopting various changes to the Cuyahoga County Non-Bargaining Classification Plan; and declaring the necessity that this Resolution become immediately effective. [See Page 32]

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

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

**c) COMMITTEE REPORT AND CONSIDERATION OF AN ORDINANCE OF COUNCIL FOR SECOND READING**

- 1) O2020-0002: An Ordinance amending Sections 406.01 and 406.02 of the Cuyahoga County Code to clarify contents of the Whistleblower provisions; and declaring the necessity that this Ordinance become immediately effective. [See Page 36]

Sponsors: Councilmembers Miller and Conwell

Committee Assignment and Chair: Council Operations, Intergovernmental Relations & Public Transportation – Sweeney

**10. LEGISLATION INTRODUCED BY EXECUTIVE**

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

- 1) R2022-0050: A Resolution amending the 2022/2023 Biennial Operating Budget for 2022 by providing for additional fiscal appropriations from the General Fund and other funding sources, for appropriation transfers between budget accounts and for cash transfers between budgetary funds, to meet the budgetary needs of various County departments, offices and agencies agencies, amending Resolution No. R2022-0002 dated 1/11/2022; and declaring the necessity that this Resolution become immediately effective. [See Page 40]

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

- 2) R2022-0051: A Resolution approving a Collective Bargaining Agreement between Cuyahoga County and the Ohio Patrolmen's Benevolent Association, representing approximately 6 employees in the classification of Deputy Sheriff Lieutenant in the Sheriff's Department for the period 1/1/2022 - 12/31/2024; directing that funds necessary to implement the Collective Bargaining Agreement be budgeted and appropriated; authorizing the County Executive to execute the agreement and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective. [See Page 49]

Sponsor: County Executive Budish/County Sheriff and Department of Law

- 3) R2022-0052: A Resolution approving a proposed settlement in the matter of Paula Kiekisz, as Mother and Administrator of the Estate of Brenden John Kiekisz, Deceased v. Cuyahoga County Board of Commissioners, et al., Case No. 1:21-cv-00264, United States District Court, Northern District of Ohio; authorizing the County Executive and/or his designee to execute the settlement agreement and any related documentation; authorizing the appropriation of funds for payment of settlement amounts set forth herein; and declaring the necessity that this Resolution become immediately effective. [See Page 52]

Sponsor: County Executive Budish/Department of Law

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

1) R2022-0053: A Resolution confirming the County Executive's appointment or reappointment of various individuals to serve on the Cuyahoga Community College (Tri-C) Board of Trustees for various terms; and declaring the necessity that this Resolution become immediately effective: [See Page 55]

i) Appointment:

a) Ted Tywang for an unexpired term ending 1/16/2025.

ii) Reappointment:

a) Victor Ruiz for the term 1/18/2022 - 1/17/2027.

Sponsor: County Executive Budish

2) R2022-0054: A Resolution confirming the County Executive's reappointment of Nancy Mendez to serve on the Cuyahoga Arts and Culture Board of Trustees for the term 4/1/2022 - 3/31/2025; and declaring the necessity that this Resolution become immediately effective. [See Page 62]

Sponsor: County Executive Budish

3) R2022-0055: A Resolution confirming the County Executive's appointment of various Mayors to serve on the Cuyahoga County Planning Commission representing various regions for the term 1/1/2022 – 12/31/2024; and declaring the necessity that this Resolution become immediately effective: [See Page 70]

i) The Honorable Mayor Justin Bibb representing the Cleveland Region

ii) The Honorable Mayor Edward Orcutt representing the Southwest Region

Sponsor: County Executive Budish

- 4) R2022-0056: A Resolution confirming the County Executive's reappointment of various individuals to serve on the Cuyahoga County Community Improvement Corporation Board Trustees for the term 1/2/2022 – 1/1/2025; and declaring the necessity that this Resolution become immediately effective: [See Page 76]

- i) Brian Hall
- ii) Michael Obi
- iii) Anthony Tavrell

Sponsor: County Executive Budish

- 5) R2022-0057: A Resolution confirming the County Executive's appointment of Paul Porter as Director of the Department of Purchasing; and declaring the necessity that this Resolution become immediately effective. [See Page 85]

Sponsor: County Executive Budish

- 6) R2022-0058: A Resolution amending Resolution No. R2019-0069 dated 3/26/2019, which declared that public convenience and welfare requires resurfacing of various roads, boulevards and avenues located in various municipalities in connection with the 2019 50/50 Resurfacing Program, Part B by removing Washington Boulevard from Wynn Road to Cedar Road in the City of University Heights and adding Cedar Road from South Taylor Road to South Green Road in the City of University Heights; finding that special assessments will neither be levied nor collected to pay for any part of the County's costs of said improvements; authorizing the County Executive to enter into an agreement of cooperation with said municipalities in connection with said projects; and declaring the necessity that this Resolution become immediately effective. [See Page 95]

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

- 7) R2022-0059: A Resolution authorizing a payment to The Mt. Sinai Health Foundation, fiscal agent, in the amount of \$800,000.00 for operational support for The Lead Safe Cleveland Coalition for the period 2/1/2022 – 12/31/2022; authorizing the County Executive to execute Purchase Order

No. 22000735; and declaring the necessity that this Resolution become immediately effective. [See Page 103]

Sponsor: County Executive Budish/Department of Development

- 8) R2022-0060: A Resolution authorizing an amendment to a Master Contract with various providers for traditional residential treatment services for the period 2/1/2021 - 1/31/2023 for additional funds in the amount not-to-exceed \$1,250,000.00; 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 114]
- a) Contract No. 1164 with Applewood Centers, Inc. in the amount not-to-exceed \$60,280.00.
  - b) Contract No. 1165 with Bellefaire Jewish Children's Bureau in the amount not-to-exceed \$62,657.00.
  - c) Contract No. 1166 with The Cleveland Christian Home, Inc. in the amount not-to-exceed \$52,914.00.
  - d) Contract No. 1167 with Community Specialists Corporation dba The Academy in the amount not-to-exceed \$41,139.00.
  - e) Contract No. 1168 with The Cornell Abraxas Group, Inc. in the amount not-to-exceed \$268,355.00.
  - f) Contract No. 1169 with George Junior Republic in Pennsylvania in the amount not-to-exceed \$42,919.00.
  - g) Contract No. 1170 with Keystone Richland Center, LLC dba Foundations for Living in the amount not-to-exceed \$41,992.00.
  - h) Contract No. 1171 with New Directions, Inc. in the amount not-to-exceed \$33,008.00.
  - i) Contract No. 1172 with The Summit School, Inc. dba Summit Academy in the amount not-to-exceed \$491,090.00.

- j) Contract No. 1173 with The Village Network in the amount not-to-exceed \$155,646.00.

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

- 9) R2022-0061: A Resolution authorizing an amendment to Contract No. 585 with The Salvation Army for supportive services for homeless men in the Pickup Assessment Sheltering Service (PASS) Transitional Housing Program for the period 1/1/2021 – 12/31/2021 to extend the time period to 9/30/2022 and for additional funds in the amount not-to-exceed \$730,701.00; 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 178]

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

- 10) R2022-0062: A Resolution making an award on RQ3382 to Alcohol Monitoring Systems, Inc. in the amount not-to-exceed \$2,625,000.00 for GPS, alcohol bracelets and monitoring services for the period 4/1/2022 – 12/31/2024; authorizing the County Executive to execute Contract No. 2238 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective. [See Page 189]

Sponsor: County Executive Budish/Sheriff Department

- 11) R2022-0063: A Resolution making awards on RQ6689 to various school districts in the total amount not-to-exceed \$2,135,727.00 for School/Community-based Closing the Achievement Gap services for the period 1/1/2022 - 12/31/2023; authorizing the County Executive to execute the Master Agreement and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective: [See Page 213]
  - a) Agreement No. 2268 with Bedford City School District.

- b) Agreement No. 2269 with Cleveland Metropolitan School District aka Cleveland Municipal School District.
- c) Agreement No. 2270 with Cleveland Heights – University Heights City School District.
- d) Agreement No. 2227 with East Cleveland City School District.
- e) Agreement No. 2273 with Garfield Heights City School District.
- f) Agreement No. 2271 Maple Heights City School District.
- g) Agreement No. 2272 Warrensville Heights City School District.

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

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

- 1) R2022-0034: A Resolution making an award on RQ7649 to Vance Outdoors, Inc. in the amount not-to-exceed \$611,484.50 for the purchase of replacement ballistic vests, SWAT vests/plate carrier and helmets for Law Enforcement and Protective Services Divisions for the period 4/1/2022 – 12/31/2026; authorizing the County Executive to execute Contract No. 2102 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective. [See Page 268]

Sponsor: County Executive Budish/Sheriff's Department

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



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

- 1) R2022-0042: A Resolution confirming the County Executive's reappointment of Russell R. Brown III to serve on the Cuyahoga County Corrections Planning Board for the term 1/2/2022 – 1/1/2025; and declaring the necessity that this Resolution become immediately effective. [See Page 284]

Sponsors: County Executive Budish and Councilmember Sweeney

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

- 2) R2022-0043: A Resolution making an award on RQ8257 to C.A. Agresta Construction Company in the amount not-to-exceed \$1,187,894.40 for resurfacing of Green Road from Miles Road to Emery Road in the City of Warrensville Heights in connection with the 2021 – 2024 Transportation Improvement Program; authorizing the County Executive to execute Contract No. 2221 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective. [See Page 287]

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

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

- 3) R2022-0044: A Resolution making awards on RQ6222 to various providers in the total amount not-to-exceed \$3,000,000.00 for the design and administration of a Small Business Program with a focus on minority and women-owned businesses for the period 3/1/2022 – 2/29/2024; authorizing the County Executive to execute the Contracts and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective: [See Page 293]

- a) Contract No. 2177 with Economic and Community Development Institute in the amount not-to-exceed \$750,000.00.

- b) Contract No. 2179 with National Council for Community Development dba National Development Council in the amount not-to-exceed \$750,000.00.
- c) Contract No. 2180 with Ohio Aerospace Institute in the amount not-to-exceed \$1,000,000.00.
- d) Contract No. 2181 with Village Capital Corporation in the amount not-to-exceed \$500,000.00.

Pending referral from Committee

Sponsor: County Executive Budish/Department of Development

Committee Assignment and Chair: Economic Development & Planning – Schron

- 4) R2022-0045: A Resolution authorizing an Agreement with Ohio Department of Administrative Services/Office of Information Technology in the amount not-to-exceed \$1,000,000.00 for Data Center Co-location services for the period 1/1/2022 – 12/31/2026; authorizing the County Executive to execute Agreement No. 2224 and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective. [See Page 317]

Sponsor: County Executive Budish/Department Information Technology

Committee Assignment and Chair: Finance & Budgeting – Miller

- 5) R2022-0046: A Resolution authorizing Title IV-D Agreements with various providers in the total amount not-to-exceed \$11,335,121.69 for child support services for the period 1/1/2022 – 12/31/2022; authorizing the County Executive to execute Nos. 2214, 2215, 2215, 2217 & 2218 and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective: [See Page 325]
  - a) Agreement No. 2214 with Cuyahoga County Court of Common Pleas/Division of Domestic Relations in the amount not-to-exceed \$3,701,642.74.

- b) Agreement No. 2215 with Cuyahoga County Court of Common Pleas/Division of Juvenile Court in the amount not-to-exceed \$3,656,314.84.
- c) Agreement No. 2216 with Cuyahoga County Prosecuting Attorney's Office in the amount not-to-exceed \$3,876,036.68.
- d) Agreement No. 2217 with Cuyahoga County Treasurer's Office in the amount not-to-exceed \$77,980.34.
- e) Agreement No. 2218 with Cuyahoga County Court of Common Pleas/Division of Juvenile Court/Cashiers Department in the amount not-to-exceed \$23,147.09.

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

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

- 6) R2022-0047: A Resolution authorizing an Agreement with Cuyahoga County Prosecutor's Office in the amount not-to-exceed \$8,322,252.00 for legal services for the period 1/1/2022 – 12/31/2023; authorizing the County Executive to execute Agreement No. 2199 and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective. [See Page 367]

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

- 7) R2022-0048: A Resolution authorizing a contract with Family Connections of Northeast Ohio in the amount not-to-exceed \$1,028,000.00 for program administration services and direct services for the Supporting Partnerships to Assure Ready Kids (SPARK) Program for Invest in Children for the period 2/1/2022 – 12/31/2023; authorizing the County Executive to execute Contract No. 2182 and all other documents consistent with said Resolution; and declaring the necessity that this [See Page 375]

Resolution become immediately effective.

Sponsors: County Executive Budish/Department of Health and Human Services/Division of Community Initiatives/Office of Early Childhood and Councilmembers Simon, Jones Turner and Stephens

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

**11. MISCELLANEOUS COMMITTEE REPORTS**

**12. MISCELLANEOUS BUSINESS**

**13. ADJOURNMENT**

**NEXT MEETING**

**REGULAR MEETING:**

**TUESDAY, MARCH 22, 2022  
5:00 PM / COUNCIL CHAMBERS**

*\*Complimentary parking for the public is available in the attached garage at 900 Prospect. A skywalk extends from the garage to provide additional entry to the Council Chambers from the 5<sup>th</sup> floor parking level of the garage. Please see the Clerk to obtain a complimentary parking pass.*

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



## MINUTES

CUYAHOGA COUNTY COUNCIL COMMITTEE OF THE WHOLE MEETING  
TUESDAY, FEBRUARY 22, 2022  
CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS  
C. ELLEN CONNALLY COUNCIL CHAMBERS – 4<sup>TH</sup> FLOOR  
3:30 PM

### 1. CALL TO ORDER

**Council President Jones called the meeting to order at 3:36 p.m.**

### 2. ROLL CALL

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

**[Clerk's Note: Councilmembers Simon and Conwell joined the meeting during Executive Session.]**

### 3. PUBLIC COMMENT

**There were no public comments given.**

### 4. DISCUSSION:

- a) R2022-0041: A Resolution confirming the County Executive's reappointment of The Honorable Timothy J. DeGeeter to serve on the Northeast Ohio Regional Sewer District Board of Trustees for the term 3/1/2022 – 2/28/2027; and declaring the necessity that this Resolution become immediately effective.

**Mr. William Mason, County Executive Chief of Staff; and The Honorable Mayor Timothy J. DeGeeter; addressed the Committee regarding Resolution No. R2022-0041, a resolution confirming the County Executive's reappointment of The Honorable Timothy J. DeGeeter to serve on the Northeast Ohio Regional Sewer District Board of Trustees for the term 3/1/2022 – 2/28/2027. Discussion ensued.**

Councilmembers asked questions of Messrs. Mason and DeGeeter pertaining to the item, which they answered accordingly.

Mr. Sweeney requested to have his name added as a co-sponsor to Resolution No. R2022-0041.

5. EXECUTIVE SESSION

- a) Pending or imminent litigation.
- b) Purchase or sale of property.

A motion was made by Mr. Tuma, seconded by Mr. Miller and approved by unanimous roll-call vote to move to Executive Session for the purpose of discussing a collective bargaining matter, pending or imminent litigation and purchase or sale of property and for no other purpose whatsoever. Executive Session was then called to order by Council President Jones at 3:41 p.m. The following Councilmembers were present: Baker, Miller, Sweeney, Tuma, Gallagher, Turner, Stephens and Jones. [Clerk's Note: Councilmembers Simon and Conwell joined the meeting during Executive Session] The following additional attendees were present: Law Director Gregory Huth; Civil Division Chief David Lambert; County Prosecutor Michael O'Malley; Assistant Prosecuting Attorney Kenneth Rock; Mr. James Climer, Partner with Mazanec, Raskin & Ryder Co., L.P.A.; Director of Public Works, Michael Dever; Senior Vice President Ryan Jeffers, CBRE; Council Chief of Staff Joseph Nanni; Legislative Budget Advisor Trevor McAleer; Special Counsel Brendan Doyle and Research and Policy Analyst James Boyle.

At 5:02 p.m., Executive Session was adjourned without objection and Council President Jones then reconvened the meeting.

6. MISCELLANEOUS BUSINESS

There was no miscellaneous business.

7. ADJOURNMENT

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



## **MINUTES**

**CUYAHOGA COUNTY COUNCIL REGULAR MEETING  
TUESDAY, FEBRUARY 22, 2022  
CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS  
C. ELLEN CONNALLY COUNCIL CHAMBERS – 4<sup>TH</sup> FLOOR  
5:00 PM**

**1. CALL TO ORDER**

**Council President Jones called the meeting to order at 5:11 p.m.**

**2. ROLL CALL**

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

**3. PLEDGE OF ALLEGIANCE**

**The Pledge of Allegiance was recited.**

**4. SILENT MEDITATION**

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

**5. PUBLIC COMMENT**

- a) Mr. Norman Edwards addressed Council regarding the County Jail.**
- b) Loh –addressed Council regarding various agenda and non-agenda items.**

6. APPROVAL OF MINUTES

- a) February 8, 2022 Committee of the Whole Meeting
- b) February 8, 2022 Regular Meeting

**A motion was made by Mr. Tuma, seconded by Ms. Conwell and approved by unanimous vote to approve the minutes from the February 8, 2022 Committee of the Whole and the Regular meetings.**

7. ANNOUNCEMENTS FROM THE COUNCIL PRESIDENT

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

8. MESSAGES FROM THE COUNTY EXECUTIVE

**County Executive Budish thanked David Gilbert, Downtown Cleveland Alliance, the Greater Cleveland Sports Commission and the City of Cleveland for contributing to the success of the NBA All-Star weekend. He also thanked Council for approving the project to remodel Rocket Mortgage Fieldhouse. He additionally noted that the NBA made significant investments into our community by funding various projects at Cleveland recreational centers and providing resources to the Greater Cleveland FoodBank.**

9. LEGISLATION INTRODUCED BY COUNCIL

- a) CONSIDERATION OF A RESOLUTION OF COUNCIL FOR FIRST READING AND REFERAL TO COMMITTEE

- 1) R2022-0038: A Resolution adopting various changes to the Cuyahoga County Non-Bargaining Classification Plan; and declaring the necessity that this Resolution become immediately effective.

Sponsors: Councilmember Baker on behalf of the Cuyahoga County Personnel Review Commission

**Council President Jones referred Resolution No. R2022-0038 to the Human Resources, Appointments & Equity Committee.**

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



**A motion was made by Mr. Gallagher, seconded by Ms. Simon and approved by unanimous vote to suspend Rules 9D and to place on final passage Resolution No. R2022-0027.**

- 1) R2022-0027: A Resolution awarding a total sum, not to exceed \$575,000.00, from the Cuyahoga County Community Development Fund to fund projects in the City of Parma and the Village of Chagrin Falls; and declaring the necessity that this Resolution become immediately effective.

Sponsors: Councilmembers Tuma, Schron, Jones, Simon and Baker

Committee Assignment and Chair: Community Development – Stephens

**On a motion by Mr. Tuma with a second by Ms. Simon, Resolution No. R2022-0027 was considered and adopted by unanimous vote.**

- c) COMMITTEE REPORT AND CONSIDERATION OF A RESOLUTION OF COUNCIL FOR THIRD READING ADOPTION

- 1) R2022-0017: A Resolution adopting various changes to the Cuyahoga County Non-Bargaining Classification Plan; and declaring the necessity that this Resolution become immediately effective.

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

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

**On a motion by Ms. Baker with a second by Ms. Conwell, Resolution No. R2022-0017 was considered and adopted by unanimous vote.**

## 10. LEGISLATION INTRODUCED BY EXECUTIVE

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

**A motion was made by Mr. Gallagher, seconded by Ms. Simon and approved by unanimous vote to suspend Rules 9D and 12A and to place on final passage Resolution Nos. R2022-0039, R2022-0030, R2022-0040, and R2022-0041.**

- 1) R2022-0039: A Resolution amending the 2022/2023 Biennial Operating Budget for 2022 by providing for additional fiscal appropriations from the General Fund and other funding sources, for appropriation transfers between budget accounts and for cash transfers between budgetary funds, to meet the budgetary needs of various County departments, offices and agencies agencies, amending Resolutions No. R2021-0248 dated 11/9/2021 and R2022-0002 dated 1/11/2022; and declaring the necessity that this Resolution become immediately effective.

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

**On a motion by Mr. Miller with a second by Mr. Sweeney, Resolution No. R2022-0039 was considered and adopted by unanimous vote.**

- 2) R2022-0030: A Resolution approving a proposed settlement in the matter of Joseph T. Arquillo, Personal Representative of the Estate of Joseph R. Arquillo v. Cuyahoga County/Cuyahoga County Board of Commissioners, et al, United States District Court, Northern District of Ohio, Eastern Division, Case No. 1:20-cv-01201; authorizing the County Executive and/or his designee to execute the settlement agreement and any related documentation; authorizing the appropriation of funds for payment of settlement amounts set forth herein; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish/Department of Law

**On a motion by Mr. Jones with a second by Mr. Miller, Resolution No. R2022-0030 was considered and adopted by unanimous vote.**

- 3) R2022-0040: A Resolution approving a proposed settlement in the matter of Warren Dolezal, et al. v. Cuyahoga County, Court of Appeals of Ohio, Eighth District, Cuyahoga County, Case No. CA-21-110754, and in the matter Colleen Corrigan, et al. v. Cuyahoga County, Court of Appeals of Ohio, Eighth District, Cuyahoga County, Case No. CA-21-110757; authorizing the County Executive and/or his designee to execute the settlement agreement and any related documentation; authorizing the appropriation of funds for payment of settlement amounts set forth herein; and declaring the necessity that this Resolution become

immediately effective.

Sponsor: County Executive Budish/Department of Law

**On a motion by Mr. Jones with a second by Ms. Turner, Resolution No. R2022-0040 was considered and adopted by unanimous vote.**

- 4) R2022-0041: A Resolution confirming the County Executive's reappointment of The Honorable Timothy J. DeGeeter to serve on the Northeast Ohio Regional Sewer District Board of Trustees for the term 3/1/2022 – 2/28/2027; and declaring the necessity that this Resolution become immediately effective.

Sponsors: County Executive Budish **and Councilmember Sweeney**

**On a motion by Mr. Jones with a second by Mr. Sweeney, Resolution No. R2022-0041 was considered and adopted by unanimous vote.**

- e) CONSIDERATION OF RESOLUTIONS FOR FIRST READING AND REFERRAL TO COMMITTEE

- 1) R2022-0042: A Resolution confirming the County Executive's reappointment of Russell R. Brown III to serve on the Cuyahoga County Corrections Planning Board for the term 1/1/2022 – 12/31/2024; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish

**Council President Jones referred Resolution No. R2022-0042 to the Human Resources, Appointments & Equity Committee.**

- 2) R2022-0043: A Resolution making an award on RQ8257 to C.A. Agresta Construction Company in the amount not-to-exceed \$1,187,894.40 for resurfacing of Green Road from Miles Road to Emery Road in the City of Warrensville Heights in connection with the 2021 – 2024 Transportation Improvement Program; authorizing the County Executive to execute Contract No. 2221 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

Works

**Council President Jones referred Resolution No. R2022-0043 to the Public Works, Procurement & Contracting Committee.**

- 3) R2022-0044: A Resolution making awards on RQ6222 to various providers in the total amount not-to-exceed \$3,000,000.00 for the design and administration of a Small Business Program with a focus on minority and women-owned businesses for the period 3/1/2022 – 2/29/2024; authorizing the County Executive to execute the Contracts and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective:
- a) Contract No. 2177 with Economic and Community Development Institute in the amount not-to-exceed \$750,000.00.
  - b) Contract No. 2179 with National Council for Community Development dba National Development Council in the amount not-to-exceed \$750,000.00.
  - c) Contract No. 2180 with Ohio Aerospace Institute in the amount not-to-exceed \$1,000,000.00.
  - d) Contract No. 2181 with Village Capital Corporation in the amount not-to-exceed \$500,000.00.

Sponsor: County Executive Budish/Department of Development

**Council President Jones referred Resolution No. R2022-0044 to the Economic Development & Planning Committee.**

- 4) R2022-0045: A Resolution authorizing an Agreement with Ohio Department of Administrative Services/Office of Information Technology in the amount not-to-exceed \$1,000,000.00 for Data Center Co-location services for the period 1/1/2022 – 12/31/2026; authorizing the County Executive to execute Agreement No. 2224 and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish/Department Information Technology

**Council President Jones referred Resolution No. R2022-0045 to the Finance & Budgeting Committee.**

- 5) R2022-0046: A Resolution authorizing Title IV-D Agreements with various providers in the total amount not-to-exceed \$11,335,121.69 for child support services for the period 1/1/2022 – 12/31/2022; authorizing the County Executive to execute Nos. 2214, 2215, 2215, 2217 & 2218 and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective:
- a) Agreement No. 2214 with Cuyahoga County Court of Common Pleas/Division of Domestic Relations in the amount not-to-exceed \$3,701,642.74.
  - b) Agreement No. 2215 with Cuyahoga County Court of Common Pleas/Division of Juvenile Court in the amount not-to-exceed \$3,656,314.84.
  - c) Agreement No. 2216 with Cuyahoga County Prosecuting Attorney's Office in the amount not-to-exceed \$3,876,036.68.
  - d) Agreement No. 2217 with Cuyahoga County Treasurer's Office in the amount not-to-exceed \$77,980.34.
  - e) Agreement No. 2218 with Cuyahoga County Court of Common Pleas/Division of Juvenile Court/Cashiers Department in the amount not-to-exceed \$23,147.09.

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

**Council President Jones referred Resolution No. R2022-0046 to the Health, Human Services & Aging Committee.**

- 6) R2022-0047: A Resolution authorizing an Agreement with Cuyahoga County Prosecutor's Office in the amount not-to-exceed \$8,322,252.00 for legal services for the period 1/1/2022 – 12/31/2023; authorizing the County Executive to execute Agreement No. 2199 and all other documents consistent with this Resolution; and declaring the necessity

that this Resolution become immediately effective.

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

**Council President Jones referred Resolution No. R2022-0047 to the Health, Human Services & Aging Committee.**

- 7) R2022-0048: A Resolution authorizing a contract with Family Connections of Northeast Ohio in the amount not-to-exceed \$1,028,000.00 for program administration services and direct services for the Supporting Partnerships to Assure Ready Kids (SPARK) Program for Invest in Children for the period 2/1/2022 – 12/31/2023; authorizing the County Executive to execute Contract No. 2182 and all other documents consistent with said Resolution; and declaring the necessity that this Resolution become immediately effective.

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

**Council President Jones referred Resolution No. R2022-0048 to the Education, Environment & Sustainability Committee.**

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

**A motion was made by Mr. Gallagher, seconded by Ms. Simon and approved by unanimous vote to suspend Rules 9D and to place on final passage Resolution Nos. R2022-0031, R2022-0032, R2022-0033, R2022-0035, R2022-0036 and R2022-0037.**

- 1) R2022-0031: A Resolution confirming the County Executive's appointment of The Honorable Mayor Katherine Gallagher to serve on the Cuyahoga County Planning Commission representing the South-Central Region for the term 1/1/2022 – 12/31/2024; and declaring the necessity that this Resolution become immediately effective.

Sponsors: County Executive Budish and Councilmembers Sweeney and Miller

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

**On a motion by Ms. Baker with a second by Mr. Miller, Resolution No. R2022-0031 was considered and adopted by unanimous vote.**

- 2) R2022-0032: A Resolution confirming the County Executive's reappointment of various individuals to serve on the Cuyahoga County Archives Advisory Commission for the term 12/1/2021 – 11/30/2025, and declaring the necessity that this Resolution become immediately effective:

- i) Kenneth A. Bravo
- ii) Chris H. Gerrett
- iii) Isabel G. Klein

Sponsors: County Executive Budish and Councilmembers Conwell and Baker

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

**On a motion by Ms. Baker with a second by Ms. Simon, Resolution No. R2022-0032 was considered and adopted by unanimous vote.**

- 3) R2022-0033: A Resolution confirming the County Executive's reappointment of various individuals to serve on the Cuyahoga County Corrections Planning Board for the term 1/1/2022 – 12/31/2024; and declaring the necessity that this Resolution become immediately effective:

- i) Chief Michael J. Cannon
- ii) Arthur B. Hill
- iii) Dean P. Jenkins

Sponsor: County Executive Budish

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

**On a motion by Ms. Baker with a second by Ms. Turner, Resolution No. R2022-0033 was considered and adopted by unanimous vote.**

- 4) R2022-0035: A Resolution authorizing a Contract with RF-Works Inc. in the amount not-to-exceed \$790,560.00 for a state contract purchase for the installation of wireless access points and maintenance services in (10) Cuyahoga County

Health and Human Services facilities for the period 1/25/2022 – 1/24/2027; authorizing the County Executive to execute Contract No. 2122 and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsors: County Executive Budish/Department of Health and Human Services/Cuyahoga Job and Family Services **and Councilmembers Conwell and Turner**

Committee Assignment and Chair: Finance & Budgeting – Miller

**On a motion by Mr. Miller with a second by Ms. Conwell, Resolution No. R2022-0035 was considered and adopted by unanimous vote.**

- 5) R2022-0036: A Resolution authorizing an amendment to Contract No. 858 with Mental Health Services for Homeless Persons, Inc. dba Frontline Service for emergency shelter 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 to extend the time period to 8/31/2022 and for additional funds in the amount not-to-exceed \$948,622.00; 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/Department of Health and Human Services/Division of Community Initiatives/Office of Homeless Services

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

**On a motion by Ms. Conwell with a second by Ms. Turner, Resolution No. R2022-0036 was considered and adopted by unanimous vote.**

- 6) R2022-0037: A Resolution authorizing an amendment to Contract No. 769 with Young Women’s Christian Association of Greater Cleveland (YWCA) for emergency shelter services for single adult women at the Norma Herr Women’s Shelter, located at 2227 Payne Avenue, Cleveland for the period 1/1/2021 – 12/31/2021 to extend the time period to 8/31/2022 and for additional funds in the amount not-to-



exceed \$1,834,529.00; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsors: County Executive Budish/Department of Health and Human Services/Division of Community Initiatives/Office of Homeless Services **and Council President Jones**

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

**On a motion by Ms. Conwell with a second by Ms. Turner, Resolution No. R2022-0037 was considered and adopted by unanimous vote.**

g) COMMITTEE REPORTS AND CONSIDERATION OF RESOLUTIONS FOR THIRD READING ADOPTION

- 1) R2022-0007: A Resolution confirming the County Executive’s appointment of Brandy Carney, upon her taking the oath of office, as Director of Public Safety and Justice Services; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish

Committee Assignment and Chair: Committee of the Whole – Jones

**On a motion by Mr. Jones with a second by Ms. Conwell, Resolution No. R2022-0007 was considered and adopted by unanimous vote.**

**[Clerk’s Note: Immediately after passage of Resolution No. R2022-0007, County Executive Budish administered the oath of office to Brandy Carney.]**

- 2) R2022-0013: A Resolution authorizing a contract with InfoPro Computer Solutions in the amount not-to-exceed \$897,000.00 for sole source maintenance services and the development of a web-based application and related training services for the Buckeye Case Management and Computer Network Systems for the period 4/1/2022 – 3/31/2025; authorizing the County Executive to execute Contract No. 2099 and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish/on behalf of Court of Appeals of Ohio, Eighth Appellate District

Committee Assignment and Chair: Finance & Budgeting – Miller

**On a motion by Mr. Miller with a second by Ms. Conwell, Resolution No. R2022-0013 was considered and adopted by unanimous vote.**

- 3) R2022-0022: A Resolution extending the appointment of Interim Director of the Department of Human Resources, Sheba N. Marshall, to June 29, 2022; and declaring the necessity that this Resolution become immediately effective.

**Sponsors: County Executive Budish and Councilmembers Conwell and Turner**

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

**On a motion by Ms. Baker with a second by Ms. Turner, Resolution No. R2022-0022 was considered and adopted by unanimous vote.**

#### 11. MISCELLANEOUS COMMITTEE REPORTS

**Mr. Miller reported that the Finance & Budgeting Committee meeting will be held on Monday, February 28<sup>th</sup> at 1:00 p.m.**

**Mr. Tuma reported that the Public Works, Procurement & Contracting Committee meeting will be held on Wednesday, March 2<sup>nd</sup> at 10:00 a.m.**

**Mr. Sweeney reported that Council Operations, Intergovernmental Relations & Public Transportation Committee meeting will meet on Tuesday, March 1<sup>st</sup> at 3:00 p.m.**

**Ms. Conwell reported that the Health, Human Services & Aging Committee meeting will be held on Wednesday, March 2<sup>nd</sup> at 1:00 p.m.**

**Ms. Simon reported that the Education, Environment & Sustainability Committee meeting will be held on Wednesday, March 2<sup>nd</sup> at 3:00 p.m.**

**Ms. Baker reported that the Human Resources, Appointments & Equity Committee meeting will be held on Tuesday, March 1<sup>st</sup> at 10:00 a.m.**

**Mr. Jones reported that the Economic Development & Planning Committee meeting will be held on Monday, February 28<sup>th</sup> at 3:00 p.m.**

**12. MISCELLANEOUS BUSINESS**

**There was no miscellaneous business.**

**13. ADJOURNMENT**

**With no further business to discuss, Council President Jones adjourned the meeting at 5:45 p.m., without objection.**

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0049

Sponsored by: <b>Councilmember Sweeney</b>	<b>A Resolution</b> amending Resolution No. R2016-0218 dated December 13, 2016, as amended by Resolution No. R2018-0067 dated April 10, 2018, and as amended by Resolution No. R2020-0061 dated March 16, 2020, which authorized a Grant in the amount of \$2,500,000.00 to the Friends of Historic Variety Theatre, Inc. for the benefit of a project located at 11801 - 11825 Lorain Avenue in the City of Cleveland, by extending the Resolution sunset provision from March 16, 2022, to February 28, 2023; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the primary goal of this project is to redevelop and restore 25,160 square feet of space in order to create a Variety Theater Complex along Lorain Avenue from West 110<sup>th</sup> Street to West 123<sup>rd</sup> Street in the City of Cleveland, County Council District 3; and

WHEREAS, upon completion, this project is anticipated to help revitalize an historic anchor in the ; and

WHEREAS, County Council previously approved a number of resolutions in the amount of \$2,500,000.00, which included the following fundings sources:

- a) \$1,000,000.00 from the County’s Community Development Fund; and
- b) \$1,500,000.00 from the County’s Economic Development Fund.

WHEREAS, on December 13, 2016, County Council approved Resolution No. R2016-0218, which authorized an Economic Development Fund Redevelopment and Modernization Loan in the amount of \$2,500,000.00 to Detroit Shoreway Community Development Organization with a sunset date of December 13, 2017; and

WHEREAS, on April 10, 2018, County Council approved Resolution No. R2018-0067, which extended the sunset date of the Economic Development Fund Redevelopment and Modernization Loan in the amount of \$2,500,000.00 to Detroit Shoreway Community Development Organization from December 13, 2017, to April 10, 2020; and

WHEREAS, on March 16, 2020, County Council approved Resolution No. R2020-0061 which authorized the following:

- a) Extended the sunset date of the Economic Development Fund Redevelopment and Modernization Loan in the amount of \$2,500,000.00 to Detroit Shoreway Community Development Organization from April 10, 2020, to March 16, 2022; and
- b) Converted the Economic Development Fund Redevelopment and Modernization Loan to a Grant; and
- c) Changed the funding receipt from the Detroit Shoreway Community Development Organization to the Friends of Historic Variety Theatre, Inc.; and

WHEREAS, unforeseen circumstances have prevented implementation of the actions authorized in Resolution Nos. R2016-0218, R2018-0067, R2020-0061; and

WHEREAS, County Council now desires to extend the sunset provision from March 16, 2022, to February 28, 2023; 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 County Council hereby amends Resolution No. R2016-0218 dated December 13, 2016, as amended by Resolution No. R2018-0067 dated April 10, 2018, and as amended by Resolution No. R2020-0061 dated March 16, 2020, which authorized a Grant in the amount of \$2,500,000.00 to the Friends of Historic Variety Theatre, Inc. for the benefit of a project located at 11801 - 11825 Lorain Avenue in the City of Cleveland, County Council District 3, by extending the sunset provision from March 16, 2022, to February 28, 2023.

**SECTION 2.** That County Council staff is authorized to prepare all documents to effectuate said Grant.

**SECTION 3.** That the County Executive is authorized to execute all necessary agreements and documents consistent with said Grant and this Resolution.

**SECTION 4.** That all other provisions of Resolutions No. R2016-0218, R2018-0067, and R2020-0061 shall remain unchanged and in effect.

**SECTION 5.** The County Council authorizes the County Executive and the Fiscal Office to transfer and appropriate \$1,000,000.00 from the County's Community Development Fund and \$1,500,000.00 from the County's Economic

Development fund if the project is ready to proceed before the sunset provision of February 28, 2023.

**SECTION 6.** 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 7.** It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

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

Yeas:

Nays:

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

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

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

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

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

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0038

Sponsored by: <b>Councilmember Baker on behalf of Cuyahoga County Personnel Review Commission</b>	<b>A Resolution</b> adopting various changes to the Cuyahoga County Non-Bargaining Classification Plan and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, Section 9.03 of the Charter of Cuyahoga County states that the Cuyahoga County Personnel Review Commission shall administer a clear, countywide classification and salary administration system for technical, specialist, administrative and clerical functions with a limited number of broad pay ranges within each classification; and

WHEREAS, the Personnel Review Commission submitted several proposed changes to the Cuyahoga County Non-Bargaining Classification Plan; and

WHEREAS, the Personnel Review Commission considered this matter and has undergone significant review, evaluation and modification of such submitted changes to the Cuyahoga County Non-Bargaining Classification Plan; and

WHEREAS, on February 2, 2022, the Personnel Review Commission met and recommended the classification changes (attached hereto as Exhibits A) and recommended to County Council the formal adoption and implementation of the attached changes; and

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

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

**SECTION 1.** That the Cuyahoga County Council hereby adopts the following changes to the Cuyahoga County Non-Bargaining Classification Plan:

Modifications of the following Classifications: (See attached Classification Specifications)

Proposed Revised Classifications:

Exhibit A: Class Title: *Deputy Sheriff, Captain*  
Class Number: 12031



Pay Grade: 17A/Exempt

\* Update requested by the Sheriff and Human Resources. Updates were made to essential job functions, language, equipment aptitude and formatting. A Technology Requirements section was added.

Pay Grade increased from 16A to 17A. No change to FLSA status.

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

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

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

Yeas:

Nays:

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

First Reading/Referred to Committee: February 22, 2022  
Committee(s) Assigned: Human Resources, Appointments & Equity

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



Thomas Colaluca, Chairman  
 Deborah Southerington, Commissioner  
 F. Allen Boseman, Commissioner

**CUYAHOGA COUNTY  
 PERSONNEL REVIEW COMMISSION  
 MEMORANDUM**

DATE: February 3, 2022

TO: Cuyahoga County Council President Pernel Jones Jr.  
 Nan Baker, Chairwoman, Human Resources, Appointments & Equity  
 Committee  
 Council Members, Human Resources, Appointments & Equity  
 Committee

FROM: Thomas Colaluca, Chairman  
 Cuyahoga County Personnel Review Commission

RE: Recommending Modifications to Class Plan

Please be advised that on February 2, 2022, the Personnel Review Commission considered and approved recommending modifications to the County's classification plan. In accordance with PRC Rule 4.06, these proposed changes were posted on the PRC's website before any formal action was taken on them. Details of the recommended changes are below:

<b>PROPOSED REVISED CLASSIFICATIONS</b>			
<b>REVISED CLASSIFICATIONS (Revised Title)</b>	<b>CURRENT PAY GRADE &amp; FLSA</b>	<b>RECOMMENDED PAY GRADE &amp; FLSA</b>	<b>DEPARTMENT</b>
Deputy Sheriff, Captain 12031	16A Exempt	17A Exempt	Sheriff's Department

cc: Deborah Southerington, Commissioner  
 F. Allen Boseman, Commissioner  
 Rebecca Kopcienski, PRC Director  
 Armond Budish, County Executive  
 Sheba Marshall, Interim HR Director

Joseph Nanni, Council Chief of Staff  
 Kelli Neale, Program Officer 4  
 Andria Richardson, Clerk of Council

# County Council of Cuyahoga County, Ohio

## Ordinance No. O2020-0002

Sponsored by: <b>Councilmembers Miller and Conwell</b>	<b>An Ordinance</b> amending Sections 406.01 and 406.02 of the Cuyahoga County Code to clarify contents of the Whistleblower provisions; and declaring the necessity that this Ordinance become immediately effective.
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WHEREAS, Section 3.09(12) of the Cuyahoga County Charter empowers Council “to establish by ordinance a code of ethics, which shall be in addition to, and not inconsistent with, general law on the subject, which shall guide and inform County officers and employees in the performance of their official duties in a manner that will represent high standards of professionalism and loyalty to the residents of the County and that will avoid conflicts of interest, self-dealing and other violations of the public trust;” and

WHEREAS, the Council determined it was necessary to enact a comprehensive whistleblower policy, which was subsequently codified in Title IV of the Cuyahoga County Code and memorialized in Code Sections 406.01 and 406.02; and

WHEREAS, Council has determined that in the interest of good governance it is necessary to update the County’s Code to clarify the rights and responsibilities of employees making a Whistleblower complaint; and,

WHEREAS, it is necessary that this Ordinance, as amended, become immediately effective in order to provide safety and security for employees submitting complaints pursuant to County Code Sections 406.01 and 406.02; and

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

**SECTION 1.** Sections 406.01 and 406.02 of the Cuyahoga County Code are hereby amended as follows:

Chapter 406: Whistleblowers

Section 406.01: Whistleblowers Responsibilities

A. Definitions:

1. For purposes of this section, a “whistleblower” is any employee, elected official, or board member of Cuyahoga County, or any person doing business with the County, who reports any violation of any federal, state, or local law or ordinance, or allegations of fraud, corruption, waste, abuse, misfeasance, and/or malfeasance.
  2. For purposes of this section, a “whistleblower complaint” is a reporting, either written or verbal, of a matter involving allegations enumerated in Section 406.01(A)(1).
  3. For purposes of this section, “retaliation or retaliatory action” is any action taken or threat by an employee, elected official, board member, or appointing authority that would discourage a reasonable person from engaging in an act protected in this Whistleblower Ordinance.
  4. For purposes of this section, a “retaliation complaint” is a written reporting of any disciplinary or retaliatory action taken in response to a whistleblower complaint as defined under this section.
- B. To be afforded all rights and protections as a “whistleblower” under the County Code, whistleblowers must comply with all obligations found herein, including the reporting obligations delineated in County Code Sections 406.01 and 406.02.
- C. Any individual identified in Section 406.01(A)(1) who reasonably believes a violation of any county, state, or federal law, rule, or regulation has occurred, or will occur, shall make a whistleblower complaint with a supervisor within the employee’s chain of command, the Agency of Inspector General, or the Department of Human Resources.
- D. Any person who receives a verbal whistleblower complaint shall contemporaneously prepare a written record of the complaint, including the following information:
1. The name of the person taking the complaint,
  2. The name of the complainant, if known,
  3. The date and time that the complaint was received, and
  4. A description of the complaint.
- E. Any supervisor who receives a whistleblower complaint shall notify the Agency of Inspector General or Department of Human Resources of the complaint within five (5) business days of receipt. The Department of Human Resources shall notify the Agency of Inspector General of any whistleblower complaints brought to it within five (5) business days of receipt. Any notifications required in this section shall be in writing and shall include the information specified in Section 406.01(D). Upon receipt of a whistleblower complaint, the Agency of Inspector General shall investigate pursuant to Section 204.01(B)(3) of this Code and Article XV of the County Charter.
- F. For enforcement and interpretation of a whistleblower’s rights and obligations under this County Code Section, a former employee of Cuyahoga County will be granted

protections, including prohibitions against retaliation, for any violations reported within 30 days after separation from the County.

- G. No elected official, employee, board member, lobbyist, or contractor shall file a whistleblower complaint with a supervisor within the employee's chain of command, the Agency of Inspector General, or the Department of Human Resources that includes information he or she knows to be false, or which has been submitted in bad faith or with reckless disregard for the truth.
- H. No person shall retaliate against any individual who, in good faith, has filed a whistleblower complaint whether such retaliation is through threat, coercion, harassment, abuse of authority, or adverse employment action. Any act of retaliation against a whistleblower shall be considered a separate violation of this section.

#### Section 406.02 Whistleblower Rights for Employees

- A. If an appointing authority, supervisor, or the Department of Human Resources takes any retaliatory action against an employee as a result of the employee's having made a whistleblower complaint under this title, the employee's sole and exclusive remedy is to file a written retaliation complaint with the Personnel Review Commission. Any whistleblower complaint giving rise to an alleged retaliatory act must be filed in writing in order for an employee to exercise his or her appeal rights under this paragraph. A whistleblower complaint filed in writing may be submitted anonymously; provided however that the employee shall bear the burden of proving that the employee was the source of the anonymous complaint upon the filing of a retaliation complaint. If the employee files such a retaliation complaint, the Personnel Review Commission shall immediately notify both the employee's appointing authority and the Agency of Inspector General and shall hear the retaliation complaint. The Personnel Review Commissions shall determine if retaliation occurred and may issue any order as is appropriate including, but not limited to, rehiring, reinstatement with back pay, or any other remedy available under general law. Retaliation complaints heard by the Personnel Review Commission are appealable to the Court of Common Pleas pursuant to Ohio Revised Code Chapter 2506.
- B. The initial and annual ethics training provided to employees, as required in Section 403.01 of this Code, shall include a notice to employees of whistleblower rights and responsibilities, including the requirement that an employee must have made a whistleblower complaint in order to make a retaliation complaint. The training shall also notify supervisory employees of their responsibility to avoid retaliating against any employee who makes a whistleblower complaint pursuant to Section 406.01 of this Code.

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

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

Yeas:

Nays:

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

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

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

First Reading/Referred to Committee: January 14, 2020

Committee(s) Assigned: Council Operations, Intergovernmental Relations & Public Transportation

Legislation retained per Resolution No. R2020-0271: December 8, 2020

Legislation Substituted in Committee: January 18, 2022

Legislation Substituted in Committee: March 1, 2022

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

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0050

Sponsored by: <b>County Executive Budish/Fiscal Officer/Office of Budget and Management</b>	<b>A Resolution</b> amending the 2022/2023 Biennial Operating Budget for 2022 by providing for additional fiscal appropriations from the General Fund and other funding sources, for appropriation transfers between budget accounts and for cash transfers between budgetary funds, to meet the budgetary needs of various County departments, offices and agencies, amending Resolution No. R2022-0002 dated 1/11/2022; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, on December 7, 2021, the Cuyahoga County Council adopted the Biennial Operating Budget and Capital Improvements Program for 2022/2023 (Resolution No. R2021-0238) establishing the 2022/2023 biennial budget for all County departments, offices and agencies; and

WHEREAS, it is necessary to adjust the Biennial Operating Budget for 2022 to reflect budgetary funding increases, funding reductions, to transfer budget appropriations and to transfer cash between budgetary funds, to accommodate the operational needs of certain County departments, offices and agencies; and

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

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

**SECTION 1.** That the 2022/2023 Biennial Operating Budget for 2022 be amended to provide for the following additional appropriation increases and decreases:



**Fund Nos./Budget Accounts**

**Journal Nos.**

A.	2285 – Other Judicial			<b>BA2211615</b>
	CP285155 – SAMHSA Veterans Treat. Court			
	Personal Services	\$	212,032.00	
	Other Expenses	\$	187,968.00	

The Office of Budget and Management, on behalf of the Common Pleas Court, is requesting additional appropriations of \$400,000 for the Veteran Reentry Treatment Court grant for the period of September 30, 2021 to September 29, 2022. The funding source is a grant from Department of Health and Human Services, Substance Abuse and Mental Health Services Administration.

B.	2280 – Other Health and Safety			<b>BA221616</b>
	PJ285165 – Safe Havens: Visitation & Echan			
	Other Expenses	\$	6,500.00	

The Office of Budget and Management, on behalf of the Department of Public Safety & Justice Services, is requesting additional appropriation in the amount of \$6,500 for the Camp HOPE grant program. The additional award is for the period 1/1/2022-12/31/2022, this item has been approved by the BOC on 2/7/2022, BOC2022-14. Funding source is a grant from Camp Hope America and the Verizon Foundation.

C.	1100 – General Fund			<b>BA2218015</b>
	PR100100 – Personnel Review Commission			
	Other Expenses	\$	37,500.00	

The Personnel Review Commission requests additional appropriation to perform a wage survey. The County Charter assigns the Personnel Review Commission with responsibility for administration of a county-wide classification and compensation system for the County’s non-bargaining unit employees. Part of that responsibility includes ensuring that the County’s pay rates for these positions are competitive and supportive of the County’s needs to attract and retain talent. This appropriation will be used for to conduct a salary survey to determine whether the pay grades are competitive. The County’s consultant, Archer Company has submitted a proposal for this work to be completed over a period of five (5) months a cost of \$37,500. Funding source is General Fund.

D.	1100 – General Fund			<b>BA2218016</b>
	FS100190 – General (Consumer Affairs)			
	Personal Services	\$	81,000.00	
	Other Expenses	\$	5,000.00	

The Consumer Affairs division requests additional appropriation totaling \$86,000 to fund a new Program Officer 3 position for the administration and enforcement of the County Bag Ban Program. Appropriation includes salary, benefits and ancillary office expenses to be incurred with enforcement of the disposable bag ban outlined within Chapter 1304 of the Cuyahoga County Charter. A small portion, \$6,000, of this request

will extend one current temporary position until the new position is filled. Funding source is General Fund.

E.	2330 – Youth Services		<b>BA2219642</b>
	JC330100 – Youth Services Subsidy-FDCC		
	Personal Services	\$	180,351.16
	Other Expenses	\$	432,636.68

Juvenile Court is requesting an appropriation increase in the amount of \$612,987.84 for the purpose of realigning RECLAIM project budgets with revisions approved by the State of Ohio as part of the state fiscal year 2022 spending plan. The RECLAIM grant program provides funding for a vast array of community-based treatment, intervention, diversion, and prevention programs, with the goal of diverting juvenile offenders from state institutions and keeping them local where families can participate more fully in their rehabilitation and treatment. This continuation grant is funded by the Ohio Department of Youth Services for the period of July 1, 2021 to June 30,2022 and is paid as an advanced payment. There is no cash match required.

F.	2330 – Youth Services		<b>BA2219643</b>
	JC330100 – Youth Services Subsidy-FDCC		
	Personal Services	\$	(158,190.00)
	Other Expenses	\$	(1,589,197.56)

Juvenile Court is requesting an appropriation reduction in the amount of \$1,747,387.56 for the purpose of realigning RECLAIM project budgets with revisions approved by the State of Ohio as part of the state fiscal year 2022 spending plan. The RECLAIM grant program provides funding for a vast array of community-based treatment, intervention, diversion, and prevention programs, with the goal of diverting juvenile offenders from state institutions and keeping them local where families can participate more fully in their rehabilitation and treatment. This continuation grant is funded by the Ohio Department of Youth Services for the period of July 1, 2021 to June 30,2022 and is paid as an advanced payment. There is no cash match required.

G.	2330 – Youth Services		<b>BA2221207</b>
	JC330100 – Youth Services Subsidy-FDCC		
	Personal Services	\$	(632.37)
	Other Expenses	\$	(322,825.34)

Juvenile Court is requesting an appropriation reduction in the amount of \$323,457.71 for the purpose of closing out the FFY2017-2020-VOCA Safe Harbor grant award (activity 2017VOCA4355157. This grant is funded the Safe Harbor Human Trafficking Project. The grant was funded by the U.S. Department of Justice (ALN 16.575) passed through the Ohio Attorney General;s Office and covered the performance period of October 1,2016 through September 30,2020. \$483,735.56 in grant funds were expended and reimbursed. A cash transfer (CT2214809) is also included on this fiscal agenda that will return unspent cash match dollars to the HHS Levy Fund.

H.	2300 – Other Social Services		<b>BA2224401</b>
	VC300100 – Veteran Services Fund		
	Other Expenses	\$	700,024.35

The Office of Budget Management (on behalf of County Council) is requesting an appropriation increase of \$700,024.35 in the Veteran Services Fund. This appropriation is to support items from the R2021-0259 resolution passed by Council for items that are to be disbursed in 2022. Funding is provided by the Veteran Services Fund, which has a cash balance \$1.3 million.

I.	2300 – Other Social Services		<b>BA2224402</b>
	VC300100 – Veteran Services Fund		
	Other Expenses	\$	43,895.13

The Office of Budget Management (on behalf of County Council) is requesting an appropriation increase of \$43,895.13 in the Veteran Services Fund. This appropriation is to support items from the R2021-0040 resolution passed by Council for items that were to be disbursed in 2021 but are being disbursed in 2022. Funding is provided by the Veteran Services Fund.

J.	1100 – General Fund		<b>BA2211618</b>
	FS100500 – ARPA Government Services		
	Other Expenses	\$	119,949,128.50

The Office of Budget Management is requesting an appropriation increase of \$119,949,128.50 in American Rescue Plan Act funds that will be transferred to the General Fund. This transfer is an eligible use as provided by the American Plan Rescue Act. In 2021, revenue in the amount of \$21,129,019.91 was transferred from the ARPA fund to the General Fund. The remaining ARPA revenue of \$98,820,108.59 will be transferred to the General Fund (included in Section 3, Item B of this fiscal agenda). The original appropriations which were established but not used in the ARPA fund are being rescinded (included in Section 4, Items K and N of this fiscal agenda). Funding source is General Fund.

**SECTION 2.** That the 2022/2023 Biennial Operating Budget for 2022 be amended to provide for the following appropriation transfers:

<u>Fund Nos./Budget Accounts</u>		<u>Journal Nos.</u>	
A.	FROM: 2260 – Human Services		<b>BA2224403</b>
	HS260295 – Option Prog.		
	Other Expenses	\$	800,000.00
	TO: 2260 – Human Services		
	HS260265 – Community Programs		
	Other Expenses	\$	800,000.00

The Department of Senior and Adult Services requests a transfer of \$800,000 from the Options Program (HS260295) accounting unit to the Community Social Services Program (HS260265) accounting unit. The 2022-2023 adopted budget included CSSP in the Options Program accounting unit in error.

**SECTION 3.** That the 2022/2023 Biennial Operating Budget for 2022 be amended to provide for the following cash transfers between County funds:

<u>Fund Nos./Budget Accounts</u>	<u>Journal Nos.</u>
A. FROM: 2255 – Health and Human Services Levy	<b>CT2221208</b>
FS255105 – HHS Levy 4.8 Subsidies	
Trans Out – Transfer Out	\$ 1,506.45
TO: 2325 – Victim Assistance	
JC325100 – VOCA Safe Harbor	
Trans In – Transfer In	\$ 1,506.45

The Office of Budget and Management, on behalf of the Juvenile Court, is requesting a cash transfer in the amount of \$1,506.45 for the purpose of closing out the FFY 2017-2020 VOCA Safe Harbor grant award (activity 2017VOCA4355157). This cash transfer represents unspent match funds as required by acceptance of the grant. An appropriation reduction to close grant is also included on the this fiscal agenda (BA2221207).

B. FROM: 2350 – COVID-19 CARES Act Fund	<b>CT2211618</b>
FS350200 – COVID-19 American Plan Rescue act	
Trans Out – Transfer Out	\$ 98,820,108.59
TO: 1100 – General Fund	
FS100500 – ARPA Government Services	
Trans In – Transfer In	\$ 98,820,108.59

The Office of Budget and Management is requesting a cash transfer in the amount of \$98,820,108.59 from the American Rescue Plan Act fund to the General Fund. This transfer is an eligible use as provided by the American Plan Rescue Act .

**SECTION 4.** That items approved in Resolution No. R2022-0002 dated January 11, 2022 and Resolution No. R2022-0028 dated February 8, 2022 be rescinded as follows to reconcile appropriations for the year 2022 in the County’s financial system:

**Resolution No. R2022-0002 dated 1/11/2022:**

**Original Items to be Rescinded - Section 1**

K. 2350 – COVID-19 CARES Act Fund	<b>BA2219609</b>
FS350200 – COVID-19 American Rescue Plan Act	
Personal Services	\$ 20,000,000.00

The Office of Budget and Management is requesting appropriations of \$20,000,000 in American Rescue Plan Act funding. This funding will be used for salary and benefits costs that were incurred from March 3, 2021 to December 31, 2021 to restore the county’s workforce to prepandemic levels. Funding Source is American Rescue Plan Act funding.

**Resolution No. R2022-0028 dated 2/8/2022:**

**Original Items to be Rescinded - Section 1**

N.	2350 – COVID-19 CARES Act Fund		<b>BA2211610</b>
	FS350200 – COVID-19 American Rescue Plan Act		
	Other Expenses	\$	7,784,000.00

The Office of Budget and Management is requesting appropriations of \$7,784,000 in American Rescue Plan Act funding. This funding is for projects including the Greater Cleveland Foodbank, IT capital improvements, ARPA consulting services, PRC remote testing, laptop management and cybersecurity software. Source is American Rescue Plan Act funding.

**SECTION 5.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health, or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, 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 6.** It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and 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 CC045  
March 8, 2022



To: Andria Richardson, Clerk of County Council

From: Walter Parfejewiec, Office of Budget and Management

Date: March 3, 2022

Re: Fiscal Agenda – 3/8/2022 - Proposed

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 8, 2022**. The requested fiscal items, including additional appropriation increases and decreases, are necessary to reconcile the originally adopted 2022 Budget. Items of note on this agenda include:

- Request to provide appropriation increase/decrease as requested
- Request grant appropriation as requested

**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
Common Pleas Court	\$400,000.00	A	Grant – No General/HHS Levy Fund Impact	Grant Appropriation Increase
Public Safety and Justice Services	\$6,500.00	B	Grant – No General/HHS Levy Fund Impact	Grant Appropriation Increase
Personnel Review Commission	\$37,500.00	C	General Fund	Appropriation Increase
Consumer Affairs	\$86,000.00	D	General Fund	Appropriation Increase
Juvenile Court	\$612,987.84	E	Grant – No General/HHS Levy Fund Impact	Grant Appropriation Increase

Juvenile Court	\$ (1,747,387.56)	F	Grant – No General/HHS Levy Fund Impact	Grant Appropriation Decrease
Juvenile Court	\$ (323,457.71)	G	Grant – No General/HHS Levy Fund Impact	Grant Closeout
Office of Budget and Management	\$700,024.35	H	General Fund	Appropriation Increase
Office of Budget and Management	\$43,895.13	I	General Fund	Appropriation Increase
Office of Budget and Management	\$119,949,128.50	J	General Fund	Appropriation Increase

**Appropriation Transfer Summary** – Transfers between budget accounts in the same fund or between different resolution categories within the same budget account.

Department	Amount Requested	Item	Funding Source	Purpose
Senior & Adult Services	\$ 800,000.00	A	HHS Levy Fund	Appropriation Transfer

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

Department	Amount Requested	Item	Funding Source	Purpose
Juvenile Court	\$1,506.45	A	Grant – No General/HHS Levy Fund Impact	Grant Closeout
Office of Budget and Management	\$98,820,108.59	B	General Fund	Cash Transfer



# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0051

Sponsored by: <b>County Executive Budish/County Sheriff and Department of Law</b>	<b>A Resolution</b> approving a Collective Bargaining Agreement between Cuyahoga County and the Ohio Patrolmen's Benevolent Association, representing approximately 6 employees in the classification of Deputy Sheriff Lieutenant in the Sheriff's Department for the period 1/1/2022 - 12/31/2024; directing that funds necessary to implement the Collective Bargaining Agreement be budgeted and appropriated; authorizing the County Executive to execute the agreement and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the Cuyahoga County Department of Law has been engaged in negotiations with the Ohio Patrolmen's Benevolent Association (hereinafter referred to as the "OPBA") to negotiate a successor collective bargaining agreement covering approximately 6 employees in the classification of Deputy Sheriff Lieutenant in the Cuyahoga County Sheriff's Department the for the period of 01/01/2022-12/31/2024; and

WHEREAS, the parties have met in an effort to negotiate new terms and have reached a tentative agreement on a single successor collective bargaining agreement; and

WHEREAS, the members of the bargaining unit met and voted to ratify the proposed successor collective bargaining agreement; and

WHEREAS, O.R.C. 4117.10 (B) requires that a public employer submit a request for funds necessary to implement an agreement, and for approval of any other matter requiring the approval of the appropriate legislative body to the legislative body within fourteen days of the date on which the parties finalize the agreement, unless otherwise specified or if the legislative body is not in session at the time, then within fourteen days after it convenes; and

WHEREAS, O.R.C. 4117.10(B) further states that the legislative body must approve or reject the submission as a whole, and the submission is deemed approved

if the legislative body fails to act within thirty days after the public employer submits the agreement; and

WHEREAS, the County Executive, the County Sheriff, and the Department of Law are recommending that Council approve the proposed Collective Bargaining Agreement for the period 1/1/2022 – 12/31/2024; and

WHEREAS, it is necessary that this Resolution become immediately effective to ensure the efficient operation of the Cuyahoga County Sheriff's Department.

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

**SECTION 1.** The Cuyahoga County Council hereby approves the Collective Bargaining Agreement between Cuyahoga County and the OPBA, representing approximately 6 employees in the classification of Deputy Sheriff Lieutenant in the Sheriff's Department for the period of 1/1/2022 – 12/31/2024, and authorizes the County Executive to execute all documents consistent with this Resolution.

**SECTION 2.** Funds necessary to implement the Collective Bargaining Agreement between the County and OPBA shall be budgeted and appropriated.

**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 the Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight 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 CC045  
March 8, 2022

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0052

Sponsored by: <b>County Executive Budish/Department of Law</b>	<b>A Resolution</b> approving a proposed settlement in the matter of <u>Paula Kiekisz, as Mother and Administrator of the Estate of Brenden John Kiekisz, Deceased v. Cuyahoga County Board of Commissioners, et al.</u> , Case No. 1:21-cv-00264, United States District Court, Northern District of Ohio; authorizing the County Executive and/or his designee to execute the settlement agreement and any related documentation; authorizing the appropriation of funds for payment of settlement amounts set forth herein; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the estate of Brendan John Kiekisz filed a civil action docketed as Paula Kiekisz, as Mother and Administrator of the Estate of Brenden John Kiekisz, Deceased v. Cuyahoga County Board of Commissioners, et al., Case No. 1:21-cv-00264, United States District Court, Northern District of Ohio; and

WHEREAS, Paula Kiekisz (“Plaintiff”) and the County of Cuyahoga, Ohio wish to fully and completely resolve with finality any and all alleged claims of whatever kind or nature that Plaintiff has or may have against the County of Cuyahoga and any of its officers, employees, or officials; and

WHEREAS, the parties hereto have reached a settlement agreement that, if performed, will fully settle and resolve all such alleged claims; and

WHEREAS, Council, having been briefed about the facts and the history of the case, approves of the proposed settlement.

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

**SECTION 1.** The Cuyahoga County Council hereby approves a settlement agreement with Plaintiff in the matter of Paula Kiekisz, as Mother and Administrator of the Estate of Brenden John Kiekisz, Deceased v. Cuyahoga County Board of Commissioners, et al., Case No. 1:21-cv-00264, United States District Court,

Northern District of Ohio, whereby the County agrees, subject to the terms and conditions therein contained, to pay Plaintiff the amount of One Million, Four Hundred Thousand Dollars (\$1,400,000.00).

**SECTION 2.** The County Executive (or his authorized designee) is hereby authorized to execute a settlement agreement and any other documents to effectuate the settlement in accordance with this Resolution.

**SECTION 3.** If any specific appropriation is necessary to effectuate this settlement, such appropriation is approved, and the Director of the Office of Budget and Management is authorized to submit the requisite documentation to financial reporting to journalize the appropriation.

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

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

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

Yeas:

Nays:

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

Journal CC045  
March 8, 2022

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-\_\_\_\_\_

Sponsored by: <b>County Executive Budish</b>	<b>A Resolution</b> confirming the County Executive’s appointment or reappointment of various individuals to serve on the Cuyahoga Community College (Tri-C) Board of Trustees for various terms; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, pursuant to Ohio Revised Code Chapter 3354.05, the former Cuyahoga County Board of Commissioners created a board of trustees of a community college district; and

WHEREAS, the Cuyahoga Community College Board of Trustees in collaboration with the College President are charged with fulfilling the goals set forth in the College Mission Statement; and

WHEREAS, members of the Cuyahoga Community College Board of Trustees shall be appointed to serve a five (5) year term; and

WHEREAS, 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 Budish has nominated the following individuals to serve on the Cuyahoga Community College (Tri-C) Board of Trustees for various terms:

Reappointment:

1. Victor Ruiz for the term 1/18/2022 – 1/17/2027

Appointment:

1. Ted Twang (replacing John Skory) for the unexpired term 1/16/2025

**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 or reappointment of the following individuals to serve on the Cuyahoga Community College (Tri-C) Board of Trustees for various terms:

Reappointment:

1. Victor Ruiz for the term 1/18/2022 – 1/17/2027

Appointment:

1. Ted Tywang (replacing John Skory) for the unexpired term 1/16/2025

**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:  
Committee(s) Assigned:

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



February 28, 2022

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

Re: Cuyahoga Community College (Tri-C) Board of Trustees

Dear President Jones:

Pursuant to Section 3354.05(A) of the Ohio Revised Code, I am pleased to submit the following appointments to the Cuyahoga Community College ("Tri-C") Board of Trustees:

- **Victor Ruiz**, 5-year term, 01/18/2022 - 01/17/2027
  - Reappointment
  - Resides in Cleveland (Cuyahoga County)
- **Ted Twang**, unexpired term ending 01/16/2025
  - Replacing John Skory
  - Resides in Cleveland (Cuyahoga County)

The Tri-C Board is comprised of nine members – six appointed by the County Executive, and three appointed by the Governor of the State of Ohio [ORC 3354.05(A)]. Board members must be residents of the community college district. Ohio Revised Code stipulates that members shall serve a five-year term and permits members to continue serving beyond the expiration of term until a successor takes office, or for a period of sixty days – whichever occurs first. This board is uncompensated.

I have attached a copy of each nominee's resume for your review. There are no known conflicts of interest for which an advisory opinion has been requested. There are nine candidates on file for this position.

Thank you for your consideration of these appointments. Should you or any of your colleagues have any questions, please feel free to contact Michele Pomerantz in my office at 216-443-7125.

Sincerely,

A handwritten signature in black ink that reads "Armond Budish".

Armond Budish  
Cuyahoga County Executive

**VICTOR A. RUIZ**



Victor A. Ruiz is the Executive Director of Esperanza, Inc., an organization founded in 1983 whose mission is to improve the academic achievement of Hispanics in Greater Cleveland by supporting students to graduate high school and promoting post-secondary educational attainment. Under his leadership, Esperanza has grown tremendously and has been a leader in addressing the educational needs of Cleveland's growing Hispanic community. The organization has received national and local recognition for its work, including being named the 2019 Midwest Affiliate of the Year by UnidosUS, a 2015 Bright Spot in Hispanic Education by the White House Initiative on Educational Excellence for Hispanics, and receiving the prestigious Anisfield-Wolf Community Organization Award from the Cleveland Foundation.

Victor lives in Cleveland with his wife and three children. He is a graduate of the Cleveland School System, has a bachelor's degree in English from Baldwin Wallace College, and a master's degree in Education from Cleveland State University. He serves on several boards including The Cuyahoga Community College and the United Way of Greater Cleveland. He is also Certified Professional Diversity Coach (CPDC) and a W.K. Kellogg Foundation Fellow, where he completed a 3-year fellowship focusing on racial equity and healing.

**Ted Tywang**  
**Vice President, General Counsel**  
**Haslam Sports Group**



Ted Tywang is Vice President, General Counsel for Haslam Sports Group (which includes the Cleveland Browns (NFL) and Columbus Crew (MLS) teams). Entering his seventh season with the Browns and fourth with the Crew, Tywang serves as the in-house counsel for both clubs, and is responsible for providing legal and strategic advice across the businesses. He also leads government affairs for Haslam Sports Group and has substantial involvement in various HSG business initiatives and strategic projects.

Tywang contributes to the Northeast Ohio community by serving on the boards of the Cuyahoga Community College Foundation (as an Executive Committee member), the Legal Aid Society of Cleveland, and Engage! Cleveland. He is also a member of the Leadership Cleveland Class of 2022. Prior to joining the Browns in 2016, Tywang was a corporate associate in the sports law group of Proskauer Rose, an international law firm headquartered in New York. Tywang is a member of the New York State Bar and is also authorized to practice law in the State of Ohio.

Tywang earned his bachelor's degree, *cum laude*, in government from Georgetown University, where he was a four-year member and senior captain of the men's tennis team. Tywang received his J.D. from Columbia Law School, where he was a Harlan Fiske Stone Scholar and President of Columbia's Entertainment and Sports Law Society.

Jan. 15th 2020	Cuyahoga Community College Board of Trustees	Helen Forbes Fields
Jan. 17th 2020	Cuyahoga Community College Board of Trustees	John Skory
June 26th 2020	Cuyahoga Community College Board of Trustees	Dr. Terrence Robinson
Sept. 3rd 2019	Cuyahoga Community College Board of Trustees	Anthony Nathal
May 19th 2021	Cuyahoga Community College Board of Trustees	Geralyn Presti
June 23rd 2021	Cuyahoga Community College Board of Trustees	Cory Jenkins
Nov. 26th 2021	Cuyahoga Community College Board of Trustees	Joseph DiRocco
Feb. 8th 2022	Cuyahoga Community College Board of Trustees	Ted Tywang
Feb. 26th 2022	Cuyahoga Community College Board of Trustees	Victor Ruiz

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0054

Sponsored by: <b>County Executive Budish</b>	<b>A Resolution</b> confirming the County Executive’s reappointment of Nancy Mendez to serve on the Cuyahoga Arts and Culture Board of Trustees for the term 4/1/2022 - 3/31/2025; 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 Nancy Mendez to serve on the Cuyahoga Arts and Culture Board of Trustees for the term 4/1/22 – 3/31/2025.

**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 Nancy Mendez to serve on the Cuyahoga Arts and Culture Board of Trustees for the term 4/1/2022 – 3/31/2025.

**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:  
Committee(s) Assigned:

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



February 25, 2022

Armond Budish  
Cuyahoga County Executive

Pernel Jones, Jr., President  
Cuyahoga County Council  
2079 E. Ninth Street, 8<sup>th</sup> Floor  
Cleveland, OH 44115

Re: Cuyahoga Arts and Culture (CAC) Board of Trustees

Dear President Jones,

I submit the following nomination for reappointment to the Cuyahoga Arts and Culture (CAC) Board of Trustees:

- **Nancy Mendez**, 3-year term, 4/1/2022 – 3/31/2025
  - Reappointment
  - Currently resides in Cleveland (Cuyahoga)

Cuyahoga Arts & Culture (CAC) is authorized by Ohio Revised Code Chapter 3381. The CAC is the public funder for arts & culture events and, has awarded over 1,200 grants, to more than 300 organizations serving Cuyahoga County residents. The Board consists of five members appointed by the County Executive, subject to Council confirmation. ORC 3381.05 outlines the qualifications for trustees as a set of persons who:

- Have broad knowledge and experience in the arts or cultural heritage;
- At least two members...shall be persons who devote a major portion of their time to practicing, performing, or teaching any of the arts or who are professional administrators in any field of the arts or cultural heritage;
- Shall be qualified electors in Cuyahoga County.

A copy of Nancy Mendez's resume is attached. There are no known conflicts of interest for which an advisory opinion has been requested. This board is uncompensated. There are seven candidates on file for this position.

Thank you for your consideration of these appointments. Should you or any of your colleagues have any questions, please feel free to contact Michele Pomerantz in my office at 216-443-7125.

Sincerely,

Armond Budish  
County Executive



# Nancy Mendez

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## PROFFESIONAL SUMMARY

**A Strategic Community Focused Leader** with over 20 years' experience in nonprofit organizations, philanthropy, and community development. As the President and CEO of a \$13 million non-profit, responsible for organizational oversight, program development, financial management, strategic planning, fundraising, advocacy, communications and board development.

- An experienced leader in the field who can conduct high level planning, conceptualizing, analyzing and formulation of goals and objectives, including problem-solving and decision-making skills.
- A proven collaborator and influencer both internally and externally, ability to build and sustain relationships at multiple levels with varied constituencies including the Board of Directors, donors, leadership team, corporate and community leaders.
- A strategic and purposeful leader with ability to translate business and financial plans into community strategies.
- A flexible and adaptable leader who embraces change and can lead teams in a dynamic environment.
- A strong communicator able to interface with a variety of audiences and talk on a broad spectrum of topics, both internal and external. Excellent presentation skills, with the ability to keep abreast on community issues and health and human services trends
- Able to quickly articulate and confidently manage media and public inquiries about the organization and related matters.

## AWARDS/RECOGNITION

**St. Mark's Prep School- Distinguished Alumni Award**  
**Crain's Cleveland Business "Women of Note"**  
**Notable LGBTQ Executives, Crain's Cleveland Business**  
**Leadership Cleveland, class of 2020 – Civic Leadership Program**  
**United Way Global Fellow – a yearlong talent development program**  
**Ohio Latino Affairs Commission - Distinguished Hispanic Ohioan**  
**American Society on Aging - Leadership Fellowship**

## EXPERIENCE

**Starting Point – 2021 to Present**

**President and Chief Executive Officer**

Lead in all matters of organization, policy formation and implementation of Starting Point. Develop, Supervise, and assist in the implementation of the various components of Starting Point including Community Child Care Resource and Referral, Scholarship Fund and Out of School Time programs. Manage a \$13 million budget, and oversees a team of more than 100.

- Work cooperatively with local, state, and federal groups that are active in the field of early childhood and out-of-school-time, particularly around advocacy in regard to legislative and funding concerns.

# Nancy Mendez

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- Lead the development, implementation and supervision of a comprehensive childcare and out-of-school-time resource and referral agency.
- Oversee financial management, including preparation of annual budget
- Lead and assist in the development and implementation of major and new programs and services.
- Ensure the delivery of high-quality services while managing for current and future growth.
- Strategize the organization's short-range and long-range program and project goals.
- Lead and advance the organization's fundraising efforts.
- Serve as the organization's principal leader representative and spokesperson.
- Create and promote a positive, multicultural work environment that supports consistency throughout the organization's strategy, operational methods, and data collection needs.

## **United Way of Greater Cleveland – 2009 to 2021**

### **Vice President of Community Investment & Chief Investment Officer (2016 – 2021)**

Lead the Community Impact Department in the development of strategic priorities; guiding the process of allocating financial and other resources to the community; engaging partner agencies and stakeholders in building capacity and strengthening the nonprofit sector. Facilitate communication and relationship building with local organizations, government agencies, businesses, affiliated agencies, and individual donors.

- Manage \$14 million in annual investments towards local, state, and federal programs
- Oversee a \$4.5 million Center for Medicaid Medicare Services grant
- Guide the process of allocating financial and other resources to the community
- Build public/private sector partnerships that develop initiatives to combat poverty and Inequity
- Lead multi agency collaboratives within United Way's Impact Institute that address root causes of poverty; projects include Right to Council (Housing Stability), Accountable Health Communities (Health Disparities), Child Advocacy Center (Trauma Reduction), Scholar House (Two-Generation Education/Training).

### **Director of Health - (2009-2014)**

Lead community impact health initiatives and advance selected strategies that further United Way's community impact agenda.

- Identify opportunities that support system change, funding opportunities, and partnerships
- Design, develop, and implement community initiatives/special projects
- Established, measured, and evaluated community and program outcomes
- Built networks and strong relationships with that will advance health strategies and community wide initiatives
- Coordinated proposal submission and review activities leading to funding decisions

## **Case Western Reserve University – 2001 to 2009 Center for Minority Public Health**

### **Program Director**

Responsible for the supervision and coordination of the Center for Minority Public Health. Led three-multiyear National Institute of Health (NIH) research grants focused on the analysis of research-based intervention programs created for minority populations.

# Nancy Mendez

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- Managed all research projects for the Center for Minority Public Health, including marketing, recruiting, and facilitating community focus groups.
- Interviewed study participants using SCID, MADRAS, YOUNG MANIA, ASI, BHS, and other measurement instruments and surveys.
- Hired, trained, and supervised research staff in Cleveland, Ohio, San Juan, Puerto Rico and San Diego, California.
- Presented at local and national conferences.
- Supervised analysis of quantitative and qualitative research data.

## **AIDS Taskforce of Greater Cleveland - 1996 to 2001**

### **Director of Education Department**

Supervised nine education programs and managed 14 employees. Organized the implementation, evaluation and methodology of prevention programs.

- Developed training and medical update workshops.
- Developed and implemented program evaluation and methodology.

## **EDUCATION**

### **Case Western Reserve University – Cleveland, Ohio School of Medicine –Department of Public Health**

Completed several graduate courses on epidemiology and the law, mental illness, research, and health disparities.

### **Williams College - Williamstown, MA.**

#### **Bachelor of Arts degree in History**

Concentration in Latin American Socioeconomic History.

**Independent Researcher-** analyzed the socioeconomic effects of the banana industry on Jamaican Immigrants to Costa Rica. Spent five months in Costa Rica gathering research materials and interviews.

**A Better Chance (ABC) Scholarship** – Recipient of the ABC award, a four-year scholarship to St. Mark’s Boarding school outside of Boston, Massachusetts.

## **CIVIC LEADERSHIP**

<b>George Gund Foundation – Vice President, Board of Trustees</b>	2020 - Present
<b>JumpStart Inc. – Board of Trustees</b>	2020 - Present
<b>Cuyahoga Arts and Culture - Vice President, Board of Trustees</b>	2019 - Present
<b>Hispanic Alliance Inc - Executive Board</b>	2016 - 2019
<b>Nueva Luz Urban Resource Center - Chair, Board of Trustees</b>	2004 - 2007
<b>Dolphin Heart Foundation – Chair, Research Committee</b>	2007 - 2009
<b>Greater Cleveland LGBT Center - Member of Board of Trustees</b>	2001 - 2003
<b>Cleveland Rape Crisis Center - Board of Trustees</b>	1996 - 1998

## PUBLICATIONS

- **Mendez, N.** (2009) Lesbian Families. In: *Sexualities and Identities of Minority Women* (ed.) Loue, S. Springer New York, NY
- **Mendez, N, Vargas, I.** (2007) Challenges and Strategies for Personal Safety in Field work. In: *Case studies in Ethics and HIV Research* (ed.) Loue, S, Pike, E. Springer New York, NY p.151-157
- Loue, S, **Mendez N.** (2006) "I don't know who I am." Severely mentally ill WSW manage their identity, their relationships, and HIV risk. *Journal of Lesbian Studies.* 10(2) p. 249-266
- Loue, S, **Mendez, N.** (2005) Health and Health Access among Urban Immigrants. In: *Handbook of Urban Health: Population, Methods, and Practice* (ed.) Galea, S. and Vlahov, D. Springer, New York, NY p. 103-126

Feb. 12th 2021	Cuyahoga Arts & Culture (CAC)	Charna Sherman
Sept. 23 2021	Cuyahoga Arts & Culture (CAC)	Tanya Kaiser
Nov. 30th 2021	Cuyahoga Arts & Culture (CAC)	Charles Modlin
March 19th 2019	Cuyahoga Arts & Culture (CAC)	Nancy Mendez
Aug. 11th 2020	Cuyahoga Arts & Culture (CAC)	Jenita McGowan
June 4th 2021	Cuyahoga Arts & Culture (CAC)	Omar Kurdi
Feb. 1st 2022	Cuyahoga Arts & Culture (CAC)	Nancy Mendez

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0055

Sponsored by: <b>County Executive Budish</b>	<b>A Resolution</b> confirming the County Executive’s appointments of various Mayors to serve on the Cuyahoga County Planning Commission representing various regions for the term 1/1/2022 – 12/31/2024; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, Ohio Revised Code Section 713.22 provides for the organization and maintenance of a county planning commission; and

WHEREAS, in accordance with Section 206.12 of the County Code, the Cuyahoga County Planning Commission membership consists of eight members appointed by the County Executive and confirmed by Council in accordance with Section 713.22 of the Revised Code and the County Charter, the County Executive, and two members of the County Council appointed by the President of Council; and

WHEREAS, members of the Cuyahoga County Planning Commission shall serve 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 the following individuals to serve on the Cuyahoga County Planning Commission representing various regions for the term 1/1/2022 – 12/31/2024:

Appointments:

1. Mayor Justin Bibb (Cleveland Region) (replacing Frank G. Jackson)
2. Mayor Edward Orcutt (Southwest Region) (replacing Michael D. Gammella)

**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 appointments of the following individuals to serve on the Cuyahoga

County Planning Commission representing various regions for the term 1/1/2022 – 12/31/2024:

Appointments:

1. Mayor Justin Bibb (Cleveland Region) (replacing Frank G. Jackson)
2. Mayor Edward Orcutt (Southwest Region) (replacing Michael D. Gammella)

**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 4.** 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:  
Committee(s) Assigned:

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



February 25, 2022

Pernel Jones, Jr.  
Cuyahoga County Council  
2079 E. Ninth Street, 8<sup>th</sup> Floor  
Cleveland, OH 44115

Re: Cuyahoga County Planning Commission (CPC)

Dear President Jones,

Pursuant to Ohio Revised Code Section 713.22, I am pleased to nominate the following individuals for appointment to the Cuyahoga County Planning Commission:

- **Mayor Edward Orcutt** (Southwest Region), 3-year term, 1/1/2022-12/31/2024
  - Resides in Brook Park (Cuyahoga County)
  - Replacing Michael D. Gammella
- **Mayor Justin Bibb** (Cleveland Region), 3-year term, 1/1/2022-12/31/2024
  - Resides in Cleveland (Cuyahoga County)
  - Replacing Frank G. Jackson

There are no specific requirements of Executive nominees. Regional members must be a Mayor representing community within the designated area. There are six candidates on file for this position. There are no known conflicts of interest for which an advisory opinion has been requested. This board is uncompensated.

Thank you for consideration of this appointment. Should you or County Council have any questions, please feel free to contact Michele Pomerantz in my office at 216-443-7125.

Sincerely,

A handwritten signature in black ink that reads "Armond Budish".

Armond Budish  
Cuyahoga County Executive



**M A Y O R**  
**Justin M. Bibb**

Justin M. Bibb is the 58th Mayor of Cleveland working to improve public safety, invest in neighborhoods and modernize City Hall. On January 3, 2022, Mayor Bibb took the oath of office as the city's first millennial mayor.

Mayor Bibb was born and raised on Cleveland's southeast side in the Mt. Pleasant neighborhood. Over the past 15 years, Mayor Bibb has worked in government, business and the nonprofit sector as an executive and nonprofit leader. He started his career in public service working for President Obama when he was in the U.S. Senate and later at Cuyahoga County as a Special Assistant advising on education and economic development policies. He led the Global Cities Practice at global research firm Gallup, served as Vice President at KeyBank and most recently as Chief Strategy Officer at Urbanova, a startup focused on improving cities.

Mayor Bibb is a proud American University alumni with an undergraduate degree in Urban Studies. He completed the General Course Programme with an emphasis in Social Policy and Economics from the London School of Economics and is a graduate of Case Western Reserve University. He holds a Master of Business Administration (MBA) and Doctor of Law (JD).

Mayor Bibb's vision for Cleveland is to become a national model for city management, police reform, and neighborhood revitalization.

# **Edward A. Orcutt**

## **PROFESSIONAL EXPERIENCE**

**January 2022 – Present** Mayor City of Brook Park

**January 2018 – December 2021** Brook Park City Council

**July 2003 – December 2021** Pipefitters Local Union No. 120 Cleveland, OH

HVAC Service Technologist

- Steam Generator / Chiller Plant Operator
- HVAC Service and Repair
- 2008 & 2012 Technician of The Year Awardee

**September 2012 – 2014** Polaris Career Center

Low Pressure Boiler License Instructor

- Engage students in thermodynamic law/principle
- Created an entertaining but focused environment which was conducive to learning
- 2012, 2013 & 2014 Obtained highest passing rate amongst all State of Ohio Instructors

**March 2002 – March 2010** United States Navy Norfolk, VA

Utilitiesman First Class Petty Officer

- HVAC/Plumbing Shop Leading Petty Officer
- Project Management
- Career Counselor
- Operation Iraqi Freedom Veteran

## **EDUCATION**

**Cleveland Pipefitters Local 120 Training Center** Cleveland, OH

- United Association STAR HVACR Mastery Certification

**United States Navy** Long Island, NY

- Merchant Marine Academy Mechanical/Electrical Certification

Nov. 15th 2019	Planning Commission	Pamela Bobst
Nov. 25th 2019	None of the Below/Planning Commission	Anthony DiCicco
Jan. 19th 2022	None of the Below/County Planning Commission	Katherine Gallagher
Feb. 7th 2022	None of the Below/Planning Commission	Edward Orcutt
Feb. 13th 2022	None of the Below - Planning Commission	Joyce Huang
Feb. 14th 2022	None of the Below - Planning Commission	Matthew Moss

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0056

Sponsored by: <b>County Executive Budish</b>	<b>A Resolution</b> confirming the County Executive’s reappointment of various individuals to serve on the Cuyahoga County Community Improvement Corporation Board of Trustees for the term 1/2/2022 – 1/1/2025; 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 the following individuals to serve on the CCCIC’s Board of Trustees for the term 1/2/2022 – 1/1/2025:

- a) Brian Hall
- b) Michael Obi
- c) Anthony Tavrell

**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 the following individuals to serve on the CCCIC’s Board of Trustees for the term 1/2/2022 – 1/1/2025:

- a) Brian Hall
- b) Michael Obi
- c) Anthony Tavrell

**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:  
Committee(s) Assigned:

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



February 25, 2022

Armond Budish  
Cuyahoga County Executive

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

Re: Cuyahoga County Community Improvement Corporation (CCCIC)

Dear President Jones:

Pursuant to Ohio Revised Code Section 1724, I am pleased to nominate the following individuals for reappointment to serve on the Cuyahoga County Community Improvement Corporation's Board of Trustees:

- **Brian Hall**, 3-year term, 01/02/2022 – 01/01/2025
  - Reappointment
  - Resides in Cleveland (Cuyahoga County)
- **Michael Obi**, 3-year term, 01/02/2022 – 01/01/2025
  - Reappointment
  - Resides in Richmond Heights (Cuyahoga County)
- **Anthony Tavrell**, 3-year term, 01/02/2022 – 01/01/2025
  - Reappointment
  - Resides in Broadview Heights (Cuyahoga County)

The Cuyahoga County Community Improvement Corporation ("CCCIC") was incorporated in 1982, for the sole purpose of advancing, encouraging, and promoting, the industrial, economic, commercial, and civic development of Cuyahoga County. The Corporation serves as Cuyahoga County's review agent for industrial revenue bond financing and economic development lending activity. Members of the Board shall serve a three-year term.

I have attached a copy of each nominee's resume for your review. There are no known conflicts of interest for which an advisory opinion has been requested. This board is uncompensated. There are six candidates on file for this position.

Thank you for your consideration of these appointments. Should you or any of your colleagues have any questions, please feel free to contact Michele Pomerantz in my office at 216-443-7125.

Sincerely,

Armond Budish  
Cuyahoga County Executive



**Brian E. Hall**

- **Board Governance Chair, \$4 billion Healthcare System**
- **Board Governance Chair, International Arts Institution, \$ 36 million budget**
- **Board Finance Chair, University Foundation \$30 million budget, \$600 million in assets**
- **Committee Experience, Compensation, Strategy, Executive**

Brian E. Hall is a Chief Executive, Senior Executive, Real Estate Developer and Civic Leader with a career spanning entrepreneurship, executive and board leadership. As a board member of University Hospitals Health System, UHHS, a \$4 billion enterprise, Brian chaired Governance and Community Benefit, while serving on both the Strategy and Compensation committees. He led the evaluation of the Board structure, relationship/engagement with management and restructuring of the board and all committees to enhance oversight, strategic focus, efficiency, and effectiveness while reducing the board size by 25% over three years. UHHS won awards for Board Diversity several years running for its outstanding representation of Black and Latinx members and its policies systemwide. He served on the Strategic Committee which had oversight for M&A during a period of tremendous growth. The system grew from \$1.4 to over \$4 billion through a series of strategic geographic, physician practices and healthcare service, acquisitions and one major divestiture.

As a board member of University of Cincinnati Foundation, \$604M in assets and \$21M operating budget, Brian chairs Finance and Operations and serves on the Executive Committee. As chair of the Finance and Operations committee he has helped the CEO and CFO develop a strategic and operational scorecard that has increased productivity and effectiveness resulting in a significant reduction in turnover, decrease in cost to raise a dollar, and achieving the highest fund raising totals in the history of the institution each of the last 3 years, including 2020's COVID 19 impact.

Brian brings disciplined strategic leadership to the boards he has served, adding value from his entrepreneurial, strategic planning and governance expertise with keen insight on corporate responsibility issues. He has served as an Officer, Executive Committee Member and Chair of Governance for the Rock and Roll Hall of Fame Museum and its holding company, Rock and Roll Inc. He also has served on The Fifth Third Bank NEO region board. Prior to joining Fifth Third's board he was a founding board member of Shorebank Cleveland during its startup and growth in the Greater Cleveland market.

He has used his expertise in leadership, business development, strategic planning, corporate governance, and finance, as Executive Director and Senior Vice President for the Greater Cleveland Partnership's (GCP) Equity and Inclusion Division for the last 6 years. GCP is the largest business chamber in the US with 12,000 members. Brian has national and international entrepreneurial experience including Eastern Europe (Serbia) and Africa (Nigeria). He additionally is a partner, director and investor Magna Saxum a newly formed private equity group in the lower middle market space.

Prior to joining the GCP, Brian led Industrial Inventory Solutions a trio of companies which had 300 associates across 13 states, in logistics, warehousing, and distribution. He evolved and grew the family trucking firm he joined after college from \$1.6 million revenues to a \$33 million integrated logistics firm



over 20 years. At age 26 he led the company successfully through a Federal Chapter 11 reorganization, which included complicated labor contract and pension debt restructuring; emerging in 3 years having doubled in revenue. He successfully grew it further by acquiring or launching new services and businesses, three in partnership with publicly traded companies (Food Service, Logistics, Distribution). Each progressively more successful and each led by a board of directors with Brian as Chairman and CEO. He and his team innovated one of the nation's first online and RFID freight yard management systems for a major automotive assembly plant in Illinois. During his tenure at GCP he has transformed Diversity, Equity and Inclusion from a siloed component of the chamber to an integrated part of every division including Business Retention, Real Estate Development, Talent/ Workforce and Advocacy. Their work is recognized nationally, and Brian is a frequent speaker and writer on issues of Equity and Inclusion.

Brian earned his Bachelor of Business Administration, from University of Cincinnati, an Executive MBA from Baldwin Wallace University, and continued education certificates in Business Leadership from Dartmouth's Tuck School of Business and Strategic Management from Georgetown University. He recently achieved Certified Chamber Executive, CCE designation from the Association of Chamber of Commerce Executives. Brian has received numerous awards including the R. H. Adler Community Leadership Award from the American Jewish Committee; Volunteer of the Year by Leadership Cleveland; Supplier of the Year for Community Service by Ford Motor Company; Crain's Cleveland Newspaper's Power 100 for several years; Inside Business Magazine's 100 Most Influential Leaders for several years; Liberia Economic Development Initiative Distinguished Leader Award; The Cleveland Public Theater PAN Award for Community Leadership and the Baldwin Wallace University Distinguished Alumni Award.

## **N. Michael Obi**

### **CEO, UBIZ Venture Capital & Spectrum Global Holdings**

Michael Obi is the President of UBIZ Venture Capital, a minority led access to capital firm for small business ventures in the Greater Cleveland market and CEO of Spectrum Global Holdings, an economic development strategy firm. He also serves as EVP, Economic Development at the Urban League of Greater Cleveland. Michael's mission includes helping economic development organizations develop robust and inclusive entrepreneur initiatives to accelerate the growth of businesses and job creation in communities. In following with his passion that minorities should be more involved in entrepreneurship and job creation, Michael led the effort to establish the Entrepreneurship Center at the Urban League of Greater Cleveland in 2004. This model has now been replicated across 12 US cities with over \$100 million economic impact per year. He continues to oversee the operations and strategies for the Entrepreneurship Center that helps over 2,900 small businesses in 2021 to launch, grow and sustain thriving businesses in Greater Cleveland, Ohio.

In 2008, Michael successfully led his company Spectrum Global Holdings, LLC (SGH) in the purchase of development rights for Little Caesars Pizza franchises in the Cleveland area. SGH currently operates three Little Caesars stores in Northeast Ohio and employs over 30 associates and have developed hundreds of young leaders. In Michael's own words *"our stores are great instruments in the community to prepare young adults to be great businesspeople and to possess strong work ethics and leadership skills."* On the global stage, Michael has successfully negotiated complex transactions in Hong Kong, mainland China, West Africa, and Italy.

Michael earned his bachelor's degree in accounting and M.B.A. in Finance from the University of North Florida's Coggin School of Business in Jacksonville, Florida. He has held executive leadership positions with various banks such as, Bank of America, Wells Fargo and SunTrust. Prior to launching SGH, he served as Senior Vice President for KeyBank's Retail and Business Banking Segments where he led the Sales and Service Effectiveness Group. KeyBank awarded him the Chairman's Award of Excellence; the highest honor given to its staff for his leadership role in a marketing initiative that grew demand deposit to a record 50 percent. Michael spent a total of 17 years in banking and financial services industry with in depth expertise in Accounting and Finance, corporate banking, small business and retail banking, an unusual and unique combination for most bankers.

Michael is active in the community where he serves on the following economic development and human services boards: Cleveland Citywide Development Corporation (CCDC), Cuyahoga County Community Improvement Corporation (CCIC), Presidents Council Business Chamber (Past Chairman), Economic Development Advisor, United Cerebral Palsy (UCP, Chairman), Cleveland Council of World Affairs (CCWA), and CNB Bank. Michael is a Partner with Social Venture Partners (SVP) and a member of the Leadership Cleveland Class of 2016.

Rev28oct21

# ANTHONY G. TAVRELL

## SUMMARY

A seasoned Commercial Real Estate finance professional with 15 years of commercial banking experience and a proven track record in business development, relationship management and credit acumen. Builds strong relationships with clients and internal partners to effectively deliver capital solutions and complementary banking products to clients.

## EDUCATION

University of Akron – Akron, Ohio

*College of Business Administration*  
Bachelor of Science: Financial Management

Graduated December 2003

## PROFESSIONAL EXPERIENCE

KeyBank Real Estate Capital – Cleveland, Ohio

*Senior Vice President – Senior Banker*  
Income Property Group

December 2016 – Present

- KeyBank Real Estate Capital is a division of super regional bank KeyCorp (NYSE: KEY)
- Provide financing solutions to privately-held owners, developers, equity funds, REITs and family offices
- Responsible for deal sourcing, underwriting/structuring, credit presentation and document negotiation
- Property types include multifamily housing, student housing, affordable housing, retail, office, mixed-use, industrial, medical office, hospitality and self-storage properties located across the United States
- Interim financing solutions include lines of credit, acquisition/bridge, construction and mini-perm loans
- Permanent financing solutions include Fannie Mae, Freddie Mac, FHA/HUD, CMBS and Life Company
- Annual production of over \$250 million in new commitments

Fifth Third Bank – Cleveland, Ohio

*Vice President – Senior Relationship Manager*  
Commercial Real Estate

July 2012 – November 2016

- Responsible for managing and growing a loan portfolio with emphasis on cross-sell of bank products and services
- Loan types included construction, acquisition/bridge, mini-perm and specialized line of credit facilities
- Property types included multifamily, retail, industrial, office and hospitality located across the United States
- Portfolio averaged over \$300 million with annual production of \$100 million in new commitments
- Consistently ranked in the top 5 relationship managers based on production and scorecard metrics
- 2015 President's Circle Award – highest Bancorp recognition

*Vice President – Director*  
Special Assets Group – Commercial Real Estate

May 2009 – June 2012

- Recruited by the head of commercial banking to assist with the bank's growing distressed loan portfolio
- Responsible for developing/implementing workout strategies, negotiations, restructuring and asset dispositions
- Handled over \$500 million of criticized loans representing various property types located across the United States
- Consistently ranked in the top 5 relationship managers based on performance measures and collections

*Assistant Vice President – Relationship Manager*  
Commercial Real Estate

May 2004 – April 2009

- Commercial Associate Program class of 2004. Twelve month rotation through Credit, Business Lending and CRE
- Promoted to relationship manager within twelve months. Averaged new loan production of \$40MM annually

## AFFILIATIONS

- International Council of Shopping Centers (ICSC)
- Urban Land Institute (ULI) Cleveland
- NAIOP Northern Ohio Chapter
- Cuyahoga County Board of Developmental Disabilities
- Downtown Cleveland Alliance (DCA) – Real Estate Lending Advisory Group

Aug. 20th 2019	Cuyahoga County Community Improvement Corporation	Andrew Burger
Nov. 17th 2019	Cuyahoga County Community Improvement Corporation	Anthony Henderson Jr.
Feb. 4th 2021	Cuyahoga County Community Improvement Corporation	Suzanne Hamilton
Feb. 3rd 2022	Cuyahoga County Community Improvement Corporation	Michael Obi
Feb. 7th 2022	Cuyahoga County Community Improvement Corporation	Brian Hall
Feb. 25th 2022	Cuyahoga County Community Improvement Corporation	Anthony Tavrell

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0057

Sponsored by: <b>County Executive Budish/Fiscal Officer</b>	<b>A Resolution</b> confirming the County Executive's appointment of Paul Porter as Director of the Department of Purchasing; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, Article X, Section 10.01 of the Charter provides for a Department of Purchasing to be responsible for the purchase of goods and services required for all offices of the County, other than separate political subdivisions, that are supported in whole or in part from taxes levied, or other financial assistance provided by the County; and

WHEREAS, by Ordinance No. O2021-0006, dated May 25, 2021, this Council enacted Section 202.01 of the County Code to identify the responsibilities of the Department of Purchasing in accordance with said Charter Section 10.01; and

WHEREAS, Article II, Section 2.03(2) of the Charter provides for the appointment of County directors by the County Executive, subject to confirmation by the Council; and

WHEREAS, in accordance with said Charter Section 2.03(2) and Section 202.01(B) of the County Code, the County Executive has nominated Paul Porter for appointment to the position of Director of the Department of Purchasing; and

WHEREAS, the Council conducted a confirmation hearing which was noticed to the public and held in an open meeting on \_\_\_\_\_, 2022; and

WHEREAS, the Council elects to confirm the County Executive's appointment of Paul Porter to the position of Director of the Department of Purchasing; and

WHEREAS, 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 County government.

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

**SECTION 1.** That the Cuyahoga County Council hereby confirms the appointment of Paul Porter to serve as Director of the Department of Purchasing, upon his taking the oath of office.

**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:  
Committee(s) Assigned:

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



Cuyahoga County  
Together We Thrive

**Armond Budish**  
Cuyahoga County Executive

March 2, 2022

Pernel Jones, Jr., President  
Cuyahoga County Council  
2079 E. Ninth Street, 8<sup>th</sup> Floor  
Cleveland, OH 44115

Re: Cuyahoga County Director of Purchasing

Dear President Jones,

Pursuant to Section 202.01 of the County Code, in accordance with Section 10.01 of the County Charter, I am pleased to nominate Paul Porter to serve as the Director of Cuyahoga County's Department of Purchasing. A copy of Mr. Porter's resume is attached hereto which details his relevant work history and background.

Mr. Porter previously served as program officer 4, program officer administrator, and social program administrator for Cuyahoga County's Division of Contract Administration and Performance. Prior to joining Cuyahoga County, Mr. Porter served as support administrator for the Cuyahoga County Board of Developmental Disabilities, and protective services representative for Advocacy and Protective Services.

I am honored to nominate Mr. Porter for the position of Director of Purchasing as he is well suited to address the new challenges and opportunities of this newly formed department. I ask that this nomination be addressed as soon as Council's schedule allows. Should you or any of your colleagues have any questions, please feel free to contact my Executive Assistant, Laura Roche at 216-443-7181.

Sincerely,

Armond Budish  
County Executive

# Paul Porter

## Governmental Administration Professional

Accomplished division director experienced with program planning, inter-agency collaboration, procurement, purchasing, policy analysis, and contract management

### ***Experience:***

03/14-Present

#### **Cuyahoga County, Cleveland, OH**

##### *Social Program Administrator – Division of Contract Administration and Performance (05/21-Present)*

- Oversaw contracting and procurement operations across Health and Human Services
- Oversaw invoicing and performance management processes for various HHS contracts
- Presented contracts and amendments for review and approval at Executive Review, Board of Control, Health & Human Services Aging Committee and County Council meetings
- Led implementation of new Infor Strategic Sourcing and Contract Management systems across Health and Human Services
- Researched new programs and potential program changes
- Analyzed existing programs for opportunities for improvement
- Led staff and vendor training sessions, including remote sessions via Teams and Webex
- Communicated with vendors, agency personnel, and external stakeholders regarding programs, contracts, and RFPs
- Facilitated pre-proposal conference meetings for various RFPs

##### *Program Officer Administrator – Division of Contract Administration and Performance (10/19-05/21)*

- Conducted RFP research, development and review process and subsequent contract development, budgeting and award process for new services across HHS divisions
- Presented contracts and amendments for review and approval at Executive Review, Board of Control, Health & Human Services Aging Committee and County Council meetings
- Led implementation of new Infor Strategic Sourcing and Contract Management systems across Health and Human Services
- Researched new programs and potential program changes
- Analyzed existing programs for opportunities for improvement
- Facilitated proposal review process for RFPs from multiple HHS agencies
- Led staff and vendor training sessions, including remote sessions via Teams and Webex
- Communicated with vendors, agency personnel, and external stakeholders regarding programs, contracts, and RFPs
- Assisted with development and implementation of contract monitoring processes and procedures
- Supervised four staff members



*Program Officer 4 – Division of Contract Administration and Performance (10/17-10/19)*

- Conducted RFP development and review process and subsequent contract development, budgeting and award process for new services
- Presented contracts and amendments for review and approval at Executive Review, Board of Control, Health & Human Services Aging Committee and County Council meetings
- Managed senior center funding programs
- Facilitated proposal review process for RFPs from multiple HHS agencies
- Led vendor training sessions and technical assistance sessions
- Assisted with development and implementation of contract monitoring processes and procedures
- Supervised four staff members

*Business Administrator 4 (TWL) – Procurement and Contractual Services Administrator (05/16-04/17)*

- Managed Procurement and Contractual Services team, seven employees responsible for all facets of procurement and contracting for DSAS
- Led RFP process and subsequent contract development for new services
- Presented contracts and amendments for review and approval at Executive Review, Board of Control, Health & Human Services Aging Committee and County Council meetings
- Allocated over \$5M in contract dollars to vendors for senior services
- Expanded funding for senior centers from 24 sites to 36 sites
- Facilitated working groups focused on maximizing contract utilization
- Implemented Phases I and II of the Senior Center Innovation Grant program, awarding \$200,000 in grant funding
- Coordinated DSAS transportation initiative, serving on two regional transportation coalitions and tripling the number of DSAS transportation vendors
- Participated in DSAS Leadership Team
- Attended HHS leadership development training series

*Program Officer 3 – Audit Team Manager (03/14-05/16, 04/17-10/17)*

- Supervised examiners who monitored vendors for contract compliance
- Assigned contract monitoring tasks and prepared post-monitoring reports
- Standardized agencywide service eligibility requirements
- Developed Audit Policies and Procedures
- Authored RFPs, Contracts and Amendments for various social services programs
- Authored and led training for new electronic case management system
- Prepared and presented contract utilization and quality assurance reports
- Managed provider appeals process for audit findings

02/09-03/14

**Cuyahoga County Board of Developmental Disabilities, Cleveland, OH**  
*Support Administrator*

- Authorized Medicaid service provision and evaluated provider performance
- Administered Medicaid waiver authorizations for a caseload of 45 clients
- Established, monitored and revised budgets for service contracts with providers
- Analyzed services and staffing patterns to reduce government expenditures
- Completed authorization requests to exceed budgets when required
- Trained providers on accessing the State of Ohio's Cost Projection Tool system to review budgets
- Communicated with courts and other regulatory bodies regarding clients

08/07-02/09

**Advocacy and Protective Services, Independence, OH**

*Protective Services Representative*

- Functioned as the legal guardian of 62 individuals with developmental disabilities
- Acted as a liaison between providers and county developmental disabilities boards
- Maintained state-required documentation for all clients

***Education:***

08/07-05/09

**Cleveland State University, Cleveland, OH**

*Master of Public Administration*

- Economic Development concentration
- Capstone focused on consolidating services through regionalization to reduce government costs

08/04-05/07

**Hiram College, Hiram, OH**

*Bachelor of Arts, Political Science*

- Religious Studies minor
- Student Senator; Committee Chair, Dining Services Outsourcing and Senate Officer Reformation Committees

***Community Leadership:***

09/21-Present

**Hiram College**

Hiram, OH

*Member, Alumni Executive Board*

03/19-Present

**Lakewood City Schools Community Recreation & Education Department,**

Lakewood, OH

*Commissioner, Youth Athletic Commission*

03/17-03/21

**United Way of Greater Cleveland, Cleveland, OH**

*Member, Basic Needs Committee*

09/15-10/20

**Cleveland Hearing and Speech Center, Cleveland, OH**

*New Partners of Cleveland Hearing and Speech Center Associate Board*

*President (09/18-10/20)*

*Vice-President (09/17-08/18)*

*Member (09/15-08/17)*

## Chapter 114: Appointment and Confirmation

### Section 114.01: Submission of Appointments to County Council

A. The submission of any candidate to the Council for confirmation shall be accompanied by the following: Paul Porter (Director of Purchasing)

1. A letter from the candidate requesting the appointment, if such a letter was submitted to the appointing authority;

N/A Candidate applied online

2. A copy of the candidate's current résumé or equivalent summary of academic, professional, and experiential qualifications;

See Attached

3. A copy of any and all professional licenses or other credentials held by the candidate that are required to be held by the appointee; and

N/A

4. A letter from the appointing authority providing the following information:

See attached

1. The title of the board, agency, commission, or authority to which the candidate is being appointed;

Director of Purchasing

2. Any statutory or other qualifications required to hold the appointed position, plus a statement that the candidate meets such qualifications;

Candidate meets qualifications

3. The specific term of office during which the candidate would serve;

Upon Confirmation by Council

4. An indication of whether the candidate is being considered for a new appointment or for reappointment;

New appointment

5. For a new appointment: the name of the individual who the candidate would replace;

Catherine

6. For a reappointment: the past attendance record of the candidate, if maintained by the board, agency, commission or authority to which the candidate is being appointed;

N/A

7. A cumulative list of individuals who applied for the position;

Attached

8. The candidate's city and county of residence.

Lakewood, Ohio Cuyahoga County

9. An indication of whether the candidate currently serves on any government, private, or non-profit board or commission;

Youth Athletic Commission (Lakewood Community Recreation and Education Commission)

Alumni Executive Board for Hiram College

10. An indication of whether any opinion was requested or issued from the Inspector General, the Ohio Ethics Commission, or other authority regarding potential conflicts of interest related to the candidate's appointment.

No

11. If the candidate is being appointed to a compensated position, the starting annual compensation of the position.

\$120,016.00.

- B. In the event that any of the information identified in this Section is not provided to the Council with the submission of an appointment, such omission shall be deemed sufficient grounds for rejection of a candidate's appointment by the Council.

## Section 114.02: Notice of Interim Appointments

A. In the event an interim appointment is made pursuant to Section 2.03 (2) of the charter, the county executive or designee shall notify the president of council within five days of making the appointment, including the date the appointment was made, and shall file the interim appointee's oath of office with the clerk of council pursuant to chapter 107 of this code.

Candidate.Name.PreferredFirstAndLastName

Hueston Holder

Timothy Lubbe

KWADWO KONADU

Shaunquitta Walker

Marianne Elin

Chalsie Cloud

Molly Murphy

Shane Blanca

Paul Porter

Dave Walters

Daphne James

Joel Griffin

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0058

<p>Sponsored by: <b>County Executive Budish/Department of Public Works/Division of County Engineer</b></p>	<p><b>A Resolution</b> to amend Resolution No. R2019-0069, dated 3/26/2019, which declared public convenience and welfare required the resurfacing of various roads, boulevards and avenues located in various municipalities in connection with the 2019 50/50 Resurfacing Program, Part B, by removing Washington Boulevard from Wynn Road to Cedar Road in the City of University Heights and adding Cedar Road from South Taylor Road to South Green Road in the City of University Heights; finding that special assessments will neither be levied nor collected to pay for any part of the County's costs of said improvements; authorizing the County Executive to enter into an agreement of cooperation with said municipalities in connection with said projects; and declaring the necessity that this Resolution become immediately effective.</p>
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WHEREAS, the County Executive Budish/Department of Public Works/Division of County Engineer has recommended to amend Resolution No. R2019-0069, dated 3/26/2019, which declared public convenience and welfare required the resurfacing of various roads, boulevards and avenues located in various municipalities in connection with the 2019 50/50 Resurfacing Program, Part B by removing Washington Boulevard from Wynn Road to Cedar Road in the City of University Heights and adding Cedar Road from South Taylor Road to South Green Road in the City of University Heights as follows:

- a. Canal Road, North Corporation Line to South Corporation Line in the City of Garfield Heights, Council Districts 8;
- b. Columbus Road, Bridge over I-271 to Richmond Road in the City of Bedford Heights, Council District 9;
- c. Forbes Road, Northfield Road to Broadway Avenue in the City of Bedford and Village of Oakwood, Council Districts 9 and 6;

- d. McCreary Road, East Sprague Road to East Pleasant Valley Road in the City of Seven Hills, Council District 6;
- e. Monticello Boulevard, Belvoir Boulevard to East Corporation Line in the City of South Euclid, Council District 11;
- f. Rockefeller Avenue, Broadway Avenue to Central Furnace Drive in the City of Cleveland, Council District 7;
- g. Cedar Road, South Taylor Road to South Green Road in the City of University Heights, Council District 10;
- h. Wilson Mills Road, I-271 Off Ramp to Alpha Drive in the City of Highland Heights, Council District 11; and

WHEREAS, the anticipated start date for construction of the projects was 2019;  
and

WHEREAS, the anticipated funding for each of the projects is as follows:

- a. Canal Road total estimated project cost \$422,000.00 (\$211,000.00 from County Road and Bridge Fund and \$211,000.00 from the City of Garfield Heights);
- b. Columbus Road total estimated project cost \$494,000.00 (\$247,000.00 from County Road and Bridge Fund and \$247,000.00 from the City of Bedford Heights);
- c. Forbes Road total estimated project cost \$388,000.00 (\$194,000.00 from County Road and Bridge Fund and \$194,000.00 from the City of Bedford Heights and the Village of Oakwood);
- d. McCreary Road total estimated project cost \$500,000.00 (\$250,000.00 from County Road and Bridge Fund and \$250,000.00 from the City of Seven Hills);
- e. Monticello Boulevard total estimated project cost \$204,000.00 (\$102,000.00 from County Road and Bridge Fund and \$102,000.00 from the City of South Euclid);
- f. Rockefeller Avenue total estimated project cost \$728,040.00 (\$250,000.00 from County Road and Bridge Fund and \$478,040.00 from the City of Cleveland);



- g. Cedar Road total estimated project cost \$1,649,070.00 (\$250,000.00 from County Road and Bridge Fund and \$1,399,070.00 from the City of University Heights);
- h. Wilson Mills Road total estimated project cost \$334,000.00 (\$167,000.00 from County Road and Bridge Fund and \$167,000.00 from the City of Highland Heights); and

WHEREAS, that special assessments will neither be levied nor collected to pay for any part of the County's costs of said improvements; and

WHEREAS, the primary goal of this project is to properly maintain the County's infrastructure for which the County is responsible; and

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

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

**SECTION 1.** That the Cuyahoga County Council hereby declares to amend Resolution No. R2019-0069, dated 3/26/2019, which declared public convenience and welfare required the resurfacing of various roads, boulevards and avenues located in various municipalities in connection with the 2019 50/50 Resurfacing Program, Part B by removing Washington Boulevard from Wynn Road to Cedar Road in the City of University Heights and adding Cedar Road from South Taylor Road to South Green Road in the City of University Heights as follows:

- a. Canal Road, North Corporation Line to South Corporation Line in the City of Garfield Heights;
- b. Columbus Road, Bridge over I-271 to Richmond Road in the City of Bedford Heights;
- c. Forbes Road, Northfield Road to Broadway Avenue in the City of Bedford and Village of Oakwood;
- d. McCreary Road, East Sprague Road to East Pleasant Valley Road in the City of Seven Hills;
- e. Monticello Boulevard, Belvoir Boulevard to East Corporation Line in the City of South Euclid;
- f. Rockefeller Avenue, Broadway Avenue to Central Furnace Drive in the City of Cleveland;

- g. Cedar Road, South Taylor Road to South Green Road in the City of University Heights;
- h. Wilson Mills Road, I-271 Off Ramp to Alpha Drive in the City of Highland Heights; and
- i.

**SECTION 2.** That special assessments will neither be levied nor collected to pay for any part of the County’s costs of said improvements.

**SECTION 3.** That the County Executive is hereby authorized to enter into and execute any and all necessary agreements of cooperation and any other documents in connection with these projects.

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

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

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

Yeas:

Nays:

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

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

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

**Public Works Requests an Amendment to Resolution R2019-0069 a Public Convenience and Welfare for the 2019 50/50 Resurfacing Program, Part B**

The Public Works Department requesting approval of the amendment to Resolution R2019-0069 a Public Convenience and Welfare for the 2019 50/50 Resurfacing Program, Part B to remove the project Washington Boulevard from Wynn Road to Cedar Road and replace it with Cedar Road from S. Taylor Road to S. Green Road in the City of University Heights as requested by the City.

The original project was to be funded with \$250,000 from the County's Road and Bridge Fund (50/50 Funding Program) which has not changed. The estimated project cost for Cedar Road is \$1,649,070 with \$1,399,070 from the City of University Heights. b) that special assessments are not to be levied and collected to pay part of the County's costs of these improvements; c) authorize the County Executive to enter into and execute the necessary agreements of cooperation with the appropriate municipality.

The 50/50 Resurfacing Program allows cities to apply for 50% County funding up to a maximum of \$250,000 per project. The anticipated construction year for each **original** project was 2021. **The Cedar Road project is to be constructed in 2022.** The anticipated cost of the Cedar Road project is \$1,649,070, the project is to be funded \$250,000 with County Road and Bridge Funds and \$1,399,070 from the City of University Heights.

The primary goal of this request is to amend Resolution R2019-0069 by removing the project Washington Boulevard and to replace it with Cedar Road in the City of University Heights. The location of this project is in Council District 10 which remains unchanged.

**Project Status and Planning**

This project is new to the County. However, the 50/50 Resurfacing Program is an ongoing program.

**Funding**

Cedar Road is to be funded \$250,000 with County Road and Bridge Funds and \$1,399,070 from the City of University Heights, the total cost of the project is \$1,649,070.

Notes:

- *Resolution No. R2019-0069, dated 3/29/2019*
- *Agenda Item for Consideration – Declare Convenience and Welfare*



## CUYAHOGA COUNTY DEPARTMENT of PUBLIC WORKS

### Project Fact Sheet – Cedar Road City of University Heights

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<b>Project Type</b>	Resurfacing
<b>Project Limits</b>	S. Taylor Road to S. Green Road
<b>Municipality(ies)</b>	University Heights
<b>Average Daily Traffic</b>	25,826 Vehicles per day
<b>Year Built/Last Rehab</b>	2007
<b>Pavement Rating</b>	PCR 72; Fair
<b>Council District</b>	10
<b>Project Construction Cost</b>	\$1,649,070
<b>Proposed Funding</b>	\$250,000.00 County Road and Bridge; \$1,399,070 University Heights
<b>Project Design Cost</b>	Cuyahoga County Department of Public Works
<b>Construction Admin</b>	Cuyahoga County Department of Public Works

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#### Aerial View



**Elevation View**



# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0059

Sponsored by: <b>County Executive Budish/Department of Development</b>	<b>A Resolution</b> authorizing a payment to The Mt. Sinai Health Care Foundation, fiscal agent, in the amount of \$800,000.00 for operational support for The Lead Safe Cleveland Coalition for the period 2/1/2022 – 12/31/2022; authorizing the County Executive to execute Purchase Order No. 22000735; and declaring the necessity that this Resolution become immediately effective.
--	--

WHEREAS, the County Executive/Department of Development recommends a payment on Purchase Order No. 22000735 to The Mt. Sinai Health Care Foundation, fiscal agent, in the amount not-to-exceed \$800,000.00 for operational support for The Lead Safe Cleveland Coalition for the period 2/1/2022 – 12/31/2022; and

WHEREAS, the primary goal is to provide 2021 operating support to Mt. Sinai Healthcare Foundation as fiscal agent for Lead Safe Cleveland Coalition; and

WHEREAS, this project is funded \$300,000.00 from Economic Development Fund and \$500,000.00 from Health and Human Services Levy Fund; and

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

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

**SECTION 1.** That the Cuyahoga County Council hereby authorizes a payment on Purchase Order No. 22000735 to The Mt. Sinai Health Care Foundation, fiscal agent, in the amount not-to-exceed \$800,000.00 for operational support for The Lead Safe Cleveland Coalition for the period 2/1/2022 – 12/31/2022.

**SECTION 2.** That the County Executive is authorized to execute the Purchase Order No. 22000735 and all documents consistent with said payment 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, 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





Department of Development Mt. Sinai Health Care Foundation fiscal agent for Lead Safe Cleveland Coalition 2022 Operating Support

#### Scope of Work Summary

Department of Development requesting approval of a 2022 operating support payment to Mt. Sinai Healthcare Foundation as fiscal agent for Lead Safe Cleveland Coalition, for the anticipated cost of \$800,000.

This is a new project.

Since this payment is for general operating support, no services are provided directly to Cuyahoga County. The anticipated start-completion dates are 02/1/2022 – 12/31/2022.

The primary goal of the project is to provide 2022 operating support to Mt. Sinai Healthcare Foundation as fiscal agent for Lead Safe Cleveland Coalition.

The project will be carried out in Cleveland, Ohio and other surrounding cities.

#### Procurement

Procurement method is Payment Special Request for discretionary expenditures.

#### Contractor and Project Information

The address of Mt. Sinai Healthcare Foundation is  
11000 Euclid Ave  
Cleveland, OH 44106  
County Council District 7

The president of Mt. Sinai Health Care Foundation is Mitchell Balk.

#### Project Status and Planning

This is a new project.

#### Funding

\$300,000 from Development's 2022 Economic Development budget and \$500,000 from HHS's 2022 Human Services budget.

The schedule of payments is upon invoicing.

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	8903
Infor/Lawson PO# Code (if applicable):	PMNT
PO#	22000735

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

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

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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### ENCUMBRANCE REQUEST FOR PAYMENTS

**When a competitive process was not required for the following payment types:**

- The expenditure is discretionary.
- The item is on the Administrative List of Procurement Exemptions posted on the intranet.
- Do not use this for Membership Payments.

	Department initials	Purchasing
Justification <i>(not applicable for payment request under \$5,000.00)</i>	JP	<b>OK Jgas 2-3-2022</b>
If request was approved by the Board of Control and/or Council attach the approval letter/legislation	N/A	N/A
Vendor’s Submission/Invoice(s) to be processed for payment	JP	<b>OK Jgas 2-2-22</b>
IG#      21-0111-reg 31DEC2025	JP	OK Jgas 2-2-22
Auditor’s Finding      Date:    01/13/2022	JP	<b>OK Jgas 2-2-22</b>
Debarment/Suspension Verified      Date:    02/01/2022	JP	OK Jgas 2-2-22
Annual Non-Competitive Bid Contract Statement - <i>(only needed if <b>not</b> going to BOC or Council for approval)</i> Date:    N/A	N/A	N/A
Independent Contractor (I.C.) Requirement      Date:    01/18/2022	JP	OK Jgas 2-2-22
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.	N/A	N/A
<i>Cover - Master contracts only</i>	N/A	N/A
Checklist Verification	JP	OK Jgas 2-2-22

Other documentation may be required depending upon your specific item

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

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
02/01/2022- 12/31/2022	DV220110	55130	DEVECD0001	<b>\$ 300,000</b>
<b>02/01/2022 – 12/31/2022</b>	HS260100	55130	UCH09999	500,000.00
			<b>TOTAL</b>	

<b>Contract History CE/AG# (if applicable)</b>	N/A
<b>Infor/Lawson PO# and PO Code (if applicable)</b>	21001548 PMNT
<b>Lawson RQ# (if applicable)</b>	6403
<b>CM Contract#</b>	

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	<b>\$800,000.00</b>			<b>6/22/2021</b>	<b>R2021-0149</b>
<b>Prior Amendment Amounts (list separately)</b>		\$			
		\$			
		\$			
<b>Pending Amendment</b>		\$			
<b>Total Amendments</b>		\$			
<b>Total Contact Amount</b>		\$			

### Purchasing Use Only:

<b>Prior Resolutions:</b>	R2021-0149 dated 6/22/2021
<b>PO#:</b>	22000735
<b>Vendor Name:</b>	The Mt. Sinai Health Care Foundation
<b>ftp:</b>	02/01/2022- 12/31/2022
<b>Amount:</b>	\$800,000.00
<b>History/CE:</b>	21001548 PMNT
<b>Procurement Notes:</b>	Department of Development requesting approval of a 2022 operating support payment to Mt. Sinai Healthcare Foundation as fiscal agent for Lead Safe Cleveland Coalition, for

2 | Page

Revised 9/17/2021

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

	the anticipated cost of \$800,000. Since this payment is for general operating support, no services are provided directly to Cuyahoga County. The anticipated start-completion dates are 02/1/2022 – 12/31/2022. The primary goal of the project is to provide 2022 operating support to Mt. Sinai Healthcare Foundation as fiscal agent for Lead Safe Cleveland Coalition. Procurement method is Payment Special Request for discretionary expenditures.
Purchasing Buyer approval:	Ok Jgas 2-8-2022



**JUSTIFICATION FOR USE OF NON-COMPETITIVE PROCESS**

The County requires submitting departments to provide a business case which includes specific details supporting the Contract/Purchase being made.

As a consequence, departments need to provide detailed information justifying any purchases to be made non-competitively. The County has developed a justification packet for completion. If submitting a request for a non-competitive purchase, the department must complete this form, and attach it (along with supporting documentation) in the Procurement software system.

A review of the Contract/Purchase request will not be completed without a signed completed Justification packet uploaded as an attachment when submitting the contract/purchase request in the Procurement software system. It is critically important, and incumbent upon the department to fully and accurately complete the form in order to avoid any lengthy and unnecessary delays in processing the contract/purchase request.

<b>Requestor</b>	Jessica Price
<b>Requestor Phone Number</b>	216-698-4728
<b>Date</b>	01/11/2022
<b>Requisition Number</b>	8903

**OPERATING DEPARTMENT & ACTIVITY: (Choose 1)**

The Department of Development plans to make an operating support payment to Mt. Sinai Health Care Foundation as fiscal agent for Lead Safe Cleveland Coalition for the {FEBRUARY 1, 2022 – December 31,2022} for operating support in the amount of \$800,000.

RQ# 8903

**Check the appropriate box:**

- Governmental Purchase - County Code 501.12 (B)(8)**
- State Contract Purchase – County Code 501.12(B)(19)**
- Lower than State Contract Purchase**
- Government Cooperative Purchasing - County Code 501.12(B)(18)**
  - Federal Contracts
  - Joint Purchasing Programs (includes GSA)
- Contract Amendment**

Contract # \_\_\_\_\_ RQ# \_\_\_\_\_

**X RFP Exemption – County Code 501.12(D)**

- Community Rehabilitation Program (CRP) - O.R.C. 125.60 - O.R.C. 125.607**
- Ohio Industries for the Handicapped (OIH) - County Code 501.12(B)(13)**
- Public Utility (911 System) - O.R.C. 128.03 (F)**
- Exemption from Aggregation of Contracts -County Code 501.05(C)**
- Alternative Procurement Process – County Code 501.12(B)(15)**
- Federal, State, or Other Grant Application Program (County Code 501.12(B)(16)**

**1. Description of Supplies or Services, amount of purchase; if a contract or an amendment list start date and end date, and/or scope change if an amendment.**

**The proposed payment will provide operating support to Mt. Sinai Health Care Foundation as fiscal agent for the Lead Safe Cleveland Coalition from February 1, 2022 through December 31, 2022.**

***If contract or contract amendment term has begun, please respond to questions 1a. and 1b below:***

**1a. Why is the contract/amendment being submitted late?**

We had to wait for documents to be received by the supplier.

**1b. What is being done to prevent this from reoccurring?**

Will start sending more reminders for requested documents

**2. Funding Source(s) including percentage breakdown and identify the actual fund name(s).**

**300,000 from Development, Economic Development fund  
DV220110/55130/DEVECD0001**

**500,000 from HHS, Human Services fund- HS260100/55130/UCH09999**

**3. Was the specific project funding included in OBM-approved budget for the current year? If not, please explain.**

**Yes, funding is included in the 2022 Economic Development Fund for the Department of Development and HHS Human Services fund.**

**4. Rationale Supporting the Use of the Selected Procurement Method**

Revised: 08/14/2018

Page 3 of 5

**(Include state contract # or GSA contract # and expiration date)**

**Discretionary expenditure, Payment Special Request is procurement method.**

**5. What other available options and/or vendors were evaluated? If none, include the reasons why (*Attach supporting documentation such as other vendor quotes/pricing*).**

**Discretionary expenditure, Payment Special Request is Procurement method.**

**6. What ultimately led you to this product or service? Why was the recommended vendor selected? How was it determined that the anticipated cost is fair and reasonable? (*Attach supporting documentation*).**

**Development received a request for 2022 funding.**

**7. Provide an explanation of unacceptable delays in fulfilling the County's need that would be incurred if award was made through a competitive process. (*Attach supporting documentation*).**

**Discretionary expenditure, Payment Special Request is procurement method.**

**8. Describe what future plans, if any, your department can take to permit competition before any subsequent purchases of the required supplies or services. In none, please explain why.**

**Discretionary expenditure, Payment Special Request is procurement method.**



**CERTIFICATION REQUIREMENTS**

I certify that the information contained in and attached to this Justification is accurate and complete to support the recommendation.

I further certify that the attached narrative justification verifies Cuyahoga County's minimum need or schedule requirements and any rationale used to justify the non-competitive request.

Signature of Director:  \_\_\_\_\_

Date: 6/14/22

RQ# 8903

**Procurement software system title:**

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0060

<b>Sponsored by: County Executive Budish on behalf of Cuyahoga County Court of Common Pleas/Juvenile Court Division</b>	<b>A Resolution</b> authorizing an amendment to a Master Contract with various providers for traditional residential treatment services for the period 2/1/2021 – 1/31/2023 for additional funds in the amount not-to-exceed \$1,250,000.00; authorizing the County Executive to execute the amendments and all other documents consistent with this Resolution and declaring the necessity that this Resolution become immediately effective.
---	--

WHEREAS, the County Executive on behalf of Cuyahoga County Court of Common Pleas/ Juvenile Court Division has recommended an amendment to a Master Contract with various providers for traditional residential treatment services for the period 2/1/2021 – 1/31/2023 for additional funds in the amount not-to-exceed \$1,250,000.00 as follows:

- a. Contract No. 1164 with Applewood Centers, Inc. in the amount not-to-exceed \$60,280.00;
- b. Contract No. 1165 with Bellefaire Jewish Children’s Bureau in the amount not-to-exceed \$62,657.00;
- c. Contract No. 1166 with The Cleveland Christian Home, Inc. in the amount not-to-exceed \$52,914.00;
- d. Contract No. 1167 with Community Specialists Corporation dba The Academy in the amount not-to-exceed \$41,139.00;
- e. Contract No. 1168 with The Cornell Abraxas Group, Inc. in the amount not-to-exceed \$268.355.00;
- f. Contract No. 1169 with George Junior Republic in Pennsylvania in the amount not-to-exceed \$42.919.00;
- g. Contract No. 1170 with Keystone Richland Center, LLC dba Foundations for Living in the amount not-to-exceed \$41.992.00;
- h. Contact No. 1171 with New Directions, Inc. in the amount not-to-exceed \$33.008.00;

- i. Contract No. 1172 with The Summit School, Inc. dba Summit Academy in the amount not-to-exceed \$491,090.00;
- j. Contract No. 1173 with The Village Network in the amount not-to-exceed \$155,646.00.

WHEREAS, the primary goal of this project is to provide out of home placement options for youths who can no longer be managed in a community-based setting; and

WHEREAS, this project is funded (a) 50% by Health and Human Services Levy Fund and (b) 50% by Title IV-E Fund; and

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

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

**SECTION 1.** That the Cuyahoga County Council hereby authorizes an amendment to a Master Contract with various providers for traditional residential treatment services for the period 2/1/2021 – 1/31/2023 for additional funds in the amount not-to-exceed \$1,250,000.00 as follows:

- a. Contract No. 1164 with Applewood Centers, Inc. in the amount not-to-exceed \$60,280.00;
- b. Contract No. 1165 with Bellefaire Jewish Children’s Bureau in the amount not-to-exceed \$62,657.00;
- c. Contract No. 1166 with The Cleveland Christian Home, Inc. in the amount not-to-exceed \$52,914.00;
- d. Contract No. 1167 with Community Specialists Corporation dba The Academy in the amount not-to-exceed \$41,139.00;
- e. Contract No. 1168 with The Cornell Abraxas Group, Inc. in the amount not-to-exceed \$268,355.00;
- f. Contract No. 1169 with George Junior Republic in PA in the amount not-to-exceed \$42,919.00;
- g. Contract No. 1170 with Keystone Richland Center, LLC dba Foundations for Living in the amount not-to-exceed \$41,992.00;

- h. Contact No. 1171 with New Directions, Inc. in the amount not-to-exceed \$33,008.00;
- i. Contract No. 1172 with Summit School, Inc. dba Summit Academy in the amount not-to-exceed \$491,090.00;
- j. Contract No. 1173 with The Village Network in the amount not-to-exceed \$155,646.00.

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

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

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

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

Yeas:

Nays:

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

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

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

Title: Juvenile Court FY2022 Master Contract for Traditional Residential Services with Various Vendors.

#### Scope of Work Summary

Juvenile Court requesting approval of a Contract Amendment with various vendors as listed below to approve the funds in the amount not-to-exceed \$1,250,000.00. The effective start date is January 1, 2022 and the end date is December 31, 2022.

- Applewood Centers, Inc.
- Bellefaire Jewish Children's Bureau
- The Cleveland Christian Home, Inc.
- Community Specialist Corporation Dba the Academy
- Cornell Abraxas Group, Inc.
- George Jr, Republic in Pennsylvania
- Keystone Richland Center, LLC dba Foundations for Living
- New Directions, Inc.
- Summit School, Inc. dba Summit Academy
- The Village Network

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

BC2018-861

BC2019-747

BC2020-42

Describe the exact services being provided. This contract seeks responses from providers interested in contracting with the Court in planning and implementing a comprehensive program to provide a range of services to the Juvenile Court's delinquent population in residential facilities. Youth may have been ejected from other residential facilities and/or may be difficult to manage. For the purpose of this Contract, core residential services consist of seven (7) days a week for twenty-four (24) hours a day at the assigned site, including therapeutic treatment based on the criminogenic needs of the youth and the parameters of the program. Youth referred to this program will have demonstrated unsuccessful participation and/or completion in other community-based programs.

The anticipated start-completion dates are February 1, 2021 through January 31, 2023.

The primary goals of the project are (list 2 to 3 goals).

- Provide specific residential treatment options.
- 75% of youth discharged from the program will have no new charges one (1) year post discharge.

#### Procurement

The procurement method for this project is an RFP contract.

The (RFP) was closed on (October 8, 2020).

There were (#15 bids/proposals/applications) pulled from OPD, (#15 bids/proposals/ applications) submitted for review, (#10 bids/proposals/applications) approved.

#### Contractor and Project Information

Applewood Centers, Inc.  
22001 Fairmount Blvd  
Shaker Heights, Ohio 44118

Bellefaire Jewish Children's Bureau  
22001 Fairmount Blvd  
Shaker Heights, Ohio 44118

The Cleveland Christian Home  
1400 W. 25<sup>th</sup> Street, 2<sup>nd</sup> Floor  
Cleveland, Ohio 44109

Community Specialist Corporation Dba The Academy  
900 Agnew Road  
Pittsburg, PA. 15227

Cornell Abraxas Group, Inc  
2840 Liberty Avenue, Suite 300  
Pittsburg, PA. 15222

George Junior Republic in Pennsylvania  
P.O. Box 1058, 223 George Junior Road  
Grove City, PA 16127

Keystone Richland Center, LLC dba Foundations for Living  
P.O. Box 102550  
Atlanta, GA 30368

New Directions, Inc.  
30800 Chagrin Boulevard  
Cleveland, Ohio 44124

The Summit School Dba Summit Academy  
900 Agnew Road  
Pittsburg, PA. 15227

The Village Network  
2000 Noble Drive  
Wooster, Ohio 44691

The (owners, executive director, other[specify]) for the contractor/vendor is  
Applewood Centers, Inc. - Adam Jacobs, President  
Bellefaire Jewish Children's Bureau – Adam Jacobs, President  
The Cleveland Christian Home – Charles Tuttle, CEO  
Community Specialist Corporation Dba The Academy- Frank Wentzel, Executive Director  
Cornell Abraxas Group, Inc – Johnathon P Swatsburg, Divisional Vice President  
George Junior Republic in Pennsylvania – Nathan M. Gressel, CEO  
Keystone Richland Center, LLC dba Foundations for Living-Karen Spires, CEO

New Directions, Inc.- Mike Matoney, CEO

The Summit School DbA Summit Academy – John McCloud, Executive Director

The Village Network – Richard Graziano, President/CEO

#### Project Status and Planning

The project has occurred previously.

#### Funding

This project is 50% funded by Levy Funds.

This project is 50% funded by Title IV-E Funds.

The schedule of payments is monthly.



## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	2667
Buyspeed RQ# (if applicable):	-
Infor/Lawson PO# Code (if applicable):	RFP
CM Contract#	1164

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

Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Why is the amendment being submitted late?	Updated Checklist, required documentation	
What is being done to prevent this from reoccurring?		

TAC or CTO Required or authorized IT Standard	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
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Contract Amendments Reviewed by Purchasing				
			Department initials	Purchasing
Justification Form			TLB	Okay per MH
IG#	12-0518		TLB	Okay per MH
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:	1/1/2022	TLB	n/a Okay per MH
Debarment/Suspension Verified	Date:	1/11/2021	TLB	Okay per MH
Auditor’s Finding	Date:	1/20/2021	TLB	Okay per MH
Independent Contractor (I.C.) Requirement	Date:	7/8/2021	TLB	Okay per MH
Cover - <i>Master amendments only</i>			TLB	Okay per MH
Contract Evaluation			TLB	Okay per MH
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			TLB	n/a Okay per MH
Checklist Verification			TLB	Okay per MH

Other documentation may be required depending upon your specific item

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

Reviewed by Law	
	Department initials
Agreement/Contract and Exhibits	TLB
Matrix Law Screen shot	TLB
COI	TLB
Workers’ Compensation Insurance	TLB
Original Executed Contract (containing insurance terms) & all executed amendments	TLB

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
1/1/2022 – 12/31/2022	JC280105	55210		\$60,280.00
			<b>TOTAL</b>	<b>\$60,280.00</b>

<b>Contract History CE/AG# (if applicable)</b>	
<b>Infor/Lawson PO# Code (if applicable)</b>	<b>RFP</b>
<b>Lawson RQ# (if applicable)</b>	2667
<b>CM Contract#</b>	<b>Master</b>

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	<b>\$1,000,000.00</b>		<b>effective date -1/31/23</b>	7/20/2021	R2021-0167
<b>Prior Amendment Amounts (list separately)</b>		\$			
		\$			
		\$			
<b>Pending Amendment</b>		<b>\$1,250,000.00</b>	n/a	<b>Pending</b>	<b>Pending</b>
<b>Total Amendments</b>		<b>\$1,250,000.00</b>			
<b>Total Contract Amount</b>		<b>\$2,250,000.00</b>			

### Purchasing Use Only:

Prior Resolutions:	R2021-0167
Amend:	1; Master Traditional Residential Treatment Services
Vendor Name:	Applewood Centers, Inc.
ftp:	Effective Date – Jan. 31, 2023
Amount:	\$1,250,000.00 (\$60,280.00)
History/CE:	Okay per MH
EL:	Okay per MH
Procurement Notes:	First amendment to Master contract for Traditional Residential Treatment Services to increase the contract in the amount of \$1,250,000.00. Applewood Centers, Inc. to receive \$60,280.00.
Purchasing Buyer’s initials and date of approval	<b>Okay per MH. 1/24/2022</b>

## CONTRACT EVALUATION FORM

<b>Contractor</b>	Applewood Centers, Inc.
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	CE1800499-01 CONV
<b>RQ#</b>	42713
<b>Time Period of Original Contract</b>	February 1, 2019 through January 31, 2021
<b>Background Statement</b>	N/A
<b>Service Description</b>	This vendor provides Traditional Residential Services for youth referred from the Juvenile Court.
<b>Performance Indicators</b>	<p><b>.1. OBJECTIVES - The VENDOR shall ensure that the following Objectives and Performance Indicators are met.</b></p> <p style="text-align: center;"><b>Process Indicators</b></p> <ol style="list-style-type: none"> <li>1. 100% of youth will have a minimum of ten (10) hours of group treatment and two (2) hours of individual treatment per week.</li> <li>2. 100% of youth will be assessed and will have an Individualized Service Plan developed for them within thirty (30) days of admission to the program.</li> <li>3. 90% of families will be engaged in family treatment at a minimum of two (2) sessions per month.</li> <li>4. 100% of youth will complete pre &amp; post-tests that measures specific indicators of behavioral health or criminogenic thinking patterns.</li> <li>5. 70% of youth will be recommended for discharge from treatment within the targeted timeframe of 120 days or less.</li> </ol> <p style="text-align: center;"><b>Functional Outcomes</b></p> <ol style="list-style-type: none"> <li>1. 85% of youth admitted to the program will successfully complete the program by significantly meeting their identified goals at the time of discharge.</li> <li>2. 90% of youth completing the program will have a reduction in behavioral health symptoms or criminal thinking patterns as indicated via post-tests performed by the VENDORS at discharge.</li> <li>3. 85% of youth successfully discharged from the program will remain in the community one (1) year post-discharge.</li> </ol>

4. 75% of youth discharged from the program will have no new charges one (1) year post discharge.
5. 80% of youth will be successfully engaged in an educational, vocational, or employment setting six (6) months post-discharge.

**Process Indicators**

1. Number of YOUTH who receive ten (10) hours of group treatment and two (2) hours of individual treatment per week divided by the number of YOUTH who are admitted to the program.
2. Number of YOUTH who are assessed and who have an Individualized Service Plan developed within 30 days of program admission divided by number of YOUTH who are admitted to the program.
3. Number of YOUTH who receive two (2) documented family treatment sessions per month divided by the number of YOUTH who are admitted to the program.
4. Number of youth will complete both the pre & post-tests divided by the total number of youth who have been successfully discharged.
5. Number of YOUTH who recommended for discharge within the targeted timeframe of 120 days or less divided by the number of YOUTH who have been successfully discharged.

**Functional Indicators**

1. Number of youth who significantly meet their identified ISP goals at the time of discharge divided by number of youth who are discharged from the program.
2. Number of youth who demonstrate an improvement on the outcome measure divided by the total number of youth who have been successfully discharged.
3. Number of successfully discharged youth who maintain in a community setting for 12 months after discharge divided by the number of youth who have been successfully discharged from the program.
4. Number of successfully discharged youth who do not incur new criminal charges for 12 months after discharge divided by the number of youth who have been successfully discharged from the program.
5. Number of successfully discharged youth who are engaged in an educational, vocational, or employment setting six (6) months after discharge divided by the number of youth who have been successfully discharged from the program.

<b>Actual Performance versus performance indicators (include statistics):</b>	This vendor has not received any referrals for the previous contract 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>					
<b>Justification of Rating</b>	The vendor has been able to meet the contract requirements for this project.				
<b>Department Contact</b>	Sarah A. Baker				
<b>User Department</b>	Cuyahoga County Court of Common Pleas, Juvenile Court Division				
<b>Date</b>	March 26, 2021				

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	2667
Buyspeed RQ# (if applicable):	-
Infor/Lawson PO# Code (if applicable):	RFP
CM Contract#	1165

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

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

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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Contract Amendments Reviewed by Purchasing					
				Department initials	Purchasing
Justification Form				TLB	Okay per MH
IG#	12-0611			TLB	Okay per MH
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:	7/8/2021		TLB	n/a Okay per MH
Debarment/Suspension Verified	Date:	1/21/2022		TLB	Okay per MH
Auditor’s Finding	Date:	1/20/2022		TLB	Okay per MH
Independent Contractor (I.C.) Requirement	Date:	7/8/2021		TLB	Okay per MH
Cover - <i>Master amendments only</i>				TLB	Okay per MH
Contract Evaluation				TLB	Okay per MH
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.				N/A	n/a Okay per MH
Checklist Verification				TLB	

Other documentation may be required depending upon your specific item

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

Reviewed by Law	
	Department initials
Agreement/Contract and Exhibits	TLB
Matrix Law Screen shot	TLB
COI	TLB
Workers’ Compensation Insurance	TLB
Original Executed Contract (containing insurance terms) & all executed amendments	TLB

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
1/1/2022 – 12/31/2022	JC280105	55210		\$62,657.00
			<b>TOTAL</b>	<b>\$62,657.00</b>

<b>Contract History CE/AG# (if applicable)</b>	RFP
<b>Infor/Lawson PO# Code (if applicable)</b>	
<b>Lawson RQ# (if applicable)</b>	2667
<b>CM Contract#</b>	Master

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$1,000,000.00		effective date -1/31/23	7/20/2021	R2021-0167
<b>Prior Amendment Amounts (list separately)</b>		\$			
		\$			
		\$			
<b>Pending Amendment</b>		\$1,250,000.00	n/a	Pending	Pending
<b>Total Amendments</b>		\$1,250,000.00			
<b>Total Contract Amount</b>		\$2,250,000.00			

### Purchasing Use Only:

<b>Prior Resolutions:</b>	R2021-0167
<b>Amend:</b>	1; Master Traditional Residential Treatment Services
<b>Vendor Name:</b>	Bellefaire Jewish Children’s Bureau
<b>ftp:</b>	Effective Date – Jan. 31, 2023
<b>Amount:</b>	\$1,250,000.00 (\$62,657.00)
<b>History/CE:</b>	Okay per MH
<b>EL:</b>	Okay per MH
<b>Procurement Notes:</b>	First amendment to Master contract for Traditional Residential Treatment Services to increase the contract in the amount of \$1,250,000.00. Bellefaire Jewish Children’s Bureau to receive \$62,657.00.
<b>Purchasing Buyer’s initials and date of approval</b>	Okay per MH. 1/24/2022

## CONTRACT EVALUATION FORM

<b>Contractor</b>	Bellefaire Jewish Children's Bureau
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	CE1800499-01 CONV
<b>RQ#</b>	42713
<b>Time Period of Original Contract</b>	February 1, 2019 through January 31, 2021
<b>Background Statement</b>	N/A
<b>Service Description</b>	This vendor provides Traditional Residential Services for youth referred from the Juvenile Court.
<b>Performance Indicators</b>	<p><b>. I. OBJECTIVES - The VENDOR shall ensure that the following Objectives and Performance Indicators are met.</b></p> <p style="text-align: center;"><b>Process Indicators</b></p> <ol style="list-style-type: none"> <li>1. 100% of youth will have a minimum of ten (10) hours of group treatment and two (2) hours of individual treatment per week.</li> <li>2. 100% of youth will be assessed and will have an Individualized Service Plan developed for them within thirty (30) days of admission to the program.</li> <li>3. 90% of families will be engaged in family treatment at a minimum of two (2) sessions per month.</li> <li>4. 100% of youth will complete pre &amp; post-tests that measures specific indicators of behavioral health or criminogenic thinking patterns.</li> <li>5. 70% of youth will be recommended for discharge from treatment within the targeted timeframe of 120 days or less.</li> </ol> <p style="text-align: center;"><b>Functional Outcomes</b></p> <ol style="list-style-type: none"> <li>1. 85% of youth admitted to the program will successfully complete the program by significantly meeting their identified goals at the time of discharge.</li> <li>2. 90% of youth completing the program will have a reduction in behavioral health symptoms or criminal thinking patterns as indicated via post-tests performed by the VENDORS at discharge.</li> <li>3. 85% of youth successfully discharged from the program will remain in the community one (1) year post-discharge.</li> </ol>



4. 75% of youth discharged from the program will have no new charges one (1) year post discharge.
5. 80% of youth will be successfully engaged in an educational, vocational, or employment setting six (6) months post-discharge.

**Process Indicators**

1. Number of YOUTH who receive ten (10) hours of group treatment and two (2) hours of individual treatment per week divided by the number of YOUTH who are admitted to the program.
2. Number of YOUTH who are assessed and who have an Individualized Service Plan developed within 30 days of program admission divided by number of YOUTH who are admitted to the program.
3. Number of YOUTH who receive two (2) documented family treatment sessions per month divided by the number of YOUTH who are admitted to the program.
4. Number of youth will complete both the pre & post-tests divided by the total number of youth who have been successfully discharged.
5. Number of YOUTH who recommended for discharge within the targeted timeframe of 120 days or less divided by the number of YOUTH who have been successfully discharged.

**Functional Indicators**

1. Number of youth who significantly meet their identified ISP goals at the time of discharge divided by number of youth who are discharged from the program.
2. Number of youth who demonstrate an improvement on the outcome measure divided by the total number of youth who have been successfully discharged.
3. Number of successfully discharged youth who maintain in a community setting for 12 months after discharge divided by the number of youth who have been successfully discharged from the program.
4. Number of successfully discharged youth who do not incur new criminal charges for 12 months after discharge divided by the number of youth who have been successfully discharged from the program.
5. Number of successfully discharged youth who are engaged in an educational, vocational, or employment setting six (6) months after discharge divided by the number of youth who have been successfully discharged from the program.

<b>Actual Performance versus performance indicators (include statistics):</b>	This vendor did not receive any referrals on the previous contract term.				
<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>					
<b>Justification of Rating</b>	The vendor has been able to meet the contract requirements for this project.				
<b>Department Contact</b>	Sarah A. Baker				
<b>User Department</b>	Cuyahoga County Court of Common Pleas, Juvenile Court Division				
<b>Date</b>	March 26, 2021				

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	2667
Buyspeed RQ# (if applicable):	-
Infor/Lawson PO# Code (if applicable):	RFP
CM Contract#	1166

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

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

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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Contract Amendments Reviewed by Purchasing				
			Department initials	Purchasing
Justification Form			TLB	Okay per MH
IG#	12-0838		TLB	Okay per MH
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:	7/8/2021	TLB	n/a Okay per MH
Debarment/Suspension Verified	Date:	1/21/2022	TLB	Okay per MH
Auditor's Finding	Date:	1/20/2022	TLB	Okay per MH
Independent Contractor (I.C.) Requirement	Date:	11/22/2021	TLB	Okay per MH
Cover - <i>Master amendments only</i>			TLB	Okay per MH
Contract Evaluation			TLB	Okay per MH
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			N/A	n/a Okay per MH
Checklist Verification			TLB	Okay per MH

Other documentation may be required depending upon your specific item

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

Reviewed by Law	
	Department initials
Agreement/Contract and Exhibits	TLB
Matrix Law Screen shot	TLB
COI	TLB
Workers' Compensation Insurance	TLB
Original Executed Contract (containing insurance terms) & all executed amendments	TLB

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
1/1/2022 – 12/31/2022	JC280105	55210		<b>\$52,914.00</b>
			<b>TOTAL</b>	<b>\$52,914.00</b>

<b>Contract History CE/AG# (if applicable)</b>	
<b>Infor/Lawson PO# Code (if applicable)</b>	RFP
<b>Lawson RQ# (if applicable)</b>	2667
<b>CM Contract#</b>	Master

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	<b>\$1,000,000.00</b>		<b>effective date -1/31/23</b>	7/20/2021	R2021-0167
<b>Prior Amendment Amounts (list separately)</b>		\$			
		\$			
		\$			
<b>Pending Amendment</b>		<b>\$1,250,000.00</b>	n/a	<b>Pending</b>	<b>Pending</b>
<b>Total Amendments</b>		<b>\$1,250,000.00</b>			
<b>Total Contact Amount</b>		<b>\$2,250,000.00</b>			

### Purchasing Use Only:

Prior Resolutions:	R2021-0167
Amend:	1; Master Traditional Residential Treatment Services
Vendor Name:	The Cleveland Christian Home, Inc.
ftp:	Effective Date – Jan. 31, 2023
Amount:	\$1,250,000.00 (\$52,914.00)
History/CE:	Okay per MH
EL:	Okay per MH
Procurement Notes:	First amendment to Master contract for Traditional Residential Treatment Services to increase the contract in the amount of \$1,250,000.00. The Cleveland Christian Home, Inc. to receive \$52,914.00.
Purchasing Buyers Initials and dates of approval	Okay per MH. 1/24/2022

2 | Page

Revised 1  
1/7/2022

## CONTRACT EVALUATION FORM

<b>Contractor</b>	Cleveland Christian Home
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	CE1800499-01 CONV
<b>RQ#</b>	42713
<b>Time Period of Original Contract</b>	February 1, 2019 through January 31, 2021
<b>Background Statement</b>	N/A
<b>Service Description</b>	This vendor provides Traditional Residential Services for youth referred from the Juvenile Court.
<b>Performance Indicators</b>	<p><b>.I. OBJECTIVES - The VENDOR shall ensure that the following Objectives and Performance Indicators are met.</b></p> <p style="text-align: center;"><b>Process Indicators</b></p> <ol style="list-style-type: none"> <li>1. 100% of youth will have a minimum of ten (10) hours of group treatment and two (2) hours of individual treatment per week.</li> <li>2. 100% of youth will be assessed and will have an Individualized Service Plan developed for them within thirty (30) days of admission to the program.</li> <li>3. 90% of families will be engaged in family treatment at a minimum of two (2) sessions per month.</li> <li>4. 100% of youth will complete pre &amp; post-tests that measures specific indicators of behavioral health or criminogenic thinking patterns.</li> <li>5. 70% of youth will be recommended for discharge from treatment within the targeted timeframe of 120 days or less.</li> </ol> <p style="text-align: center;"><b>Functional Outcomes</b></p> <ol style="list-style-type: none"> <li>1. 85% of youth admitted to the program will successfully complete the program by significantly meeting their identified goals at the time of discharge.</li> <li>2. 90% of youth completing the program will have a reduction in behavioral health symptoms or criminal thinking patterns as indicated via post-tests performed by the VENDORS at discharge.</li> <li>3. 85% of youth successfully discharged from the program will remain in the community one (1) year post-discharge.</li> </ol>

4. 75% of youth discharged from the program will have no new charges one (1) year post discharge.

5. 80% of youth will be successfully engaged in an educational, vocational, or employment setting six (6) months post-discharge.

**Process Indicators**

1. Number of YOUTH who receive ten (10) hours of group treatment and two (2) hours of individual treatment per week divided by the number of YOUTH who are admitted to the program.

2. Number of YOUTH who are assessed and who have an Individualized Service Plan developed within 30 days of program admission divided by number of YOUTH who are admitted to the program.

3. Number of YOUTH who receive two (2) documented family treatment sessions per month divided by the number of YOUTH who are admitted to the program.

4. Number of youth will complete both the pre & post-tests divided by the total number of youth who have been successfully discharged.

5. Number of YOUTH who recommended for discharge within the targeted timeframe of 120 days or less divided by the number of YOUTH who have been successfully discharged.

**Functional Indicators**

1. Number of youth who significantly meet their identified ISP goals at the time of discharge divided by number of youth who are discharged from the program.

2. Number of youth who demonstrate an improvement on the outcome measure divided by the total number of youth who have been successfully discharged.

3. Number of successfully discharged youth who maintain in a community setting for 12 months after discharge divided by the number of youth who have been successfully discharged from the program.

4. Number of successfully discharged youth who do not incur new criminal charges for 12 months after discharge divided by the number of youth who have been successfully discharged from the program.

5. Number of successfully discharged youth who are engaged in an educational, vocational, or employment setting six (6) months after discharge divided by the number of youth who have been successfully discharged from the program.

<b>Actual Performance versus performance indicators (include statistics):</b>	This vendor had 1 admission in 2019 and 2020, 1 discharge, 1 successful termination, which gives vendors 100% successful terminations.				
<b>Rating of Overall Performance of Contractor</b>	<b>Superior</b>	<b>Above Average</b>	<b>Average</b>	<b>Below Average</b>	<b>Poor</b>
<b>Select One (X)</b>		X			
<b>Justification of Rating</b>	The vendor has been able to meet the contract requirements for this project.				
<b>Department Contact</b>	Sarah A. Baker				
<b>User Department</b>	Cuyahoga County Court of Common Pleas, Juvenile Court Division				
<b>Date</b>	March 26, 2021				

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	2667
Buyspeed RQ# (if applicable):	-
Infor/Lawson PO# Code (if applicable):	RFP
CM Contract#	1167

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

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

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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Contract Amendments Reviewed by Purchasing					
				Department initials	Purchasing
Justification Form				TLB	Okay per MH
IG#	22-0034			TLB	Okay per MH
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:	7/8/2021		TLB	n/a Okay per MH
Debarment/Suspension Verified	Date:	1/21/2022		TLB	Okay per MH
Auditor’s Finding	Date:	1/20/2022		TLB	Okay per MH
Independent Contractor (I.C.) Requirement	Date:	3/22/2021		TLB	Okay per MH
Cover - <i>Master amendments only</i>				TLB	Okay per MH
Contract Evaluation				TLB	Okay per MH
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.				N/A	n/a Okay per MH
Checklist Verification				TLB	Okay per MH

Other documentation may be required depending upon your specific item

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

Reviewed by Law	
	Department initials
Agreement/Contract and Exhibits	TLB
Matrix Law Screen shot	TLB
COI	TLB
Workers’ Compensation Insurance	TLB
Original Executed Contract (containing insurance terms) & all executed amendments	TLB



## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
1/1/2022 – 12/31/2022	JC280105	55210		\$41,139.00
			<b>TOTAL</b>	<b>\$41,139.00</b>

<b>Contract History CE/AG# (if applicable)</b>	
<b>Infor/Lawson PO# Code (if applicable)</b>	RFP
<b>Lawson RQ# (if applicable)</b>	2667
<b>CM Contract#</b>	Master

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$1,000,000.00		effective date -1/31/23	7/20/2021	R2021-0167
<b>Prior Amendment Amounts (list separately)</b>		\$			
		\$			
		\$			
<b>Pending Amendment</b>		\$1,250,000.00	n/a	Pending	Pending
<b>Total Amendments</b>		\$1,250,000.00			
<b>Total Contact Amount</b>		\$2,250,000.00			

### Purchasing Use Only:

Prior Resolutions:	R2021-0167
Amend:	1; Master Traditional Residential Treatment Services
Vendor Name:	Community Specialist Corp.
ftp:	Effective Date – Jan. 31, 2023
Amount:	\$1,250,000.00 (\$41,139.00)
History/CE:	Okay per MH
EL:	Okay per MH
Procurement Notes:	First amendment to Master contract for Traditional Residential Treatment Services to increase the contract in the amount of \$1,250,000.00. Community Specialist Corp. to receive \$41,139.00. Needs to register with IG office.
Procurement Buyer’s initials and date of approval	Okay per MH. 2/7/2022

## CONTRACT EVALUATION FORM

<b>Contractor</b>	Community Specialist dba The Academy
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	CE1800499-01 CONV
<b>RQ#</b>	42713
<b>Time Period of Original Contract</b>	February 1, 2019 through January 31, 2021
<b>Background Statement</b>	N/A
<b>Service Description</b>	This vendor provides Traditional Residential Services for youth referred from the Juvenile Court.
<b>Performance Indicators</b>	<p><b>. I. OBJECTIVES - The VENDOR shall ensure that the following Objectives and Performance Indicators are met.</b></p> <p style="text-align: center;"><b>Process Indicators</b></p> <ol style="list-style-type: none"> <li>1. 100% of youth will have a minimum of ten (10) hours of group treatment and two (2) hours of individual treatment per week.</li> <li>2. 100% of youth will be assessed and will have an Individualized Service Plan developed for them within thirty (30) days of admission to the program.</li> <li>3. 90% of families will be engaged in family treatment at a minimum of two (2) sessions per month.</li> <li>4. 100% of youth will complete pre &amp; post-tests that measures specific indicators of behavioral health or criminogenic thinking patterns.</li> <li>5. 70% of youth will be recommended for discharge from treatment within the targeted timeframe of 120 days or less.</li> </ol> <p style="text-align: center;"><b>Functional Outcomes</b></p> <ol style="list-style-type: none"> <li>1. 85% of youth admitted to the program will successfully complete the program by significantly meeting their identified goals at the time of discharge.</li> <li>2. 90% of youth completing the program will have a reduction in behavioral health symptoms or criminal thinking patterns as indicated via post-tests performed by the VENDORS at discharge.</li> <li>3. 85% of youth successfully discharged from the program will remain in the community one (1) year post-discharge.</li> </ol>

4. 75% of youth discharged from the program will have no new charges one (1) year post discharge.
5. 80% of youth will be successfully engaged in an educational, vocational, or employment setting six (6) months post-discharge.

**Process Indicators**

1. Number of YOUTH who receive ten (10) hours of group treatment and two (2) hours of individual treatment per week divided by the number of YOUTH who are admitted to the program.
2. Number of YOUTH who are assessed and who have an Individualized Service Plan developed within 30 days of program admission divided by number of YOUTH who are admitted to the program.
3. Number of YOUTH who receive two (2) documented family treatment sessions per month divided by the number of YOUTH who are admitted to the program.
4. Number of youth will complete both the pre & post-tests divided by the total number of youth who have been successfully discharged.
5. Number of YOUTH who recommended for discharge within the targeted timeframe of 120 days or less divided by the number of YOUTH who have been successfully discharged.

**Functional Indicators**

1. Number of youth who significantly meet their identified ISP goals at the time of discharge divided by number of youth who are discharged from the program.
2. Number of youth who demonstrate an improvement on the outcome measure divided by the total number of youth who have been successfully discharged.
3. Number of successfully discharged youth who maintain in a community setting for 12 months after discharge divided by the number of youth who have been successfully discharged from the program.
4. Number of successfully discharged youth who do not incur new criminal charges for 12 months after discharge divided by the number of youth who have been successfully discharged from the program.
5. Number of successfully discharged youth who are engaged in an educational, vocational, or employment setting six (6) months after discharge divided by the number of youth who have been successfully discharged from the program.

<b>Actual Performance versus performance indicators (include statistics):</b>	There were no youth referred to this vendor during previous contract term.				
<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>					
<b>Justification of Rating</b>	The vendor has been able to meet the contract requirements for this project.				
<b>Department Contact</b>	Sarah A. Baker				
<b>User Department</b>	Cuyahoga County Court of Common Pleas, Juvenile Court Division				
<b>Date</b>	March 26, 2021				

## Office of Procurement and Diversity – Required Documents Checklist

Upload as “word” document in OnBase Document Management

Infor/Lawson RQ#:	2667
Infor/Lawson PO# Code (if applicable):	Formal RFP
Event #	47
CM Contract#	1168

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

Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Why is the contract being submitted late?	The amendment is late due to the grant award process, including waiting for grant award and waiting for appropriations. There were also delays in regards to the contract conversion process in Infor.	
What is being done to prevent this from reoccurring?	The Court begins projects as early as possible to avoid such delays, however, the grant funded projects are difficult, if not impossible, to have approved prior to a grant award. In regards to the consistent ERP issues, the Court continues to reach out to problem solve the various issues that continue to occur.	

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**

FULL AND OPEN COMPETITION				
Formal RFP				
			Department initials	OPD
Notice of Intent to Award (sent to all responding vendors)			SB	✓
Bid Specification Packet			N/A	✓
Evaluation Summary (names of evaluators to be included)			SB	✓
Diversity Documents – <i>if required (goal set)</i>			N/A	N/A
Award Letter (sent to awarded vendor)			SB	✓
Vendor’s Confidential Financial Statement – <i>if RFP requested</i>			N/A	✓
Tabulation Sheet			SB	✓
IG#	12-0045		SB	✓
Debarment/Suspension Verified	Date:	3.30.2021	SB	✓
Auditor’s Finding	Date:	3.30.2021	SB	✓
Vendor’s Submission			SB	✓

## Office of Procurement and Diversity – Required Documents Checklist

Upload as “word” document in OnBase Document Management

W-9 – <i>if required</i>	Tax ID#	<b>76-0545741</b>	Date:	2/3/2020	SB	✓
Independent Contractor (I.C.) Requirement	Date:	2/16/2021	SB			✓
Agreement/Contract and Exhibits			SB			✓
Cover - <i>Master contracts only</i>			SB			✓
Contract Evaluation – <i>if required</i>			SB			✓
Matrix Law Screen shot ( <i>documenting approval of Contract; COI and Workers’ Compensation Certificate; Performance Bond if applicable</i> )			SB			✓
COI - <i>*To be reviewed by the Department of Law. *OPD Buyer to check for attachment; not for compliance.</i>			SB			✓
Workers’ Compensation Insurance - <i>*To be reviewed by the Department of Law. *OPD Buyer to check for attachment; not for compliance.</i>			SB			✓
Performance Bond – <i>if required - *To be reviewed by the Department of Law. *OPD Buyer to check for attachment; not for compliance.</i>			SB			N/A
Checklist Verification			SB			✓

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	Activity Code	Dollar Amount
2/1/2021 through <del>1/31/2023</del> <b>12/31/2021</b>	JC255105	55210		\$ 85,000.00
2/1/2021 through <del>1/31/2023</del> <b>12/31/2021</b>	<del>JC255100</del> <b>JC285100</b>	55210	JC-SRF-4E-MAINT	\$ 85,000.00
			<b>TOTAL</b>	<b>\$170,000.00</b>

<b>Current Contract History:</b> CE/AG# (if applicable)	<del>CE1800499</del> <b>CE1800502-01/CE1800502-02</b>
<b>Infor/Lawson PO# Code:</b>	CONV
<b>BuySpeed or Lawson RQ# (if applicable)</b>	<del>RQ 43752</del> <b>JC-18-42713</b>

	Original Amount	Amendment Amount	Original Time Period/ Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	<b>\$205,000.00</b>		<b>2/1/2019 – 1/31/2021</b>	<b>1/22/20219</b>	<b>R2019-0021</b>
<b>Prior Amendment Amounts (list separately)</b>					

## Office of Procurement and Diversity – Required Documents Checklist

Upload as “word” document in OnBase Document Management

AMEND #1		\$-0-		5/13/2019	ITEM OF NOTE
Pending Amendment					
Total Amendments		\$-0-			
Total Contact Amount		\$205,000.00			

### OPD Use Only:

Prior Resolutions	R2019-0021, ITEM OF NOTE – 5/13/2019
PO#:	
Vendor Name:	CORNELL ABRAXAS GROUP, INC.
ftp:	2/1/2021 – 1/31/2023
Amount:	\$170,000.00
History/CE:	OK
EL:	OK
Procurement Notes:	Need letter of intent/denial for vendors not chosen; received info dated 5/25/2021; buyer review completed

OPD Buyer approval: **jmh**

## CONTRACT EVALUATION FORM

<b>Contractor</b>	Cornell Abraxas
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	CE1800499-01 CONV
<b>RQ#</b>	42713
<b>Time Period of Original Contract</b>	February 1, 2019 through January 31, 2021
<b>Background Statement</b>	N/A
<b>Service Description</b>	This vendor provides Traditional Residential Services for youth referred from the Juvenile Court.
<b>Performance Indicators</b>	<p><b>.1. OBJECTIVES - The VENDOR shall ensure that the following Objectives and Performance Indicators are met.</b></p> <p style="text-align: center;"><b>Process Indicators</b></p> <ol style="list-style-type: none"> <li>1. 100% of youth will have a minimum of ten (10) hours of group treatment and two (2) hours of individual treatment per week.</li> <li>2. 100% of youth will be assessed and will have an Individualized Service Plan developed for them within thirty (30) days of admission to the program.</li> <li>3. 90% of families will be engaged in family treatment at a minimum of two (2) sessions per month.</li> <li>4. 100% of youth will complete pre &amp; post-tests that measures specific indicators of behavioral health or criminogenic thinking patterns.</li> <li>5. 70% of youth will be recommended for discharge from treatment within the targeted timeframe of 120 days or less.</li> </ol> <p style="text-align: center;"><b>Functional Outcomes</b></p> <ol style="list-style-type: none"> <li>1. 85% of youth admitted to the program will successfully complete the program by significantly meeting their identified goals at the time of discharge.</li> <li>2. 90% of youth completing the program will have a reduction in behavioral health symptoms or criminal thinking patterns as indicated via post-tests performed by the VENDORS at discharge.</li> <li>3. 85% of youth successfully discharged from the program will remain in the community one (1) year post-discharge.</li> </ol>



4. 75% of youth discharged from the program will have no new charges one (1) year post discharge.

5. 80% of youth will be successfully engaged in an educational, vocational, or employment setting six (6) months post-discharge.

**Process Indicators**

1. Number of YOUTH who receive ten (10) hours of group treatment and two (2) hours of individual treatment per week divided by the number of YOUTH who are admitted to the program.

2. Number of YOUTH who are assessed and who have an Individualized Service Plan developed within 30 days of program admission divided by number of YOUTH who are admitted to the program.

3. Number of YOUTH who receive two (2) documented family treatment sessions per month divided by the number of YOUTH who are admitted to the program.

4. Number of youth will complete both the pre & post-tests divided by the total number of youth who have been successfully discharged.

5. Number of YOUTH who recommended for discharge within the targeted timeframe of 120 days or less divided by the number of YOUTH who have been successfully discharged.

**Functional Indicators**

1. Number of youth who significantly meet their identified ISP goals at the time of discharge divided by number of youth who are discharged from the program.

2. Number of youth who demonstrate an improvement on the outcome measure divided by the total number of youth who have been successfully discharged.

3. Number of successfully discharged youth who maintain in a community setting for 12 months after discharge divided by the number of youth who have been successfully discharged from the program.

4. Number of successfully discharged youth who do not incur new criminal charges for 12 months after discharge divided by the number of youth who have been successfully discharged from the program.

5. Number of successfully discharged youth who are engaged in an educational, vocational, or employment setting six (6) months after discharge divided by the number of youth who have been successfully discharged from the program.

<b>Actual Performance versus performance indicators (include statistics):</b>	This vendor has received 12 admissions in 2019-2020, had 8 discharges in 2019-2020; and 8 successful terminations.				
<b>Rating of Overall Performance of Contractor</b>	<b>Superior</b>	<b>Above Average</b>	<b>Average</b>	<b>Below Average</b>	<b>Poor</b>
<b>Select One (X)</b>			X		
<b>Justification of Rating</b>	The vendor has been able to meet the contract requirements for this project.				
<b>Department Contact</b>	Sarah A. Baker				
<b>User Department</b>	Cuyahoga County Court of Common Pleas, Juvenile Court Division				
<b>Date</b>	March 26 2021				

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	2667
Buyspeed RQ# (if applicable):	-
Infor/Lawson PO# Code (if applicable):	RFP
CM Contract#	1169

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

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

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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Contract Amendments Reviewed by Purchasing					
				Department initials	Purchasing
Justification Form				TLB	Okay per MH
IG#	12-1366			TLB	Okay per MH
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:	8/19/2021		TLB	n/a Okay per MH
Debarment/Suspension Verified	Date:	1/21/2022		TLB	Okay per MH
Auditor’s Finding	Date:	1/20/2022		TLB	Okay per MH
Independent Contractor (I.C.) Requirement	Date:	8/19/2021		TLB	Okay per MH
Cover - <i>Master amendments only</i>				TLB	Okay per MH
Contract Evaluation				TLB	Okay per MH
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.				N/A	n/a Okay per MH
Checklist Verification				TLB	Okay per MH

Other documentation may be required depending upon your specific item

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

Reviewed by Law	
	Department initials
Agreement/Contract and Exhibits	TLB
Matrix Law Screen shot	TLB
COI	TLB
Workers’ Compensation Insurance	TLB
Original Executed Contract (containing insurance terms) & all executed amendments	TLB

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
1/1/2022 – 12/31/2022	JC280105	55210		\$42,919.00
			<b>TOTAL</b>	<b>\$42,919.00</b>

<b>Contract History CE/AG# (if applicable)</b>	
<b>Infor/Lawson PO# Code (if applicable)</b>	RFP
<b>Lawson RQ# (if applicable)</b>	2667
<b>CM Contract#</b>	1169

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$1,000,000.00		effective date -1/31/23	7/20/2021	R2021-0167
<b>Prior Amendment Amounts (list separately)</b>		\$			
		\$			
		\$			
<b>Pending Amendment</b>		\$1,250,000.00	n/a	Pending	Pending
<b>Total Amendments</b>		\$1,250,000.00			
<b>Total Contact Amount</b>		\$2,250,000.00			

### Purchasing Use Only:

Prior Resolutions:	R2021-0167
Amend:	1; Master Traditional Residential Treatment Services
Vendor Name:	George Junior Republic in Pennsylvania
ftp:	Effective Date – Jan. 31, 2023
Amount:	\$1,250,000.00 (\$42,919.00)
History/CE:	Okay per MH
EL:	Okay per MH
Procurement Notes:	First amendment to Master contract for Traditional Residential Treatment Services to increase the contract in the amount of \$1,250,000.00. George Junior Republic in Pennsylvania to receive \$42,919.00.
Procurement Buyer’s initials and date of approval	Okay per MH. 1/24/2022

## CONTRACT EVALUATION FORM

<b>Contractor</b>	George Jr.
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	CE1800499-01 CONV
<b>RQ#</b>	42713
<b>Time Period of Original Contract</b>	February 1, 2019 through January 31, 2021
<b>Background Statement</b>	N/A
<b>Service Description</b>	This vendor provides Traditional Residential Services for youth referred from the Juvenile Court.
<b>Performance Indicators</b>	<p><b>.I. OBJECTIVES - The VENDOR shall ensure that the following Objectives and Performance Indicators are met.</b></p> <p style="text-align: center;"><b>Process Indicators</b></p> <ol style="list-style-type: none"> <li>1. 100% of youth will have a minimum of ten (10) hours of group treatment and two (2) hours of individual treatment per week.</li> <li>2. 100% of youth will be assessed and will have an Individualized Service Plan developed for them within thirty (30) days of admission to the program.</li> <li>3. 90% of families will be engaged in family treatment at a minimum of two (2) sessions per month.</li> <li>4. 100% of youth will complete pre &amp; post-tests that measures specific indicators of behavioral health or criminogenic thinking patterns.</li> <li>5. 70% of youth will be recommended for discharge from treatment within the targeted timeframe of 120 days or less.</li> </ol> <p style="text-align: center;"><b>Functional Outcomes</b></p> <ol style="list-style-type: none"> <li>1. 85% of youth admitted to the program will successfully complete the program by significantly meeting their identified goals at the time of discharge.</li> <li>2. 90% of youth completing the program will have a reduction in behavioral health symptoms or criminal thinking patterns as indicated via post-tests performed by the VENDORS at discharge.</li> <li>3. 85% of youth successfully discharged from the program will remain in the community one (1) year post-discharge.</li> </ol>

4. 75% of youth discharged from the program will have no new charges one (1) year post discharge.
5. 80% of youth will be successfully engaged in an educational, vocational, or employment setting six (6) months post-discharge.

**Process Indicators**

1. Number of YOUTH who receive ten (10) hours of group treatment and two (2) hours of individual treatment per week divided by the number of YOUTH who are admitted to the program.
2. Number of YOUTH who are assessed and who have an Individualized Service Plan developed within 30 days of program admission divided by number of YOUTH who are admitted to the program.
3. Number of YOUTH who receive two (2) documented family treatment sessions per month divided by the number of YOUTH who are admitted to the program.
4. Number of youth will complete both the pre & post-tests divided by the total number of youth who have been successfully discharged.
5. Number of YOUTH who recommended for discharge within the targeted timeframe of 120 days or less divided by the number of YOUTH who have been successfully discharged.

**Functional Indicators**

1. Number of youth who significantly meet their identified ISP goals at the time of discharge divided by number of youth who are discharged from the program.
2. Number of youth who demonstrate an improvement on the outcome measure divided by the total number of youth who have been successfully discharged.
3. Number of successfully discharged youth who maintain in a community setting for 12 months after discharge divided by the number of youth who have been successfully discharged from the program.
4. Number of successfully discharged youth who do not incur new criminal charges for 12 months after discharge divided by the number of youth who have been successfully discharged from the program.
5. Number of successfully discharged youth who are engaged in an educational, vocational, or employment setting six (6) months after discharge divided by the number of youth who have been successfully discharged from the program.

<b>Actual Performance versus performance indicators (include statistics):</b>	This vendor has not received admissions/referrals in 2019-2020.				
<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>					
<b>Justification of Rating</b>	New Vendor				
<b>Department Contact</b>	Sarah A. Baker				
<b>User Department</b>	Cuyahoga County Court of Common Pleas, Juvenile Court Division				
<b>Date</b>	March 26 2021				

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	2667
Buyspeed RQ# (if applicable):	-
Infor/Lawson PO# Code (if applicable):	RFP
CM Contract#	1170

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

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

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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Contract Amendments Reviewed by Purchasing				
			Department initials	Purchasing
Justification Form			TLB	Okay per MH
IG#	21-0047		TLB	Okay per MH
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:	7/8/2021	TLB	n/a Okay per MH
Debarment/Suspension Verified	Date:	1/1/2022	TLB	Okay per MH
Auditor’s Finding	Date:	1/20/2021	TLB	Okay per MH
Independent Contractor (I.C.) Requirement	Date:	11/29/2021	TLB	Okay per MH
Cover - <i>Master amendments only</i>			TLB	Okay per MH
Contract Evaluation			TLB	Okay per MH
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			N/A	n/a Okay per MH
Checklist Verification			TLB	Okay per MH

Other documentation may be required depending upon your specific item

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

Reviewed by Law	
	Department initials
Agreement/Contract and Exhibits	TLB
Matrix Law Screen shot	TLB
COI	TLB
Workers’ Compensation Insurance	TLB
Original Executed Contract (containing insurance terms) & all executed amendments	TLB

**Accounting Units**



## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
1/1/2022 – 12/31/2022	JC280105	55210		<b>\$41,992.00</b>
			<b>TOTAL</b>	<b>\$41,992.00</b>

<b>Contract History CE/AG# (if applicable)</b>	RFP
<b>Infor/Lawson PO# Code (if applicable)</b>	
<b>Lawson RQ# (if applicable)</b>	2667
<b>CM Contract#</b>	1170

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	<b>\$1,000,000.00</b>		<b>effective date -1/31/23</b>	7/20/2021	<b>R2021-0167</b>
<b>Prior Amendment Amounts (list separately)</b>		\$			
		\$			
		\$			
<b>Pending Amendment</b>		<b>\$1,250,000.00</b>	n/a	<b>Pending</b>	<b>Pending</b>
<b>Total Amendments</b>		<b>\$1,250,000.00</b>			
<b>Total Contact Amount</b>		<b>\$2,250,000.00</b>			

### Purchasing Use Only:

Prior Resolutions:	R2021-0167
Amend:	1; Master Traditional Residential Treatment Services
Vendor Name:	Keystone Richland Center, LLC dba Foundations for Living
ftp:	Effective Date – Jan. 31, 2023
Amount:	\$1,250,000.00 (\$41,992.00)
History/CE:	Okay per MH
EL:	Okay per MH
Procurement Notes:	First amendment to Master contract for Traditional Residential Treatment Services to increase the contract in the amount of \$1,250,000.00. Keystone Richland Center, LLC dba Foundations for Living to receive \$41,992.00.
Purchasing Buyer's initials and date of approval	<b>Okay per MH. 1/24/2022</b>

## CONTRACT EVALUATION FORM

<b>Contractor</b>	Keystone Richland Foundation for Living
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	CE1300268-01 CONV
<b>RQ#</b>	42713
<b>Time Period of Original Contract</b>	February 1, 2019 through January 31, 2021
<b>Background Statement</b>	N/A
<b>Service Description</b>	This vendor provides Traditional Residential Services for youth referred from the Juvenile Court.
<b>Performance Indicators</b>	<p><b>. I. OBJECTIVES - The VENDOR shall ensure that the following Objectives and Performance Indicators are met.</b></p> <p style="text-align: center;"><b>Process Indicators</b></p> <ol style="list-style-type: none"> <li>1. 100% of youth will have a minimum of ten (10) hours of group treatment and two (2) hours of individual treatment per week.</li> <li>2. 100% of youth will be assessed and will have an Individualized Service Plan developed for them within thirty (30) days of admission to the program.</li> <li>3. 90% of families will be engaged in family treatment at a minimum of two (2) sessions per month.</li> <li>4. 100% of youth will complete pre &amp; post-tests that measures specific indicators of behavioral health or criminogenic thinking patterns.</li> <li>5. 70% of youth will be recommended for discharge from treatment within the targeted timeframe of 120 days or less.</li> </ol> <p style="text-align: center;"><b>Functional Outcomes</b></p> <ol style="list-style-type: none"> <li>1. 85% of youth admitted to the program will successfully complete the program by significantly meeting their identified goals at the time of discharge.</li> <li>2. 90% of youth completing the program will have a reduction in behavioral health symptoms or criminal thinking patterns as indicated via post-tests performed by the VENDORS at discharge.</li> <li>3. 85% of youth successfully discharged from the program will remain in the community one (1) year post-discharge.</li> </ol>

4. 75% of youth discharged from the program will have no new charges one (1) year post discharge.
5. 80% of youth will be successfully engaged in an educational, vocational, or employment setting six (6) months post-discharge.

**Process Indicators**

1. Number of YOUTH who receive ten (10) hours of group treatment and two (2) hours of individual treatment per week divided by the number of YOUTH who are admitted to the program.
2. Number of YOUTH who are assessed and who have an Individualized Service Plan developed within 30 days of program admission divided by number of YOUTH who are admitted to the program.
3. Number of YOUTH who receive two (2) documented family treatment sessions per month divided by the number of YOUTH who are admitted to the program.
4. Number of youth will complete both the pre & post-tests divided by the total number of youth who have been successfully discharged.
5. Number of YOUTH who recommended for discharge within the targeted timeframe of 120 days or less divided by the number of YOUTH who have been successfully discharged.

**Functional Indicators**

1. Number of youth who significantly meet their identified ISP goals at the time of discharge divided by number of youth who are discharged from the program.
2. Number of youth who demonstrate an improvement on the outcome measure divided by the total number of youth who have been successfully discharged.
3. Number of successfully discharged youth who maintain in a community setting for 12 months after discharge divided by the number of youth who have been successfully discharged from the program.
4. Number of successfully discharged youth who do not incur new criminal charges for 12 months after discharge divided by the number of youth who have been successfully discharged from the program.
5. Number of successfully discharged youth who are engaged in an educational, vocational, or employment setting six (6) months after discharge divided by the number of youth who have been successfully discharged from the program.

<b>Actual Performance versus performance indicators (include statistics):</b>	This vendor has received 3 admissions in 2019-2020 and had 3 discharges in 2019-2020. The Vendor had a total of (3) successful terminations.				
<b>Rating of Overall Performance of Contractor</b>	<b>Superior</b>	<b>Above Average</b>	<b>Average</b>	<b>Below Average</b>	<b>Poor</b>
<b>Select One (X)</b>		x			
<b>Justification of Rating</b>	The vendor has been able to meet the contract requirements for this project.				
<b>Department Contact</b>	Sarah A. Baker				
<b>User Department</b>	Cuyahoga County Court of Common Pleas, Juvenile Court Division				
<b>Date</b>	March 26, 2021				

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	2667
Buyspeed RQ# (if applicable):	-
Infor/Lawson PO# Code (if applicable):	RFP
CM Contract#	1171

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

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

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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Contract Amendments Reviewed by Purchasing				
			Department initials	Purchasing
Justification Form			TLB	Okay per MH
IG#	12-2017		TLB	Okay per MH
Annual Non-Competitive Bid Contract Statement - <i>(only needed if <b>not</b> going to BOC or Council for approval)</i>	Date:	7/8/2021	TLB	n/a Okay per MH
Debarment/Suspension Verified	Date:	1/21/2022	TLB	Okay per MH
Auditor’s Finding	Date:	1/20/2021	TLB	Okay per MH
Independent Contractor (I.C.) Requirement	Date:	11/29/2021	TLB	Okay per MH
Cover - <i>Master amendments only</i>			TLB	Okay per MH
Contract Evaluation			TLB	Okay per MH
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			N/A	n/a Okay per MH
Checklist Verification			TLB	Okay per MH

Other documentation may be required depending upon your specific item

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

Reviewed by Law	
	Department initials
Agreement/Contract and Exhibits	TLB
Matrix Law Screen shot	TLB
COI	TLB
Workers’ Compensation Insurance	TLB
Original Executed Contract (containing insurance terms) & all executed amendments	TLB

**Accounting Units**

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
1/1/2022 – 12/31/2022	JC280105	55210		\$33,008.00
			<b>TOTAL</b>	<b>\$33,008.00</b>

<b>Contract History CE/AG# (if applicable)</b>	
<b>Infor/Lawson PO# Code (if applicable)</b>	RFP
<b>Lawson RQ# (if applicable)</b>	2667
<b>CM Contract#</b>	1171

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$1,000,000.00		effective date -1/31/23	7/20/2021	R2021-0167
<b>Prior Amendment Amounts (list separately)</b>		\$			
		\$			
		\$			
<b>Pending Amendment</b>		\$1,250,000.00	n/a	Pending	Pending
<b>Total Amendments</b>		\$1,250,000.00			
<b>Total Contact Amount</b>		\$2,250,000.00			

### Purchasing Use Only:

Prior Resolutions:	R2021-0167
Amend:	1; Master Traditional Residential Treatment Services
Vendor Name:	New Directions, Inc.
ftp:	Effective Date – Jan. 31, 2023
Amount:	\$1,250,000.00 (\$33,008.00)
History/CE:	Okay per MH
EL:	Okay per MH
Procurement Notes:	First amendment to Master contract for Traditional Residential Treatment Services to increase the contract in the amount of \$1,250,000.00. Keystone Richland Center, LLC dba Foundations for Living to receive \$33,008.00.
Purchasing Buyer’s initials and date of approval	Okay per MH. 1/25/2022

## CONTRACT EVALUATION FORM

<b>Contractor</b>	New Directions, Inc.
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	CE1300268-01 CONV
<b>RQ#</b>	42713
<b>Time Period of Original Contract</b>	February 1, 2019 through January 31, 2021
<b>Background Statement</b>	N/A
<b>Service Description</b>	This vendor provides Traditional Residential Services for youth referred from the Juvenile Court.
<b>Performance Indicators</b>	<p><b>.I. OBJECTIVES - The VENDOR shall ensure that the following Objectives and Performance Indicators are met.</b></p> <p style="text-align: center;"><b>Process Indicators</b></p> <ol style="list-style-type: none"> <li>1. 100% of youth will have a minimum of ten (10) hours of group treatment and two (2) hours of individual treatment per week.</li> <li>2. 100% of youth will be assessed and will have an Individualized Service Plan developed for them within thirty (30) days of admission to the program.</li> <li>3. 90% of families will be engaged in family treatment at a minimum of two (2) sessions per month.</li> <li>4. 100% of youth will complete pre &amp; post-tests that measures specific indicators of behavioral health or criminogenic thinking patterns.</li> <li>5. 70% of youth will be recommended for discharge from treatment within the targeted timeframe of 120 days or less.</li> </ol> <p style="text-align: center;"><b>Functional Outcomes</b></p> <ol style="list-style-type: none"> <li>1. 85% of youth admitted to the program will successfully complete the program by significantly meeting their identified goals at the time of discharge.</li> <li>2. 90% of youth completing the program will have a reduction in behavioral health symptoms or criminal thinking patterns as indicated via post-tests performed by the VENDORS at discharge.</li> <li>3. 85% of youth successfully discharged from the program will remain in the community one (1) year post-discharge.</li> </ol>

4. 75% of youth discharged from the program will have no new charges one (1) year post discharge.

5. 80% of youth will be successfully engaged in an educational, vocational, or employment setting six (6) months post-discharge.

**Process Indicators**

1. Number of YOUTH who receive ten (10) hours of group treatment and two (2) hours of individual treatment per week divided by the number of YOUTH who are admitted to the program.

2. Number of YOUTH who are assessed and who have an Individualized Service Plan developed within 30 days of program admission divided by number of YOUTH who are admitted to the program.

3. Number of YOUTH who receive two (2) documented family treatment sessions per month divided by the number of YOUTH who are admitted to the program.

4. Number of youth will complete both the pre & post-tests divided by the total number of youth who have been successfully discharged.

5. Number of YOUTH who recommended for discharge within the targeted timeframe of 120 days or less divided by the number of YOUTH who have been successfully discharged.

**Functional Indicators**

1. Number of youth who significantly meet their identified ISP goals at the time of discharge divided by number of youth who are discharged from the program.

2. Number of youth who demonstrate an improvement on the outcome measure divided by the total number of youth who have been successfully discharged.

3. Number of successfully discharged youth who maintain in a community setting for 12 months after discharge divided by the number of youth who have been successfully discharged from the program.

4. Number of successfully discharged youth who do not incur new criminal charges for 12 months after discharge divided by the number of youth who have been successfully discharged from the program.

5. Number of successfully discharged youth who are engaged in an educational, vocational, or employment setting six (6) months after discharge divided by the number of youth who have been successfully discharged from the program.



<b>Actual Performance versus performance indicators (include statistics):</b>	This vendor has not had any referrals during the 2019-2020 contract term.				
<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>					
<b>Justification of Rating</b>	The vendor has been able to meet the contract requirements for this project.				
<b>Department Contact</b>	Sarah A. Baker				
<b>User Department</b>	Cuyahoga County Court of Common Pleas, Juvenile Court Division				
<b>Date</b>	March 26, 2021				

## Office of Procurement and Diversity – Required Documents Checklist

Upload as “word” document in OnBase Document Management

Infor/Lawson RQ#:	2667
Infor/Lawson PO# Code (if applicable):	<del>Formal</del> RFP
Event #	47
CM Contract#	1172

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

Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Why is the contract being submitted late?	The amendment is late due to the grant award process, including waiting for grant award and waiting for appropriations. There were also delays in regards to the contract conversion process in Infor.	
What is being done to prevent this from reoccurring?	The Court begins projects as early as possible to avoid such delays, however, the grant funded projects are difficult, if not impossible, to have approved prior to a grant award. In regards to the consistent ERP issues, the Court continues to reach out to problem solve the various issues that continue to occur.	

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**

FULL AND OPEN COMPETITION				
Formal RFP				
			Department initials	OPD
Notice of Intent to Award (sent to all responding vendors)			SB	✓
Bid Specification Packet			N/A	✓
Evaluation Summary (names of evaluators to be included)			SB	✓
Diversity Documents – <i>if required (goal set)</i>			N/A	N/A
Award Letter (sent to awarded vendor)			SB	✓
Vendor’s Confidential Financial Statement – <i>if RFP requested</i>			N/A	✓
Tabulation Sheet			SB	✓
IG#	12-2631-REG		SB	✓
Debarment/Suspension Verified	Date:	3.30.2021	SB	✓
Auditor’s Finding	Date:	3.30.2021	SB	✓
Vendor’s Submission			SB	✓

## Office of Procurement and Diversity – Required Documents Checklist

Upload as “word” document in OnBase Document Management

W-9 – <i>if required</i>	Tax ID#	<b>34-1313806</b>	Date:	3.9.2021	SB	✓
Independent Contractor (I.C.) Requirement	Date:	3.19.2021	SB			✓
Agreement/Contract and Exhibits			SB			✓
Cover - <i>Master contracts only</i>			SB			✓
Contract Evaluation – <i>if required</i>			SB			✓
Matrix Law Screen shot ( <i>documenting approval of Contract; COI and Workers' Compensation Certificate; Performance Bond if applicable</i> )			SB			✓
COI - <i>*To be reviewed by the Department of Law. *OPD Buyer to check for attachment; not for compliance.</i>			SB			✓
Workers' Compensation Insurance - <i>*To be reviewed by the Department of Law. *OPD Buyer to check for attachment; not for compliance.</i>			SB			✓
Performance Bond – <i>if required - *To be reviewed by the Department of Law. *OPD Buyer to check for attachment; not for compliance.</i>			SB			N/A
Checklist Verification			SB			✓

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	Activity Code	Dollar Amount
2/1/2021 through 4/31/2023 <b>12/31/2021</b>	JC255105	55210		<del>\$ 85,000.00</del> <b>\$110,000.00</b>
2/1/2021 through 4/31/2023 <b>12/31/2021</b>	JC255100 <b>JC285100</b>	55210	JC-SRF-4E-MAINT	<del>\$ 85,000.00</del> <b>\$110,000.00</b>
			<b>TOTAL</b>	<b>\$220,000.00</b>

<b>Current Contract History:</b> CE/AG# (if applicable)	CM #618 <b>CE1800507-01/CE1800507-02</b>
<b>Infor/Lawson PO# Code:</b>	CONV
<b>BuySpeed or Lawson RQ# (if applicable)</b>	RQ 43752 <b>JC-18-42713</b>

	Original Amount	Amendment Amount	Original Time Period/ Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	<b>\$600,000.00</b>		<b>2/1/2019 – 1/31/2021</b>	<b>1/22/20219</b>	<b>R2019-0021</b>
<b>Prior Amendment Amounts (list)</b>					

## Office of Procurement and Diversity – Required Documents Checklist

Upload as “word” document in OnBase Document Management

separately)					
<b>AMEND #1</b>		<b>\$-0-</b>		<b>5/13/2019</b>	<b>ITEM OF NOTE</b>
<b>Pending Amendment</b>					
<b>Total Amendments</b>		<b>\$-0-</b>			
<b>Total Contact Amount</b>		<b>\$600,000.00</b>			

### OPD Use Only:

Prior Resolutions	<b>R2019-0021, ITEM OF NOTE – 5/13/2019</b>
PO#:	
Vendor Name:	<b>SUMMIT SCHOOL, INC. DBA THE SUMMIT ACADEMY</b>
ftp:	<b>2/1/2021 – 1/31/2023</b>
Amount:	<b>\$600,000.00</b>
History/CE:	<b>OK</b>
EL:	<b>OK</b>
Procurement Notes:	<b>Need letter of intent/denial for vendors not chosen; received info dated 5/25/2021; buyer review completed</b>

OPD Buyer approval: **jmh**

## CONTRACT EVALUATION FORM

<b>Contractor</b>	Summit School dba Summit Academy
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	CE1800466-01 CONV
<b>RQ#</b>	42713
<b>Time Period of Original Contract</b>	February 1, 2019 through January 31, 2021
<b>Background Statement</b>	N/A
<b>Service Description</b>	This vendor provides Traditional Residential Services for youth referred from the Juvenile Court.
<b>Performance Indicators</b>	<p><b>. I. OBJECTIVES - The VENDOR shall ensure that the following Objectives and Performance Indicators are met.</b></p> <p style="text-align: center;"><b>Process Indicators</b></p> <ol style="list-style-type: none"> <li>1. 100% of youth will have a minimum of ten (10) hours of group treatment and two (2) hours of individual treatment per week.</li> <li>2. 100% of youth will be assessed and will have an Individualized Service Plan developed for them within thirty (30) days of admission to the program.</li> <li>3. 90% of families will be engaged in family treatment at a minimum of two (2) sessions per month.</li> <li>4. 100% of youth will complete pre &amp; post-tests that measures specific indicators of behavioral health or criminogenic thinking patterns.</li> <li>5. 70% of youth will be recommended for discharge from treatment within the targeted timeframe of 120 days or less.</li> </ol> <p style="text-align: center;"><b>Functional Outcomes</b></p> <ol style="list-style-type: none"> <li>1. 85% of youth admitted to the program will successfully complete the program by significantly meeting their identified goals at the time of discharge.</li> <li>2. 90% of youth completing the program will have a reduction in behavioral health symptoms or criminal thinking patterns as indicated via post-tests performed by the VENDORS at discharge.</li> <li>3. 85% of youth successfully discharged from the program will remain in the community one (1) year post-discharge.</li> </ol>

4. 75% of youth discharged from the program will have no new charges one (1) year post discharge.

5. 80% of youth will be successfully engaged in an educational, vocational, or employment setting six (6) months post-discharge.

**Process Indicators**

1. Number of YOUTH who receive ten (10) hours of group treatment and two (2) hours of individual treatment per week divided by the number of YOUTH who are admitted to the program.

2. Number of YOUTH who are assessed and who have an Individualized Service Plan developed within 30 days of program admission divided by number of YOUTH who are admitted to the program.

3. Number of YOUTH who receive two (2) documented family treatment sessions per month divided by the number of YOUTH who are admitted to the program.

4. Number of youth will complete both the pre & post-tests divided by the total number of youth who have been successfully discharged.

5. Number of YOUTH who recommended for discharge within the targeted timeframe of 120 days or less divided by the number of YOUTH who have been successfully discharged.

**Functional Indicators**

1. Number of youth who significantly meet their identified ISP goals at the time of discharge divided by number of youth who are discharged from the program.

2. Number of youth who demonstrate an improvement on the outcome measure divided by the total number of youth who have been successfully discharged.

3. Number of successfully discharged youth who maintain in a community setting for 12 months after discharge divided by the number of youth who have been successfully discharged from the program.

4. Number of successfully discharged youth who do not incur new criminal charges for 12 months after discharge divided by the number of youth who have been successfully discharged from the program.

5. Number of successfully discharged youth who are engaged in an educational, vocational, or employment setting six (6) months after discharge divided by the number of youth who have been successfully discharged from the program.

<b>Actual Performance versus performance indicators (include statistics):</b>	This vendor has received 13 referrals during the 2019-2020 contract term. They had 7 discharges in 2019-2020, with 6 successful terminations. They work well with the youth and families.				
<b>Rating of Overall Performance of Contractor</b>	<b>Superior</b>	<b>Above Average</b>	<b>Average</b>	<b>Below Average</b>	<b>Poor</b>
<b>Select One (X)</b>		X			
<b>Justification of Rating</b>	The vendor has been able to meet the contract requirements for this project.				
<b>Department Contact</b>	Sarah A. Baker				
<b>User Department</b>	Cuyahoga County Court of Common Pleas, Juvenile Court Division				
<b>Date</b>	March 26, 2021				

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	2667
Buyspeed RQ# (if applicable):	-
Infor/Lawson PO# Code (if applicable):	RFP
CM Contract#	1173

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

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

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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Contract Amendments Reviewed by Purchasing					
				Department initials	Purchasing
Justification Form				TLB	Okay per MH
IG#	12-2765			TLB	Okay per MH
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:	7/8/2021		TLB	n/a Okay per MH
Debarment/Suspension Verified	Date:	1/21/2022		TLB	Okay per MH
Auditor’s Finding	Date:	1/24/2022		TLB	Okay per MH
Independent Contractor (I.C.) Requirement	Date:	8/19/2021		TLB	Okay per MH
Cover - <i>Master amendments only</i>				TLB	Okay per MH
Contract Evaluation				TLB	Okay per MH
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.				N/A	n/a Okay per MH
Checklist Verification				TLB	Okay per MH

Other documentation may be required depending upon your specific item

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

Reviewed by Law	
	Department initials
Agreement/Contract and Exhibits	TLB
Matrix Law Screen shot	TLB
COI	TLB
Workers’ Compensation Insurance	TLB
Original Executed Contract (containing insurance terms) & all executed amendments	TLB



## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
1/1/2022 – 12/31/2022	JC280105	55210		\$155,646.00
			<b>TOTAL</b>	<b>\$155,646.00</b>

<b>Contract History CE/AG# (if applicable)</b>	
<b>Infor/Lawson PO# Code (if applicable)</b>	RFP
<b>Lawson RQ# (if applicable)</b>	2667
<b>CM Contract#</b>	1173

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$1,000,000.00		effective date -1/31/23	7/20/2021	R2021-0167
<b>Prior Amendment Amounts (list separately)</b>		\$			
		\$			
		\$			
<b>Pending Amendment</b>		\$1,250,000.00	n/a	Pending	Pending
<b>Total Amendments</b>		\$1,250,000.00			
<b>Total Contact Amount</b>		\$2,250,000.00			

### Purchasing Use Only:

Prior Resolutions:	R2021-0167
Amend:	1; Master Traditional Residential Treatment Services
Vendor Name:	The Village Network
ftp:	Effective Date – Jan. 31, 2023
Amount:	\$1,250,000.00 (\$155,646.00)
History/CE:	Okay per MH
EL:	Okay per MH
Procurement Notes:	First amendment to Master contract for Traditional Residential Treatment Services to increase the contract in the amount of \$1,250,000.00. The Village Network to receive \$155,646.00.
Purchasing Buyer’s Initials and date of approval	Okay per MH. 1/26/2022



Office of Procurement and Diversity Tabulation Sheet

REQUISITION NUMBER: 2667	TYPE: RFP	ESTIMATE: \$1,000,000.00
CONTRACT PERIOD:	REB/RFP/RFQ DUE DATE: October 8, 2020	NUMBER OF RESPONSES: 55/15
REQUESTING DEPARTMENT: Juvenile Court	COMMODITY DESCRIPTION: Traditional Residential Treatment Services	
DIVERSITY GOAL/SBE 0%	DIVERSITY GOAL/WBE 0%	DIVERSITY GOAL/WBE 0%

	Bidder's / Vendors Name and Address	Buyer Administrative Review:	Dept. Tech. Review	Award: (Y/N)
1.	Applewood Centers Inc. 10427 Detroit Avenue Cleveland, OH 44102	Compliant: Yes IG Registration Complete: Yes IG Number: 12-0518 NCA: Yes PH: Yes CCBB: N/A CCBEIP: N/A COOP: N/A OPD Buyer Initials: jmh Compliant: Yes IG Registration Complete: Yes		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <span style="color: blue; font-size: 2em;">TLB</span>
2.	Bellefaire JCB 22001 Fairmount Blvd Shaker Heights, OH 44118	Compliant: Yes IG Registration Complete: Yes		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <span style="color: blue; font-size: 2em;">TLB</span>

Transaction ID:

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Dept. Tech. Review	Award: (Y/N)
	IG Number: 12-0611 NCA: Yes PH: Yes CCB: N/A CCBEIP: N/A COOP: N/A OPD Buyer Initials: jmh Compliant: Yes		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
3. Boys Town 13603 Flanagan Blvd, Boys Town, NE 68010	IG Registration Complete: No IG Number: Not registered NCA: Yes PH: Yes CCB: N/A CCBEIP: N/A COOP: N/A OPD Buyer Initials: jmh Compliant: Yes		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
4. Carrington Youth Academy, LLC 2114 Noble Road Cleveland, OH 44112	IG Registration Complete: Yes IG Number: 12-0746		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

T.L.B.

T.L.B.

Transaction ID:

	Bidder's / Vendors Name and Address	Buyer Administrative Review:	Dept. Tech. Review	Award: (Y/N)
		NCA: Yes PH: Yes CCBB: N/A CCBEIP: N/A COOP: N/A OPD Buyer Initials: jmh Compliant: Yes		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
5.	Cleveland Christian Home, Inc. 4614 Prospect Avenue, Suite 240 Cleveland, OH 44103	IG Registration Complete: Yes IG Number: 20-0106 NCA: Yes PH: Yes CCBB: N/A CCBEIP: N/A COOP: N/A OPD Buyer Initials: jmh Compliant: Yes	TLB.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
6.	Community Specialists Corporation DBA The Academy 900 Agnew Road Pittsburgh, PA 15227	IG Registration Complete: Yes IG Number: 13-0456 NCA: Yes	TLB.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Transaction ID:

Bidder's / Vendor's Name and Address	Buyer Administrative Review:	Dept. Tech. Review	Award: (Y/N)
7. Cornell Abraxas Group, Inc. P.O. Box 59 165 Abraxas Road Marienville, PA 16239	PH: Yes CCB: N/A CCBEIP: N/A COOP: N/A OPD Buyer Initials: jmh Compliant: Yes IG Registration Complete: Yes IG Number: 12-0045 NCA: Yes PH: Yes CCB: N/A CCBEIP: N/A COOP: N/A OPD Buyer Initials: jmh Compliant: Yes	T.L.B.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
8. Forest Ridge Youth Services DBA Woodward Youth Corporation P.O. Box 515 Estherville, IA 51334	IG Registration Complete: Yes IG Number: 17-0085 NCA: Yes PH: Yes OPD Buyer Initials: jmh Compliant: Yes	T.L.B.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Transaction ID:

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Dept. Tech. Review	Award: (Y/N)
9. George Junior Republic in Pennsylvania 233 George Junior Road P.O. Box 1058 Grove City, PA 16127	CCBB: N/A CCBEIP: N/A COOP: N/A OPD Buyer Initials: jmh Compliant: Yes IG Registration Complete: Yes IG Number: 12-0518 NCA: Yes PH: Yes	T.L.B.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
10. Keystone Richland Center, LLC DBA Foundations for Living 1451 Lucas Road Mansfield, OH 44903	OPD Buyer Initials: jmh Compliant: Yes IG Registration Complete: Yes IG Number: 12-0518 NCA: Yes PH: Yes CCBB: N/A	T.L.B.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Transaction ID:

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Dept. Tech. Review	Award: (Y/N)
<p>11. New Directions, Inc. 30800 Chagrin Boulevard Cleveland, OH 44124</p>	<p>CCBEIP: N/A COOP: N/A OPD Buyer Initials: jmh Compliant: Yes IG Registration Complete: Yes IG Number: 12-2017 NCA: Yes PH: Yes CCBB: N/A CCBEIP: N/A COOP: N/A</p>	<p>OPD Buyer Initials: jmh Compliant: Yes</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p>12. Rite of Passage, Inc. 2560 Business Parkway, Suite A Minden, NV 89423</p>	<p>IG Registration Complete: Yes IG Number: 13-0017 NCA: Yes PH: Yes CCBB: N/A CCBEIP: N/A</p>	<p>OPD Buyer Initials: jmh Compliant: Yes</p>	<p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>

T.L.B.

T.L.B.

Transaction ID:

	Bidder's / Vendors Name and Address	Buyer Administrative Review:	Dept. Tech. Review	Award: (Y/N)
13.	Summit School, Inc. DBA Summit Academy 839 Herman Road P.O. Box 13 Herman, PA 16039	COOP: N/A  OPD Buyer Initials: jmh Compliant: Yes  IG Registration Complete: Yes  IG Number: 12-2631  NCA: Yes PH: Yes CCBB: N/A CCBEIP: N/A COOP: N/A		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>T.L.B.</i>
14.	The Village Network 2000 Noble Drive Wooster, OH 44691	OPD Buyer Initials: jmh Compliant: Yes  IG Registration Complete: Yes  IG Number: 12-0518  NCA: Yes PH: Yes CCBB: N/A CCBEIP: N/A COOP: N/A		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>T.L.B.</i>

Transaction ID:



Bidder's / Vendors Name and Address	Buyer Administrative Review:	Dept. Tech. Review	Award: (Y/N)
15. Woodward Youth Corporation DBA Woodward Academy 1251 334 <sup>th</sup> Street Woodward, IA 50276	OPD Buyer Initials: jmh Compliant: No IG Registration Complete: Yes IG Number: 17-0085 NCA: No PH: Yes CCB: N/A CCBEIP: N/A COOP: N/A OPD Buyer Initials: jmh	T.V.B.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Transaction ID:

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0061

<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> authorizing an amendment to Contract No. 585 with The Salvation Army for supportive services for homeless men in the Pickup Assessment Sheltering Service (PASS) Transitional Housing Program for the period 1/1/2021 – 12/31/2021 to extend the time period to 9/30/2022 and for additional funds in the amount not-to-exceed \$730,701.00; 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.</p>
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WHEREAS, the County Executive/Department of Health and Human Services/ Division of Community Initiatives/Office of Homeless Services recommends an amendment to Contract No. 585 with The Salvation Army for supportive services for homeless men in the Pickup Assessment Sheltering Service (PASS) Transitional Housing Program for the period 1/1/2021 – 12/31/2021 to extend the time period to 9/30/2022 and for additional funds in the amount not-to-exceed \$730,701.00; and

WHEREAS, this contract provides supportive services for the PASS Program, a Transitional Housing Program for homeless men; and

WHEREAS, the goals of the project are: (1) to provide basic, temporary housing and safety net services for 75 homeless men, (2) to quickly link clients with Rapid Re-Housing Assistance; and (3) to support clients in accessing earned income and benefits; and

WHEREAS, this project is funded 26% by Health and Human Services Levy Fund and 74% U.S. Department of Housing and Urban Development Continuum of Care Homeless Assistance Grant; 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. 585 with The Salvation Army for supportive services for homeless men in the Pickup Assessment Sheltering Service (PASS) Transitional Housing Program for the period 1/1/2021 – 12/31/2021 to extend the time period to 9/30/2022 and for additional funds in the amount not-to-exceed \$730,701.00.

**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.

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

Yeas:

Nays:

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

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

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

Office of Homeless Services; RQ 3324; 2022 Amendment 1 with Salvation Army for PASS Rapid Re-Housing

#### Scope of Work Summary

Office of Homeless Services requesting approval of an amendment to the contract with the Salvation Army for the anticipated cost \$730,701.00.

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

Original Contract        \$250,000.000        BC2021-1644, approved 4/06/2021

The Pickup, Assessment, Shelter and Services (PASS) program serves single adult homeless men with supportive services and rental assistance. The anticipated start – completion dates are 10/01/2021 – 09/30/2022.

The primary goals of the project are:

- a) Provide basic, temporary housing and safety net services for 75 homeless men at a time
- b) Link clients with permanent housing; and
- c) Support clients in accessing earned income, recovery supports, and stable incomes.

#### Procurement

The procurement method for this contract was RFP. RFP RQ 3224 was issued on 9/28/20 and closed on 10/20/20. Salvation Army was the only vendor submitting a proposal and was recommended for award.

#### Contractor and Project Information

Salvation Army

1710 Prospect Avenue

Cleveland, OH 44115

Council District #7

The Executive Director is Beau Hill, 216-619-4676

The address or location of the project is:

1710 Prospect Ave.;

Cleveland, OH 44115

The project is located in Council District 7.

#### Project Status and Planning

The project recurs annually.

The project's term began on 10/01/21. The amendment is being submitted late because of significant delay in receiving documents from the vendor.

#### Funding

The project is funded:

- 74% (\$543,201.00) by the U.S. Department of Housing and Urban Development Continuum of Care Homeless Assistance Grant
- 26% (\$187, 500.00) by HHS Levy

The schedule of payments is monthly.

The project is an amendment to a contract. This amendment adds \$730,701.00 and extends the term to 9/30/22. This is the first amendment of the contract.

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	3324
Buyspeed RQ# (if applicable):	N/A
Infor/Lawson PO# Code (if applicable):	32
CM Contract#	585

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

Late Submittal Required:	Yes <input type="checkbox"/> x	No <input type="checkbox"/>
Why is the amendment being submitted late?	Significant delay receiving COI from vendor	
What is being done to prevent this from reoccurring?	Will inform vendor of timely submissions	

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

Contract Amendments Reviewed by Purchasing				
			Department initials	Purchasing
Justification Form			DWM	OK
IG#	12-2752-REG – 12/31/2023		DWM	OK
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:		N/A	N/A
Debarment/Suspension Verified	Date:	1/14/2022	DWM	OK
Auditor’s Finding	Date:	1/14/2022	DWM	OK
Independent Contractor (I.C.) Requirement	Date:	4/15/2021	DWM	OK
Cover - <i>Master amendments only</i>			N/A	N/A
Contract Evaluation			DWM	OK
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			N/A	N/A
Checklist Verification			DWM	

Other documentation may be required depending upon your specific item

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

Reviewed by Law	
	Department initials
Agreement/Contract and Exhibits	
Matrix Law Screen shot	
COI	
Workers’ Compensation Insurance	
Original Executed Contract (containing insurance terms) & all executed amendments	

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
10/1/21 – 12/31/21	HS220125	55130	HS-2021-RRH-ADU	\$143,201.00
1/1/22 – 9/30/22	HS220125	55130	HS-2021-RRH-ADU	\$400,000.00
1/1/22 – 9/30/22	HS260350	55130	UCH00000	\$187,500.00
			<b>TOTAL</b>	<b>\$730,701.00</b>

<b>Contract History CE/AG# (if applicable)</b>	CE1800297
<b>Infor/Lawson PO# Code (if applicable)</b>	CE1800297-01 CONV
<b>Lawson RQ# (if applicable)</b>	42668
<b>CM Contract#</b>	585

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$250,000.00		1/1/2021 – 12/31/2021	<del>04/06/2021</del> 4/5/2021	BC2021-164
<b>Prior Amendment Amounts (list separately)</b>		\$			
		\$			
		\$			
<b>Pending Amendment</b>		\$730,701.00	09/30/2022	N/A	N/A
<b>Total Amendments</b>		\$730,701.00			
<b>Total Contact Amount</b>		\$980,701.00			

### Purchasing Use Only:

<b>Prior Resolutions:</b>	BC2021-164
<b>Amend:</b>	585
<b>Vendor Name:</b>	The Salvation Army
<b>ftp:</b>	1/1/2021 – 9/30/2022; effective 10/1/2021
<b>Amount:</b>	Add'l \$730,701.00
<b>History/CE:</b>	OK (corrected by DoP)
<b>EL:</b>	OK
<b>Procurement Notes:</b>	1/24/22: Total not to exceed amount on the Amendment is incorrect. TN 1/25/22: Total not to exceed amount on the Amendment is incorrect. TN



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

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	2/9/22: Revised Amendment uploaded 2/7/2022. TN
Purchasing Buyer’s initials and date of approval	LATE – Late submittal is on the Checklist and Justification Form. TN 2/9/2022



**Office of Procurement and Diversity Tabulation Sheet**

REQUISITION NUMBER: 3324	TYPE: (RFB/RFP/RFQ): RFP	ESTIMATE: \$323,451.00
CONTRACT PERIOD:	RFB/RFP/RFQ DUE DATE: October 23, 2020	NUMBER OF RESPONSES (issued/submitted): 19/1
REQUESTING DEPARTMENT: Office of Homeless Services	COMMODITY DESCRIPTION: Temporary Housing, Rapid Rehousing & Recovery Support Services for single Adult Males in Cuyahoga County	
DIVERSITY GOAL/SBE 0%	DIVERSITY GOAL/MBE 0%	DIVERSITY GOAL/WBE 0%
Does CCBB Apply: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	CCBB: Low Non-CCBB Bid\$:	Add 2%, Total is:
Does CCBEIP Apply: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	CCBEIP: Low Non-CCBEIP Bid \$:	Add 2%, Total is:
*PRICE PREFERENCE LOWEST BID REC'D \$	RANGE OF LOWEST BID REC'D \$	Minus \$, =
PRICE PREF % & \$ LIMIT:	MAX SBE/MBE/WBE PRICE PREF \$	DOES PRICE PREFERENCE APPLY? <input type="checkbox"/> Yes <input type="checkbox"/> No

Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: OPD Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE	Dept. Tech. Review	Award: (Y/N)
1. Salvation Army Harbor Light Complex 1710 Prospect Ave Cleveland, OH 44115	N/A	N/A	Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 12-2752 NCA: <input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Yes <input type="checkbox"/> No	CCBB <input type="checkbox"/> Yes <input type="checkbox"/> No CCBEIP <input type="checkbox"/> Yes <input type="checkbox"/> No			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Transaction ID:

Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: OPD Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE	Dept. Tech. Review	Award: (Y/N)
			PH: <input checked="" type="checkbox"/> Yes CCBB: <input checked="" type="checkbox"/> N/A CCBEIP: <input checked="" type="checkbox"/> N/A COOP: <input checked="" type="checkbox"/> No OPD Buyer Initials: TN					

Transaction ID:

## CONTRACT EVALUATION FORM

<b>Contractor</b>	Salvation Army				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	585				
<b>RQ#</b>	3324				
<b>Time Period of Original Contract</b>	1/1/2021 – 12/31/21				
<b>Background Statement</b>	Salvation Army PASS Rapid Re-Housing Program provides 75 beds at a point in time for homeless men.				
<b>Service Description</b>	The PASS Program provides Temporary Housing, referrals for Rapid Re-Housing, employment linkages and housing search assistance to homeless, adult men.				
<b>Performance Indicators</b>	Number of people assisted annually; exits to permanent housing.				
<b>Actual Performance versus performance indicators (include statistics):</b>	The Salvation Army served over 160 men in the previous 12 months. Over 59% of those exiting went to a permanent housing option; 59% of the exiters had Cash Income (employment); 80% of participants were enrolled in health benefits.				
<b>Rating of Overall Performance of Contractor</b>	<b>Superior</b>	<b>Above Average</b>	<b>Average</b>	<b>Below Average</b>	<b>Poor</b>
<b>Select One (X)</b>		X			
<b>Justification of Rating</b>	The Salvation Army PASS Rapid Re-Housing Program has refocused efforts to quickly engage and house clients in permanent housing.				
<b>Department Contact</b>	Melissa Sirak				
<b>User Department</b>	Office of Homeless Services				
<b>Date</b>	11/15/21				

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0062

Sponsored by: <b>County Executive Budish/Sheriff Department</b>	<b>A Resolution</b> making an award on RQ3382 to Alcohol Monitoring Systems, Inc. in the amount not-to-exceed \$2,625,000.00 for GPS, alcohol bracelets and monitoring services for the period 4/1/2022 – 12/31/2024; authorizing the County Executive to execute Contract No. 2238 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 RQ3382 to Alcohol Monitoring Systems, Inc. in the amount not-to-exceed \$2,625,000.00 for GPS, alcohol bracelets and monitoring services for the period 4/1/2022 – 12/31/2024; and

WHEREAS, the primary goal of this project is to implement an alternate sentencing initiative for active GPS electronic monitoring services for court sentenced low level offenders to keep them out of jail and with their families and communities where they can continue to be a productive part of society; 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 RQ3382 with Alcohol Monitoring Systems, Inc. in the amount not-to-exceed \$2,625,000.00 for GPS, alcohol bracelets and monitoring services for the period 4/1/2022 – 12/31/2024.

**SECTION 2.** That the County Executive is authorized to execute Contract No. 2238 and all other documents consistent with said award and this Resolution.

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

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

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

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

Yeas:

Nays:

County Council President	Date

County Executive	Date

Clerk of Council	Date

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

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

**OnBase Item Detail Briefing Memo - Form**

Title:

**Sheriff's Department; RQ# 3382, 2022-2024, Alcohol Monitoring Systems, Contract GPS, Alcohol Bracelets, and Monitoring Contract No. 2238**

**A. Scope of Work Summary**

1. Sheriff's Department requesting approval of a contract with Alcohol Monitoring Systems for the anticipated cost of \$2,625,000.00.

Prior Board Approval Number BC2018-104.

This is an alternate sentencing initiative for active GPS electronic monitoring services for court sentenced individuals. The anticipated start-completion dates are 04/01/2022 – 12/31/2024.

2. The primary goals of the project are to attempt to reduce the overall jail population. Keep low level offenders out of jail and with their families and communities where they can continue to be a productive part of society.

**B. Procurement**

1. The procurement method for this project was RFQ. The total value of the RFQ is \$2,625,000.00.

2. The RFP was closed on 12/09/2020.

3. [Option 1] There were 8 proposals pulled from OPD, 8 proposals submitted for review, 1 proposal approved.

**C. Contractor and Project Information**

1. Alcohol Monitoring Systems, Inc  
1241 W MINERAL AVE., #200  
LITTLETON, CO 80120

2. The Regional Sales Manager for the contractor/vendor is Christopher Barstad.

**D. Project Status and Planning**

1. The project reoccurs monthly.

**E. Funding**

1. The project is funded 100% by the General Fund

2. The schedule of payments is monthly by invoice.

## Department of Purchasing – Required Documents Checklist

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Infor/Lawson RQ#:	3382
Infor/Lawson PO# Code (if applicable):	RFQ
Event #	125
CM Contract#	2238

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

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

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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<b>FULL AND OPEN COMPETITION</b>				
<b>Formal RFQ</b>				
<b>Reviewed by Purchasing</b>				
			<b>Department initials</b>	<b>Purchasing</b>
Notice of Intent to Award (sent to all responding vendors)			TG	ok
Bid Specification Packet			TG	ok
Evaluation Summary (names of evaluators to be included)			TG	ok
Final DEI Goal Setting Worksheet			N/A	n/a- was not in effect until after issuance of RFQ
Diversity Documents – <i>if required (goal set)</i>			N/A	n/a
Award Letter (sent to awarded vendor)			TG	ok
Vendor’s Confidential Financial Statement – <i>if RFQ requested</i>			N/A	n/a
Tabulation Sheet			TG	ok
Evaluation/Scoring Summary ( <i>includes evaluator names</i> )			TG	ok
IG#	21-0027-REG EXP 12/31/25		TG	Alcohol Monitoring Systems, Inc. 21-0027-REG 31DEC2025
Debarment/Suspension Verified	Date:	2/10/22	TG	ok
Auditor’s Finding	Date:	2/10/22	TG	ok
Vendor’s Submission			TG	Vendor signed contract attached
Independent Contractor (I.C.) Requirement	Date:	1/25/22	TG	ok
Cover - <i>Master contracts only</i>			N/A	n/a
Contract Evaluation – <i>if required</i>			N/A	n/a
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			N/A	n/a
Checklist Verification			TG	ok

Other documentation may be required depending upon your specific item

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



## Department of Purchasing – Required Documents Checklist

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Reviewed by Law	
	<b>Department initials</b>
Agreement/Contract and Exhibits	TG
Matrix Law Screen shot	TG
COI	TG
Workers’ Compensation Insurance	TG

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
4/1/22 – 12/31/22	SH100140	55130		\$ 400,000.00
4/1/22 – 12/31/22	CP285130	55130		\$ 225,000.00
4/1/22 – 12/31/22	JC100115	55130		\$ 150,000.00
1/1/23 – 12/31/23	SH100140	55130		\$ 475,000.00
1/1/23 – 12/31/23	CP285130	55130		\$ 300,000.00
1/1/23 – 12/31/23	JC100115	55130		\$ 150,000.00
1/1/24 – 12/31/24	SH100140	55130		\$ 475,000.00
1/1/24 – 12/31/24	CP285130	55130		\$ 300,000.00
1/1/24 – 12/31/24	JC100115	55130		\$ 150,000.00
			<b>TOTAL</b>	<b>\$ 2,625,000.00</b>

<b>Contract History CE/AG# (if applicable)</b>	N/A
<b>Infor/Lawson PO# and PO Code (if applicable)</b>	RFQ
<b>Lawson RQ# (if applicable)</b>	3382
<b>CM Contract#</b>	125

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	<b>\$2,625,000.00</b>		<b>4/1/22-12/31/24</b>		
<b>Prior Amendment Amounts (list separately)</b>		<b>\$0</b>			
		<b>\$0</b>			
		<b>\$0</b>			
<b>Pending Amendment</b>		<b>\$0</b>			
<b>Total Amendments</b>		<b>\$0</b>			

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

<b>Total Contact Amount</b>		<b>\$2,625,000.00</b>			
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### Purchasing Use Only:

Prior Resolutions	n/a
CM#:	CM 2238
Vendor Name:	Alcohol Monitoring Systems, Inc.
ftp:	4/1/22-12/31/24
Amount:	\$2,625,000.00
History/CE:	N/A
EL:	ok
Procurement Notes:	Buyer review completed
Purchasing Buyer’s initials and date of approval	Lz 2.24.2022

OK to approve - enter into OnBase

Per the procedures, as this item needs Board of Control approval, the department will need to enter into OnBase for a future agenda under the ERP-BOC/Council Approval Request Form.

Once approved by the BOC, the request will have final OPD approval in Infor in order for the department to move forward with the AP process.

VENDOR	Sgt John Donitzen	Sgt Matt Massey	Lt Tim O'connor	Cpt Rich Peters	Maria Nemic	Colleen Brown	Tammy Sherman	Stephania Pryor
Scram (AMS)	92	91	90	90	61	93	97	95
BI	96	96	88	90	67	92	94	77
Sentinel	87	85	83	83	67	89	93	79
Attenti	88	88	82	85	59	86	85	64
Securus	85	83	82	81	58	65	81	87
Track Group	97	95	93	92	41	64	92	35
Corrisoft	73	73	69	66	32	48	70	61
Omnilink	72	72	54	71	41	46	65	45

Ave	Rank	Ave	Rank	Overall	Overall	Comply
LE	LE	Court	Court	Ave	Rank	
90.8	3	86.5	1	88.6	1	Yes
92.5	2	82.5	2	87.5	2	Yes
84.5	5	82.0	3	83.3	3	Yes
85.8	4	73.5	4	79.6	4	Yes
82.8	6	72.8	5	77.8	5	Yes
94.3	1	58.0	6	76.1	6	Yes
70.3	7	52.8	7	61.5	7	Yes
67.3	8	49.3	8	58.3	8	Yes



## Office of Procurement and Diversity Tabulation Sheet

REQUISITION NUMBER: 3382/Event#125	TYPE: RFQ	ESTIMATE: \$850,000.00/yr., \$2,555,000.00 for 3 years
CONTRACT PERIOD: 3 year	RFB/RFP/RFQ DUE DATE: December 9, 2020	NUMBER OF RESPONSES: 19 released / 8 electronic responses
REQUESTING DEPARTMENT: Sheriff's Department	COMMODITY DESCRIPTION: GPS and Alcohol Bracelets and Monitoring	
DIVERSITY GOAL/SBE 10%	DIVERSITY GOAL/MBE 0%	DIVERSITY GOAL/WBE 0%
Does CCBB Apply: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	CCBB: Low Non-CCBB Bid \$:	Add 2%, Total is:
Does CCBEIP Apply: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	CCBEIP: Low Non-CCBEIP Bid \$:	Add 2%, Total is:
*PRICE PREFERENCE LOWEST BID REC'D \$	RANGE OF LOWEST BID REC'D \$	Minus \$, =
PRICE PREF % & \$ LIMIT:	MAX SBE/MBE/WBE PRICE PREF \$	DOES PRICE PREFERENCE APPLY? <input type="checkbox"/> Yes <input type="checkbox"/> No

#	Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: OPD Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE		Dept. Tech. Review	Award: (Y/N)
1.	Alcohol Monitoring Services/SCRAM Systems 1241 West Mineral Avenue Littleton, CO 80120	N/A	N/A	Compliant: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No  IG Registration Complete: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No  IG Number: 17-0133-REG NCA:	<input type="checkbox"/> Yes <input type="checkbox"/> No	CCBB <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No  CCBEIP <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Subcontractor Name(s):			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
							SBE/MBE/WBE Prime: (Y/N)	<input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input checked="" type="checkbox"/> No		

Transaction ID:

	Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: OPD Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE	Dept. Tech. Review	Award: (Y/N)								
				<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A  PH: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A  CCBB: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A  CCBEIP: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A  COOP: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A  OPD Buyer Initials: cmk 12/17/2020			<table border="1"> <tr> <td data-bbox="1056 415 1234 516">Total %</td> <td data-bbox="1234 415 1644 516">SBE: <u>0</u> % MBE: <u>0</u> % WBE: <u>0</u> %</td> </tr> <tr> <td data-bbox="1056 516 1234 699">SBE/MBE/WBE Comply: (Y/N)</td> <td data-bbox="1234 516 1644 699"> <input type="checkbox"/> Yes  <input type="checkbox"/> No           </td> </tr> <tr> <td data-bbox="1056 699 1234 857">SBE/MBE/WBE Comments and Initials:</td> <td data-bbox="1234 699 1644 857">Full waiver requested. EN 12/18/2020</td> </tr> <tr> <td data-bbox="1056 857 1234 862"></td> <td data-bbox="1234 857 1644 862"></td> </tr> </table>	Total %	SBE: <u>0</u> % MBE: <u>0</u> % WBE: <u>0</u> %	SBE/MBE/WBE Comply: (Y/N)	<input type="checkbox"/> Yes <input type="checkbox"/> No	SBE/MBE/WBE Comments and Initials:	Full waiver requested. EN 12/18/2020				
Total %	SBE: <u>0</u> % MBE: <u>0</u> % WBE: <u>0</u> %																
SBE/MBE/WBE Comply: (Y/N)	<input type="checkbox"/> Yes <input type="checkbox"/> No																
SBE/MBE/WBE Comments and Initials:	Full waiver requested. EN 12/18/2020																

Transaction ID:

	Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: OPD Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE		Dept. Tech. Review	Award: (Y/N)
2.	Attenti US, Inc. 1838 Gunn Highway Odessa, FL33556	N/A	N/A	Compliant: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> Yes * <input type="checkbox"/> No  IG Registration Complete: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No *  IG Number:  NCA: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A  PH: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A  CCBB: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A  CCBEIP: <input type="checkbox"/> Yes	<input type="checkbox"/> Yes <input type="checkbox"/> No	CCBB <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No  CCBEIP <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Subcontractor Name(s):   SBE/MBE/WBE Prime: (Y/N)  Total %  SBE/MBE/WBE Comply: (Y/N)  SBE/MBE/WBE Comments and Initials:	(MW) OHIO INTERLOCK, LLC dba Ohio Interlock SBE TBD%  <input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input checked="" type="checkbox"/> No  SBE: <u>TBD</u> % MBE: <u>0</u> % WBE: <u>0</u> %  <input type="checkbox"/> Yes <input type="checkbox"/> No  No waiver requested. % for selected SBE TBD. EN 12/18/2020		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Transaction ID:

	Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: OPD Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE	Dept. Tech. Review	Award: (Y/N)
				<input type="checkbox"/> No <input checked="" type="checkbox"/> N/A  COOP: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A  OPD Buyer Initials: cmk 12/17/2020					

Transaction ID:



	Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: OPD Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE		Dept. Tech. Review	Award: (Y/N)
3.	BI Incorporated 6265 Gunbarrel Avenue, Suite B Boulder, CO 80301	N/A	N/A	Compliant: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No  IG Registration Complete: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No  IG Number: 12-0634-REG NCA: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A  PH: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A  CCBB: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A  CCBEIP: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No	CCBB <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No  CCBEIP <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Subcontractor Name(s):     SBE/MBE/WBE Prime: (Y/N)   Total %   SBE/MBE/WBE Comply: (Y/N)   SBE/MBE/WBE Comments and Initials:   <div style="background-color: #cccccc; height: 15px; width: 100%;"></div>	<input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> No  SBE: <u>0</u> % MBE: <u>0</u> % WBE: <u>0</u> %  <input type="checkbox"/> Yes <input type="checkbox"/> No  DIV-2 not submitted, and waiver requested. EN 12/18/2020		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Transaction ID:

	Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: OPD Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE	Dept. Tech. Review	Award: (Y/N)
				COOP: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A  OPD Buyer Initials: cmk 12/17/2020					

Transaction ID:

	Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: OPD Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review:		Dept. Tech. Review	Award: (Y/N)
4.	Corrisoft LLC 1648 McGrathiana Pkwy, Suite 225 Lexington, KY 40511	N/A	N/A	Compliant: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> Yes * <input type="checkbox"/> No  IG Registration Complete: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No *  IG Number:  NCA: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A  PH: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A  CCBB: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A  CCBEIP: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No	CCBB <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No  CCBEIP <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Subcontractor Name(s):			<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
							SBE/MBE/WBE Prime: (Y/N)	<input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input checked="" type="checkbox"/> No		
							Total %	SBE: <u>0</u> % MBE: <u>0</u> % WBE: <u>0</u> %		
							SBE/MBE/WBE Comply: (Y/N)	<input type="checkbox"/> Yes <input type="checkbox"/> No		
							SBE/MBE/WBE Comments and Initials:	DIV-2 not submitted, and waiver requested. EN 12/18/2020		

Transaction ID:

	Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: OPD Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE	Dept. Tech. Review	Award: (Y/N)
				COOP: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A  OPD Buyer Initials: cmk 12/17/2020					

Transaction ID:

	Bidder's/Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: OPD Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE		Dept. Tech. Review	Award: (Y/N)
5.	Securus Monitoring Solutions/Tracking of People 5353 W. Sam Houston Pkwy North, Suite 190 Houston, TX 77041	N/A	N/A	Compliant: <input checked="" type="checkbox"/> Yes * <input type="checkbox"/> No  IG Registration Complete: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No *  IG Number:  NCA: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A  PH: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A  CCBB: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A  CCBEIP: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No	CCBB <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No  CCBEIP <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Subcontractor Name(s):          SBE/MBE/WBE Prime: (Y/N)          Total %          SBE/MBE/WBE Comply: (Y/N)          SBE/MBE/WBE Comments and Initials:          	<input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input checked="" type="checkbox"/> No          SBE: <u>0</u> % MBE: <u>0</u> % WBE: <u>0</u> %          <input type="checkbox"/> Yes <input type="checkbox"/> No          Full waiver requested. EN 12/18/2020		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Transaction ID:

	Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: OPD Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE	Dept. Tech. Review	Award: (Y/N)
				COOP: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A  OPD Buyer Initials: cmk 12/17/2020					

Transaction ID:

	Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: OPD Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE		Dept. Tech. Review	Award: (Y/N)
6.	Sentinel Offender Services, LLC 1290 North Hancock Street, Suite 103 Anaheim, CA 92807	N/A	N/A	Compliant: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No  IG Registration Complete: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No  IG Number: 20-0318-REG  NCA: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A  PH: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A  CCBB: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A  CCBEIP: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No	CCBB <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No  CCBEIP <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Subcontractor Name(s):   SBE/MBE/WBE Prime: (Y/N)  Total %  SBE/MBE/WBE Comply: (Y/N)	(FAA) QUICK EMPLOYMENT, LLC SBE/MBE/WBE 10%  <input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input checked="" type="checkbox"/> No  SBE: <u>10</u> % MBE: <u>   </u> % WBE: <u>   </u> %  <input type="checkbox"/> Yes <input type="checkbox"/> No  DIV-1 not submitted. EN 12/18/2020		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Transaction ID:

	Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: OPD Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE	Dept. Tech. Review	Award: (Y/N)
				COOP: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A  OPD Buyer Initials: cmk 12/17/2020					

Transaction ID:



	Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: OPD Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE		Dept. Tech. Review	Award: (Y/N)
7.	Sierra Wireless Americas Inc. (Omnalink Systems Inc.) 400 Interstate North Pkwy, Suite 900 Atlanta, GA 30339	N/A	N/A	Compliant: <input checked="" type="checkbox"/> Yes * <input type="checkbox"/> No  IG Registration Complete: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No *  IG Number:  NCA: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A  PH: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A  CCBB: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A  CCBEIP: <input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	CCBB <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No  CCBEIP <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Subcontractor Name(s):      SBE/MBE/WBE Prime: (Y/N)  Total %  SBE/MBE/WBE Comply: (Y/N)  SBE/MBE/WBE Comments and Initials:	<input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input checked="" type="checkbox"/> No  SBE: <u>0</u> % MBE: <u>0</u> % WBE: <u>0</u> %  <input type="checkbox"/> Yes <input type="checkbox"/> No  Full waiver requested. EN 12/18/2020		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Transaction ID:

	Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: OPD Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE	Dept. Tech. Review	Award: (Y/N)
				<input checked="" type="checkbox"/> N/A  COOP: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A  OPD Buyer Initials: cmk 12/17/2020					

Transaction ID:

	Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: OPD Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE		Dept. Tech. Review	Award: (Y/N)
8.	Track Group, Inc. 200 E. 5 <sup>th</sup> Avenue Suite 100 Naperville, IL 60563	N/A	N/A	Compliant: <input checked="" type="checkbox"/> Yes * <input type="checkbox"/> No  <i>Note vendor entered \$3.50 as the unit price. /This is a data entry error. Per addendum #3 we will not be using the value entered in the unit price as a basis of any part of the review.</i>  IG Registration Complete: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No *  IG Number:  NCA: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No	CCBB <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No  CCBEIP <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Subcontractor Name(s):	(FAA) QCG SERVICES, LLC SBE/MBE/WBE 10%		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
							SBE/MBE/WBE Prime: (Y/N)	<input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input checked="" type="checkbox"/> No		
							Total %	SBE: <u>10</u> % MBE: <u>0</u> % WBE: <u>0</u> %		
							SBE/MBE/WBE Comply: (Y/N)	<input type="checkbox"/> Yes <input type="checkbox"/> No		
							SBE/MBE/WBE Comments and Initials:	NO waiver requested. EN 12/18/2020		

Transaction ID:

	Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: OPD Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE	Dept. Tech. Review	Award: (Y/N)
				PH: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A  CCBB: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A  CCBEIP: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A  COOP: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A  OPD Buyer Initials: cmk 12/17/2020					

Transaction ID:

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0063

<b>Sponsored by: County Executive Budish/Department of Health and Human Services/Division of Community Initiatives/Family and Children First Council</b>	<b>A Resolution</b> making awards on RQ6689 to various school districts in the total amount not-to-exceed \$2,135,727.00 for School/Community-based Closing the Achievement Gap services for the period 1/1/2022 – 12/31/2023; authorizing the County Executive to execute the Master Agreement and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Executive/Department of Health and Human Services/ Division of Community Initiatives/Family and Children First Council (FCFC) has recommended awards on RQ6689 to the following:

1. Bedford City School District
2. Cleveland Metropolitan School District aka Cleveland Municipal School District
3. Cleveland Heights – University Heights City School District
4. East Cleveland City School District
5. Garfield Heights City School District
6. Maple Heights City School District
7. Warrensville Heights City School District

WHEREAS, the County on behalf of FCFC desires to increase the achievement levels of students who are at risk in Cuyahoga County including but not limited to the following areas of concentration: Absent 25 or more days the previous school year, excessive tardiness, five or more days of in or out-of-school suspension, failed two or more core subjects, performed below proficiency level in one or more subject areas, Juvenile Court supervision or adjudicated youth, or over age for current grade level or repeating a grade; and

WHEREAS, the County seeks Districts to manage, monitor and implement the Closing the Achievement Gap program (CTAG). The Districts will recruit, engage, retain, and provide oversight of the day-to-day Closing the Achievement Gap program; and

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

WHEREAS, the project is funded as follows: 100% by Health and Human Services Levy Funds: and

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

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

**SECTION 1.** That the Cuyahoga County Council hereby makes awards on RQ6689 with the following School Districts:

1. Bedford City School District
2. Cleveland Metropolitan School District aka Cleveland Municipal School District
3. Cleveland Heights – University Heights City School District
4. East Cleveland City School District
5. Garfield Heights City School District
6. Maple Heights City School District
7. Warrensville Heights City School District

in the total amount not-to-exceed \$2,135,727.00 for the management, monitoring and implementation of the Closing The Achievement Gap (CTAG) Program, to increase the achievement levels of students who are at-risk in Cuyahoga County including the following areas of concentration: excessive tardiness, school suspensions, failure in core subjects, proficiency in subject areas, grade repetition and Juvenile Court or adjudicated youth, or over age for current grade level or repeating a grade for the period 1/1/2022 – 12/31/2023.

**SECTION 2.** That the County Executive is authorized to execute the Master 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 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.



**OnBase Item Detail Briefing Memo - Form**

**Title:** Health and Human Services Family and Children First Council; RFP#6689 2022 Bedford City School District, Cleveland Municipal School District, Cleveland Heights – University Heights City School District, East Cleveland City School District, Garfield Heights City School District, Maple Heights City School District, and Warrensville Heights City School District; Master Agreement Closing the Achievement Gap

**A. Scope of Work Summary**

1. Cuyahoga County Health and Human Services Office of Family & Children First Council requesting approval of a contract with Bedford City School District, Cleveland Municipal School District, Cleveland Heights – University Heights City School District, East Cleveland City School District, Garfield Heights City School District, Maple Heights City School District, and Warrensville Heights City School District for the anticipated cost of \$2,135,727.00.

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

BC2018-118	BC2020-353
BC2018-476	BC2020-354
BC2018-499	BC2021-221
BC2018-712	R2019-0050
BC2019-223	R2020-0119
BC2020-146	

Cuyahoga County school districts will identify 9<sup>th</sup> -12<sup>th</sup> grade youth who are in academic danger with the following risk factors: Students have failed two or more core subjects, Students are absent 36 days or more, Students have received five or more days of out-of-school suspensions, Students have been held back a grade (Over the age for grade level). Schools will offer intensive interventions including credit retention opportunities, linkages to community-based/ county services, and exposure field trips (One out of state trip per year/ per district). As a result of participation, students are expected to improve their grade point average and ultimately graduate on time from high school.

The anticipated start date is January 1, 2022 through December 31, 2023 with an option for a one-year extension.

1. The primary goals of the project is positive behavioral and academic changes for<sup>1</sup> the youth enrolled in the program.
2. N/A
3. N/A



4. N/A

**B. Procurement**

1. The procurement method for this project was through an RFP. The total value of the RFP is \$2,135,727.00.

2. The RFP was closed on July 23<sup>rd</sup> at 11:00a.m.

3. There were 7 proposals pulled from OPD, 7 proposals submitted for review, 7 proposals approved.

**C. Contractor and Project Information**

Bedford City School District  
475 Northfield Road  
Bedford, Ohio 44146  
Council District 9

Cleveland Municipal School District  
1111 Superior Avenue East, Suite 1800  
Cleveland, Ohio 44114  
Council District 7

East Cleveland City School District  
1843 Stanwood Road  
East Cleveland, Ohio 44112  
Council District 10

Warrensville Heights City School District  
4500 Warrensville Center Road  
Warrensville Heights, Ohio 44128  
Council District 9

Garfield Heights City School District  
5640 Briarcliff Drive  
Garfield Heights, Ohio 44125  
Council District 8

Maple Heights City School District  
5740 Lawn Avenue  
Maple Heights, Ohio 44137

Council District 8

Cleveland Heights- University Heights City School District  
2155 Miramar Boulevard  
University Heights, Ohio 44118  
Council District 10

2. The Superintendent of Bedford City School District is Dr. Andrea Celico.  
The CEO of Cleveland Municipal School District is Eric C. Gordon.  
The CEO of East Cleveland City School District is Dr. Henry Pettiegrew.  
The Superintendent of Warrensville City School District is Donald Jolly.  
The Superintendent of Garfield City School District is Chris Hanke.  
The Superintendent of Maple Heights City School District is Dr. Charles Keenan.  
The Superintendent of Cleveland Heights-University Heights School District is Elizabeth Kirby.

3.a and 3.b.

Bedford City School District  
475 Northfield Road  
Bedford, Ohio 44146  
Council District 9

Cleveland Municipal School District  
1111 Superior Avenue East, Suite 1800  
Cleveland, Ohio 44114  
Council District 7

East Cleveland City School District  
1843 Stanwood Road  
East Cleveland, Ohio 44112  
Council District 10

Warrensville Heights City School District  
4500 Warrensville Center Road  
Warrensville Heights, Ohio 44128  
Council District 9

Garfield Heights City School District  
5640 Briarcliff Drive  
Garfield Heights, Ohio 44125  
Council District 8

Maple Heights City School District  
5740 Lawn Avenue  
Maple Heights, Ohio 44137  
Council District 8

Cleveland Heights- University Heights City School District  
2155 Miramar Boulevard  
University Heights, Ohio 44118  
Council District 10

**D. Project Status and Planning**

1. The project reoccurs annually per contract timeline. This project has been in existence since 2014, however this project has expanded throughout the years. This contract term is January 1, 2022 through December 31, 2023.

2. N/A

3. N/A.

4. The project has an existing contract through December 31, 2021. The project term began January 1, 2022. Late submission due to wait for vendors to sign contract. Each district has their board review and sign each contract before submission.

5. N/A

**E. Funding**

1. The project is funded 100% by Health and Human Services Levy Funds in an amount of \$2,135,727.00.

2. The schedule of payments is by invoice.

3. N/A

**F. Items/Services Received and Invoiced but not Paid:**

N/A



Office of Procurement and Diversity Tabulation Sheet

*Handwritten signature*  
1/26/22

REQUISITION NUMBER: 6689	TYPE: RFP	ESTIMATE: \$1,000,000.00
CONTRACT PERIOD: January 1, 2022 – December 31, 2023	RFP DUE DATE: July 23, 2021	NUMBER OF RESPONSES (issued/submitted): 18/7
REQUESTING DEPARTMENT: Family and Children First Council	COMMODITY DESCRIPTION: Closing the Achievement Gap	
DIVERSITY GOAL/SBE 0%	DIVERSITY GOAL/MBE 0%	DIVERSITY GOAL/WBE 0%

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Dept. Tech. Review	Award: (Y/N)
1. Bedford City School District 475 Northfield Road Bedford, Ohio 44146	Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> N/A IG Number: Not Required NCA: <input checked="" type="checkbox"/> Yes PH: <input checked="" type="checkbox"/> Yes COOP: <input checked="" type="checkbox"/> Yes (Answer: No) Buyer Initials: SSP	OK	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Dept. Tech. Review	Award: (Y/N)
2. Cleveland Heights-University Heights City School District 2155 Miramar Boulevard University Heights, Ohio 44118	Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> N/A IG Number: Not Required NCA: <input checked="" type="checkbox"/> Yes PH: <input checked="" type="checkbox"/> Yes COOP: <input checked="" type="checkbox"/> Yes (Answer: No) Buyer Initials: SSP	OK	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
3. Cleveland Metropolitan School District 1111 Superior Avenue Cleveland, Ohio 44114	Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> N/A IG Number: Not Required NCA: <input checked="" type="checkbox"/> Yes PH: <input checked="" type="checkbox"/> Yes COOP: <input checked="" type="checkbox"/> Yes (Answer: No) Buyer Initials: SSP	OK	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No


Bidder's / Vendors Name and Address	Buyer Administrative Review:	Dept. Tech. Review	Award: (Y/N)
<p>4. East Cleveland City Schools 15320 Euclid Avenue East Cleveland, Ohio 44112</p>	<p>Compliant: <input checked="" type="checkbox"/> Yes</p> <p>IG Registration Complete: <input checked="" type="checkbox"/> N/A</p> <p>IG Number: Not Required</p> <p>NCA: <input checked="" type="checkbox"/> Yes*</p> <p>PH: <input checked="" type="checkbox"/> Yes</p> <p>COOP: <input checked="" type="checkbox"/> Yes (Answer: No)</p> <p>Buyer Initials: SSP</p>	<p>OK</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p>5. Garfield Heights City School District 5640 Briarcliff Drive Garfield Heights, Ohio 44125</p>	<p>*received 7/26/2021</p> <p>Compliant: <input checked="" type="checkbox"/> Yes</p> <p>IG Registration Complete: <input checked="" type="checkbox"/> N/A</p> <p>IG Number: Not Required</p> <p>NCA: <input checked="" type="checkbox"/> Yes</p> <p>PH: <input checked="" type="checkbox"/> Yes</p> <p>COOP: <input checked="" type="checkbox"/> Yes (Answer: No)</p> <p>Buyer Initials: SSP</p>	<p>OK</p>	<p><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>

Bidder's / Vendors Name and Address	Buyer Administrative Review:	Dept. Tech. Review	Award: (Y/N)
<p>6. Maple Heights City Schools 5740 Lawn Avenue Maple Heights, Ohio 44137</p>	<p>Compliant: <input checked="" type="checkbox"/> Yes            IG Registration Complete: <input checked="" type="checkbox"/> N/A            IG Number: Not Required            NCA: <input checked="" type="checkbox"/> Yes            PH: <input checked="" type="checkbox"/> Yes            COOP: <input checked="" type="checkbox"/> Yes            (Answer: Yes)            Buyer Initials: SSP</p>	<p>OK</p>	<p><input checked="" type="checkbox"/> Yes  <input type="checkbox"/> No</p>
<p>7. Warrensville Heights City Schools 4743 Richmond Road Warrensville Heights, Ohio 44128</p>	<p>Compliant: <input checked="" type="checkbox"/> Yes            IG Registration Complete: <input checked="" type="checkbox"/> N/A            IG Number: Not Required            NCA: <input checked="" type="checkbox"/> Yes            PH: <input checked="" type="checkbox"/> Yes            COOP: <input checked="" type="checkbox"/> Yes            (Answer: Yes)            Buyer Initials: SSP</p>	<p>OK</p>	<p><input checked="" type="checkbox"/> Yes  <input type="checkbox"/> No</p>

**RFP 6689 SCORESHEET FOR REVIEWERS**

	<b>EAST CLEVELAND</b>	<b>MAPLE HEIGHTS</b>	<b>WARRENSVILLE HEIGHTS</b>
<b>DR. LEON HARRIS</b>	<b>31/100</b>	<b>93/100</b>	<b>96/100</b>
<b>REBECCA EBY</b>	<b>62/100</b>	<b>87/100</b>	<b>87/100</b>
<b>JENNIFER CROESSMAN</b>	<b>19/100</b>	<b>59/100</b>	<b>52/100</b>
<b>VET NIXON</b>	<b>4/100</b>	<b>70/100</b>	<b>70/100</b>





GARFIELD HEIGHTS	BEDFORD DISTRICT	CHUH	CMSD
94/100	85/100	94/100	94/100
87/100	87/100	87/100	71/100
62/100	61/100	62/100	65/100
70/100	70/100	80/100	70/100

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	RQ6689
Infor/Lawson PO# Code (if applicable):	RFP
Event #	1279
CM Contract#	2268

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

Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Why is the contract being submitted late?	The project term began January 1, 2022. Late submission due to wait for vendors to sign contract. Each district has their board review and sign each contract before submission.	
What is being done to prevent this from reoccurring?	Begin process earlier.	

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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<b>FULL AND OPEN COMPETITION</b> <b>Formal RFP</b> <b>Reviewed by Purchasing</b>		
<b>MASTER AGREEMENT Closing the Achievement Gap Bedford City School District 2 of 7</b>	<b>Department initials</b>	<b>Purchasing</b>
Notice of Intent to Award (sent to all responding vendors)	CDT	Missing – Uploaded to CM2227 OK
Bid Specification Packet	CDT	Missing – Uploaded to CM2227 OK
Evaluation Summary (names of evaluators to be included)	CDT	Missing – Uploaded to CM2227 OK
Final DEI Goal Setting Worksheet	N/A	N/A
Diversity Documents – <i>if required (goal set)</i>	N/A	N/A – no goal set
Award Letter (sent to awarded vendor)	N/A <i>All (7) respondents were awarded.</i>	Missing – Email sent 11/8/21 OK
Vendor’s Confidential Financial Statement – <i>if RFP requested</i>	N/A	Missing – OK uploaded 2/11/22
Tabulation Sheet	CDT	Missing – Uploaded to CM2227 OK
Evaluation/Scoring Summary ( <i>includes evaluator names</i> )	N/A	Duplicate

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

IG#	N/A			N/A Political Subdivision	N/A – Gov’t
Debarment/Suspension Verified	Date:	1.03.2022		DL	OK
Auditor’s Finding	Date:	1.03.2022		DL	OK
Vendor’s Submission				CDT	Missing – Uploaded 2/23/22 OK
Independent Contractor (I.C.) Requirement	Date:	10.05.2021		CDT	N/A – Gov’t
Cover - <i>Master contracts only</i>				CDT	Missing – Uploaded to CM2227 OK
Contract Evaluation – <i>if required</i>				N/A- New Contract	Missing – uploaded 2/28/22 OK
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.				N/A	N/A
Checklist Verification				CDT	OK

Other documentation may be required depending upon your specific item

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

Reviewed by Law	
	<b>Department initials</b>
Agreement/Contract and Exhibits	CDT
Matrix Law Screen shot	CDT
COI	CDT
Workers’ Compensation Insurance	CDT
Performance Bond, if required per RFP	N/A

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
1.01.2022 – 12.31.2022	HS260300	55130	UCH08346	\$119,000.00
1.01.2023 – 12.31.2023	HS260300	55130	UCH08346	\$120,680.00
			<b>TOTAL</b>	\$239,680.00

<b>Contract History CE/AG# (if applicable)</b>	N/A
<b>Infor/Lawson PO# and PO Code (if applicable)</b>	RFP
<b>Lawson RQ# (if applicable)</b>	RQ6689-4480

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

<b>CM Contract#</b>	<del>2227</del> -502
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	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$2,135,727.00 <b>\$110,950.00</b>		<del>12/31/2023</del> <b>3/6/2020 – 12/31/2020</b>	<b>Pending</b> <b>6/22/2020</b>	<b>Pending</b> <b>BC2020-354</b>
<b>Prior Amendment Amounts (list separately)</b>		<b>\$110,950.00</b>	<b>12/31/2021</b>	<b>5/10/2021</b>	<b>BC2021-221</b>
		\$			
		\$			
<b>Pending Amendment</b>		\$			
<b>Total Amendments</b>		\$			
<b>Total Contract Amount</b>		<del>\$2,135,727.00</del> <b>\$221,900.00</b>			

### Purchasing Use Only:

Prior Resolutions	BC2021-221, BC2020-354
CM#:	2268
Vendor Name:	Bedford City School District
ftp:	Upon signing for 2 years
Amount:	\$239,680.00 MM
History/CE:	OK (corrected by DoP)
EL:	OK
Procurement Notes:	<p>2/8/22: Notice of Intent to Award, Bid Spec Packet, Evaluation Summary, Award Letter, Vendor’s Confidential Financial Statement, Tab Sheet, Vendor Submission, Master Contract Cover, and Contract Evaluation are all missing and required. Master Contract is not attached and is needed. Checklist Budget Accounting unit does not match the submitted Master Cover, please clarify. TN</p> <p>Note from dept: CTAG21 Bedford City School District 2 of 7. The following Master Agreement common documents for CTAG21 are housed in the Master Contract CM2227 comments: Briefing Memo, Notice of Intent to Award/Award Letter bundled letters -all responding vendors were selected, Bid Specification Packet RFP RQ6689, Evaluation Summary (names included), Tabulation Sheet, Master Contract Cover, and Master Agreement with vendor signature pages included.</p> <p>2/23/22: Award Letter and Vendor’s FULL Submission are missing and required. Current Contract Evaluation and Contract History for Bedford are missing and required. The time period of your budget breakdown and the time period of the contract do not match. Budget Breakdown states 1/1/2022, while the contract is not</p>

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

	<p>effective until signing by the Executive. The overall amount of the contract does not match the Exhibits attached. TN</p> <p>2/28/22: Current Contract Evaluation Form is missing and required. TN</p> <p>3/1/22: LATE – Late Explanation on the Checklist. Master Contract Award for CTAG 3 of 7. The following Master Agreement common documents for CTAG21 are housed in the Master Contract CM2227 comments: Briefing Memo, Notice of Intent to Award/Award Letter bundled letters -all responding vendors were selected, Bid Specification Packet RFP RQ6689, Evaluation Summary (names included), Tabulation Sheet, Master Contract Cover, and Master Agreement with vendor signature pages included. Master Contract Covers are located in CM2227 for East Cleveland. All 7 contracts will need to be approved before this contract will be approved to BOC. Budget Breakdown matches Master Cover submitted by dept.TN</p>
<p>Purchasing Buyer’s initials and date of approval</p>	<p>TN 3/1/22</p>

## CONTRACT EVALUATION FORM

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

<b>Rating of Overall Performance of Contractor</b>	<b>Superior</b>	<b>Above Average</b>	<b>Average</b>	<b>Below Average</b>	<b>Poor</b>
<b>Select One (X)</b>		X			
<b>Justification of Rating</b>	SCHOOL DISTRICT STAFF HAVE REPORTED POSITIVE BEHAVIORAL AND ACADEMIC CHANGES FOR THE YOUTH ENROLLED IN THE PROGRAM.				
<b>Department Contact</b>	Charmaine Pope				
<b>User Department</b>	Family & Children First Council				
<b>Date</b>	12/6/2021				

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	RQ6689
Infor/Lawson PO# Code (if applicable):	RFP
Event #	1279
CM Contract#	2269

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

Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Why is the contract being submitted late?	The project term began January 1, 2022. Late submission due to wait for vendors to sign contract. Each district has their board review and sign each contract before submission.	
What is being done to prevent this from reoccurring?	Begin process earlier.	

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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<b>FULL AND OPEN COMPETITION</b> <b>Formal RFP</b> <b>Reviewed by Purchasing</b>		
MASTER AGREEMENT Closing the Achievement Gap Cleveland Municipal School District 4 of 7	Department initials	Purchasing
Notice of Intent to Award (sent to all responding vendors)	CDT	Missing – Uploaded to CM2227 OK
Bid Specification Packet	CDT	Missing – Uploaded to CM2227 OK
Evaluation Summary (names of evaluators to be included)	CDT	Missing – Uploaded to CM2227 OK
Final DEI Goal Setting Worksheet	N/A	N/A – no goal set
Diversity Documents – <i>if required (goal set)</i>	N/A	N/A – no goal set
Award Letter (sent to awarded vendor)	N/A <i>All (7) respondents were awarded.</i>	Missing – Email sent 8/30/21 OK
Vendor’s Confidential Financial Statement – <i>if RFP requested</i>	N/A	Missing – OK Uploaded 2/15/22
Tabulation Sheet	CDT	Missing – Uploaded to CM2227 OK



## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

IG#	N/A			N/A – School District	N/A – gov’t
Debarment/Suspension Verified	DL	01/03/2022		DL	OK
Auditor’s Finding	DL	01/03/2022		DL	OK
Vendor’s Submission				CDT	OK
Independent Contractor (I.C.) Requirement	CDT	10/05/2021		N/A – School District	N/A – Gov’t
Cover - <i>Master contracts only</i>				CDT	Missing – Uploaded to CM2227 OK
Contract Evaluation – <i>if required</i>				N/A- New Contract	Missing – uploaded 2/28/22 OK
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.				N/A	N/A
Checklist Verification				CDT	OK

Other documentation may be required depending upon your specific item

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

Reviewed by Law	
	<b>Department initials</b>
Agreement/Contract and Exhibits	CDT
Matrix Law Screen shot	CDT
COI	CDT
Workers’ Compensation Insurance	CDT
Performance Bond	N/A

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
01.01.2022 – 12.31.2022	HS260300	55130	UCH08346	\$346,350.00
01.01.2023 – 12.31.2023	HS260300	55130	UCH08346	\$351,297.00
			<b>TOTAL</b>	\$697,647.00

<b>Contract History CE/AG# (if applicable)</b>	<del>N/A</del> <b>AG1800121</b>
<b>Infor/Lawson PO# and PO Code (if applicable)</b>	<del>RFP</del> <b>AG1800121-01 CONV</b>
<b>Lawson RQ# (if applicable)</b>	<del>RQ6689</del> <b>43081</b>
<b>CM Contract#</b>	<del>2269</del> <b>CM367/490</b>

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	<del>\$2,436,727.00</del> <b>\$407,800.00</b>		<del>12.31.2023</del> <b>7/24/18 – 12/31/19</b>	<b>Pending</b> <b>7/23/2018</b>	<b>Pending</b> <b>BC2018-476</b>
<b>Prior Amendment Amounts (list separately)</b>		<b>\$407,800.00</b>	<b>12/31/21</b>	<b>2/24/2020</b>	<b>BC2020-146</b>
		\$			
		\$			
<b>Pending Amendment</b>		\$			
<b>Total Amendments</b>		<b>\$407,800.00</b>			
<b>Total Contact Amount</b>		<del>\$2,436,727.00</del> <b>\$815,600.00</b>			

### Purchasing Use Only:

Prior Resolutions	BC2020-146, BC2018-476
CM#:	2269
Vendor Name:	Cleveland Municipal City School District
ftp:	Upon signing – 2 years
Amount:	\$697,647.00 MM
History/CE:	OK (corrected DoP)
EL:	OK
Procurement Notes:	<p>2/8/22: Notice of Intent to Award, Bid Spec Packet, Evaluation Summary, Award Letter, Vendor’s Confidential Financial Statement, Tab Sheet, Master Contract Cover, and Contract Evaluation are all missing and required. Master Contract is not attached and is needed. Checklist Budget Accounting unit does not match the submitted Master Cover, please clarify. Checklist is not correct, most current checklist on the Intranet must be used. TN</p> <p>Note from Dept: Master Agreement CTAG21 Cleveland Municipal School District 4 of 7. The following Master Agreement common documents for CTAG21 are housed in the Master Contract CM2227 comments: Briefing Memo, Notice of Intent to Award/Award Letter bundled letters -all responding vendors were selected, Bid Specification Packet RFP RQ6689, Evaluation Summary (names included), Tabulation Sheet, Master Contract Cover, and Master Agreement with vendor signature pages included.</p> <p>2/23/22: Award Letter is missing and required. Current Contract Evaluation is missing and required. The time period of your budget breakdown and the time period of the contract do not match. Budget Breakdown states 1/1/2022, while the contract is not effective until signing by the Executive. The overall amount of the contract does not match the Exhibits attached. TN</p> <p>2/28/22: Current Contract Evaluation Form is missing and required. TN</p>

3 | Page

Revised 12/15/2021

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

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	<p>3/1/22: LATE – Late Explanation on the Checklist. Master Contract Award for CTAG 4 of 7. The following Master Agreement common documents for CTAG21 are housed in the Master Contract CM2227 comments: Briefing Memo, Notice of Intent to Award/Award Letter bundled letters -all responding vendors were selected, Bid Specification Packet RFP RQ6689, Evaluation Summary (names included), Tabulation Sheet, Master Contract Cover, and Master Agreement with vendor signature pages included. Master Contract Covers are located in CM2227 for East Cleveland. All 7 contracts will need to be approved before this contract will be approved to BOC. Budget Breakdown matches Master Cover submitted by dept.TN</p>
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Purchasing Buyer approval:

## CONTRACT EVALUATION FORM

<b>Contractor</b>	Cleveland Metropolitan School District - East Technical High School and Glenville High School
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	AG1800121-01 CONV
<b>RQ#</b>	FC-18-43081
<b>Time Period of Original Contract</b>	7/24/2018-12/31/2019
<b>Background Statement</b>	<p>The County Council received a request from four suburban school districts requesting assistance with their youth population. The goal is to offer social services, academic assistance, college access activities, and parent engagement to youth who are at-risk of high school dropout. The community requests were sent directly to several County Council members. Based on those requests, this item was added by Council in the 2014-2015 budget cycle. The communities expressed concerns related to safety, low academic scores, and college exposure/ access. The school districts researched the program prior to submitting their requests. None of these districts were eligible when the program was originally released by the state. Their requests are based on the fact that their economic and academic landscapes have changed in the past seven years. Cleveland Metropolitan School District offered a component of Closing the Achievement Gap for males only in the high schools; however the females were exhibiting the same at-risk behaviors which resulted in lower graduation rates, poor school attendance, below grade level for age, and excessive disciplinary infractions. Cuyahoga County Council has offered to provide support to CMSD to cover the cost of the female CTAG component at East Technical High School and Glenville High School.</p>
<b>Service Description</b>	Closing the Achievement Gap
<b>Performance Indicators</b>	<p>SCHOOL DISTRICTS WILL IDENTIFY 9TH-12TH GRADE YOUTH WHO ARE IN ACADEMIC DANGER WITH THE FOLLOWING RISK FACTORS: STUDENTS WHO HAVE FAILED TWO OR MORE CORE CLASSES; ARE ABSENT 36 DAYS OR MORE, HAVE RECEIVED FIVE OR MORE DAYS OF OUT-OF-SCHOOL SUSPENSION, OR HAVE BEEN HELD BACK A GRADE (OVER THE AGE FOR GRADE-LEVEL). SCHOOLS WILL OFFER INTENSIVE INTERVENTION WHICH INCLUDES SCHOOL CREDIT RETENTION, LINKAGE TO COMMUNITY-</p>

	BASED AND COUNTY SERVICES AND COMMUNITY AND COLLEGE EXPOSURE.				
<b>Actual Performance versus performance indicators (include statistics):</b>	The districts have identified over 100 youth that meet this criteria. 80% of those students are enrolled and engaged in the Closing the Achievement Gap (female only component) program.				
<b>Rating of Overall Performance of Contractor</b>	<b>Superior</b>	<b>Above Average</b>	<b>Average</b>	<b>Below Average</b>	<b>Poor</b>
<b>Select One (X)</b>		X			
<b>Justification of Rating</b>	SCHOOL DISTRICT STAFF HAVE REPORTED POSITIVE BEHAVIORAL AND ACADEMIC CHANGES FOR THE YOUTH ENROLLED IN THE PROGRAM.				
<b>Department Contact</b>	Charmaine Pope				
<b>User Department</b>	Family & Children First Council				
<b>Date</b>	12/7/2021				

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	RQ6689
Infor/Lawson PO# Code (if applicable):	RFP
Event #	1279
CM Contract#	2270

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

Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Why is the contract being submitted late?	The project term began January 1, 2022. Late submission due to wait for vendors to sign contract. Each district has their board review and sign each contract before submission.	
What is being done to prevent this from reoccurring?	Begin process earlier.	

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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<b>FULL AND OPEN COMPETITION</b>			
<b>Formal RFP</b>			
<b>Reviewed by Purchasing</b>			
<b>MASTER AGREEMENT Closing the Achievement Gap Cleveland Heights-University Heights City School District 3 of 7</b>		<b>Department initials</b>	<b>Purchasing</b>
Notice of Intent to Award (sent to all responding vendors)		CDT	Missing – Uploaded to CM2227 OK
Bid Specification Packet		CDT	Missing – Uploaded to CM2227 OK
Evaluation Summary (names of evaluators to be included)		CDT	Missing – Uploaded to CM2227 OK
Diversity Documents – <i>if required (goal set)</i>		N/A	N/A – no goal set
Award Letter (sent to awarded vendor)		N/A <i>All (7) respondents were awarded.</i>	Missing – Email sent 8/30/21 OK
Vendor’s Confidential Financial Statement – <i>if RFP requested</i>		N/A	Missing – OK uploaded 2/11/22
Tabulation Sheet		CDT	Missing – Uploaded to CM2227 OK
IG#	N/A – Political Subdivision	N/A	N/A – Gov’t
Debarment/Suspension Verified	Date: 01/03/2022	DL	OK
Auditor’s Finding	Date: 01/03/2022	DL	OK

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Vendor’s Submission		CDT	OK
Independent Contractor (I.C.) Requirement	Date: 8.31.2021	CDT	N/A – Gov’t
Cover - <i>Master contracts only</i>		CDT	Missing – Uploaded to CM2227 OK
Contract Evaluation – <i>if required</i>		N/A- New Contract	Missing – uploaded 2/28/22 OK
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.		N/A	N/A
Checklist Verification		CDT	OK

Other documentation may be required depending upon your specific item

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

Reviewed by Law	
	<b>Department initials</b>
Agreement/Contract and Exhibits	CDT
Matrix Law Screen shot	CDT
COI	CDT
Workers’ Compensation Insurance	CDT
Performance Bond	N/A

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
01.01.2022 – 12.31.2022	HS260300	55130	UCH08346	\$119,000.00
01.01.2023 – 12.31.2023	HS260300	55130	UCH08346	\$120,680.00
			<b>TOTAL</b>	\$239,680.00

<b>Contract History CE/AG# (if applicable)</b>	<del>N/A</del> <b>AG1800007</b>
<b>Infor/Lawson PO# and PO Code (if applicable)</b>	<del>RFP</del> <b>AG1800007-01 CONV</b>
<b>Lawson RQ# (if applicable)</b>	<del>RQ6689</del> <b>41617</b>
<b>CM Contract#</b>	<del>2270</del> <b>CM385/494</b>

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

<b>Original Amount</b>	\$2,135,727.00 <b>\$96,915.40</b>		<b>12.31.2023</b> <b>1/1/2018 –</b> <b>12/31/2018</b>	<b>Pending</b> <b>2/20/2018</b>	<b>Pending</b> <b>BC2018-118</b>
<b>Prior Amendment Amounts (list separately)</b>		<b>\$13,455.40</b>		<b>10/22/2018</b>	<b>BC2018-712</b>
		<b>\$110,369.90</b>	<b>12/31/2019</b>	<b>2/26/2019</b>	<b>R2019-0050</b>
		<b>\$221,900.00</b>	<b>12/31/2021</b>	<b>6/9/2020</b> <b>7/7/2020</b>	<b>R2020-0119</b>
<b>Pending Amendment</b>		<b>\$</b>			
<b>Total Amendments</b>		<b>\$345,725.30</b>			
<b>Total Contact Amount</b>		<b>\$2,135,727.00</b> <b>\$442,639.80</b>			

### Purchasing Use Only:

<b>Prior Resolutions</b>	R2020-0119, R2019-0050, BC2018-712, BC2018-118
<b>CM#:</b>	2270
<b>Vendor Name:</b>	Cleveland Heights City School District
<b>ftp:</b>	Upon signing – 2 years
<b>Amount:</b>	\$239,680.00 MM
<b>History/CE:</b>	OK (corrected by DoP)
<b>EL:</b>	OK
<b>Procurement Notes:</b>	<p>2/8/22: Notice of Intent to Award, Bid Spec Packet, Evaluation Summary, Award Letter, Vendor’s Confidential Financial Statement, Tab Sheet, Master Contract Cover, and Contract Evaluation are all missing and required. Master Contract is not attached and is needed. Checklist Budget Accounting unit does not match the submitted Master Cover, please clarify. Checklist is not correct, most current checklist on the Intranet must be used. TN</p> <p>Note from Dept: Common Docs Master Agreement CTAG21 Cleveland Heights-University Heights School District 3 of 7. The following Master Agreement common documents for CTAG21 are housed in the Master Contract CM2227 comments: Briefing Memo, Notice of Intent to Award/Award Letter bundled letters -all responding vendors were selected, Bid Specification Packet RFP RQ6689, Evaluation Summary (names included), Tabulation Sheet, Master Contract Cover, and Master Agreement with vendor signature pages included.</p> <p>2/23/22: Award Letter is missing and required. Current Contract Evaluation is missing and required. The time period of your budget breakdown and the time period of the contract do not match. Budget Breakdown states 1/1/2022, while the contract is not effective until signing by the Executive. The overall amount of the contract does not match the Exhibits attached. TN</p> <p>2/28/22: Current Contract Evaluation Form is missing and required. TN</p>



## Department of Purchasing – Required Documents Checklist

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Upload as “word” document in Infor

	3/1/22: LATE – Late Explanation on the Checklist. Master Contract Award for CTAG 3 of 7. The following Master Agreement common documents for CTAG21 are housed in the Master Contract CM2227 comments: Briefing Memo, Notice of Intent to Award/Award Letter bundled letters -all responding vendors were selected, Bid Specification Packet RFP RQ6689, Evaluation Summary (names included), Tabulation Sheet, Master Contract Cover, and Master Agreement with vendor signature pages included. Master Contract Covers are located in CM2227 for East Cleveland. All 7 contracts will need to be approved before this contract will be approved to BOC. Budget Breakdown matches Master Cover submitted by dept.TN
Purchasing Buyer's initials and date of approval	TN 3/1/22

## CONTRACT EVALUATION FORM

<b>Contractor</b>	Cleveland Heights-University Heights City Schools District
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	AG1800007-01 CONV
<b>RQ#</b>	FC-18-41617
<b>Time Period of Original Contract</b>	1/1/2018 -12/31/2021
<b>Background Statement</b>	The County Council received a request from four suburban school districts requesting assistance with their youth population. The goal is to offer social services, academic assistance, college access activities, and parent engagement to youth who are at-risk of high school dropout. The community requests were sent directly to several County Council members. Based on those requests, this item was added by Council in the 2014-2015 budget cycle. The communities expressed concerns related to safety, low academic scores, and college exposure/ access. The school districts researched the program prior to submitting their requests. None of these districts were eligible when the program was originally released by the state. Their requests are based on the fact that their economic and academic landscapes have changed in the past seven years.
<b>Service Description</b>	Closing the Achievement Gap
<b>Performance Indicators</b>	SCHOOL DISTRICTS WILL IDENTIFY 9TH-12TH GRADE YOUTH WHO ARE IN ACADEMIC DANGER WITH THE FOLLOWING RISK FACTORS: STUDENTS WHO HAVE FAILED TWO OR MORE CORE CLASSES; ARE ABSENT 36 DAYS OR MORE, HAVE RECEIVED FIVE OR MORE DAYS OF OUT-OF-SCHOOL SUSPENSION, OR HAVE BEEN HELD BACK A GRADE (OVER THE AGE FOR GRADE-LEVEL). SCHOOLS WILL OFFER INTENSIVE INTERVENTION WHICH INCLUDES SCHOOL CREDIT RETENTION, LINKAGE TO COMMUNITY-BASED AND COUNTY SERVICES AND COMMUNITY AND COLLEGE EXPOSURE.

<b>Actual Performance versus performance indicators (include statistics):</b>	The districts have identified over 200 youth that meet this criteria. Eighty-seven youth (57%) have secured enough academic credits to move from 9th to 10th grade.				
<b>Rating of Overall Performance of Contractor</b>	<b>Superior</b>	<b>Above Average</b>	<b>Average</b>	<b>Below Average</b>	<b>Poor</b>
<b>Select One (X)</b>		X			
<b>Justification of Rating</b>	SCHOOL DISTRICT STAFF HAVE REPORTED POSITIVE BEHAVIORAL AND ACADEMIC CHANGES FOR THE YOUTH ENROLLED IN THE PROGRAM.				
<b>Department Contact</b>	Charmaine Pope				
<b>User Department</b>	Family & Children First Council				
<b>Date</b>	12/6/2021				

## CONTRACT EVALUATION FORM

<b>Contractor</b>	East Cleveland City School District
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	HHS0657, AG1800120-01 CONV
<b>RQ#</b>	FC-18-43080
<b>Time Period of Original Contract</b>	7/31/2018-12/31/2018
<b>Background Statement</b>	<p>The County Council received a request from four suburban school districts requesting assistance with their youth population. The goal is to offer social services, academic assistance, college access activities, and parent engagement to youth who are at-risk of high school dropout. The community requests were sent directly to several County Council members. Based on those requests, this item was added by Council in the 2014-2015 budget cycle. The communities expressed concerns related to safety, low academic scores, and college exposure/ access. The school districts researched the program prior to submitting their requests. None of these districts were eligible when the program was originally released by the state. Their requests are based on the fact that their economic and academic landscapes have changed in the past seven years. Cleveland Metropolitan School District offered a component of Closing the Achievement Gap for males only in the high schools; however the females were exhibiting the same at-risk behaviors which resulted in lower graduation rates, poor school attendance, below grade level for age, and excessive disciplinary infractions. Cuyahoga County Council has offered to provide support to CMSD to cover the cost of the female CTAG component at East Technical High School and Glenville High School.</p>
<b>Service Description</b>	Closing the Achievement Gap
<b>Performance Indicators</b>	<p>SCHOOL DISTRICTS WILL IDENTIFY 9TH-12TH GRADE YOUTH WHO ARE IN ACADEMIC DANGER WITH THE FOLLOWING RISK FACTORS: STUDENTS WHO HAVE FAILED TWO OR MORE CORE CLASSES; ARE ABSENT 36 DAYS OR MORE, HAVE RECEIVED FIVE OR MORE DAYS OF OUT-OF-SCHOOL SUSPENSION, OR HAVE BEEN HELD BACK A GRADE (OVER THE AGE FOR GRADE-LEVEL). SCHOOLS WILL OFFER INTENSIVE INTERVENTION WHICH INCLUDES SCHOOL CREDIT RETENTION, LINKAGE TO COMMUNITY-BASED AND COUNTY SERVICES AND COMMUNITY AND COLLEGE EXPOSURE.</p>

<b>Actual Performance versus performance indicators (include statistics):</b>	The districts have identified over 100 youth that meet this criteria. 50% of those students are enrolled and engaged in the Closing the Achievement Gap (female only component) program.				
<b>Rating of Overall Performance of Contractor</b>	<b>Superior</b>	<b>Above Average</b>	<b>Average</b>	<b>Below Average</b>	<b>Poor</b>
<b>Select One (X)</b>		X			
<b>Justification of Rating</b>	SCHOOL DISTRICT STAFF HAVE REPORTED POSITIVE BEHAVIORAL AND ACADEMIC CHANGES FOR THE YOUTH ENROLLED IN THE PROGRAM				
<b>Department Contact</b>	Charmaine Pope				
<b>User Department</b>	Family & Children First Council				
<b>Date</b>	12/7/2021				

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	RQ6689
Infor/Lawson PO# Code (if applicable):	RFP
Event #	1279
CM Contract#	2227

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

Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Why is the contract being submitted late?	The project term began January 1, 2022. Late submission due to wait for vendors to sign contract. Each district has their board review and sign each contract before submission.	
What is being done to prevent this from reoccurring?	Begin process earlier.	

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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<b>FULL AND OPEN COMPETITION</b> <b>Formal RFP</b> <b>Reviewed by Purchasing</b>			
<b>MASTER AGREEMENT Closing the Achievement Gap</b>		<b>Department initials</b>	<b>Purchasing</b>
<b>East Cleveland City School District 1 of 7</b>			
Notice of Intent to Award (sent to all responding vendors)		CDT	OK (8/24/21)
Bid Specification Packet		CDT	OK
Evaluation Summary (names of evaluators to be included)		CDT	OK
Final DEI Goal Setting Worksheet		N/A	N/A
Diversity Documents – <i>if required (goal set)</i>		N/A	N/A – no goal set
Award Letter (sent to awarded vendor)		N/A <i>All (7) respondents were awarded.</i>	Missing – Email from 9/21/21 OK
Vendor’s Confidential Financial Statement – <i>if RFP requested</i>		N/A	Missing – uploaded 2/15/2022 OK
Tabulation Sheet		CDT	OK
Evaluation/Scoring Summary ( <i>includes evaluator names</i> )		N/A	OK – listed above
IG#	N/A	<i>N/A Political Subdivision</i>	N/A – Gov’t
Debarment/Suspension Verified	Date:	1.03.2022	DL OK
Auditor’s Finding	Date:	1.03.2022	DL OK
Vendor’s Submission		CDT	Missing -uploaded 2/28/22 OK
Independent Contractor (I.C.) Requirement		Date:	<i>N/A Political Subdivision</i> N/A – Gov’t
Cover - <i>Master contracts only</i>		CDT	OK

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Contract Evaluation – <i>if required</i>	N/A- New Contract	Missing – uploaded 2/28/22 OK
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.	N/A	N/A
Checklist Verification	CDT	OK

Other documentation may be required depending upon your specific item

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

Reviewed by Law	
	Department initials
Agreement/Contract and Exhibits	CDT
Matrix Law Screen shot	CDT
COI	CDT
Workers’ Compensation Insurance	CDT
Performance Bond, if required per RFP	N/A

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
<del>1.01.2022</del> <span style="color: red;">Upon Signing</span> 1/1/2022 – 12.31.2022	HS260300	55130	UCH08346	\$119,000.00
1.01.2023 – 12.31.2023	HS260300	55130	UCH08346	\$120,680.00
			<b>TOTAL</b>	\$239,680.00

<b>Contract History CE/AG# (if applicable)</b>	<del>N/A</del> <span style="color: red;">AG1800120</span>
<b>Infor/Lawson PO# and PO Code (if applicable)</b>	<del>RFP</del> <span style="color: red;">AG1800120-01 CONV</span>
<b>Lawson RQ# (if applicable)</b>	<del>RQ6689</del> <span style="color: red;">FC-18-43080</span>
<b>CM Contract#</b>	<del>2227</del> <span style="color: red;">CM376/492</span>

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$2,435,727.00 <span style="color: red;">\$110,950.00</span>		<del>12.31.2023</del> <span style="color: red;">7/31/18 – 12/31/18</span>	<b>Pending</b> <span style="color: red;">7/30/2018</span>	<b>Pending</b> <span style="color: red;">BC2018-499</span>
<b>Prior Amendment Amounts (list separately)</b>		\$110,950.00	<span style="color: red;">12/31/19</span>	<span style="color: red;">3/18/19</span>	<span style="color: red;">BC2019-223</span>
		\$119,900.00	<span style="color: red;">12/31/21</span>	<span style="color: red;">6/22/2020</span>	<span style="color: red;">BC2020-353</span>
		\$			

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Pending Amendment					
Total Amendments		\$230,850.00			
Total Contact Amount		\$2,135,727.00			
		\$341,800.00			

### Purchasing Use Only:

Prior Resolutions	BC2020-353, BC2019-223, BC2018-499
CM#:	2227
Vendor Name:	East Cleveland City School District
ftp:	<del>Upon signing – 2 yrs</del> 1/1/2022 – 12/31/2023
Amount:	\$239,680.00 MM
History/CE:	OK
EL:	OK
Procurement Notes:	<p>2/8/22: Award Letter, Vendor’s Confidential Financial Statements, Vendor’s Submission, Contract Evaluation, and Contract History of previous contract are all missing and required. Master Contract is not attached and is needed. Checklist Budget Accounting unit does not match the submitted Master Cover, please clarify. Line 1 needs to be removed. TN</p> <p>Note from Dept: The following Master Agreement common documents for CTAG21 are housed in the Master Contract CM2227 comments: Briefing Memo, Notice of Intent to Award/Award Letter bundled letters -all responding vendors were selected, Bid Specification Packet RFP RQ6689, Evaluation Summary (names included), Tabulation Sheet, Master Contract Cover, and Master Agreement with vendor signature pages included.</p> <p>2/23/22: Award Letter and Vendor’s FULL Submission are missing and required. Current Contract Evaluation. The time period of your budget breakdown and the time period of the contract do not match. Budget Breakdown states 1/1/2022, while the contract is not effective until signing by the Executive. The overall amount of the contract does not match the Exhibits attached. TN</p> <p>2/28/22: Vendor’s FULL submission and Current Contract Evaluation Form are missing and required. TN</p> <p>3/1/22: LATE – Late Explanation on the Checklist. Master Contract Award for CTAG 1 of 7. The following Master Agreement common documents for CTAG21 are housed in the Master Contract CM2227 comments: Briefing Memo, Notice of Intent to Award/Award Letter bundled letters -all responding vendors were selected, Bid Specification Packet RFP RQ6689, Evaluation Summary (names included), Tabulation Sheet, Master Contract Cover, and Master Agreement with vendor signature pages included. Master Contract Covers are located in CM2227 for East Cleveland. All 7 contracts will need to be approved before this contract will be approved to BOC. Budget Breakdown matches Master Cover submitted by dept. TN</p>



## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Purchasing Buyer's initials and date of approval	TN 3/1/2022
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## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	RQ6689
Infor/Lawson PO# Code (if applicable):	RFP
Event #	1279
CM Contract#	2273

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

Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Why is the contract being submitted late?	The project term began January 1, 2022. Late submission due to wait for vendors to sign contract. Each district has their board review and sign each contract before submission.	
What is being done to prevent this from reoccurring?	Begin process earlier.	

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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<b>FULL AND OPEN COMPETITION</b> <b>Formal RFP</b> <b>Reviewed by Purchasing</b>		
<b>MASTER AGREEMENT Closing the Achievement Gap Garfield Heights City School District 5 of 7</b>	<b>Department initials</b>	<b>Purchasing</b>
Notice of Intent to Award (sent to all responding vendors)	CDT	Missing – Uploaded to CM2227 OK
Bid Specification Packet	CDT	Missing – Uploaded to CM2227 OK
Evaluation Summary (names of evaluators to be included)	CDT	Missing – Uploaded to CM2227 OK
Diversity Documents – <i>if required (goal set)</i>	N/A	N/A – No goal set
Award Letter (sent to awarded vendor)	N/A <i>All (7) respondents were awarded.</i>	Missing – Email sent 8/30/21 OK
Vendor’s Confidential Financial Statement – <i>if RFP requested</i>	N/A	Missing – Uploaded 2/14/22 OK
Tabulation Sheet	CDT	Missing – Uploaded to CM2227 OK
IG#	N/A – Political Subdivision	N/A – Gov’t

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Debarment/Suspension Verified	CDT	01/03/2022	DL	OK
Auditor’s Finding	CDT	01/03/2022	DL	OK
Vendor’s Submission			CDT	OK
Independent Contractor (I.C.) Requirement	DL	10/05/2021	DL	N/A – Gov’t
Cover - Master contracts only			CDT	Missing – Uploaded to CM2227 OK
Contract Evaluation – if required			N/A- New Contract	Missing – Uploaded 2/28/22 OK
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			N/A	N/A
Checklist Verification			CDT	OK

Other documentation may be required depending upon your specific item

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

Reviewed by Law	
	<b>Department initials</b>
Agreement/Contract and Exhibits	CDT
Matrix Law Screen shot	CDT
COI	CDT
Workers’ Compensation Insurance	Exp CDT
Performance Bond	N/A

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
1.01.2022 – 12.31.2022	HS260300	55130	UCH08346	\$119,000.00
1.01.2023 – 12.31.2023	HS260300	55130	UCH08346	\$120,680.00
			<b>TOTAL</b>	\$239,680.00

Contract History CE/AG# (if applicable)	N/A-AG1800006
Infor/Lawson PO# and PO Code (if applicable)	RFP-AG1800006-01 CONV
Lawson RQ# (if applicable)	RQ6689-41617
CM Contract#	2273-CM384/501

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	<del>\$2,135,727.00</del> <b>\$96,914.50</b>		<del>12/31/2023</del> <b>1/1/2018 – 12/31/2018</b>	<b>Pending</b> <b>2/20/2018</b>	<b>Pending</b> <b>BC2018-118</b>
<b>Prior Amendment Amounts (list separately)</b>		<b>\$13,455.40</b>		<b>10/22/2018</b>	<b>BC2018-712</b>
		<b>\$110,369.90</b>	<b>12/31/2019</b>	<b>2/26/2019</b>	<b>R2019-0050</b>
		<b>\$221,900.00</b>	<b>12/31/2021</b>	<del>6/9/2020</del> <b>7/7/2020</b>	<b>R2020-0119</b>
<b>Pending Amendment</b>		<b>\$</b>			
<b>Total Amendments</b>		<b>\$345,725.30</b>			
<b>Total Contact Amount</b>		<del>\$2,135,727.00</del> <b>\$442,639.80</b>			

### Purchasing Use Only:

Prior Resolutions	R2020-0119, R2019-0050, BC2018-712, BC2018-118
CM#:	2273
Vendor Name:	Garfield Heights City School District
ftp:	Upon Signing – 2 years
Amount:	\$239,680.00 MM
History/CE:	OK (Corrected by DoP)
EL:	OK
Procurement Notes:	<p>2/8/22: Notice of Intent to Award, Bid Spec Packet, Evaluation Summary, Award Letter, Vendor’s Confidential Financial Statement, Tab Sheet, Master Contract Cover, and Contract Evaluation are all missing and required. Master Contract is not attached and is needed. Contract History of previous contract are all missing and required. Checklist Budget Accounting unit does not match the submitted Master Cover, please clarify. Checklist is incorrect, the most current checklist must be used. TN</p> <p>Note from Dept: Common Docs Master Agreement CTAG21 Garfield Heights School District 5 of 7. The following Master Agreement common documents for CTAG21 are housed in the Master Contract CM2227 comments: Briefing Memo, Notice of Intent to Award/Award Letter bundled letters -all responding vendors were selected, Bid Specification Packet RFP RQ6689, Evaluation Summary (names included), Tabulation Sheet, Master Contract Cover, and Master Agreement with vendor signature pages included.</p> <p>2/23/22: Award Letter is missing and required. Current Contract Evaluation is missing and required. The time period of your budget breakdown and the time period of the contract do not match. Budget Breakdown states 1/1/2022, while the contract is</p>

3 | Page

Revised 12/15/2021

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

	<p>not effective until signing by the Executive. The overall amount of the contract does not match the Exhibits attached. TN</p> <p>2/28/22: Current Contract Evaluation Form is missing and required. TN</p> <p>3/1/22: LATE – Late Explanation on the Checklist. Master Contract Award for CTAG 5 of 7. The following Master Agreement common documents for CTAG21 are housed in the Master Contract CM2227 comments: Briefing Memo, Notice of Intent to Award/Award Letter bundled letters -all responding vendors were selected, Bid Specification Packet RFP RQ6689, Evaluation Summary (names included), Tabulation Sheet, Master Contract Cover, and Master Agreement with vendor signature pages included. Master Contract Covers are located in CM2227 for East Cleveland. All 7 contracts will need to be approved before this contract will be approved to BOC. Budget Breakdown matches Master Cover submitted by dept.TN</p>
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Purchasing Buyer approval: TN 3/1/2022

## CONTRACT EVALUATION FORM

<b>Contractor</b>	Garfield Heights City Schools District				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	AG1800006-01 CONV				
<b>RQ#</b>	FC-18-41617				
<b>Time Period of Original Contract</b>	1/1/2018 -12/31/2021				
<b>Background Statement</b>	<p>The County Council received a request from four suburban school districts requesting assistance with their youth population. The goal is to offer social services, academic assistance, college access activities, and parent engagement to youth who are at-risk of high school dropout. The community requests were sent directly to several County Council members. Based on those requests, this item was added by Council in the 2014-2015 budget cycle. The communities expressed concerns related to safety, low academic scores, and college exposure/ access. The school districts researched the program prior to submitting their requests. None of these districts were eligible when the program was originally released by the state. Their requests are based on the fact that their economic and academic landscapes have changed in the past seven years.</p>				
<b>Service Description</b>	Closing the Achievement Gap				
<b>Performance Indicators</b>	<p>SCHOOL DISTRICTS WILL IDENTIFY 9TH-12TH GRADE YOUTH WHO ARE IN ACADEMIC DANGER WITH THE FOLLOWING RISK FACTORS: STUDENTS WHO HAVE FAILED TWO OR MORE CORE CLASSES; ARE ABSENT 36 DAYS OR MORE, HAVE RECEIVED FIVE OR MORE DAYS OF OUT-OF-SCHOOL SUSPENSION, OR HAVE BEEN HELD BACK A GRADE (OVER THE AGE FOR GRADE-LEVEL). SCHOOLS WILL OFFER INTENSIVE INTERVENTION WHICH INCLUDES SCHOOL CREDIT RETENTION, LINKAGE TO COMMUNITY-BASED AND COUNTY SERVICES AND COMMUNITY AND COLLEGE EXPOSURE.</p>				
<b>Actual Performance versus performance indicators (include statistics):</b>	The districts have identified over 200 youth that meet this criteria. Eighty-seven youth (57%) have secured enough academic credits to move from 9th to 10th grade.				
<b>Rating of Overall Performance of Contractor</b>	<b>Superior</b>	<b>Above Average</b>	<b>Average</b>	<b>Below Average</b>	<b>Poor</b>
<b>Select One (X)</b>		X			
<b>Justification of Rating</b>	SCHOOL DISTRICT STAFF HAVE REPORTED POSITIVE BEHAVIORAL AND ACADEMIC CHANGES FOR THE YOUTH ENROLLED IN THE PROGRAM				

<b>Department Contact</b>	Charmaine Pope
<b>User Department</b>	Family & Children First Council
<b>Date</b>	12/6/2021

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	RQ6689
Infor/Lawson PO# Code (if applicable):	RFP
Event #	1279
CM Contract#	2271

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

Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Why is the contract being submitted late?	The project term began January 1, 2022. Late submission due to wait for vendors to sign contract. Each district has their board review and sign each contract before submission.	
What is being done to prevent this from reoccurring?	Begin process earlier.	

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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<b>FULL AND OPEN COMPETITION</b> <b>Formal RFP</b> <b>Reviewed by Purchasing</b>		
<b>MASTER AGREEMENT Closing the Achievement Gap Maple Heights City School District 6 of 7</b>	<b>Department initials</b>	<b>Purchasing</b>
Notice of Intent to Award (sent to all responding vendors)	CDT	Missing – Uploaded to CM2227 OK
Bid Specification Packet	CDT	Missing – Uploaded to CM2227 OK
Evaluation Summary (names of evaluators to be included)	CDT	Missing – Uploaded to CM2227 OK
Final DEI Goal Setting Worksheet	N/A	N/A – no goal set
Diversity Documents – <i>if required (goal set)</i>	N/A	N/A – no goal set
Award Letter (sent to awarded vendor)	N/A <i>All (7) respondents were awarded.</i>	Missing – Email sent 8/30/21 OK
Vendor’s Confidential Financial Statement – <i>if RFP requested</i>	N/A	Missing – Uploaded 2/14/22 OK
Tabulation Sheet	CDT	Missing – Uploaded to CM2227 OK
Evaluation/Scoring Summary ( <i>includes evaluator names</i> )	CDT	N/A – duplicate



## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

IG#		N/A – Political Subdivision	N/A – Gov’t
Debarment/Suspension Verified	Date: 1.03.2022	CDT	OK
Auditor’s Finding	Date: 1.03.2022	CDT	OK
Vendor’s Submission		CDT	OK
Independent Contractor (I.C.) Requirement	Date:	N/A – Political Subdivision	N/A – Gov’t
Cover - <i>Master contracts only</i>		CDT	Missing – Uploaded to CM2227 OK
Contract Evaluation – <i>if required</i>		N/A- New Contract	Missing – Date on form should be 1/6/22, uploaded 2/28/22 OK
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.		N/A	N/A
Checklist Verification		CDT	OK

Other documentation may be required depending upon your specific item

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

Reviewed by Law	
	<b>Department initials</b>
Agreement/Contract and Exhibits	CDT
Matrix Law Screen shot	CDT
COI	CDT
Workers’ Compensation Insurance	CDT
Performance Bond, if required per RFP	N/A

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
1.01.2022 – 12.31.2022	HS260300	55130	UCH08346	\$119,000.00
1.01.2023 – 12.31.2023	HS260300	55130	UCH08346	\$120,680.00
			<b>TOTAL</b>	<b>\$239,680.00</b>

<b>Contract History CE/AG# (if applicable)</b>	<del>N/A</del> <b>AG1800008</b>
<b>Infor/Lawson PO# and PO Code (if applicable)</b>	<del>RFP</del> <b>AG1800008-01 CONV</b>
<b>Lawson RQ# (if applicable)</b>	<del>RQ6689</del> <b>41617</b>
<b>CM Contract#</b>	<del>2271</del> <b>CM387/495</b>

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$2,135,727.00 <b>\$96,915.40</b>		<b>12.31.2023</b> <b>1/1/2018 –</b> <b>12/31/2018</b>	<b>Pending</b> <b>2/20/2018</b>	<b>Pending</b> <b>BC2018-118</b>
<b>Prior Amendment Amounts (list separately)</b>		<b>\$13,455.40</b>		<b>10/22/2018</b>	<b>BC2018-712</b>
		<b>\$110,369.90</b>	<b>12/31/2019</b>	<b>2/26/2019</b>	<b>R2019-0050</b>
		<b>\$221,900.00</b>	<b>12/31/2021</b>	<b>6/9/2020</b> <b>7/7/2020</b>	<b>R2020-0119</b>
<b>Pending Amendment</b>		<b>\$</b>			
<b>Total Amendments</b>		<b>\$345,725.30</b>			
<b>Total Contact Amount</b>		<b>\$2,135,727.00</b> <b>\$442,639.80</b>			

### Purchasing Use Only:

Prior Resolutions	R2020-0119, R2019-0050, BC2018-712, BC2018-118
CM#:	2271
Vendor Name:	Maple Heights City School District
ftp:	Upon signing – 2 Years
Amount:	\$239,680.00 MM
History/CE:	OK (corrected by DoP)
EL:	OK
Procurement Notes:	<p>2/8/22: Notice of Intent to Award, Bid Spec Packet, Evaluation Summary, Award Letter, Vendor’s Confidential Financial Statement, Tab Sheet, Master Contract Cover, and Contract Evaluation are all missing and required. Master Contract is not attached and is needed. Contract History of previous contract are all missing and required. Checklist Budget Accounting unit does not match the submitted Master Contract Cover, please clarify. PO Code is missing and required. TN</p> <p>Note from Dept: Common Docs Master Agreement CTAG21 Maple Heights City School District 6 of 7. The following Master Agreement common documents for CTAG21 are housed in the Master Contract CM2227 comments: Briefing Memo, Notice of Intent to Award/Award Letter bundled letters -all responding vendors were selected, Bid Specification Packet RFP RQ6689, Evaluation Summary (names included), Tabulation Sheet, Master Contract Cover, and Master Agreement with vendor signature pages included.</p> <p>2/23/22: Award Letter is missing and required. Current Contract Evaluation is missing and required. The time period of your budget breakdown and the time period of the contract do not match. Budget Breakdown states 1/1/2022, while the contract is</p>

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

	<p>not effective until signing by the Executive. The overall amount of the contract does not match the Exhibits attached. TN</p> <p>2/28/22: Current Contract Evaluation Form is missing and required. TN</p> <p>3/1/22: LATE – Late Explanation on the Checklist. Master Contract Award for CTAG 6 of 7. The following Master Agreement common documents for CTAG21 are housed in the Master Contract CM2227 comments: Briefing Memo, Notice of Intent to Award/Award Letter bundled letters -all responding vendors were selected, Bid Specification Packet RFP RQ6689, Evaluation Summary (names included), Tabulation Sheet, Master Contract Cover, and Master Agreement with vendor signature pages included. Master Contract Covers are located in CM2227 for East Cleveland. All 7 contracts will need to be approved before this contract will be approved to BOC. Budget Breakdown matches Master Cover submitted by dept.TN</p>
<p>Purchasing Buyer’s initials and date of approval</p>	<p>TN 3/1/22</p>

## CONTRACT EVALUATION FORM

<b>Contractor</b>	Maple Heights City Schools District				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	AG1800006-01 CONV				
<b>RQ#</b>	FC-18-41617				
<b>Time Period of Original Contract</b>	1/1/2018 -12/31/2021				
<b>Background Statement</b>	<p>The County Council received a request from four suburban school districts requesting assistance with their youth population. The goal is to offer social services, academic assistance, college access activities, and parent engagement to youth who are at-risk of high school dropout. The community requests were sent directly to several County Council members. Based on those requests, this item was added by Council in the 2014-2015 budget cycle. The communities expressed concerns related to safety, low academic scores, and college exposure/ access. The school districts researched the program prior to submitting their requests. None of these districts were eligible when the program was originally released by the state. Their requests are based on the fact that their economic and academic landscapes have changed in the past seven years.</p>				
<b>Service Description</b>	Closing the Achievement Gap				
<b>Performance Indicators</b>	<p>SCHOOL DISTRICTS WILL IDENTIFY 9TH-12TH GRADE YOUTH WHO ARE IN ACADEMIC DANGER WITH THE FOLLOWING RISK FACTORS: STUDENTS WHO HAVE FAILED TWO OR MORE CORE CLASSES; ARE ABSENT 36 DAYS OR MORE, HAVE RECEIVED FIVE OR MORE DAYS OF OUT-OF-SCHOOL SUSPENSION, OR HAVE BEEN HELD BACK A GRADE (OVER THE AGE FOR GRADE-LEVEL). SCHOOLS WILL OFFER INTENSIVE INTERVENTION WHICH INCLUDES SCHOOL CREDIT RETENTION, LINKAGE TO COMMUNITY-BASED AND COUNTY SERVICES AND COMMUNITY AND COLLEGE EXPOSURE.</p>				
<b>Actual Performance versus performance indicators (include statistics):</b>	<p>The districts have identified over 200 youth that meet this criteria. Eighty-seven youth (57%) have secured enough academic credits to move from 9th to 10th grade.</p>				
<b>Rating of Overall Performance of Contractor</b>	<b>Superior</b>	<b>Above Average</b>	<b>Average</b>	<b>Below Average</b>	<b>Poor</b>
<b>Select One (X)</b>		X			
<b>Justification of Rating</b>	<p>SCHOOL DISTRICT STAFF HAVE REPORTED POSITIVE BEHAVIORAL AND ACADEMIC CHANGES FOR THE YOUTH ENROLLED IN THE PROGRAM</p>				

<b>Department Contact</b>	Charmaine Pope
<b>User Department</b>	Family & Children First Council
<b>Date</b>	1/6/2021

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	RQ6689
Infor/Lawson PO# Code (if applicable):	RFP
Event #	1279
CM Contract#	2272

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

Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Why is the contract being submitted late?	The project term began January 1, 2022. Late submission due to wait for vendors to sign contract. Each district has their board review and sign each contract before submission.	
What is being done to prevent this from reoccurring?	Begin process earlier.	

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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FULL AND OPEN COMPETITION Formal RFP Reviewed by Purchasing		
MASTER AGREEMENT Closing the Achievement Gap Warrensville Heights City School District 7 of 7	Department initials	Purchasing
Notice of Intent to Award (sent to all responding vendors)	CDT	Missing – Uploaded to CM2227 OK
Bid Specification Packet	CDT	Missing – Uploaded to CM2227 OK
Evaluation Summary (names of evaluators to be included)	CDT	Missing – Uploaded to CM2227 OK
Final DEI Goal Setting Worksheet	N/A	N/A – no goal set
Diversity Documents – <i>if required (goal set)</i>	N/A	N/A – no goal set
Award Letter (sent to awarded vendor)	N/A <i>All (7) respondents were awarded</i>	Missing – Email sent 9/17/21 OK
Vendor’s Confidential Financial Statement – <i>if RFP requested</i>	N/A	Missing – Uploaded 2/14/22 OK
Tabulation Sheet	CDT	Missing – Uploaded to CM2227 OK
Evaluation/Scoring Summary ( <i>includes evaluator names</i> )		N/A – duplicate
IG#	N/A – Political Subdivision	N/A – Gov’t
Debarment/Suspension Verified	Date: CDT 01/03/2022	DL OK

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Auditor’s Finding	Date:	CDT 01/03/2022 2/2/2022	DL	OK
Vendor’s Submission			CDT	OK
Independent Contractor (I.C.) Requirement	Date:	DL 10/05/2021	DL	N/A – Gov’t
Cover - <i>Master contracts only</i>			CDT	Missing – Uploaded to CM2227 OK
Contract Evaluation – <i>if required</i>			N/A- New Contract	Missing – uploaded 2/28/22 OK
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			N/A	N/A
Checklist Verification			CDT	OK

Other documentation may be required depending upon your specific item

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

Reviewed by Law	
	Department initials
Agreement/Contract and Exhibits	CDT
Matrix Law Screen shot	CDT
COI	CDT
Workers’ Compensation Insurance	CDT
Performance Bond, if required per RFP	N/A

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
1.01.2022 – 12.31.2022	HS260300	55130	UCH08346	\$119,000.00
1.01.2023 – 12.31.2023	HS260300	55130	UCH08346	\$120,680.00
			<b>TOTAL</b>	\$239,680.00

Contract History CE/AG# (if applicable)	N/A-AG1800005
Infor/Lawson PO# and PO Code (if applicable)	RFP-AG1800005-01 CONV
Lawson RQ# (if applicable)	RQ6689-41617
CM Contract#	2272-CM383/493

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$2,135,727.00 \$153,779.50		12.31.2023 1/1/2018 – 12/31/2018	Pending 2/20/2018	Pending BC2018-118
<b>Prior Amendment Amounts (list separately)</b>		\$26,910.80		10/22/2018	BC2018-712
		\$180,690.30	12/31/2019	2/26/2019	R2019-0050
		\$357,900.00	12/31/2021	6/9/2020 7/7/2020	R2020-0119
<b>Pending Amendment</b>		\$			
<b>Total Amendments</b>		\$565,501.10			
<b>Total Contact Amount</b>		\$2,135,727.00 \$719,280.60			

### Purchasing Use Only:

Prior Resolutions	R2020-0119, R2019-0050, BC2018-712, BC2018-118
CM#:	2272
Vendor Name:	Warrensville Heights City School District
ftp:	Upon Signing – 2 years
Amount:	\$239,680.00 MM
History/CE:	OK (corrected by DoP)
EL:	OK
Procurement Notes:	<p>2/8/22: Notice of Intent to Award, Bid Spec Packet, Evaluation Summary, Award Letter, Vendor’s Confidential Financial Statement, Tab Sheet, Master Contract Cover, and Contract Evaluation are all missing and required. Master Contract is not attached and is needed. Contract History of previous contract are all missing and required. Checklist Budget Accounting unit does not match the submitted Master Cover, please clarify. PO Code is missing and required. TN</p> <p>Note from Dept: Common Docs Master Agreement CTAG21 Warrensville Heights City School District 7 of 7. The following Master Agreement common documents for CTAG21 are housed in the Master Contract CM2227 comments: Briefing Memo, Notice of Intent to Award/Award Letter bundled letters -all responding vendors were selected, Bid Specification Packet RFP RQ6689, Evaluation Summary (names included), Tabulation Sheet, Master Contract Cover, and Master Agreement with vendor signature pages included.</p> <p>2/23/22: Award Letter is missing and required. Current Contract Evaluation is missing and required. The time period of your budget breakdown and the time period of the contract do not match. Budget Breakdown states 1/1/2022, while the contract is not effective until signing by the Executive. The overall amount of the contract does not match the Exhibits attached. TN</p>



## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

	<p>2/28/22: Current Contract Evaluation Form is missing and required. TN</p> <p>3/1/22: LATE – Late Explanation on the Checklist. Master Contract Award for CTAG 7 of 7. The following Master Agreement common documents for CTAG21 are housed in the Master Contract CM2227 comments: Briefing Memo, Notice of Intent to Award/Award Letter bundled letters -all responding vendors were selected, Bid Specification Packet RFP RQ6689, Evaluation Summary (names included), Tabulation Sheet, Master Contract Cover, and Master Agreement with vendor signature pages included. Master Contract Covers are located in CM2227 for East Cleveland. All 7 contracts will need to be approved before this contract will be approved to BOC. Budget Breakdown matches Master Cover submitted by dept.TN</p>
Purchasing Buyer’s initials and date of approval	TN 3/1/22

## CONTRACT EVALUATION FORM

<b>Contractor</b>	Warrensville Heights City Schools District				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	AG1800006-01 CONV				
<b>RQ#</b>	FC-18-41617				
<b>Time Period of Original Contract</b>	1/1/2018 -12/31/2021				
<b>Background Statement</b>	<p>The County Council received a request from four suburban school districts requesting assistance with their youth population. The goal is to offer social services, academic assistance, college access activities, and parent engagement to youth who are at-risk of high school dropout. The community requests were sent directly to several County Council members. Based on those requests, this item was added by Council in the 2014-2015 budget cycle. The communities expressed concerns related to safety, low academic scores, and college exposure/ access. The school districts researched the program prior to submitting their requests. None of these districts were eligible when the program was originally released by the state. Their requests are based on the fact that their economic and academic landscapes have changed in the past seven years.</p>				
<b>Service Description</b>	Closing the Achievement Gap				
<b>Performance Indicators</b>	<p>SCHOOL DISTRICTS WILL IDENTIFY 9TH-12TH GRADE YOUTH WHO ARE IN ACADEMIC DANGER WITH THE FOLLOWING RISK FACTORS: STUDENTS WHO HAVE FAILED TWO OR MORE CORE CLASSES; ARE ABSENT 36 DAYS OR MORE, HAVE RECEIVED FIVE OR MORE DAYS OF OUT-OF-SCHOOL SUSPENSION, OR HAVE BEEN HELD BACK A GRADE (OVER THE AGE FOR GRADE-LEVEL). SCHOOLS WILL OFFER INTENSIVE INTERVENTION WHICH INCLUDES SCHOOL CREDIT RETENTION, LINKAGE TO COMMUNITY-BASED AND COUNTY SERVICES AND COMMUNITY AND COLLEGE EXPOSURE.</p>				
<b>Actual Performance versus performance indicators (include statistics):</b>	The districts have identified over 200 youth that meet this criteria. Eighty-seven youth (57%) have secured enough academic credits to move from 9th to 10th grade.				
<b>Rating of Overall Performance of Contractor</b>	<b>Superior</b>	<b>Above Average</b>	<b>Average</b>	<b>Below Average</b>	<b>Poor</b>
<b>Select One (X)</b>		X			
<b>Justification of Rating</b>	SCHOOL DISTRICT STAFF HAVE REPORTED POSITIVE BEHAVIORAL AND ACADEMIC CHANGES FOR THE YOUTH ENROLLED IN THE PROGRAM				

<b>Department Contact</b>	Charmaine Pope
<b>User Department</b>	Family & Children First Council
<b>Date</b>	12/6/2021

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0034

<b>Sponsored by: County Executive Budish/Sheriff's Department</b>	<b>A Resolution</b> making an award on RQ7649 to Vance Outdoors, Inc. in the amount not-to-exceed \$611,484.50 for the purchase of replacement ballistic vests, SWAT vests/plate carrier and helmets for Law Enforcement and Protective Services Divisions for the period 4/1/2022 - 12/31/2026; authorizing the County Executive to execute Contract No. 2102 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's Department has recommended an award on RQ7649 to Vance Outdoors, Inc. in the amount not-to-exceed \$611,484.50 for the purchase of replacement ballistic vests, SWAT vests/plate carrier and helmets for Law Enforcement and Protective Services Divisions for the period 4/1/2022 - 12/31/2026; and

WHEREAS, the primary goal of this project supply Cuyahoga County Sheriff's Department with ballistic vests and SWAT ballistic armor 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 RQ7649 to Vance Outdoors, Inc. in the amount not-to-exceed \$611,484.50 for the purchase of replacement ballistic vests, SWAT vests/plate carrier and helmets for Law Enforcement and Protective Services Divisions for the period 4/1/2022 - 12/31/2026.

**SECTION 2.** That the County Executive is authorized to execute Contract No. 2102 and all other documents consistent with said award and this Resolution.

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

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

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

Yeas:

Nays:

_____	_____
County Council President	Date

_____	_____
County Executive	Date

_____	_____
Clerk of Council	Date

First Reading/Referred to Committee: February 8, 2022

Committee(s) Assigned: Public Safety & Justice Affairs

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

Title: Sheriff's Department; RQ# 7649 2021 Vance Outdoors Inc.; Contract with Vance Outdoors, Inc. to Furnish Ballistic Armor

#### Scope of Work Summary

The Cuyahoga County Sheriff's Department (CCSD) is requesting approval of a contract with Vance Outdoors, Inc. for the anticipated not-to-exceed cost of \$611,484.50.

The vendor will provide ballistics vests and SWAT ballistic vests and helmets for the CCSD's Law Enforcement and Protective Services divisions. The anticipated start-completion dates are 4/1/2022 – 12/31/2026.

The primary goal of the project is to supply the CCSD with ballistic vests and SWAT ballistic armor for law enforcement activities. Ballistic equipment is necessary for the effective operation of officers to protect the community.

#### Procurement

The procurement method for this project was an RFP. The total value of the RFP is \$611,484.50. The RFP was closed on 10/28/2021. There were 3 proposals pulled from OPD, 3 proposals submitted for review, and 1 proposal approved.

#### Contractor and Project Information

Vance Outdoors, Inc.

3723 Cleveland Avenue

Columbus, Ohio 43224

The president for the vendor is Doug Vance.

#### Project Status and Planning

This equipment is an ongoing need of the Sheriff's Department. Ballistic vests must be replaced every 5 years per recommendation of the National Institute of Justice (NIJ) due to degradation of ballistic material in the vest as well as manufacturers no longer guaranteeing ballistic vest capabilities after a 5-year term.

The current Deputy Sheriff's Contract, effective through 12/31/2023, Article 20 Uniforms, Section Three, requires the County to insure that each employee is provided a bullet proof vest and the County must replace items beyond the manufacturer's recommended service period as soon as possible.

#### Funding

The project is funded 100% by the General Fund. The schedule of payments is by invoice.

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RO#:	7649
Infor/Lawson PO# Code (if applicable):	RFP
Event #	1853
CM Contract#	2102

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

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

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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<b>FULL AND OPEN COMPETITION</b>				
<b>Formal RFP</b>				
<b>Reviewed by Purchasing</b>				
			<b>Department initials</b>	<b>Purchasing</b>
Notice of Intent to Award (sent to all responding vendors)			PL	ok
Bid Specification Packet			PL	ok
Evaluation Summary (names of evaluators to be included)			PL	ok
Diversity Documents – <i>if required (goal set)</i>			N/A	
Award Letter (sent to awarded vendor)			PL	ok
Vendor’s Confidential Financial Statement – <i>if RFP requested</i>			N/A	
Tabulation Sheet			PL	ok
IG#	21-0050-REG		PL	Ok
Debarment/Suspension Verified	Date:	12/15/2021	PL	Ok
Auditor’s Finding	Date:	12/15/2021	PL	Ok
Vendor’s Submission			PL	Ok- vendor signed contract attached
Independent Contractor (I.C.) Requirement	Date:	<del>1/6/2021</del> 12/29/2021	PL	ok
Cover - <i>Master contracts only</i>			N/A	
Contract Evaluation – <i>if required</i>			N/A	
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			N/A	
Checklist Verification			PL	ok

Other documentation may be required depending upon your specific item

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

<b>Reviewed by Law</b>	
	<b>Department initials</b>

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Agreement/Contract and Exhibits	PI
Matrix Law Screen shot	PL
COI	PL
Workers’ Compensation Insurance	PL
Performance Bond	N/A

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
4/1/2022 – 12/31/2022	SH100115	55130		\$43,982.75
4/1/2022 – 12/31/2022	SH750100	55130		\$30,259.50
1/1/2023 - 12/31/2023	SH100115	55130		\$162,227.75
1/1/2023 - 12/31/2023	SH750100	55130		\$100,865.00
1/1/2024 – 12/31/2024	SH100115	55130		\$125,665.00
1/1/2024 – 12/31/2024	SH750100	55130		\$20,173.00
1/1/2025 – 12/31/2025	SH100115	55130		\$43,982.75
1/1/2025 – 12/31/2025	SH750100	55130		\$21,181.65
1/1/2026 – 12/31/2026	SH100115	55130		\$43,982.75
1/1/2026 – 12/31/2026	SH750100	55130		\$19,164.35
			<b>TOTAL</b>	\$611,484.50

<b>Contract History CE/AG# (if applicable)</b>	N/A
<b>Infor/Lawson PO# and PO Code (if applicable)</b>	RFP
<b>Lawson RQ# (if applicable)</b>	7649
<b>CM Contract#</b>	2102

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$611,484.50		4/1/2022-12/31/2026		
<b>Prior Amendment Amounts (list separately)</b>		\$			
		\$			
		\$			
<b>Pending Amendment</b>		\$			



## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

<b>Total Amendments</b>		<b>\$</b>			
<b>Total Contact Amount</b>		<b>\$</b>			

### Purchasing Use Only:

Prior Resolutions	n/a
CM#:	CM 2102
Vendor Name:	Vance Outdoors, INC.
ftp:	04/01/2022-12/31/2026
Amount:	\$611,484.50
History/CE:	ok
EL:	ok
Procurement Notes:	Buyer review completed

Purchasing Buyer approval: **lz 1/13/2022**

OK to approve - enter into OnBase

Per the procedures, as this item needs Board of Control approval, the department will need to enter into OnBase for a future agenda under the ERP-BOC/Council Approval Request Form.

Once approved by the BOC, the request will have final OPD approval in Infor in order for the department to move forward with the AP process.



**Department of Purchasing Tabulation Sheet**

REQUISITION NUMBER: 7649/Event #1853	TYPE: (RFB/RFP/RFQ): RFP	ESTIMATE: \$424,000.00	
CONTRACT PERIOD:	RFB/RFP/RFQ DUE DATE: October 28, 2021	NUMBER OF RESPONSES (issued/submitted): 30/3	
REQUESTING DEPARTMENT: Sheriff's Department	COMMODITY DESCRIPTION: 5 Year Contract for Ballistic Vests, SWAT Vests/Plate Carriers and SWAT Helmets		
DIVERSITY GOAL/SBE 0%	DIVERSITY GOAL/MBE 0%	DIVERSITY GOAL/WBE 0%	
Does CCBB Apply: <input type="checkbox"/> Yes <input type="checkbox"/> No	CCBB: Low Non-CCBB Bid \$:	Add 2%, Total is:	
Does CCBEIP Apply: <input type="checkbox"/> Yes <input type="checkbox"/> No	CCBEIP: Low Non-CCBEIP Bid \$:	Add 2%, Total is:	
*PRICE PREFERENCE LOWEST BID REC'D \$	RANGE OF LOWEST BID REC'D \$	Minus \$, =	
PRICE PREF % & \$ LIMIT:	MAX SBE/MBE/WBE PRICE PREF \$	DOES PRICE PREFERENCE APPLY? <input type="checkbox"/> Yes <input type="checkbox"/> No	

Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE	Dept. Tech. Review	Award: (Y/N)
1. Drellishak & Drellishak, Inc. dba Pro-Tech Sales 1313 West Bagley Rd. Berea, OH 44017	NA	NA	Compliant: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No  IG Registration Complete: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No  IG Number: 20-0197-REG 31DEC2024	<input type="checkbox"/> Yes <input type="checkbox"/> No	CCBB <input type="checkbox"/> Yes <input type="checkbox"/> No  CCBEIP <input type="checkbox"/> Yes <input type="checkbox"/> No	Subcontractor Name(s):   SBE/MBE/WBE Prime: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No

Transaction ID:

Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: Buyer Initials NCA: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Affiant Signature not included <input type="checkbox"/> N/A  PH: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A  CCBB: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A  CCBEIP: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A  COOP: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A  OPD Buyer Initials: _____/z_____	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE Total % SBE: _____% MBE: _____% WBE: _____% SBE/MBE/WBE Comply: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> No SBE/MBE/WBE Comments and Initials: _____ _____	Dept. Tech. Review	Award: (Y/N)
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Transaction ID:

Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE	Dept. Tech. Review	Award: (Y/N)

Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: OPD Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE	Dept. Tech. Review	Award: (Y/N)
2. Konoval LLC 1701 Rhode Island Ave NW Washington DC 20036	NA	NA	Compliant: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No  IG Registration Complete: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No  IG Number: n/a  NCA: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A  PH: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No	CCBB <input type="checkbox"/> Yes <input type="checkbox"/> No  CCBEIP <input type="checkbox"/> Yes <input type="checkbox"/> No	Subcontractor Name(s):  SBE/MBE/WBE Prime: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> No  Total % SBE: % MBE: % WBE: %  SBE/MBE/WBE Comply: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No

Transaction ID:

Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: OPD Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE	Dept. Tech. Review	Award: (Y/N)
			CCBB: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A  CCBEIP: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A  COOP:.. <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A  OPD Buyer Initials: _____/z_____			SBE/MBE/WBE Comments and Initials: _____ _____		

Transaction ID:

Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: OPD Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE	Dept. Tech. Review	Award: (Y/N)
3. Vance Outdoors, Inc. 3723 Cleveland Ave Columbus, OH 43224	NA	NA	Compliant: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No  IG Registration Complete: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No  IG Number: 21-0050-REG 31DEC2025  NCA: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A  PH: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A  CCBB: <input type="checkbox"/> Yes	<input type="checkbox"/> Yes <input type="checkbox"/> No	CCBB <input type="checkbox"/> Yes <input type="checkbox"/> No  CCBEIP <input type="checkbox"/> Yes <input type="checkbox"/> No	Subcontractor Name(s):  SBE/MBE/WBE Prime: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> No  Total % SBE: _____ % MBE: _____ % WBE: _____ %  SBE/MBE/WBE Comply: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> No  SBE/MBE/WBE Comments and Initials:		<input type="checkbox"/> Yes <input type="checkbox"/> No

Transaction ID:

Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: OPD Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE	Dept. Tech. Review	Award: (Y/N)
			<input type="checkbox"/> No <input checked="" type="checkbox"/> N/A CCBEIP: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A COOP: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A OPD Buyer Initials: _____					

Transaction ID:

**RQ# 7649 - Event 1853**

**Sheriff Department 5 Year Contract for Ballistic Vests, SWAT Vests/Plate Carriers and SWAT Helmets**

Date as of 11/23/2021

Category (RFP PAGE)	Max Points	Vendor - Drellishak			Vendor 2 - Konoval			Vendor 3 - Vance				
		Lt O'Connor	Lt Fovozzo	Sgt McNamara	Weighted Score	Lt O'Connor	Lt Fovozzo	Sgt McNamara	Weighted Score	Lt O'Connor	Lt Fovozzo	Sgt McNamara
Proposed Solution (5)	0	0	0	0	0	0	0	0	0	0	0	0
Vest Specifications (5-9)	25	20	20	20	20	15	10	8.33	25	23	25	24.33
Delivery Timeline (9)	15	15	14	15	14.67	15	15	14.00	15	14	15	14.67
Support/Warranty (9)	10	10	10	10	10	8	5	7.67	10	10	8	9.33
Demonstration (9)	25	15	25	20	20	20	5	8.33	25	25	20	23.33
Vendor Qualifications (9)	5	3	4	5	4	3	0	1.00	5	4	5	4.67
Budget (9)	20	19	19	15	17.67	20	20	20.00	18	18	10	15.33
Terms and Conditions (11)	0	0	0	0	0	0	0	0.00	0	0	0	0
Miscellaneous (11)	0	0	0	0	0	0	0	0	0	0	0	0
<b>TOTAL POINTS</b>	<b>100</b>	<b>82</b>	<b>92</b>	<b>85</b>	<b>86.33</b>	<b>45</b>	<b>78</b>	<b>59.33</b>	<b>98</b>	<b>94</b>	<b>83</b>	<b>91.67</b>

**Additional Notes:**

See attached scoring sheets.



RQ# 7649 – Event 1853

Sheriff Department 5 Year Contract for Ballistic Vests, SWAT Vests/Plate Carriers and SWAT Helmets

EVALUATOR: O'Connor T.M.

DATE: 23 NOV 2021

CATEGORY (RFP PAGE)	MAX POINTS	VENDOR 1 - DRELLISHAK	VENDOR 2 - KONOVAL	VENDOR 3 - VANCE
Proposed Solution (5)	0	20	0	20
Vest Specifications (5-9)	25	20	0	25
Delivery Timeline (9)	15	15	15	15
Support/Warranty (9)	10	10	10	10
Demonstration (9)	25	15	0	25
Vendor Qualifications	5	3	0	5
Budget (9)	20	19	20	18
Terms and Conditions (11)	0	0	0	0
Miscellaneous (11)	0	0	0	0
<b>TOTALS</b>	<b>100</b>	<b>62</b>	<b>45</b>	<b>90</b>

425K

285K

612

**Additional Notes:**

Quality cost matter, life safety is directly related to ballistic protection  
 Lesser Quality items are less expensive, however, provide less proven protection  
 Functional Design of vests makes Vendor 3 the better option, even at the additional cost

The vendor is not only willing to demonstrate the ballistic capabilities of the product, but will shoot the product with round on top of round and within 1" of the edge.

Vendor #1 is a solid middle ground, however, falls substantially short of vendor #3 in fit and functionality.

Vendor #2 is inferior in every way to their competitors

RQ# 7649 – Event 1853  
 Sheriff Department 5 Year Contract for Ballistic Vests, SWAT  
 Vests/Plate Carriers and SWAT Helmets

EVALUATOR: Thomas A. Fovazzo

DATE: 23 NOV 21

POINT  
BLANK

TENN.  
WASH.

SAFARILAND

CATEGORY (RFP PAGE)	MAX POINTS	VENDOR 1 – DRELLISHAK	VENDOR 2 – KONOVAL	VENDOR 3 – VANCE
Proposed Solution (5)	0	0	0	0
Vest Specifications (5-9)	25	20	15	23
Delivery Timeline (9)	15	14	12	14
Support/Warranty (9)	10	10	8	10
Demonstration (9)	25	25	20	25
Vendor Qualifications	5	4	3	4
Budget (9)	20	19	20	18
Terms and Conditions (11)	0	0	0	0
Miscellaneous (11)	0	0	0	0
<b>TOTALS</b>	<b>100</b>	<b>102 92</b>	<b>86 78</b>	<b>104 94</b>

\$25,000

\$25,000

\$62,000

Additional Notes:

- POINT BLANK: • 30 DAY ALTER. ~~WARR~~ AFTER THERE IS A CHARGE 25.00-50.00  
 • 5X8 SOFT TRAUMA  
 • ONE STRAP & DOUBLE STRAP  
 • 2YR WARRANTY ON CARRIER
- SAFARILAND: • 1YR WARRANTY ON CARRIER WORKABLE ON EXT. WARR.  
 • FIT TO WEAR 35 DAY AT MOST 60 DAY  
 • NO COVID TIME DOWN ON MATERIAL

- PROTECK: • LATE DUE TO AIRLINE  
 • DID NOT HAVE ALL PRODUCTS (USED PHOTOS FROM PHONE)  
 • NOT ORGANIZED  
 • COVID TIME ON MATERIAL

RQ# 7649 – Event 1853  
 Sheriff Department 5 Year Contract for Ballistic Vests, SWAT  
 Vests/Plate Carriers and SWAT Helmets

EVALUATOR: CHRIS McNAMARA

DATE: 11/23/2021

CATEGORY (RFP PAGE)	MAX POINTS	425,000 VENDOR 1 - DRELLISHAK	285,000 VENDOR 2 - KONOVAL	412,000 VENDOR 3 - VANCE
Proposed Solution (5)	0	0	0	0
Vest Specifications (5-9)	25	20	10	25
Delivery Timeline (9)	15	15	15	15
Support/Warranty (9)	10	10	5	8
Demonstration (9)	25	20	5	20
Vendor Qualifications	5	5	0	5
Budget (9)	20	15	20	10
Terms and Conditions (11)	0	0	0	0
Miscellaneous (11)	0	0	0	0
<b>TOTALS</b>	<b>100</b>	<b>85</b>	<b>45</b>	<b>83</b>

Additional Notes:

POINT BLANK

- LOCAL DISTRIBUTOR
- CARRIER HAS 2-YEAR WARRANTY

SAFARI LAND

- BETTER TAC VEST SYSTEM
- HELMET OFFERS MORE COMFORT

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0042

Sponsored by: <b>County Executive Budish</b>	A <b>Resolution</b> confirming the County Executive’s reappointment of Russell R. Brown, III to serve on Cuyahoga County Corrections Planning Board for the term 1/2/2022 – 1/1/2025 and declaring the necessity that this Resolution become immediately effective.
Co-sponsored by: <b>Councilmember Sweeney</b>	

WHEREAS, Chapter 5149 of the Ohio Revised Code (ORC) provides for the organization of a community-based corrections program; and

WHEREAS, ORC 5149.34 provides for the creation of a County Corrections Planning Board and further provides for the composition of the board and the means by which appointments are made; and

WHEREAS, 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 Budish has nominated Russell R. Brown, III to serve on the Cuyahoga County Corrections Planning Board for the term 1/2/2022 – 1/1/2025; and

### **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 Russell R. Brown, III to serve on the Cuyahoga County Corrections Planning Board for the term 1/2/2022 – 1/1/2025.

**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 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 from and after the earliest period allowed by law.

**SECTION 4.** 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 22, 2022

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

Legislation Substituted in Committee: March 1, 2022.

Additional Sponsorship Requested in Committee: March 1, 2022.

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



February 14, 2022

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

Re: Cuyahoga County Corrections Planning Board

Dear President Jones:

Pursuant to Ohio Revised Code Chapter 5149, I submit the following individuals for reappointment to the Cuyahoga County Corrections Planning Board:

- **Russell R. Brown III**, 3-year term, 1/2/2022 – 1/1/2025
  - Resident of Cleveland (Cuyahoga County)
  - Court Administrator for Cleveland Municipal Court
  - Candidates for this board shall:
    - (ORC 5149.34/HB86 Requirement): *Officials from the largest municipal corporation located in the county*
    - (Cuyahoga County Resolution): *Official from the Largest Municipality within the County of Cuyahoga*

There are no known conflicts of interest for which an advisory opinion has been requested. There are seven candidates on file that have applied for this position.

Thank you for your consideration of this appointment. Should you or any of your colleagues have any questions, please feel free to contact Michele Pomerantz in my office at 216-443-7125.

Sincerely,

Armond Budish

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0043

<p>Sponsored by: <b>County Executive Budish/Department of Public Works/Division of County Engineer</b></p> <p>Co-sponsored by: <b>Councilmember Turner</b></p>	<p><b>A Resolution</b> making an award on RQ8257 with C.A. Agresta Construction Company in the amount not-to-exceed \$1,187,894.40 for resurfacing of Green Road from Miles Road to Emery Road in the City of Warrensville Heights in connection with the 2021-2024 Transportation Improvement Program; authorizing the County Executive to execute Contract No. 2221 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 Public Works/Division of County Engineer has recommended an award on RQ8257 with C.A. Agresta Construction Company in the amount not-to-exceed \$1,187,894.40 for resurfacing of Green Road from Miles Road to Emery Road in the City of Warrensville Heights in connection with the 2021-2024 Transportation Improvement Programs; and

WHEREAS, the primary goals of this project are to work within the limits of this 0.8-mile resurfacing improvement project includes the removal and replacement of the deteriorated curb and drive aprons; the construction of a uniform three-inch (3”) asphalt concrete overlay; the installation of ADA compliant curb ramps and other related items as shown on the plans or stipulated in the specifications; and

WHEREAS, the project is funded as follows: (a) 55% Federal; (b)22.5% from County Motor Vehicle \$5.00 License Tax Fund; (c) 22.5% from City of Warrensville Heights; and

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

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

**SECTION 1.** That the Cuyahoga County Council hereby makes an award on RQ8257 with C.A. Agresta Construction Company in the amount not-to-exceed \$1,187,894.40 for resurfacing of Green Road from Miles Road to Emery Road in the City of Warrensville Heights in connection with the 2021-2024 Transportation Improvement Programs.





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

Title: Department of Public Works Awarding the Green Road (Cr-14) Resurfacing Existing Roadway From Miles Road To Emery Road In The City Of Warrensville Heights RQ8257

#### Scope of Work Summary

Department of Public Works is requesting approval of a contract with C.A. Agresta for the anticipated cost of \$1,187,894.40.

Describe the exact services being provided.

The work within the limits of this 0.8 mile resurfacing improvement project includes the removal of the removal and replacement of deteriorated curb and drive aprons; the construction of a uniform three inch (3") asphalt concrete overlay; the installation of ADA compliant curb ramps and other related items as shown on the plans or stipulated in the specifications, plan notes, proposal notes or elsewhere in the bid package for Green Road (CR-14) from Miles Road to Emery Road in the City of Warrensville Heights, Ohio.

The anticipated start-completion dates are 4/1/2022 to 8/1/2022.

The primary goals of the project are -see above.

The project is not mandated.

Municipality of project Warrensville Heights, Ohio

#### Procurement

The procurement method for this project was RFB. The total value of the RFB is \$1,187,894.40. Engineer estimate was \$1,413,000.00. This is 15.9% below the estimate.

The RFB was closed on 1/10/2022. There is an DBE participation/goal of 7%.

There were 10 bids pulled from OPD, 6 bids submitted for review, 6 bids approved.

#### Contractor and Project Information

C. A. Agresta Construction Company

4186 Greenvale Road

South Euclid, Ohio 44121

Council District (11)

The president for the vendor is John Agresta.

The project is located in Council District (9).

#### Project Status and Planning

The project is a new project to the County.

#### Funding

The project is funded 80% Federal, 10% County, 10% municipality.

The schedule of payments is by invoice.

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	8257
Infor/Lawson PO # Code (if applicable):	
Event #	2212
CM Contract#	2221

	Department	Clerk of the Board
Briefing Memo	meb	

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

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	<input checked="" type="checkbox"/> No
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<b>FULL AND OPEN COMPETITION Construction Projects – Road &amp; Bridge Reviewed by Purchasing</b>		
	Department initials	Purchasing
Notice of Intent to Award ( <i>sent to all responding vendors</i> )	Meb	OK 1/20/22
Bid Specification Packet ( <i>includes Legal Notice to Bidders</i> )	Meb	OK
Final DEI Goal Setting Worksheet	DBE goal n/a	N/A – DBE Goal
Diversity Documents – <i>if required (goal set)</i>	n/a	N/A – DBE Goal
Award Letter ( <i>sent to awarded vendor</i> )	Meb	OK 1/14/22
Vendor’s Confidential Financial Statement – <i>if RFB requested</i>	Not requested	N/A
Non-Collusion Affidavit	meb	OK
Public Works Bid Results	Meb	OK
Tabulation Sheet	Meb	OK
Prevailing Wage Public Improvement Agreement	Meb	OK
Sales and Use Tax Construction Contract Exemption Form, <i>if applicable</i>	Meb	OK
Worktype Worksheets, <i>if applicable</i>	n/a	Missing – uploaded 1/26/22 OK
SBE Worktype Worksheets, <i>if applicable</i>	n/a	N/A – DBE Goal
Drug Free Workplace, <i>if applicable</i>	Meb	OK
Project of Similar Complexity, <i>if applicable</i>	Not requested	N/A
EEOC (Equal Employment Opportunity Commission), <i>if applicable</i>	meb	OK
Prevailing Wage Determination Cover Letter (with Prevailing Wage Rate sheets)	meb	OK – link listed in Sec 5 of the Proposal Book
Other, <i>per Section 3 “Required Bid Documents” BUY AMERICA</i>	meb	OK
IG# 12-0714 exp 12/31/23	Meb	OK
Debarment/Suspension Verified	Date: 1/20/22	Meb OK
Auditor’s Finding	Date: 1/20/22	Meb OK
Vendor’s Submission ( <i>Form of Proposal</i> )	Meb	OK

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Independent Contractor (I.C.) Requirement	Date: 1/20/22	meb	OK
Contract Evaluation – <i>if required</i>		n/a	N/A
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.		n/a	N/A
Checklist Verification		meb	OK

Other documentation may be required depending upon your specific item

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

Reviewed by Law	
	<b>Department initials</b>
Agreement/Contract and Exhibits	Meb
Bid Guarantee & Contract Bond	Meb
Matrix Law Screen shot	Meb
COI	Meb
Workers’ Compensation Insurance	Meb
Railroad Insurance – <i>if required</i>	n/a

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
n/a	PW605100	73300		<b>\$1,187,894.40</b>
	CRDOT0002801			
			<b>TOTAL</b>	<b>\$1,187,894.40</b>

### Purchasing Use Only:

Prior Resolutions:	
CM#:	2221
Vendor Name:	C.A. Agresta Construction Company
ftp:	N/A – Construction
Amount:	\$1,187,894.40 M
History/CE:	N/A
EL:	OK
Procurement Notes:	1/25/22: Worktype Worksheet(s) are missing and required. TN
Purchasing Buyer’s initials and date of approval	OK to proceed for approval. TN 1/28/22

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0044

<b>Sponsored by: County Executive Budish/Department of Development</b>	<b>A Resolution</b> making awards on RQ6222 to various providers in the total amount not-to-exceed \$3,000,000.00 for design and administration of a Small Business Program with a focus on minority and women-owned businesses for the period 3/1/2022 - 2/29/2024; authorizing the County Executive to execute the contracts and all other documents consistent with said awards and this Resolution and declaring the necessity that this Resolution become immediately effective.
--	---

WHEREAS, the County Executive/Department of Development has recommended making awards on RQ6222 to various providers in the total amount not-to-exceed \$3,000,000.00 for design and administration of a Small Business Program with a focus on minority and women-owned businesses for the period 3/1/2022 - 2/29/2024 as follows:

- a) Contract No. 2177 with Economic and Community Development Institute in the amount not-to-exceed \$750,000.00;
- b) Contract No. 2179 with National Council for Community Development dba National Development Council in the amount not-to-exceed \$750,000.00;
- c) Contract No. 2180 with Ohio Aerospace Institute in the amount not-to-exceed \$1,000,000.00;
- d) Contract No. 2181 with Village Capital Corporation in the amount not-to-exceed \$500,000.00; and

WHEREAS, the primary goals of this project are (a) provide capital and overall technical assistance to advance equity and opportunity for small minority-owned and women-owned businesses and entrepreneurs in Cuyahoga County, (b) operate lending services to these businesses in the form of small business capital loans, (c) operate comprehensive technical assistance services to these businesses to include application assistance, processing, underwriting qualification, loan servicing and post-loan support and operate a Capital for Construction Program which incorporates construction industry-specific training, access to markets, procurement/bid opportunities and access to capital for these contracting businesses; and

WHEREAS, this project is funded 100% by the Economic Development 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 awards on RQ6222 with various providers in the total amount not-to-exceed \$3,000,000.00 for design and administration of a Small Business Program with a focus on minority and women-owned businesses for the period 3/1/2022 - 2/29/2024 as follows:

- a) Contract No. 2177 with Economic and Community Development Institute in the amount not-to-exceed \$750,000.00;
- b) Contract No. 2179 with National Council for Community Development dba National Development Council in the amount not-to-exceed \$750,000.00;
- c) Contract No. 2180 with Ohio Aerospace Institute in the amount not-to-exceed \$1,000,000.00;
- d) Contract No. 2181 with Village Capital Corporation in the amount not-to-exceed \$500,000.00; and

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

**SECTION 3.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health, 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.



**Economic and Community Development Institute**

Economic & Community Development Institute Support Program for Small Business Entities in Cuyahoga County

Department: Department of Development – 2022

Economic & Community Development Institute - \$750,000.00

RQ - 6222

**Scope of Work Summary**

Department of Development requesting approval of an Economic Development Grant with the Economic & Community Development Institute for the anticipated cost of not to exceed \$750,000.00 with a term from 3/1/2022 – 2/29/2024.

The primary goals of the project are:

- A. Provide capital and overall technical assistance to advance equity and opportunity for small minority-owned and women-owned businesses and entrepreneurs in Cuyahoga County.
- B. Operate lending services to these businesses in the form of small business capital loans.
- C. Operate comprehensive technical assistance services to these businesses to include application assistance, processing, underwriting qualification, loan servicing and post-loan support.
- D. Operate a Capital for Construction Program which incorporates construction industry-specific training, access to markets, procurement/bid opportunities, and access to capital for these contracting businesses.

**Procurement**

The procurement method for this project was RFQ. The total value of the RFQ is \$3,000,000.00.

The RFQ was closed on July 19, 2021.

There were nineteen (19) proposals pulled from OPD, seven (7) submitted for review, and seven (7) proposals approved for review.

**Contractor and Project Information**

Economic & Community Development Institute

7000 Euclid Avenue – Suite 202

Cleveland, Ohio 44103

Council District 8

Ms. Inna Kinney, President and CEO

**Project Status and Planning**

The project is new to the County.

**Funding**

The project is funded 100% by the Economic Development Fund.

The schedule of payments is by invoice.





**DATE:** August 19, 2021  
**TO:** Paul Herdeg  
**FROM:** Michael May  
**SUBJECT:** RFQ #6222 – Support Programs for Small Businesses in Cuyahoga County  
**CC:** RFQ Review Panel Members

Final scoring results have been achieved for the above-captioned advertised County program and the funding request proposals solicited for implementing and administering said program. Seven (7) agencies and organizations from Cuyahoga County submitted qualifying proposals through the Cuyahoga County Office of Purchasing. After required initial screening by the Office, the seven qualified (7) proposals were presented to the requesting Department of Development, which then appointed a 5-person Panel of Reviewers, whom, as volunteer economic & community development professionals, reviewed thoroughly and objectively all proposals. The Review Panel members are:

- Alesha Washington; Program Director – The George Gund Foundation
- Michael May; Economic Development Administrator - DOD
- Janise Bayne; Economic Development Program Specialist - DOD
- Prentis Jackson; Compliance & Statistical Data - DOD
- Kathi Resnick; Strategic Partnership Advisor - DOD

The Review Panel utilized the formal Evaluation Form (see Exhibit B), crafted as the scoring mechanism to judge and rank the proposals for RFQ #6222, and which was a public part of the Department of Purchasing's Issuance of said RFQ. While there is \$3,000,000 appropriated for this program, the dollar amount of total proposal requests was \$10,348,300, far exceeding the funding available (see Exhibit A). After three very lengthy collective scoring session meetings (all attended by all members), which took place on 8/5/21, 8/13/21 and 8/17/21, and dozens of hours of panel members' thorough and extensive individual reviews of the seven proposals, the Review Panel, came to their unanimous considered conclusion with these final results, which include both the ranking of the proposals and the recommended dollar awards for the four highest scorers (averaged over all five reviewers' combined scores):

- Ohio Aerospace Institute (OAI) (with partners: Presidents' Council, Urban League, and ECDI) - Score: 74.8. Recommended funding: \$1,000,000
- Economic & Community Development Institute (ECDI) - Score: 75.6. Recommended funding: \$750,000
- National Development Council (NDC) - Score: 79.0. Recommended funding: \$750,000
- Village Capital Corporation (VCC) - Score: 69.8. Recommended funding: \$500,000
- Manufacturing Works (and ACR Capital) - Score: 63.6
- JumpStart, Inc. - Score: 60.6
- Greater Cleveland Partnership (GCP) - Score: 57.4

The panel has unanimously voted for and endorsed the above conclusions and is prepared to formally relay these results to the Department of Purchasing.

	<b>EXHIBIT A</b> SCORES, FUNDING REQUESTS & RECOMMENDED AWARDS RFQ #6222	FINAL		\$ 3,000,000 Appropriation	
	<b>Applicant Organization/Partnership</b>	Total Average Score	Recommended Funding	Funding Request	
1	Ohio Aerospace Institute (OAI) (with Partners: Presidents' Council, Urban League of Greater Cleveland, and ECDI)	74.8	\$ 1,000,000	\$	1,984,000
2	Economic & Community Development Institute (ECD)	75.6	\$ 750,000	\$	2,900,000
3	National Development Council (NDC)	79.0	\$ 750,000	\$	1,250,000
4	Village Capital Corporation (VCC)	69.8	\$ 500,000	\$	1,725,000
5	Manufacturing Works (and ACR Capital)	63.6	---	\$	1,034,000
6	JumpStart, Inc.	60.6	---	\$	1,200,000
7	Greater Cleveland Partnership (GCP)	57.4	---	\$	255,000
	<b>Total</b>	100	\$ 3,000,000	\$	10,348,000

<b>EXHIBIT B</b>								
EVALUATION FORM - RFQ6222								
Evaluation Criterion	Max	ECDI	GCP	JumpStart	Mfg Works	NDC	OAI	VCC
<b>Section 1 - Minimum Qulifications</b>								
In Cuyahoga County, exist for 5 years, with at least 3 years small business assistance experience	Y/N	Y	Y	Y	Y	Y	Y	Y
<b>Section 2 - Firm's Experience</b>								
Existing Programs for Small Business (Financing & Technical)	10							
Existing Programs for MBE & WBE Owned Small Business	10							
Existing Programmatic Elements to Advance Equity	5							
<b>Section 3 - Program Staff's Experience</b>								
Small Business Financing	10							
Small Business Technical Assistance	10							
MBE & WBE Assistance Programs	10							
Advancing Equity through the above activities	5							
<b>Section 4 - Project Methodology</b>								
Detailed, logical & sound program approach /method	10							
Clear & concise budget	10							
Advancing equitey & opportunity	10							
Access to additional funding sources	10							
<b>Total</b>	<b>100</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Reviewer Name:								

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	6222
Infor/Lawson PO# Code (if applicable):	RFQ
Event #	1294
CM Contract#	2177

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

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

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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<b>FULL AND OPEN COMPETITION</b>				
<b>Formal RFQ</b>				
<b>Reviewed by Purchasing</b>				
			<b>Department initials</b>	<b>Purchasing</b>
Notice of Intent to Award (sent to all responding vendors)			CF	Ok Jgas 1-14-2022
Bid Specification Packet			CF	<b>Ok Jgas 1-14-2022</b>
Evaluation Summary (names of evaluators to be included)			CF	<b>Ok Jgas 1-14-2022</b>
Diversity Documents – <i>if required (goal set)</i>			N/A	<b>N/A No goals set by Diversity Department Ok Jgas 1-14-2022</b>
Award Letter (sent to awarded vendor)			CF	<b>Ok Jgas 1-14-2022</b>
Vendor’s Confidential Financial Statement – <i>if RFQ requested</i>			N/A	N/A
Tabulation Sheet			CF	<b>Ok Jgas 1-14-2022</b>
IG#	21-0363-REG	31DEC2025	CF	Ok Jgas 1-14-2022
Debarment/Suspension Verified	Date:	1/18/2021	CF	Ok Jgas 1-14-2022
Auditor’s Finding	Date:	11/30/2021	CF	Ok Jgas 1-14-2022
Vendor’s Submission			CF	Ok Jgas 1-14-2022
Independent Contractor (I.C.) Requirement	Date:	12/2/2021	CF	Ok Jgas 1-14-2022
Cover - <i>Master contracts only</i> <i>Economic and Community Development Institute</i> 31-1145544 1655 Old Leonard Avenue Columbus, OH 43219 Inna Kinney 614.559.0115			N/A	To be prepared by DOP Ok Jgas 1-14-2022
Contract Evaluation – <i>if required</i>			CF	Ok Jgas 1-14-2022
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			N/A	n/a
Checklist Verification			CF	<b>Ok Jgas 1-14-2022</b>

Other documentation may be required depending upon your specific item

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

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Reviewed by Law	
	<b>Department initials</b>
Agreement/Contract and Exhibits	CF-Updated 02/09
Matrix Law Screen shot	CF Attached Jgas
COI	CF Attached JGAS
Workers’ Compensation Insurance	CF Attached Jgas

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
3/1/2022-12/31/2022	DV220110	55130	DEVECD001	\$750,000.00
1/1/2023-12/31/2023	DV220110	55130	DEVECD001	\$0.00
1/1/2024-2/29/2024	DV220110	55130	DEVECD001	\$0.00
			<b>TOTAL</b>	\$750,000.00

<b>Contract History</b> CE/AG# (if applicable)	CE1300019-05-CONV
<b>Infor/Lawson PO# and PO Code</b> (if applicable)	CONV
<b>Lawson RQ#</b> (if applicable)	N/A
<b>CM Contract#</b>	N/A

**This table is to be filled with previous contracts history as attached on previous table. Please update information and resubmit. Jgas 1-14-2022**

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$500,000.00		4/6/2020-12/31/2020	4/6/2020	BC2020-203
<b>Prior Amendment Amounts</b> (list separately)		\$			
		\$			
		\$			
<b>Pending Amendment</b>		\$			
<b>Total Amendments</b>		\$			
<b>Total Contact Amount</b>		\$			

### Purchasing Use Only:

Prior Resolutions	N/A
CM#:	2177
Vendor Name:	Economic and Community Development Institute

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

ftp:	3/1/2022 – 2/29/2024
Amount:	NTE \$750,000.00
History/CE:	CE1300019-05-CONV
EL:	OK
Procurement Notes:	Department of Development requesting approval of an Economic Development Grant with the Economic & Community Development Institute for the anticipated cost of not to exceed \$750,000.00 with a term from 3/1/2022 – 2/29/2024 to provide capital and overall technical assistance to advance equity and opportunity for small minority-owned and women-owned businesses and entrepreneurs in Cuyahoga County.
Purchasing Buyer approval:	OK Jgas 2/10/2022

~~Since this is using an activity code, AC commitments needs to be placed to line. In vendor agreement, select commitments tab, on the box under AC commitments, change to line. Make sure make changes on contract line—Under Distribution tab, click on the commitment spread and change from GL to “General Ledger” under System box. Jgas 1-14-2022.~~

## CONTRACT EVALUATION FORM

<b>Contractor</b>	Economic and Community Development Institute				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	PO-20001129-EXMT, PO20001197-QUOT, CE1300019-01-CONV(2019), CE1300019-05-CONV(2019)				
<b>RQ#</b>	RQ-905/RQ-1341				
<b>Time Period of Original Contract</b>	4/6/2020-12/31/2020, 3/30/2020-4/2/2020				
<b>Background Statement</b>	ECDI to make grants and loans to small businesses in Cuyahoga County impacted by COVID-19 totaling \$500,000. Call center services from March 30 – April 2, 2020, in the amount of \$5,000.				
<b>Service Description</b>	ECDI's staff and technical support provides the County with administration of the first round of the Small Business Grant Stabilization Fund, awarding grants to businesses affected by COVID.				
<b>Performance Indicators</b>	Grant awards, accompanied by technical support services through a Small Business Resource/Call Center were to be awarded utilizing the \$500,000 available.				
<b>Actual Performance versus performance indicators (include statistics):</b>	The Business Stabilization Fund provided over 200 grants to small businesses, County-wide, during this contract period, utilizing all of the funds. Also, approximately 800 calls were fielded by the Business Resource/Call Center during 2020.				
<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>	XX				
<b>Justification of Rating</b>	ECDI's history and experience is to provide funding to small businesses that are unable to get traditional bank financing. Its long track record in this arena and with Cuyahoga County has proven out in these recent specific services,				
<b>Department Contact</b>	Paul Herdeg, Director, Department of Development				
<b>User Department</b>	Department of Development				
<b>Date</b>	1/13/2022				

**National Council for Community Development dba National Development Council**

Title: National Development Council Support Program for Small Business Entities in Cuyahoga County

Department: Department of Development – 2022

National Development Council - \$750,000.00

RQ - 6222

**Scope of Work Summary**

Department of Development requesting approval of an Economic Development Grant with the National Development Council for the anticipated cost of not to exceed \$750,000.00 with a term from 3/1/2022 – 2/29/2024.

The primary goals of the project are:

- A. Provide capital and overall technical assistance to advance equity and opportunity for small minority-owned and women-owned businesses and entrepreneurs in Cuyahoga County.
- B. Operate mission-based lending services to these businesses through its Community Impact Loan Fund (CILF) tailored model, creative, low-cost loan products.
- C. Operate comprehensive technical assistance services to these businesses in conjunction with collaboration partners by providing specialized community development and entrepreneurial-focused training in classroom & online settings.
- D. Deliver the above services and loans as part of a comprehensive service delivery model, designed to complement and enhance community building efforts in target minority majority communities.

**Procurement**

The procurement method for this project was RFQ. The total value of the RFQ is \$3,000,000.00.

The RFQ was closed on July 19, 2021.

There were nineteen (19) proposals pulled from OPD, seven (7) submitted for review, and seven (7) proposals approved for review.

**Contractor and Project Information**

National Development Council

1111 Superior Avenue East – Suite 1114

Cleveland, Ohio 44114

Council District 7

Mr. Daniel Marsh, III, President and CEO

**Project Status and Planning**

The project is new to the County.

**Funding**

The project is funded 100% by the Economic Development Fund.

The schedule of payments is by invoice.



## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	6222
Infor/Lawson PO# Code (if applicable):	RFQ
Event #	1294
CM Contract#	2179

Briefing Memo	<b>Department initials</b> CF-Updated	<b>Clerk of the Board</b> <input type="checkbox"/>
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Late Submittal Required:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Why is the contract being submitted late?		
What is being done to prevent this from reoccurring?		

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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<b>FULL AND OPEN COMPETITION</b>		
<b>Formal RFQ</b>		
<b>Reviewed by Purchasing</b>		
	<b>Department initials</b>	<b>Purchasing</b>
Notice of Intent to Award (sent to all responding vendors)	CF	OK Jgas 1/20/2022
Bid Specification Packet	CF	OK Jgas 1/20/2022
Evaluation Summary (names of evaluators to be included)	CF	OK Jgas 1/20/2022
Diversity Documents – <i>if required (goal set)</i>	N/A	N/A. No diversity goals were set for this procurement.
Award Letter (sent to awarded vendor)	CF	OK Jgas 1/20/2022
Vendor’s Confidential Financial Statement – <i>if RFQ requested</i>	N/A	N/A
Tabulation Sheet	CF	OK Jgas 1/20/2022
IG#      20-0227-REG    31DEC2024	CF	OK Jgas 1/20/2022
Debarment/Suspension Verified      Date:      1/4/2022	CF	OK Jgas 1/20/2022
Auditor’s Finding                      Date:      11/30/2021	CF	OK Jgas 1/20/2022
Vendor’s Submission	CF	OK Jgas 1/20/2022
Independent Contractor (I.C.) Requirement      Date:      8/18/2021	CF	OK Jgas 1/20/2022
Cover - <i>Master contracts only</i> National Development Council 13-6532871 1111 Superior Ave East – Suite 1114 Cleveland, OH 44114 Daniel Marsh III 216-303-7177	N/A	
Contract Evaluation – <i>if required</i>	CF	OK Jgas 1/20/2022
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.	N/A	N/A
Checklist Verification	CF	OK Jgas 1/20/2022

Other documentation may be required depending upon your specific item

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

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Reviewed by Law	
	<b>Department initials</b>
Agreement/Contract and Exhibits	CF -Updated 02/09 Attached OK Jgas 1/20/2022
Matrix Law Screen shot	CF Attached OK Jgas 1/20/2022
COI	CF Attached OK Jgas 1/20/2022
Workers’ Compensation Insurance	CF Attached OK Jgas 1/20/2022

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
3/1/2022 – 12/31/2022	DV220110	55130	DEVECD001	\$750,000.00
1/1/2023 – 12/31/2023	DV220110	55130	DEVECD001	0.00
1/1/2024 – 2/29/2024	DV220110	55130	DEVECD001	0.00
			<b>TOTAL</b>	\$750,000.00

<b>Contract History CE/AG# (if applicable)</b>	N/A
<b>Infor/Lawson PO# and PO Code (if applicable)</b>	20001670 EXMT
<b>Lawson RQ# (if applicable)</b>	1808
<b>CM Contract#</b>	N/A

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$119,000.00		08/24/2020-12/31/2021	08/24/2020	BC2020-481
<b>Prior Amendment Amounts (list separately)</b>		\$			
		\$			
		\$			
<b>Pending Amendment</b>		\$			
<b>Total Amendments</b>		\$			
<b>Total Contact Amount</b>		\$			

### Purchasing Use Only:

Prior Resolutions	BC2020-481 dated 08/24/2020
CM#:	2179

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

Upload as “word” document in Infor

Vendor Name:	National Council for Community Development Inc dba National Development Council
ftp:	3/1/2022 - 2/29/2024
Amount:	NTE 750,000.00
History/CE:	20001670 EXMT
EL:	OK
Procurement Notes:	Department of Development requesting approval of an Economic Development Grant with the National Development Council for the anticipated cost of not to exceed \$750,000.00 with a term from 3/1/2022 - 2/29/2024 to provide capital and overall technical assistance to advance equity and opportunity for small minority-owned and women-owned businesses and entrepreneurs in Cuyahoga County.
Purchasing Buyer approval:	OK Jgas 1/20/2022

CONTRACT HISTORY/EVALUATION FORM					
<b>Contractor</b>	National Council for Community Development dba National Development Council				
<b>Contract/Agreement No.</b>	20001670 EXMT				
<b>RQ#</b>	1808				
<b>Time Period of Original Contract</b>	8/24/2020 Through 12/31/2021				
<b>Background Statement</b>					
<b>Service Description</b>	Technical Assistance to Cuyahoga County and its Municipalities in Economic Development				
	<b>Original Amount</b>	<b>Amendment Amount</b>	<b>Amended End Date</b>	<b>Approval Date</b>	<b>Approval #</b>
<b>Original Contract/Agreement Amount</b>	\$119,000.00			8/24/2020	BC2020-481
<b>Prior Amendment Amounts (List separately)</b>					
<b>Pending Amendment</b>					
<b>Total Amendment(s)</b>					
<b>Total Contract Amount</b>	\$119,000.00				
<b>Performance Indicators</b>	Provide technical assistance as needed to Cuyahoga County and its municipalities in economic development				
<b>Actual performance versus performance indicators (include statistics):</b>	National Development Council has provided technical assistance as required.				
<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>	National Development Council is nationally recognized for its expertise in community based economic development. The same staff who teach its nationally recognized training programs also provide technical assistance to Cuyahoga County and its municipalities as needed.				
<b>Dept. Contact</b>	Bob Flauto				
<b>User Dept.</b>	Development				
<b>Date</b>	8/25/2021				

**Ohio Aerospace Institute**

Title: Ohio Aerospace Institute Support Program for Small Business Entities in Cuyahoga County

Department: Department of Development – 2022

Ohio Aerospace Institute - \$1,000,000.00

RQ - 6222

**Scope of Work Summary**

Department of Development requesting approval of an Economic Development Grant with Ohio Aerospace Institute for the anticipated cost of not to exceed \$1,000,000.00 with a term from 3/1/2022 – 2/29/2024.

The primary goals of the project are:

- A. Provide capital and overall technical assistance to advance equity and opportunity for small minority-owned and women-owned businesses and entrepreneurs in Cuyahoga County.
- B. Operate a Marketing Support Initiative to help these businesses gain access to customers.
- C. Operate a Talent Support Initiative to assist these businesses in bolstering areas of human capital infusion into their IT, accounting, legal, human resources, marketing, and benefits management systems.
- D. Operate Capital Support Initiatives to help these businesses obtain capital to accelerate their growth.

**Procurement**

The procurement method for this project was RFQ. The total value of the RFQ is \$3,000,000.00.

The RFQ was closed on July 19, 2021.

There were nineteen (19) proposals pulled from OPD, seven (7) submitted for review, and seven (7) proposals approved for review.

**Contractor and Project Information**

Ohio Aerospace Institute

22800 Cedar Point Road

Brook Park, Ohio 44142

Council District 2

Dr. John Sankovic, President and CEO

**Project Status and Planning**

The project is new to the County.

**Funding**

The project is funded 100% by the Economic Development Fund.

The schedule of payments is by invoice.

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	6222
Infor/Lawson PO# Code (if applicable):	RFQ
Event #	1294
CM Contract#	2180

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

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

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <b>X</b>
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<b>FULL AND OPEN COMPETITION</b>		
<b>Formal RFQ</b>		
<b>Reviewed by Purchasing</b>		
	<b>Department initials</b>	<b>Purchasing</b>
Notice of Intent to Award (sent to all responding vendors)	CF	OK Jgas 1/24/2022
Bid Specification Packet	CF	<b>OK Jgas 1/24/2022</b>
Evaluation Summary (names of evaluators to be included)	CF	<b>OK Jgas 1/24/2022</b>
Diversity Documents – <i>if required (goal set)</i>	N/A	<b>N/A no diversity goals set to this procurement.</b>
Award Letter (sent to awarded vendor)	CF	<b>OK Jgas 1/24/2022</b>
Vendor’s Confidential Financial Statement – <i>if RFQ requested</i>	N/A	N/A
Tabulation Sheet	CF	<b>OK Jgas 1/24/2022</b>
IG#      19-0018-REG    31DEC2023	CF	OK Jgas 1/24/2022
Debarment/Suspension Verified    Date:    1/4/2022	CF	OK Jgas 1/24/2022
Auditor’s Finding                      Date:    11/30/2021	CF	OK Jgas 1/24/2022
Vendor’s Submission	CF	OK Jgas 1/24/2022
Independent Contractor (I.C.) Requirement    Date:    11/30/2021	CF	OK Jgas 1/24/2022
Cover - <i>Master contracts only</i> Ohio Aerospace Institute 34-1621676 22800 Cedar Point Road Brook Park, Ohio 44142 Dr. John Sankovic 440.962.3000	N/A	
Contract Evaluation – <i>if required</i>	N/A	N.A
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.	N/A	N/A
Checklist Verification	CF	<b>OK Jgas 1/24/2022</b>

Other documentation may be required depending upon your specific item

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

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Reviewed by Law	
	<b>Department initials</b>
Agreement/Contract and Exhibits	CF-Updated 02/09 attached Jgas 1/24/2022
Matrix Law Screen shot	CF attached Jgas 1/24/2022
COI	CF attached Jgas 1/24/2022
Workers’ Compensation Insurance	CF attached Jgas 1/24/2022

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
3/1/2022 - 12/31/2022	DV220110	55130	DEVECD001	\$1,000,000.00
1/1/2023 - 12/31/2023	DV220110	55130	DEVECD001	0.00
1/1/2024 – 2/29/2024	DV220110	55130	DEVECD001	0.00
			<b>TOTAL</b>	1,000,000.00

<b>Contract History CE/AG# (if applicable)</b>	N/A
<b>Infor/Lawson PO# and PO Code (if applicable)</b>	20000752-PMNT
<b>Lawson RQ# (if applicable)</b>	N/A
<b>CM Contract#</b>	M/A

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$102,000.00		6/1/2020-12/31/2020	6/1/2020	BC2020-309
<b>Prior Amendment Amounts (list separately)</b>		\$			
		\$			
		\$			
<b>Pending Amendment</b>		\$			
<b>Total Amendments</b>		\$			
<b>Total Contact Amount</b>		\$			

### Purchasing Use Only:

Prior Resolutions	BC2020-309
CM#:	2180
Vendor Name:	Ohio Aerospace Institute
ftp:	3/1/2022 - 2/29/2024
Amount:	NTE 1,000,000.00

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

Upload as “word” document in Infor

History/CE:	20000752-PMNT
EL:	OK
Procurement Notes:	Department of Development requesting approval of an Economic Development Grant with Ohio Aerospace Institute for the anticipated cost of not to exceed \$1,000,000.00 with a term from 3/1/2022 - 2/29/2024 to provide capital and overall technical assistance to advance equity and opportunity for small minority-owned and women-owned businesses and entrepreneurs in Cuyahoga County.
Purchasing Buyer approval:	OK Jgas 2-10-2022



### Village Capital Corporation

Title: Village Capital Corporation Support Program for Small Business Entities in Cuyahoga County

Department: Department of Development – 2022

Village Capital Corporation - \$500,000.00

RQ - 6222

### Scope of Work Summary

Department of Development requesting approval of an Economic Development Grant with Village Capital Corporation for the anticipated cost of not to exceed \$500,000.00 with a term from 3/1/2022 – 2/29/2024.

The primary goals of the project are:

- A. Provide capital and overall technical assistance to advance equity and opportunity for small minority-owned and women-owned businesses and entrepreneurs in Cuyahoga County.
- B. Operate “Grow U”, an accelerator for these small, entrepreneurial ventures that have been in business for three years, but need support as young businesses to move from startup capacity to “scale-up” delivery. Launches of the Contractors on the Rise & Equitable Development Initiative cohorts within the program.
- C. Offer these businesses one-on-one financial coaching and developmental services to become more efficient and effective, to reach more customers, and generate better returns and profitability on their investment.
- D. Offer affordable capital in the forms of flexibly structured loan products and grants for these businesses particularly located in distressed and underserved neighborhoods and markets.

### Procurement

The procurement method for this project was RFQ. The total value of the RFQ is \$3,000,000.00.

The RFQ was closed on July 19, 2021.

There were nineteen (19) proposals pulled from OPD, seven (7) submitted for review, and seven (7) proposals approved for review.

### Contractor and Project Information

Village Capital Corporation

11327 Shaker Boulevard – Suite 500W

Cleveland, Ohio 44104

Council District 7

Ms. Dione Alexander, President and CEO

### Project Status and Planning

The project is new to the County.

### Funding

The project is funded 100% by the Economic Development Fund.

The schedule of payments is by invoice.

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	6222
Infor/Lawson PO# Code (if applicable):	RFQ
Event #	1294
CM Contract#	2181

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

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

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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<b>FULL AND OPEN COMPETITION</b>		
<b>Formal RFQ</b>		
<b>Reviewed by Purchasing</b>		
	<b>Department initials</b>	<b>Purchasing</b>
Notice of Intent to Award (sent to all responding vendors)	CF	OK Jgas 1/20/2022
Bid Specification Packet	CF	<b>OK Jgas 1/20/2022</b>
Evaluation Summary (names of evaluators to be included)	CF	<b>OK Jgas 1/20/2022</b>
Diversity Documents – <i>if required (goal set)</i>	N/A	<b>N/A. No diversity goals set for this procurement.</b>
Award Letter (sent to awarded vendor)	CF	<b>OK Jgas 1/20/2022</b>
Vendor’s Confidential Financial Statement – <i>if RFQ requested</i>	N/A	N/A
Tabulation Sheet	CF	<b>OK Jgas 1/20/2022</b>
IG# 21-0404-REG 31DEC2025	CF	OK Jgas 1/20/2022
Debarment/Suspension Verified Date: 1/4/2022	CF	OK Jgas 1/20/2022
Auditor’s Finding Date: 11/30/2021	CF	OK Jgas 1/20/2022
Vendor’s Submission	CF	OK Jgas 1/20/2022
Independent Contractor (I.C.) Requirement Date: 1/18/2022	CF	OK Jgas 1/20/2022
Cover - <i>Master contracts only</i> Village Capital Corporation 34-1704488 11327 Shaker Boulevard – Suite 500W Cleveland, Ohio 44104 Dione Alexander 216-830-2770	N/A	
Contract Evaluation – <i>if required</i>	N/A	N/A
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.	N/A	N/A
Checklist Verification	CF	<b>OK Jgas 1/20/2022</b>

Other documentation may be required depending upon your specific item

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

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Reviewed by Law	
	<b>Department initials</b>
Agreement/Contract and Exhibits	CF-Updated 02/09 attached OK Jgas 1/20/2022
Matrix Law Screen shot	CF attached OK Jgas 1/20/2022
COI	CF attached OK Jgas 1/20/2022
Workers’ Compensation Insurance	CF attached OK Jgas 1/20/2022

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
3/1/2022 – 12/31/2022	DV220110	55130	DEVECD001	\$500,000.00
1/1/2023 – 12/31/2023	DV220110	55130	DEVECD001	\$0.00
1/1/2024 – 2/29/2024	DV220110	55130	DEVECD001	\$0.00
			<b>TOTAL</b>	\$500,000.00

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

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>					
<b>Prior Amendment Amounts (list separately)</b>		\$			
		\$			
		\$			
<b>Pending Amendment</b>		\$			
<b>Total Amendments</b>		\$			
<b>Total Contact Amount</b>		\$			

### Purchasing Use Only:

Prior Resolutions	N/A
CM#:	2181

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

Upload as “word” document in Infor

Vendor Name:	Village Capital Corporation
ftp:	3/1/2022 - 2/29/2024
Amount:	NTE \$500,000.00
History/CE:	N/A
EL:	OK
Procurement Notes:	Department of Development requesting approval of an Economic Development Grant with Village Capital Corporation for the anticipated cost of not to exceed \$500,000.00 with a term from 3/1/2022 - 2/29/2024 to provide capital and overall technical assistance to advance equity and opportunity for small minority-owned and women-owned businesses and entrepreneurs in Cuyahoga County.
Purchasing Buyer approval:	OK 2-10-2022

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0045

<b>Sponsored by: County Executive Budish/Department of Information Technology</b>	<b>A Resolution</b> authorizing an Agreement with State of Ohio/Department of Administrative Services/Office of Information Technology in the amount not-to-exceed \$1,000,000.00 for Data Center Co-location services for the period 1/1/2022 – 12/31/2026; authorizing the County Executive to execute Agreement No. 2224 and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Executive/Department of Information Technology has recommended an Agreement with State of Ohio/Department of Administrative Services/Office of Information Technology in the amount not-to-exceed \$1,000,000.00 for Data Center Co-location services for the period 1/1/2022 – 12/31/2026; and

WHEREAS, the primary goals of this project are (a) operate, repair, replace network and related devices, (b) service, installation and maintenance for equipment and (c) space for IT telecommunications servers, rack cabinets and equipment; and

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

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

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

**SECTION 1.** That the Cuyahoga County Council hereby authorizes an Agreement with State of Ohio/Department of Administrative Services/Office of Information Technology in the amount not-to-exceed \$1,000,000.00 for Data Center Co-location services for the period 1/1/2022 – 12/31/2026.

**SECTION 2.** That the County Executive is authorized to execute Agreement No. 2224 and all other documents consistent with said award and this Resolution.

**SECTION 3.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health or

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

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

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

Yeas:

Nays:

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

First Reading/Referred to Committee: February 22, 2022

Committee(s) Assigned: Finance & Budgeting

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

Title: Department of Information Technology; 2022-2026; State of Ohio-Department of Administrative Services (DAS); Agreement (CM#2224); Data Center Co-Location Services Agreement

#### Scope of Work Summary

Department of Information Technology requesting approval of an agreement with State of Ohio-Dept. of Administrative Services (DAS) for the anticipated cost of \$1,000,000.00; or \$200,000.00 annually for period of 5 years.

The Project is not new to the County. This is a new agreement. The anticipated start-completion dates are 1/1/2022 thru 12/31/2026.

The primary goals of the project are (list 2 to 3 goals).

- I. Space for IT telecommunications servers, rack cabinets, equipment
- II. Service, installation and maintenance for equipment
- III. Operate, repair, replace network and related devices

Technology Items - If the request is for the purchase of software or technical equipment:

- a) Please state the date of TAC Approval – NA
- b) Are the purchases compatible with the new ERP system? NA
- c) Is the item ERP approved
- d) Are the services covered by the original ERP budget NA

#### Procurement

This is a new agreement for a government purchase for Data Center Co-Location Services.

Initial project was an inter-agency government agreement AG1700007 County Council Resolution R2017-0038 approved 3/14/2017 for \$1,750,000.00 for the period 1/1/2017 thru 12/31/2021.

Dept. of Procurement instructed a new agreement be processed for the current period instead of an amendment.

#### Contractor and Project Information

State of Ohio DAS OIT

30 East Broad Street

Columbus, OH 43215

The Director is Kathleen Madden

#### Project Status and Planning

The project is an extension of the existing project.

#### Funding

The project is funded 100% by the General Fund – IT Administration.

The schedule of payments is by invoice.

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	na
Infor/Lawson PO# Code (if applicable):	na
CM Contract#	2224 State of Ohio -DAS *New

	Department	Clerk of the Board
Briefing Memo	mn	

Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Why is the contract being submitted late?	Late Dept. request; delay from State of Ohio with Agreement; DoP disapproval of amendment processing-required to do new contract.	
What is being done to prevent this from reoccurring?	Na Dept. of Purchasing Note: Per department’s justification: Department pre-planning	

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/> email from AMolls
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### OTHER THAN FULL AND OPEN COMPETITION Government Purchase Reviewed by Purchasing

	Department initials	Purchasing
Justification Form	mn	OK
Debarment/Suspension Verified	Date: 12/23/2021	mn OK
Auditor’s Finding	Date: 12/23/2021	mn OK
Vendor’s Submission	na	OK (vendor’s contract not signed by vendor)
Cover - Master contracts only	na	OK
Contract Evaluation – if required	mn	OK (attached 1/24/2022 (dated 1/28/2022))
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.	Na Email from A.Molls	OK (uploaded 1/24/2022)
Checklist Verification	mn	OK

***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>

### Reviewed by Law

	Department initials
Agreement/Contract and Exhibits	mn
Matrix Law Screen shot	Email from JMcGory
COI	na



## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Workers’ Compensation Insurance	na
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### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
1/1/2022 – 12/31/2022	IT100100	55130		\$200,000.00
1/1/2023 – 12/31/2023	IT100100	55130		\$200,000.00
1/1/2024 – 12/31/2024	IT100100	55130		\$200,000.00
1/1/2025 – 12/31/2025	IT100100	55130		\$200,000.00
1/1/2026 – 12/31/2026	IT100100	55130		\$200,000.00
			<b>TOTAL</b>	<b>\$1,000,000.00</b>

<b>Contract History CE/AG# (if applicable)</b>	na
<b>Infor/Lawson PO# and PO Code (if applicable)</b>	na
<b>Lawson RQ# (if applicable)</b>	na
<b>CM Contract#</b>	2224 State of Ohio -DAS *New

### History provided in 1/24/2022 submission

<b>CM#1136 State of Ohio DAS</b>	<b>Original Amount</b>	<b>Amendment Amount</b>	<b>Original Time Period/Amended End Date</b>	<b>Approval Date</b>	<b>Approval #</b>
<b>Original Amount</b>	\$1,750,000.00		1/1/2017-12/31/2021	3/14/2017	R2017-0038
		\$			
<b>Total Amendments</b>		\$			
<b>Total Contact Amount</b>		\$1,750,000.00			

	<b>Original Amount</b>	<b>Amendment Amount</b>	<b>Original Time Period/Amended End Date</b>	<b>Approval Date</b>	<b>Approval #</b>
<b>Original Amount</b>	\$1,000,000.00		1/1/2022 – 12/31/2026		
<b>Prior Amendment Amounts (list separately)</b>		\$			
		\$			
		\$			
<b>Pending Amendment</b>		\$			
<b>Total Amendments</b>		\$			

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

<b>Total Contact Amount</b>		<b>\$1,000,000.00</b>			
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### Purchasing Use Only:

Prior Resolutions:	R2017-0038
CM#:	2224
Vendor Name:	Ohio Department of Administrative Services / Office of Information Technology
ftp:	1/1/2022 – 12/31/2026
Amount:	\$1,000,000.00
History/CE:	OK
EL:	OK
Procurement Notes:	<p>1/25/2022: contract not signed by vendor – department has stipulated that the vendor will not sign prior to our approval – contract department with inquiries.</p> <p>1/24/2022: Must DELETE the 2022 line from CM1136 and correct that contract’s start/end dates prior to this contract approval; Attach revised checklist with late submittal question #2 answered and prior contract’s History completed; Attach prior contract evaluation; contract not signed by vendor; Contract has to pay the Ohio DAS specifically, not auditor of state – does not match the vendor/supplier payment information – attach confirmation by Fiscal supplier 612 is the same as this vendor for payment purposes or correct supplier/vendor. Attach TAC approval or waiver for this contract specifically (item attached references an amendment)</p>

Purchasing Buyer approval: **OK, ssp 1/25/2022**

# Department of Purchasing – Required Documents Checklist

## Upload as “word” document in Infor

Contract Group  
CUYA CUYAHOGA COUNTY ENTERPRISE

Contract  
2224 State of Ohio DAS Co-Location Agreement

Supplier Auditor of State of Ohio Contract Status Released

Comment Type  
Manual

Vendor Agreement Comment Type

Title  
2/24/2022 DEPT CORRECTIONS

Description

- Must DELETE the 2022 line from CM1136 and correct that contract's start/end dates prior to this contract approval; COMPLETED
- Attach revised checklist with late submittal question #2 answered and prior contract's History completed; COMPLETED
- Contract has to pay the Ohio DAS specifically, not auditor of state - does not match the vendor/supplier payment information - attach confirmation by Fiscal supplier 612 is the same as this vendor for payment purposes or correct supplier/vendor. COMPLETED
- Attach TAC approval or waiver for this contract specifically (item attached references an amendment); COMPLETED
- Attach prior contract evaluation; COMPLETED
- Contract not signed by vendor; IT IS A STATE OF OHIO CONTRACT, WHERE THEY DO NOT SIGN FIRST, WE DO, AND WE HAVE THE HISTORICAL REFERENCE FOR THAT.

Send Comment To Sourcing

Attachment  
01\_24\_2022 Email from M.Thomas re.vendor supplier no..pdf • View  
01\_24\_2022 Email from M.Thomas re.vendor supplier no..pdf • application/pdf

## CONTRACT EVALUATION FORM

<b>Contractor</b>	State of Ohio Dept. of Admin. Services				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	CM#1136 AG1700007				
<b>RQ#</b>	38814				
<b>Time Period of Original Contract</b>	1/1/2017 – 12/31/2021				
<b>Background Statement</b>	Initial contract approved as inter-agency agreement, County Council Resolution R2017-0038 approved 3/14/2017; for the period 1/1/2017 thru 12/31/2021 in the amount of \$1,750,000.00 for Data Center Co-Location Services.				
<b>Service Description</b>	Data Center Co-Location Service.				
<b>Performance Indicators</b>	Equipment, maintenance and service as described in the agreement.				
<b>Actual Performance versus performance indicators (include statistics):</b>	Agreement terms and services were met with no issue.				
<b>Rating of Overall Performance of Contractor</b>	<b>Superior</b>	<b>Above Average</b>	<b>Average</b>	<b>Below Average</b>	<b>Poor</b>
<b>Select One (X)</b>		X			
<b>Justification of Rating</b>	na				
<b>Department Contact</b>	Michelle Norton				
<b>User Department</b>	Dept. of IT				
<b>Date</b>	1/28/2022				

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0046

<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 Agreements with various providers, in the total amount not-to-exceed \$11,335,121.69 for child support services for the period 1/1/2022 - 12/31/2022; authorizing the County Executive to execute Agreement Nos. 2214, 2215, 2215, 2217 & 2218 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 Agreements with various providers, in the total amount not-to-exceed \$11,335,121.69 for child support services for the period 1/1/2022 - 12/31/2022 as follows:

- a) Agreement No. 2214 with Cuyahoga County Court of Common Pleas/Division of Domestic Relations in the amount not-to-exceed \$3,701,642.74;
- b) Agreement No. 2215 with Cuyahoga County Court of Common Pleas/Division of Juvenile Court in the amount not-to-exceed \$3,656,314.84;
- c) Agreement No. 2216 with Cuyahoga County Prosecuting Attorney’s Office in the amount not-to-exceed \$3,876,036.68;
- d) Agreement No. 2217 with Cuyahoga County Treasurer’s Office in the amount not-to-exceed \$77,980.34;
- e) Agreement No. 2218 with Cuyahoga County Court of Common Pleas/Division of Juvenile Court/Cashiers Department in the amount not-to-exceed \$23,147.09; 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) 49.26% Federal Funds, (b) 17.36% Health and Human Services Levy Funds (c) 0.23% Revenue Fees and (d) 9.49% State Funds (e) 13.46% Program Income and (f) 10.20% Federal Incentives; 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 Agreements with various providers, in the total amount not-to-exceed \$11,335,121.69 for child support services for the period 1/1/2022 - 12/31/2022 as follows:

- a) Agreement No. 2214 with Cuyahoga County Court of Common Pleas/Division of Domestic Relations in the amount not-to-exceed \$3,701,642.74;
- b) Agreement No. 2215 with Cuyahoga County Court of Common Pleas/Division of Juvenile Court in the amount not-to-exceed \$3,656,314.84;
- c) Agreement No. 2216 with Cuyahoga County Prosecuting Attorney's Office in the amount not-to-exceed \$3,876,036.68;
- d) Agreement No. 2217 with Cuyahoga County Treasurer's Office in the amount not-to-exceed \$77,980.34;
- e) Agreement No. 2218 with Cuyahoga County Court of Common Pleas/Division of Juvenile Court/Cashiers Department in the amount not-to-exceed \$23,147.09; and

**SECTION 2.** That the County Executive is hereby authorized to execute Agreements Nos. 2214, 2215, 2216, 2217, 2218 and all other documents consistent with awards and this Resolution.

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

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

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

Yeas:

Nays:

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

First Reading/Referred to Committee: February 22, 2022  
Committee(s) Assigned: Health, Human Services & Aging

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



Title: OFFICE OF CHILD SUPPORT SERVICES (OCCS); 2022; CUYAHOGA COUNTY DOMESTIC RELATIONS; AGREEMENT (Government to Government); ADL: 2022 OFFICE OF CHILD SUPPORT SERVICES (OCCS) IV-D CONTRACT: DOMESTIC RELATIONS COURT - COURT SERVICES

#### Scope of Work Summary

OCSS is requesting approval of a contract with DOMESTIC RELATIONS COURT for IV-D court related services in the amount of \$3,701,642.74. The term of the contract is January 1, 2022 to December 31, 2022.

If the Project is not new to the County List the Prior Board Approval Number or Resolution Number. R2021-0067

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.

The primary goals of the project are:

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.

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 \$3,701,642.74.

#### Contractor and Project Information

DOMESTIC RELATIONS COURT  
1 LAKESIDE AVENUE ROOM 149  
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 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 & 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.

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:

PROGRAM INCOME	13.46%
FEDERAL 66%	49.26%
FEDERAL INCENTIVES (\$3,403,104 + \$422,864)	10.20%
STATE MATCH & MEDICAL INCENTIVES (\$2,902,711 + \$782,143)	9.49%
IRS RECOLLECTIONS + MISC. (\$70,778 + \$8,470)	0.23%
HHS LEVY	17.36%

The schedule of payments is by invoice.

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	Not Required for Exemption – GOVP N/A
Infor/Lawson PO# Code (if applicable):	GOVP
CM Contract#	2214

2022 OFFICE OF CHILD SUPPORT SERVICES (OCCS) IV-D CONTRACT: DOMESTIC RELATIONS COURT (PART 1 OF 5)	Department	Clerk of the Board
Briefing Memo <del>See Note</del> –OK AHW	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 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 &amp; 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.</p> <p><b>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</b></p>	
What is being done to prevent this from reoccurring?	N/A–See above	

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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OTHER THAN FULL AND OPEN COMPETITION			
Government Purchase			
Reviewed by Purchasing			
Justification Form		Department initials	Purchasing
		DL	<del>See Note</del> OK AHW
Debarment/Suspension Verified	Date:	01/18/2022	DL <del>See Note</del>

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

				OK AHW
Auditor’s Finding	Date:	01/18/2022	DL	OK AHW
Vendor’s Submission			DL	Signed Contract OK AHW
Cover - <i>Master contracts only</i>			N/A	N/A
Contract Evaluation – <i>if required</i>			DL	OK AHW
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			N/A	N/A AHW
Checklist Verification			DL	OK AHW

**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>

Reviewed by Law	
	Department initials
Agreement/Contract and Exhibits	DL
Matrix Law Screen shot	DL
COI	N/A
Workers’ Compensation Insurance	N/A

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
01/01/2022 – 12/31/2022	HS245100	55130		<b>\$3,084,702.28</b>
01/01/2023 – 12/31/2023 “2022 invoices to be paid in 2023.”	HS245100	55130		<b>\$ 616,940.46</b>
			<b>TOTAL</b>	<b>\$3,701,642.74</b>

<b>Contract History CE/AG# (if applicable)</b>	1009
<b>Infor/Lawson PO# and PO Code (if applicable)</b>	GOVP
<b>Lawson RQ# (if applicable)</b>	N/A
<b>CM Contract#</b>	2214

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$3,701,642.74		01/01/2022 – 12/31/2022	Pending Approval	Pending Approval

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

<b>Prior Amendment Amounts (list separately)</b>		\$			
		\$			
		\$			
<b>Pending Amendment</b>		\$			
<b>Total Amendments</b>		\$			
<b>Total Contact Amount</b>		\$3,701,642.74			

### Purchasing Use Only:

<b>Prior Resolutions:</b>	R2021-0066; R2020-0069 (for information purposes – this is a new annual contract)
<b>CM#:</b>	2214
<b>Vendor Name:</b>	Cuyahoga County Court of Common Pleas, Division of Domestic Relations
<b>ftp:</b>	1/1/2022 – 12/31/2022
<b>Amount:</b>	\$3,701,642.74 mm
<b>History/CE:</b>	OK
<b>EL:</b>	Wet Signature
<b>Procurement Notes:</b>	<p>1.25.2022:                      Line Tab: Spread Date should be 12.31.2022                      Justification: Funding Breakdown in Briefing Memo and Justification Form appear to be different, please clarify.                      DSVF: Stale dated (1/18/2021) update and upload.</p> <p>1.27.2022:                      Justification: Funding Breakdown in Briefing Memo and Justification Form appear to be different, please clarify – not adjusted as requested. Email to Department:                      I am still not understanding the different funding sources contained in the Justification and the Briefing Memo and nothing was changed (I only checked 2214) from the original submission. I can see that the Funding Source in the Briefing Memo combines funding sources but I think for clarity and transparency these sources should match – unless there is a Department reason, which then should be clarified with a statement on one of the documents. Additionally the Briefing Memo and the Funding Breakdown add up to 100.1%.</p> <p>Justification Funding Breakdown adds up to 100%:</p>

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

**2. Funding Source(s) including percentage breakdown and identify the actual fund name(s).**

PROGRAM INCOME	13.5%
FEDERAL	49.3%
FEDERAL INCENTIVES	10.2%
STATE MATCH & MEDICAL INCENTIVES	9.5%
IRS RECOLLECTIONS + MISC.	0.2%
HHS LEVY	17.4%

Briefing Memo Funding Breakdown adds up to 100.1%: please correct.

**E. Funding**

1. The project is funded:

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

This is from the attached spreadsheet that explains the funding, however it adds up to 100.1% (probably due to rounding). Please fix and match to which Funding Breakdown is created. And re-upload.

**2022 CSEA Funding Breakdown**

	<u>DOLLARS</u>	<u>PERCENTAGE</u>
PROGRAM INCOME	\$ 4,618,919.00	13.5%
FEDERAL 66%	\$ 16,897,541.00	49.3%
FEDERAL INCENTIVES (\$3,403,104 + \$422,864)	\$ 3,500,685.00	10.2%
STATE MATCH & MEDICAL INCENTIVES (\$2,902,711 + \$782,143)	\$ 3,254,207.00	9.5%
IRS RECOLLECTIONS + MISC. (\$70,778 + \$8,470)	\$ 79,248.00	0.2%
HHS LEVY	\$ 5,956,988.00	17.4%
<b>TOTAL</b>	<b>\$ 34,307,588.00</b>	<b>100.00%</b>

Can you create a Funding breakdown that matches both documents or an explanation as to why they appear to be different?

1.27.2022:

Briefing Memos and the Justifications, the contract amount are incorrect – they only include the amount that was allocated for the calendar year. Please revise both and upload.

1.27.2022:

All changes made as requested

Purchasing Buyer approval: **OK to approve AHW 1.27.2022**

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

Title: OFFICE OF CHILD SUPPORT SERVICES (OCCS); 2022; CUYAHOGA COUNTY JUVENILE COURT; AGREEMENT (Government to Government); ADL: 2022 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 \$3,656,314.84. The term of the contract is January 1, 2022 to December 31, 2022.

If the Project is not new to the County List the Prior Board Approval Number or Resolution Number. R2021-0067

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 \$3,656,314.84.

**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 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 & 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.

**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:

PROGRAM INCOME	13.46%
FEDERAL 66%	49.26%
FEDERAL INCENTIVES (\$3,403,104 + \$422,864)	10.20%
STATE MATCH & MEDICAL INCENTIVES (\$2,902,711 + \$782,143)	9.49%
IRS RECOLLECTIONS + MISC. (\$70,778 + \$8,470)	0.23%
HHS LEVY	17.36%

The schedule of payments is by invoice.



## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	<del>Not Required for Exemption – GOVP</del>
Infor/Lawson PO# Code (if applicable):	GOVP
CM Contract#	2215

2022 OFFICE OF CHILD SUPPORT SERVICES (OCCS) IV-D CONTRACT: JUVENILE COURT MAGISTRATE (PART 2 OF 5)	Department	Clerk of the Board
Briefing Memo <del>See Notes</del> –OK AHW	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 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 &amp; 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.</p> <p><b>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</b></p>	
What is being done to prevent this from reoccurring?	See Above	

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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OTHER THAN FULL AND OPEN COMPETITION				
Government Purchase				
Reviewed by Purchasing				
			Department initials	Purchasing
Justification Form			DL	<del>See Notes</del> OK AHW
Debarment/Suspension Verified	Date:	01/18/2022	DL	<del>See Notes</del> OK AHW
Auditor’s Finding	Date:	01/18/2022	DL	OK AHW

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Vendor’s Submission	DL	Signed Contract OK AHW
Cover - <i>Master contracts only</i>	N/A	N/A AHW
Contract Evaluation – <i>if required</i>	DL	OK AHW
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.	N/A	N/A AHW
Checklist Verification	DL	OK AHW

**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>

Reviewed by Law	
	Department initials
Agreement/Contract and Exhibits	DL
Matrix Law Screen shot	DL
COI	N/A
Workers’ Compensation Insurance	N/A

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
01/01/2022 – 12/31/2022	HS245100	55130		<b>\$3,046,928.57</b>
01/01/2023 – 12/31/2023 “2022 invoices to be paid in 2023.”	HS245100	55130		<b>\$ 609,386.27</b>
		See Note OK	TOTAL	<b>\$3,656,314.84</b>

<b>Contract History CE/AG# (if applicable)</b>	1010
<b>Infor/Lawson PO# and PO Code (if applicable)</b>	GOVP
<b>Lawson RQ# (if applicable)</b>	N/A
<b>CM Contract#</b>	2215

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$3,656,314.84		01/01/2022 – 12/31/2022	Pending Approval	Pending Approval
<b>Prior Amendment Amounts (list separately)</b>		\$			

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

		\$		
		\$		
<b>Pending Amendment</b>		\$		
<b>Total Amendments</b>		\$		
<b>Total Contact Amount</b>		<b>\$3,656,314.84</b>		

### Purchasing Use Only:

Prior Resolutions:	R2021-0066; R2020-0069 (for information purposes – this is a new annual contract)
CM#:	2115
Vendor Name:	Court of Common Pleas, Division of Juvenile Court
ftp:	1/1/2022-12/31/2022
Amount:	\$3,656,314.84 mm
History/CE:	OK
EL:	Wet Signature
Procurement Notes:	<p>1.25.2022</p> <ol style="list-style-type: none"> <li>1. Accounting Units: There’s a \$.56 discrepancy on the chart vs. the line. The line may need to be adjusted.</li> <li>2. Spread Date needs to be changed to 12/31/2022</li> <li>3. Justification: Answer 1b; Funding Breakdown in Briefing Memo and Justification Form appear to be different, please clarify.</li> <li>4. DSVF: Stale dated (1/18/2021) update to current and upload.</li> </ol> <p>1.27.2022:</p> <p>Justification: Funding Breakdown in Briefing Memo and Justification Form appear to be different, please clarify – not adjusted as requested. Email to Department: I am still not understanding the different funding sources contained in the Justification and the Briefing Memo and nothing was changed (I only checked 2214) from the original submission. I can see that the Funding Source in the Briefing Memo combines funding sources but I think for clarity and transparency these sources should match – unless there is a Department reason, which then should be clarified with a statement on one of the documents. Additionally the Briefing Memo and the Funding Breakdown add up to 100.1%. Justification Funding Breakdown adds up to 100%:</p>

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

**2. Funding Source(s) including percentage breakdown and identify the actual fund name(s).**

PROGRAM INCOME	13.5%
FEDERAL	49.3%
FEDERAL INCENTIVES	10.2%
STATE MATCH & MEDICAL INCENTIVES	9.5%
IRS RECOLLECTIONS + MISC.	0.2%
HHS LEVY	17.4%

Briefing Memo Funding Breakdown adds up to 100.1%: please correct.

**E. Funding**

1. The project is funded:

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

This is from the attached spreadsheet that explains the funding, however it adds up to 100.1% (probably due to rounding. Please fix and match to which Funding Breakdown is created. And re-upload.

**2022 CSEA Funding Breakdown**

	<u>DOLLARS</u>	<u>PERCENTAGE</u>
PROGRAM INCOME	\$ 4,618,919.00	13.5%
FEDERAL 66%	\$ 16,897,541.00	49.3%
FEDERAL INCENTIVES (\$3,403,104 + \$422,864)	\$ 3,500,685.00	10.2%
STATE MATCH & MEDICAL INCENTIVES (\$2,902,711 + \$782,143)	\$ 3,254,207.00	9.5%
IRS RECOLLECTIONS + MISC. (\$70,778 + \$8,470)	\$ 79,248.00	0.2%
HHS LEVY	\$ 5,956,988.00	17.4%
 TOTAL	 \$ 34,307,588.00	 100.00%

Can you create a Funding breakdown that matches both documents or an explanation as to why they appear to be different?

1.27.2022:

Briefing Memos and the Justifications, the contract amount are incorrect – they only include the amount that was allocated for the calendar year. Please revise both and upload

The Justification Form as revised is incorrect.

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

	<p><b><u>OPERATING DEPARTMENT &amp; ACTIVITY: (Choose 1)</u></b></p> <p>The <b>OFFICE OF CHILD SUPPORT SERVICES (OCCS)</b> plans to contract with <b>JUVENILE COURT</b>, for the <b>January 1, 2022 to December 31, 2022</b> <b>FOR court services</b> in the amount of <b>\$3,656,314.28</b>.</p> <p>The total contract is \$3,656,314.84. Please revise and upload corrected version</p> <p>1.27.2022: All changes made as requested.</p>
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Purchasing Buyer approval: OK to approve, AHW 1.27.2022

**Cuyahoga County Prosecuting Attorney's Office**

Title: OFFICE OF CHILD SUPPORT SERVICES (OCCS); 2022; CUYAHOGA COUNTY PROSECUTOR'S OFFICE; AGREEMENT (Government to Government); ADL: 2022 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 \$3,876,036.68. The term of the contract is January 1, 2022 to December 31, 2022.

If the Project is not new to the County List the Prior Board Approval Number or Resolution Number. R2021-0067

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 \$3,876,036.68

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 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 & 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.

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:

PROGRAM INCOME	13.46%
FEDERAL 66%	49.26%
FEDERAL INCENTIVES (\$3,403,104 + \$422,864)	10.20%
STATE MATCH & MEDICAL INCENTIVES (\$2,902,711 + \$782,143)	9.49%
IRS RECOLLECTIONS + MISC. (\$70,778 + \$8,470)	0.23%
HHS LEVY	17.36%

The schedule of payments is by invoice.

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	Not Required for Exemption – GOVP
Infor/Lawson PO# Code (if applicable):	GOVP
CM Contract#	2216

2022 OFFICE OF CHILD SUPPORT SERVICES (OCCS) IV-D CONTRACT: PROSECUTORS OFFICE (PART 3 OF 5)	Department	Clerk of the Board
Briefing Memo <u>See Notes</u> –OK AHW	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 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 &amp; 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.</p> <p><b>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</b></p>	
What is being done to prevent this from reoccurring?	See above	

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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OTHER THAN FULL AND OPEN COMPETITION				
Government Purchase				
Reviewed by Purchasing				
			Department initials	Purchasing
Justification Form			DL	<u>See Notes</u> OK AHW
Debarment/Suspension Verified	Date:	01/18/2022	DL	OK AHW
Auditor's Finding	Date:	01/18/2022	DL	OK AHW
Vendor's Submission			DL	OK AHW



## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Cover - <i>Master contracts only</i>	N/A	N/A AHW
Contract Evaluation – <i>if required</i>	DL	OK AHW
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.	N/A	N/A
Checklist Verification	DL	OK AHW

**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>

Reviewed by Law	
	<b>Department initials</b>
Agreement/Contract and Exhibits	DL
Matrix Law Screen shot	DL
COI	N/A
Workers' Compensation Insurance	N/A

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
01/01/2022 – 12/31/2022	HS245100	55130		<b>\$3,230,030.57</b>
01/01/2023 – 12/31/2023 “2022 invoices to be paid in 2023.”	HS245100	55130		<b>\$ 646,006.11</b>
			<b>TOTAL</b>	<b>\$3,876,036.68</b>

<b>Contract History CE/AG# (if applicable)</b>	1008
<b>Infor/Lawson PO# and PO Code (if applicable)</b>	GOVP
<b>Lawson RQ# (if applicable)</b>	N/A
<b>CM Contract#</b>	2216

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$3,876,036.68		01/01/2022 – 12/31/2022	Pending Approval	Pending Approval
<b>Prior Amendment Amounts (list separately)</b>		\$			
		\$			
		\$			
<b>Pending Amendment</b>		\$			

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Total Amendments		\$		
Total Contact Amount		\$3,876,036.68		

### Purchasing Use Only:

Prior Resolutions:	R2021-0066; R2020-0069 (for information purposes – this is a new annual contract)												
CM#:	2116												
Vendor Name:	Cuyahoga County Prosecuting Attorney’s Office												
ftp:	1/1/2022-12/31/2022												
Amount:	\$3,876,036.68 mm												
History/CE:	OK												
EL:	Wet Signature												
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Purchasing Buyer approval: **OK to approve AHW 1.27.2022**

## CONTRACT EVALUATION FORM

<b>Contractor</b>	CUYAHOGA COUNTY PROSECUTOR'S OFFICE
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	1008
<b>RQ#</b>	5095
<b>Time Period of Original Contract</b>	1/1/2021 - 12/31/2021
<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

	<p>Health Insurance Affidavit or Private Health Insurance Questionnaire for purposes of establishment and enforcement of cash medical 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>Referral tracking reports for 2021 reflect a 21.9% decrease in referrals from 2020. Child support services and referrals to the Prosecuting Attorney's Office continue to be impacted by the COVID-19 pandemic. The Prosecuting Attorney's Office maintained full access to the agency and partner courts throughout 2021, whether the courts provided in-person or virtual hearings. OCSS services that had been suspended during 2020 were gradually reinstated during 2021, including advanced enforcement and collection actions. The Prosecuting Attorney's Office has met regularly with OCSS so that reinstatement of these actions was aligned.</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. Monthly expenses were submitted timely throughout 2021.</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>				
<p><b>Department Contact</b></p>	<p>Jeffrey Bloom</p>				

<b>User Department</b>	Office of Child Support Services
<b>Date</b>	01/20/2022

**Cuyahoga County Treasurer's Office**

Title: OFFICE OF CHILD SUPPORT SERVICES (OCCS); 2022; CUYAHOGA COUNTY TREASURER'S OFFICE; AGREEMENT (Government to Government); ADL: 2022 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 \$77,980.34. The term of the contract is January 1, 2022 to December 31, 2022.

If the Project is not new to the County List the Prior Board Approval Number or Resolution Number. R2021-0066

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 01/01/2022- 12/31/2022.

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 \$77,980.34.

Contractor and Project Information

~~JUVENILE COURT~~ **Treasurer's Office**  
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 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 & 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.

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:

PROGRAM INCOME	13.46%
FEDERAL 66%	49.26%
FEDERAL INCENTIVES (\$3,403,104 + \$422,864)	10.20%
STATE MATCH & MEDICAL INCENTIVES (\$2,902,711 + \$782,143)	9.49%
IRS RECOLLECTIONS + MISC. (\$70,778 + \$8,470)	0.23%
HHS LEVY	17.36%

The schedule of payments is by invoice.



## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	Not Required for Exemption – GOVP
Infor/Lawson PO# Code (if applicable):	GOVP
CM Contract#	2217

2022 OFFICE OF CHILD SUPPORT SERVICES (OCCS) IV-D CONTRACT: TREASURERS OFFICE (PART 4 OF 5)	Department	Clerk of the Board
Briefing Memo <b>See Notes</b> – OK AHW	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 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 &amp; 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.</p> <p><b>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</b></p>	
What is being done to prevent this from reoccurring?	See Above	

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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OTHER THAN FULL AND OPEN COMPETITION				
Government Purchase				
Reviewed by Purchasing				
			Department initials	Purchasing
Justification Form			DL	<b>See Notes</b> – OK AHW
Debarment/Suspension Verified	Date:	01/18/2022	DL	OK AHW
Auditor’s Finding	Date:	01/18/2022	DL	OK AHW
Vendor’s Submission			DL	OK AHW
Cover - Master contracts only			N/A	N/A AHW

## Department of Purchasing – Required Documents Checklist

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Contract Evaluation – <i>if required</i>	DL	OK AHW
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.	N/A	N/A AHW
Checklist Verification	DL	OK AHW

**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>

Reviewed by Law	
	Department initials
Agreement/Contract and Exhibits	DL
Matrix Law Screen shot	DL
COI	N/A
Workers' Compensation Insurance	N/A

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
01/01/2022 – 12/31/2022	HS245100	55130		<b>\$64,983.62</b>
01/01/2023 – 12/31/2023 “2022 invoices to be paid in 2023.”	HS245100	55130		<b>\$12,996.72</b>
			<b>TOTAL</b>	<b>\$77,980.34</b>

<b>Contract History CE/AG# (if applicable)</b>	<b>1011</b>
<b>Infor/Lawson PO# and PO Code (if applicable)</b>	<b>GOVP</b>
<b>Lawson RQ# (if applicable)</b>	<b>N/A</b>
<b>CM Contract#</b>	<b>2217</b>

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	<b>\$77,980.34</b>		<b>01/01/2022 – 12/31/2022</b>	<b>Pending Approval</b>	<b>Pending Approval</b>
<b>Prior Amendment Amounts (list separately)</b>		\$			
		\$			
		\$			

## Department of Purchasing – Required Documents Checklist

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Pending Amendment		\$			
Total Amendments		\$			
Total Contact Amount		\$77,980.34			

### Purchasing Use Only:

Prior Resolutions:	R2021-0066; R2020-0069 (for information purposes – this is a new annual contract)												
CM#:	2217												
Vendor Name:	Cuyahoga County Treasurer’s Office												
ftp:	1/1/2022-12/31/2022												
Amount:	\$77,980.34 mm												
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Purchasing Buyer approval: **OK to approve AHW 1.27.2022**

## CONTRACT EVALUATION FORM

<b>Contractor</b>	Treasurer's Office
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	1011
<b>RQ#</b>	5096
<b>Time Period of Original Contract</b>	1/1/2021 - 12/31/2021
<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 2021 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 weekly reconciliation of total transactions and amount of deposits for the OCSS to audit and be sent to OCSS by the beginning of each week for the week prior to reporting period; 3) The Treasurer's Office will discontinue accepting cashier's checks, certified checks, and money orders after providing a 30-day notice to clients; 4) During the transition described in #3, these 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 2021 cash collections totaled \$595,042.33; which represents a 10.8% increase from the prior year. CY 2021 individual payment items collected were 2,188, which is a 1.8% decrease from the prior year.				
<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 the 2021 Performance Standards, the delivery of cash receipts to OCSS was timely. At times there were delays to the cash deposits into the OCSS Depository account, which OCSS is working with this location to resolve in the upcoming year. Additionally, there have been delays in the weekly reconciliation delivery to OCSS. Although an increase in collections from the prior year, the total amount collected continued to be less than in prior years. This is due to the continued COVID-19 crisis which resulted in building closures to the public and limited in office staff daily. Otherwise, the performance complies 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 Services				
<b>Date</b>	1/19/2022				

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

Title: OFFICE OF CHILD SUPPORT SERVICES (OCCS); 2022; CUYAHOGA COUNTY JUVENILE COURT FOR COLLECTION OF CASH CHILD SUPPORT PAYMENTS; AGREEMENT (Government to Government); ADL: 2022OFFICE 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 \$23,147.09. The term of the contract is January 1, 2022 to December 31, 2022.

If the Project is not new to the County List the Prior Board Approval Number or Resolution Number. R2021-0066

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 \$23,147.09.

**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:

PROGRAM INCOME	13.46%
FEDERAL 66%	49.26%
FEDERAL INCENTIVES (\$3,403,104 + \$422,864)	10.20%
STATE MATCH & MEDICAL INCENTIVES (\$2,902,711 + \$782,143)	9.49%
IRS RECOLLECTIONS + MISC. (\$70,778 + \$8,470)	0.23%
HHS LEVY	17.36%



## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	<del>Not Required for Exemption</del> – GOVP
Infor/Lawson PO# Code (if applicable):	GOVP
CM Contract#	2218

2022 OFFICE OF CHILD SUPPORT SERVICES (OCCS) IV-D CONTRACT: JUVENILE COURT CASHIERS (PART 5 OF 5)	Department	Clerk of the Board
Briefing Memo <del>See Notes</del> – OK AHW	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 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 &amp; 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.</p> <p><b>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</b></p>	
What is being done to prevent this from reoccurring?	See above	

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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OTHER THAN FULL AND OPEN COMPETITION				
Government Purchase				
Reviewed by Purchasing				
			Department initials	Purchasing
Justification Form			DL	<del>See Notes</del> – OK AHW
Debarment/Suspension Verified	Date:	01/18/2022	DL	<del>See Notes</del> – OK AHW
Auditor’s Finding	Date:	01/18/2022	DL	OK AHW

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Vendor’s Submission	DL	Signed Contract
Cover - <i>Master contracts only</i>	N/A	N/A AHW
Contract Evaluation – <i>if required</i>	DL	OK AHW
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.	N/A	N/A AHW
Checklist Verification	DL	OK AHW

***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>

Reviewed by Law	
	Department initials
Agreement/Contract and Exhibits	DL
Matrix Law Screen shot	DL
COI	N/A
Workers’ Compensation Insurance	N/A

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
01/01/2022 – 12/31/2022	HS245100	55130		<b>\$19,289.24</b>
01/01/2023 – 12/31/2023 “2022 invoices to be paid in 2023.”	HS245100	55130		<b>\$ 3,857.85</b>
		See Note – OK	TOTAL	<b>\$23,147.09</b>

<b>Contract History</b> CE/AG# (if applicable)	1007
<b>Infor/Lawson PO# and PO Code</b> (if applicable)	GOVP
<b>Lawson RQ#</b> (if applicable)	N/A
<b>CM Contract#</b>	2218

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$23,147.09		01/01/2022 – 12/31/2022	Pending Approval	Pending Approval
<b>Prior Amendment Amounts</b> (list separately)		\$			

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

		\$			
		\$			
<b>Pending Amendment</b>		\$			
<b>Total Amendments</b>		\$			
<b>Total Contact Amount</b>		<b>\$23,147.09</b>			

### Purchasing Use Only:

Prior Resolutions:	R2021-0066; R2020-0069 (for information purposes – this is a new annual contract)
CM#:	2218
Vendor Name:	Court of Common Pleas, Juvenile Court Division
ftp:	1/1/2022-12/31/2022
Amount:	\$23,147.09
History/CE:	OK
EL:	Wet Signature
Procurement Notes:	<p>1.25.2022</p> <ol style="list-style-type: none"> <li>1. Accounting Units: There’s a \$100.00 discrepancy on the chart vs. the line. The line may need to be adjusted.</li> <li>2. Spread Date needs to be changed to 12/31/2022</li> <li>3. Justification: Funding Breakdown in Briefing Memo and Justification Form appear to be different, please clarify.</li> <li>4. DSVF: Stale dated (1/18/2021) update to current and upload.</li> </ol> <p>1.27.2022:  Justification: Funding Breakdown in Briefing Memo and Justification Form appear to be different, please clarify – not adjusted as requested. Email to Department:  I am still not understanding the different funding sources contained in the Justification and the Briefing Memo and nothing was changed (I only checked 2214) from the original submission. I can see that the Funding Source in the Briefing Memo combines funding sources but I think for clarity and transparency these sources should match – unless there is a Department reason, which then should be clarified with a statement on one of the documents. Additionally the Briefing Memo and the Funding Breakdown add up to 100.1%.  Justification Funding Breakdown adds up to 100%:</p>

**Department of Purchasing – Required Documents Checklist**

Upload as “word” document in Infor

**2. Funding Source(s) including percentage breakdown and identify the actual fund name(s).**

PROGRAM INCOME	13.5%
FEDERAL	49.3%
FEDERAL INCENTIVES	10.2%
STATE MATCH & MEDICAL INCENTIVES	9.5%
IRS RECOLLECTIONS + MISC.	0.2%
HHS LEVY	17.4%

Briefing Memo Funding Breakdown adds up to 100.1%: please correct.

**E. Funding**

1. The project is funded:

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

This is from the attached spreadsheet that explains the funding, however it adds up to 100.1% (probably due to rounding. Please fix and match to which Funding Breakdown is created. And re-upload.

**2022 CSEA Funding Breakdown**

	<u>DOLLARS</u>	<u>PERCENTAGE</u>
PROGRAM INCOME	\$ 4,618,919.00	13.5%
FEDERAL 66%	\$ 16,897,541.00	49.3%
FEDERAL INCENTIVES (\$3,403,104 + \$422,864)	\$ 3,500,685.00	10.2%
STATE MATCH & MEDICAL INCENTIVES (\$2,902,711 + \$782,143)	\$ 3,254,207.00	9.5%
IRS RECOLLECTIONS + MISC. (\$70,778 + \$8,470)	\$ 79,248.00	0.2%
HHS LEVY	\$ 5,956,988.00	17.4%
<b>TOTAL</b>	<b>\$ 34,307,588.00</b>	<b>100.00%</b>

Can you create a Funding breakdown that matches both documents or an explanation as to why they appear to be different?

1.27.2022:

Briefing Memos and the Justifications, the contract amount are incorrect – they only include the amount that was allocated for the calendar year. Please revise both and upload

1.27.2022:

All changes made as requested.

Purchasing Buyer approval: **OK to approve AHW 1.27.2022**

## 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>	1007
<b>RQ#</b>	5098
<b>Time Period of Original Contract</b>	1/1/2021 - 12/31/2021
<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>	Juvenile Court Cash Collections 2021 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 weekly reconciliation of total transactions and amount of deposits for the OCSS to audit and be sent to OCSS by the beginning of each week for the week prior to reporting period; 3) The Juvenile Court will discontinue accepting cashier's checks, certified checks, and money orders after providing a 30-day notice to clients; 4) During the transition described in #3, these 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 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.
<b>Actual Performance versus performance indicators (include statistics):</b>	CY 2021 cash collections totaled \$127,258.88; which represents a 14.1% increase from the prior year. CY 2021 individual payment items collected were 553, which is a 22.9% decrease from the prior year.

<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 the 2021 Performance Standards, the delivery of cash receipts to OCSS was timely. At times there were delays to the cash deposits into the OCSS Depository account, which OCSS is working with this location to resolve in the upcoming year. Although an increase in collections from the prior year, the total amount collected continued to be less than in prior years. This is due to the continued COVID-19 crisis which resulted in building closures to the public and limited in office staff daily. Otherwise, the performance complies as identified in the IV-D Contract and the above Performance Indicators.				
<b>Department Contact</b>	Tammie Greer				
<b>User Department</b>	Office of Child Support				
<b>Date</b>	1/19/2022				

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0047

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 agreement with Cuyahoga County Prosecutor’s Office in the amount not-to-exceed \$8,322,252.00 for legal services for the period of 1/1/2022 – 12/31/2023; authorizing the County Executive to execute the Agreement No. 2199 and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Executive/Department of Health and Human Services/Division of Children and Family Services has recommended an agreement with Cuyahoga County Prosecutor’s Office in the amount not-to-exceed \$8,322,252.00 for legal services for the period of 1/1/2022 – 12/31/2023; and

WHEREAS, the agreement is for legal services as defined in Chapter 309 of the Ohio Revised Code in matters related to the adjudication and disposition of children within the jurisdiction of Chapter 2151 of the Ohio Revised Code, and to perform such other duties that may be required of it by operation of Title IV-E; and

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

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

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

**SECTION 1.** That the Cuyahoga County Council hereby authorizes an agreement with Cuyahoga County Prosecutor’s Office in the amount not-to-exceed \$8,322,252.00 for legal services for the period of 1/1/2022 – 12/31/2023.

**SECTION 2.** That the County Executive is authorized to execute Agreement No. 2199 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,





Title: DCFS Intra-Governmental Agreement with Cuyahoga County Prosecutor's Office for 2022 2023 Legal Services

#### Scope of Work Summary

DCFS requesting approval of an agreement with Cuyahoga County Prosecutor's Office for the anticipated cost \$4,161,126.00 + \$4,161,126.00 = \$8,322,252.00 Total.

Prior Resolution Numbers: R2020-0268

Drafts all complaints

Draft necessary motions, pleadings affidavits

Appear at every court hearing with CPS

Prepare CPS, experts and other witnesses for testimony

Provide on-call representation 24/7

Handle records subpoenas in Juvenile Court

Brief and argue all appeals in agency cases

Consult with DCFS staff when families are evasive

The anticipated start-completion dates are 1/1/22-12/31/23.

The primary goals of the project are (list 2 to 3 goals).

Provide representation and counsel whenever needed in abuse, neglect and dependency matters.

#### Procurement

~~An exemption is being requested as~~ this is an intra-governmental agreement

#### Contractor and Project Information

Cuyahoga County Prosecutor's Office

1200 Ontario Street

Cleveland, OH 44113

Council District County-Wide

The Cuyahoga County Prosecutor is Michael C. O'Malley

The project is located in Council District - Countywide

#### Project Status and Planning

The project reoccurs annually.

The project is on a critical action path because The Cuyahoga County Prosecutor's Office continues to represent the County in all cases of abuse, neglect and dependency matters. There is no other available representative.

#### Funding

The project is funded 33% Federal (Title IV-E Admin); 67% HHS Levy

The schedule of payments is monthly.

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	N/A
Infor/Lawson PO# Code (if applicable):	<del>N/A</del> <b>GOVP</b>
CM Contract#	2199

<b>DCFS Intra-Governmental Agreement with Cuyahoga County Prosecutor’s Office for 2022 2023 Legal Services</b>	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?	The Cuyahoga County Prosecutor’s Office sent their funding request memo following final approval of the biennial budget, and we started working on the contract after receiving that request.	
What is being done to prevent this from reoccurring?	We could not move forward earlier due to uncertainty about the final budget amounts.	

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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**OTHER THAN FULL AND OPEN COMPETITION**  
**Government Purchase**  
**Reviewed by Purchasing**

	Department initials	Purchasing
Justification Form	DL	OK AHW
Debarment/Suspension Verified	Date: 01/06/2022	DL OK AHW
Auditor’s Finding	Date: 01/06/2022	DL OK AHW
Vendor’s Submission	DL	Signed contract OK AHW
Cover - <i>Master contracts only</i>	N/A	N/A AHW
Contract Evaluation – <i>if required</i>	DL	OK AHW
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.	N/A	N/A AHW
Checklist Verification	DL	OK AHW

***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>

**Reviewed by Law**

	Department initials
Agreement/Contract and Exhibits	DL
Matrix Law Screen shot	DL

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

COI	N/A
Workers’ Compensation Insurance	N/A

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
1/1/2022 - 12/31/2022	HS260130	55130	UCH00101	\$4,161,126.00
1/1/2023 - 12/31/2023	HS260130	55130	UCH00101	\$4,161,126.00
			<b>TOTAL</b>	<b>\$8,322,252.00</b>

<b>Contract History CE/AG# (if applicable)</b>	238
<b>Infor/Lawson PO# and PO Code (if applicable)</b>	
<b>Lawson RQ# (if applicable)</b>	
<b>CM Contract#</b>	2199

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$8,322,252.00		1/1/2022-12/31/2023		
<b>Prior Amendment Amounts (list separately)</b>		\$			
		\$			
		\$			
<b>Pending Amendment</b>		\$			
<b>Total Amendments</b>		\$			
<b>Total Contact Amount</b>		\$8,322,252.00			

### Purchasing Use Only:

<b>Prior Resolutions:</b>	
<b>CM#:</b>	2199
<b>Vendor Name:</b>	Cuyahoga County Prosecutor
<b>ftp:</b>	1/1/2022 – 12/31/2023
<b>Amount:</b>	\$8,322,252.00 mm
<b>History/CE:</b>	OK
<b>EL:</b>	OK
<b>Procurement Notes:</b>	1.24.2022 Line 1: Change Line Expiration date to 12/31/2022; Change Commitment Spread to Spread with Annual Max Edit.

## Department of Purchasing – Required Documents Checklist

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Upload as “word” document in Infor

	<p>2.1.2022 Line 1: Change Line Expiration date to 12/31/2022; Change Commitment Spread to Spread with Annual Max Edit. AHW 2.1.2022 Revisions made as requested. OK to approve AHW</p>
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Purchasing Buyer approval: **ok to approve AHW**

## CONTRACT EVALUATION FORM

<b>Contractor</b>	Cuyahoga County Prosecutor's Office				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	238				
<b>RQ#</b>	3810				
<b>Time Period of Original Contract</b>	1/1/21-12/31/21				
<b>Background Statement</b>	<p>The following services are provided by CCPO: Drafts all complaints  Draft necessary motions, pleadings affidavits  Appear at every court hearing with CPS  Prepare CPS, experts and other witnesses for testimony  Provide on-call representation 24/7  Handle records subpoenas in Juvenile Court  Brief and argue all appeals in agency cases  Consult with DCFS staff when families are evasive</p>				
<b>Service Description</b>	Custody Representation, General Civil Representation, Appeals Representation and Parent-Relative Locator Services				
<b>Performance Indicators</b>	County Prosecutor is mandated to provide counsel to CFS on all matters as requested. Once CFS has reviewed recommendations and developed a plan which is in the best interest of a child and in accordance with law, provide legal representation to secure approval from the court in order to carry out the plan. Additionally, when the Juvenile Court grants custody to CFS, if a journal entry is not forwarded, they will facilitate securing one.				
<b>Actual Performance versus performance indicators (include statistics):</b>	The County Prosecutor's Office has represented DCFS on all matters as outlined above.				
<b>Rating of Overall Performance of Contractor</b>	<b>Superior</b>	<b>Above Average</b>	<b>Average</b>	<b>Below Average</b>	<b>Poor</b>
<b>Select One (X)</b>		X			
<b>Justification of Rating</b>	The County Prosecutor's Office has fulfilled its objectives and has represented the agency in a positive and proactive manner.				

<b>Department Contact</b>	Paul Porter
<b>User Department</b>	Division of Children and Family Services
<b>Date</b>	01/11/2022

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0048

<p>Sponsored by: <b>County Executive Budish/Department of Health and Human Services/Division of Community Initiatives/Office of Early Childhood</b></p>	<p><b>A Resolution</b> authorizing a contract with Family Connections of Northeast Ohio in the amount not-to-exceed \$1,028,000.00 for program administration services and direct services for the Supporting Partnerships to Assure Ready Kids (SPARK) Program for Invest in Children for the period 2/1/2022 – 12/31/2023; authorizing the County Executive to execute Contract No. 2182 and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.</p>
<p>Co-sponsored by: <b>Councilmembers Simon, Jones, Turner and Stephens</b></p>	

WHEREAS, the County Executive/Department of Health and Human Services/Division of Community Initiatives/Office of Early Childhood has recommended a contract with Family Connections of Northeast Ohio in the amount not-to-exceed \$1,028,000.00 for program administration services and direct services for the Supporting Partnerships to Assure Ready Kids (SPARK) Program for Invest in Children for the period 2/1/2022 – 12/31/2023; and

WHEREAS, the SPARK program is an early literacy program for toddlers aged 3 and 4 with the goal of improving school readiness levels among SPARK children entering kindergarten; and

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

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

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

**SECTION 1.** That the Cuyahoga County Council hereby authorizes a contract with Family Connections of Northeast Ohio in the amount not-to-exceed \$1,028,000.00 for program administration services and direct services for the Supporting Partnerships to Assure Ready Kids (SPARK) Program for Invest in Children for the period 2/1/2022 – 12/31/2023.





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

Title: HHS: Office of Early Childhood/Invest in Children; 2022 Family Connections of Northeast Ohio, Contract for Supporting Partnerships to Assure Ready Kids (SPARK) Program.

HHS: Office of Early Childhood/Invest in Children; requesting approval of a contract with Family Connections of Northeast Ohio for the anticipated cost of \$1,028,000.00.

SPARK is our Early Literacy program for 3 and 4 year olds. Where a trained parent partner provides early literacy services in the home.

The effective date is February 1, ~~2021~~-2022.

The primary goals of the project are (list 2 to 3 goals).

- 1) Improve school-readiness levels among SPARK children entering kindergarten in targeted communities,
- 2) Increase SPARK participant scores on the 3rd grade Ohio Achievement Tests (OAT) in reading and math,
- 3) Improve school attendance rates.

#### Procurement

The procurement method for this project was by other, the total value of the exemption is \$1,028,00.00. Family Connections is the only agency that currently provides SPARK Services. They hold the replication agreement with SPARK Ohio to implement SPARK in Cuyahoga County.

#### Contractor and Project Information

Family Connections of Northeast Ohio

11811 Shaker Blvd., Suite 220,

Cleveland, OH 44120

Council District (7)

The executive director is Joanne Federman.

The address or location of the project is:

County Wide

#### Project Status and Planning

The project reoccurs annually.

#### Funding

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

The schedule of payments is monthly by invoice.

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	N/A
Infor/Lawson PO # Code (if applicable):	EXMT
CM Contract#	2182

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

<b>Late Submittal Required:</b>	<b>Yes X</b>	<b>No <del>X</del></b>
<b>Why is the contract being submitted late?</b>	Negotiations with vendor took longer than expected.	
<b>What is being done to prevent this from reoccurring?</b>	We started this process in September 2021. We did not anticipate the negotiations dragging for so long. We always strive to turn our contracts in on time.	

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No X
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OTHER THAN FULL AND OPEN COMPETITION				
RFP Exemptions (Contract)				
Reviewed by Purchasing				
			Department initials	Purchasing
Justification Form			MRC	OK
IG#	15-0202		MRC	OK
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:		N/A	N/A
Debarment/Suspension Verified	Date:	1-4-2022	MRC	OK
Auditor’s Finding	Date:	1-4-2022	MRC	OK
Vendor’s Submission			N/A	Signed Contract OK
Independent Contractor (I.C.) Requirement	Date:	2/22/2021	MRC	OK
Cover - <i>Master contracts only</i>			N/A	N/A
Contract Evaluation – <i>if required</i>			MRC	OK
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			N/A	N/A
Checklist Verification			MRC	OK

Other documentation may be required depending upon your specific item

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

OTHER THAN FULL AND OPEN COMPETITION	
RFP Exemptions (Contract)	
Reviewed by Law	
	Department initials
Agreement/Contract and Exhibits	MRC

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

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

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
2/1/2022 – 12/31/2022	HS260240	55130	UCH09999	\$514,000.00
1/1/2023 – 12/31/2023	HS260240	55130	UCH09999	\$514,000.00
			<b>TOTAL</b>	\$1,028,000.00

<b>Contract History CE/AG# (if applicable)</b>	229
<b>Infor/Lawson PO# and PO Code (if applicable)</b>	EXMT
<b>Lawson RQ# (if applicable)</b>	N/A
<b>CM Contract#</b>	2182

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$992,230.00		1/1/2020 – 12/31/2021	2/11/2020	R2020-0026
<b>Prior Amendment Amounts (list separately)</b>		\$0.00	12/31/2021	<del>7/27/2021</del> 7/27/2020	BC2020-434
		\$200,000.00	1/31/2022	4/19/2021	BC2021-180
		\$			
<b>Pending Amendment</b>		\$			
<b>Total Amendments</b>		\$			
<b>Total Contact Amount</b>		\$1,192,230.00			

### Purchasing Use Only:

<b>Prior Resolutions:</b>	
<b>CM#:</b>	2182
<b>Vendor Name:</b>	Family Connections of Northeast Ohio
<b>ftp:</b>	2/1/2022 – 12/31/2023
<b>Amount:</b>	\$1,028,000.00 MM

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

Upload as “word” document in Infor

History/CE:	OK (corrected by DoP)
EL:	OK
Procurement Notes:	1/19/22: Late – Late explanation is missing, item will not make 3 readings in council before the start date. Activity Code is not listed on Budget Breakdown section of checklist, please confirm the Activity Code listed on the line is correct. TN

Purchasing Buyer approval: LATE – Late explanation on Checklist. OK to proceed to BOC for approval. TN 1/24/22

Supporting Partnerships to Assure Ready Kids (SPARK) Program

## CONTRACT EVALUATION FORM

<b>Contractor</b>	Family Connections of Northeast Ohio				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	CM #147				
<b>RQ#</b>	N/A				
<b>Time Period of Original Contract</b>	1/1/2020 to 12/31/2021				
<b>Background Statement</b>					
<b>Service Description</b>	The SPARK program (Supporting Partnerships to Assure Ready Kids) is an early literacy program for toddlers aged 3 to 5. Early literacy activities are delivered in the home by a trained specialist working with the child and parent together.				
<b>Performance Indicators</b>	<p>Improve school-readiness levels among SPARK children entering kindergarten in targeted communities by increase the percentage of children who Demonstrate Readiness and increasing the percentage of children who are Approaching Readiness and decreasing those with Emerging Readiness on the KRA. (Kindergarten Reading Assessment).</p> <p>Demonstrating Readiness - Approaching Readiness and Emerging Readiness</p>				
<b>Actual Performance versus performance indicators (include statistics):</b>	Among children who entered kindergarten in fall 2017, SPARK children tended to perform better on the Kindergarten Readiness Assessment compared to other children in their school district. In three of four districts SPARK serves, a higher percentage of SPARK children were in the "Demonstrating" and "Approaching" categories, and a smaller percentage were in the "Emerging" category, relative to children in the school district.				
<b>Rating of Overall Performance of Contractor</b>	<b>Superior</b>	<b>Above Average</b>	<b>Average</b>	<b>Below Average</b>	<b>Poor</b>
<b>Select One (X)</b>		X			
<b>Justification of Rating</b>	Family has done an excellent job managing this ever-changing program. They have provided a high quality of services despite the challenges of funding and engagement levels from the school districts. The results achieved have been continuously high.				

<b>Department Contact</b>	Marcos Cortes
<b>User Department</b>	HHS: Office of Early Childhood/Invest in Children
<b>Date</b>	9/22/2021