



AGENDA
CUYAHOGA COUNTY EDUCATION, ENVIRONMENT & SUSTAINABILITY
COMMITTEE MEETING
WEDNESDAY, JUNE 14, 2023
CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS
C. ELLEN CONNALLY COUNCIL CHAMBERS – 4TH FLOOR
3:00 PM

Committee Members:

Sunny M. Simon, Chair – District 11

Cheryl L. Stephens, Vice Chair – District 10

Pernel Jones, Jr. – District 8

Jack H. Schron, Jr. – District 6

Yvonne M. Conwell – District 7

1. CALL TO ORDER

2. ROLL CALL

3. PUBLIC COMMENT

4. APPROVAL OF MINUTES FROM THE MAY 17, 2023 MEETING [See page 3]

5. MATTERS REFERRED TO COMMITTEE

- a) R2023-0153: A Resolution supporting an application for funding under the Clean Ohio Fund Green Space Conservation Program available through the Ohio Public Works Commission on behalf of West Creek Conservancy for the conservation of ecologically significant areas in the Watershed Divide Conservation Initiative in the City of Broadview Heights and City of Brecksville; and declaring the necessity that this Resolution become immediately effective. [See page 5]
- b) R2023-0159: A Resolution authorizing an amendment to Contract No. 2958 with The Kaiser Group, LLC dba Dynamic Workforce Solutions

for Title I Business Services in connection with the Federal Workforce Innovation and Opportunity Act for the period 1/1/2023 – 6/30/2024, for additional funds in the amount not-to-exceed \$1,650,960.44; 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 8]

- c) R2023-0160: A Resolution authorizing an amendment to Contract No. 3345 (fka Contract No. 78) with United Labor Agency Incorporated for operation of the Workforce Service Center, job seekers and employer services and management of the On-the-Job Training Program and the Federal Reemployment Services and Reemployment Services Eligibility Assessment (RESEA) program for the period 7/1/2019 – 6/30/2023 to extend the time period to 6/30/2024 and for additional funds in the amount not-to-exceed \$4,138,362.31; and declaring the necessity that this Resolution become immediately effective.[See page 25]

6. MISCELLANEOUS BUSINESS

7. ADJOURNMENT

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

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



MINUTES

CUYAHOGA COUNTY EDUCATION, ENVIRONMENT & SUSTAINABILITY
COMMITTEE MEETING
WEDNESDAY, MAY 17, 2023
CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS
C. ELLEN CONNALLY COUNCIL CHAMBERS – 4TH FLOOR
3:00 PM

1. CALL TO ORDER

Chairwoman Simon called the meeting to order at 3:06 p.m.

2. ROLL CALL

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

3. PUBLIC COMMENT

There were no public comments given.

4. APPROVAL OF MINUTES FROM THE MAY 3, 2023 MEETING

A motion was made by Ms. Conwell, seconded by Ms. Stephens and approved by unanimous vote to approve the minutes from the May 3, 2023 meeting.

5. MATTERS REFERRED TO COMMITTEE

- a) R2023-0125: A Resolution awarding a total sum, not to exceed \$100,000, to the Harvard Community Services Center for the Students of Promise Exposure Field Trip and College Tour Transportation Project from the District 3 & District 8 ARPA Community Grant Funds;

and declaring the necessity that this Resolution become immediately effective.

Mr. Bob Ivory, Director of Students of Promise; Mr. Joe Fushae, Consultant for Harvard Community Services Center; and Ms. Elaine Gohlstin, President and CEO of Harvard Community Services Center, addressed the Committee regarding Resolution No. R2023-0125. Discussion ensued.

Committee members asked questions of Mr. Ivory, Mr. Fushae and Ms. Gohlstin pertaining to the item, which they answered accordingly.

On a motion by Ms. Stephens with a second by Ms. Conwell, Resolution No. R2023-0125 was considered and approved by unanimous vote to be referred to the full Council agenda for second reading.

- b) R2023-0128: A Resolution awarding a total sum, not to exceed \$10,000, to Seeds of Literacy for the Building Capacity to Support Increased Enrollment Project from the District 9 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.

Ms. Bonnie Entler, President and CEO of Seeds of Literacy, addressed the Committee regarding Resolution No. R2023-0128. Discussion ensued.

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

On a motion by Ms. Stephens with a second by Ms. Simon, Resolution No. R2023-0128 was considered and approved by unanimous vote to be referred to the full Council agenda for second reading.

6. MISCELLANEOUS BUSINESS

Ms. Simon commended City of Cleveland Heights Mayor Kahlil Seren for the “No Mow May” initiative.

7. ADJOURNMENT

With no further business to discuss, Chairwoman Simon adjourned the meeting at 3:59 p.m., without objection.

County Council of Cuyahoga County, Ohio

Resolution No. R2023-0153

<p>Sponsored by: Councilmember Simon on behalf of Cuyahoga County Planning Commission</p>	<p>A Resolution supporting an application for funding under the Clean Ohio Fund Green Space Conservation Program available through the Ohio Public Works Commission on behalf of West Creek Conservancy for the conservation of ecologically significant areas in the Watershed Divide Conservation Initiative in the City of Broadview Heights and City of Brecksville; and declaring the necessity that this Resolution become immediately effective.</p>
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WHEREAS, Cuyahoga County has received a request from West Creek Conservancy for a Resolution supporting an application for funding under the Clean Ohio Fund Green Space Conservation Program available through the Ohio Public Works Commission on behalf of West Creek Conservancy for the conservation of ecologically significant areas in the Watershed Divide Conservation Initiative in the City of Broadview Heights and City of Brecksville; pursuant to Ohio Revised Code Section 164.23; and

WHEREAS, West Creek Conservancy seeks acquisition of fee simple interest of approximately 75 acres of greenspace within the two communities; a precipice region straddling the Furnace Run and Chippewa Creek watersheds; delineated within each respective Balanced Growth Initiatives and inclusive of high quality headwater streams, forestland and wetlands; and

WHEREAS, the project is known as “Watershed Divide Conservation Initiative” and is located in County Council District No. 6; and

WHEREAS, the total estimated project cost is \$1,350,000.00, of which \$900,000.00 is estimated for the Clean Ohio application; and

WHEREAS, Ohio Revised Code Section 164.23 provides that “an entity seeking a grant for a project that is eligible for funding shall submit an application to the natural resources assistance council with geographical jurisdiction over the proposed project area;” and, Ohio Revised Code Section 164.23(B) further provides that “in addition to the application, an applicant for a grant for a project shall include a copy of a resolution supporting the project from each county in which the proposed project is to be conducted;” and

WHEREAS, the Ohio Public Works Commission provides financial assistance to Natural Resources Assistance Councils for the purpose of preserving open spaces, sensitive ecological areas, and stream corridors; and

WHEREAS, the applications for the fifteenth-round funding under the Clean Ohio Fund Green Space Conservation Program are due on July 14, 2023 to the Cuyahoga County Natural Resources Assistance Council; and,

WHEREAS, it is necessary that this Resolution become immediately effective in order to meet the application deadline required by the Cuyahoga County Natural Resources Assistance Council.

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

SECTION 1. That the Cuyahoga County Council hereby supports the submission of an application for funding under the Clean Ohio Fund Green Space Conservation Program available through the Ohio Public Works Commission on behalf of West Creek Conservancy for the conservation of ecologically significant areas in Watershed Divide Conservation Initiative; pursuant to Ohio Revised Code Section 164.23 and known as “Watershed Divide Conservation Initiative” Project.

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.

County Council of Cuyahoga County, Ohio

Resolution No. R2023-0159

Sponsored by: County Executive Ronayne/Department of Workforce Development	A Resolution authorizing an amendment to Contract No. 2958 with The Kaiser Group, LLC dba Dynamic Workforce Solutions for Title I Business Services in connection with the Federal Workforce Innovation and Opportunity Act for the period 1/1/2023 – 6/30/2024, for additional funds in the amount not-to-exceed \$1,650,960.44; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Executive/Department of Workforce Development recommends an amendment to Contract No. 2958 with The Kaiser Group, LLC dba Dynamic Workforce Solutions for Title I Business Services in connection with the Federal Workforce Innovation and Opportunity Act for the period 1/1/2023 – 6/30/2024, for additional funds in the amount not-to-exceed \$1,650,960.44; and

WHEREAS, the primary goal of this project is to increase the number of employers engaging with the services of Ohio Means Jobs Cuyahoga County; and

WHEREAS, the project is funded 100% by Federal Funding under the Workforce Innovation & Opportunity Act ; and

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

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

SECTION 1. That the Cuyahoga County Council hereby authorizes an amendment to Contract No. 2958 with The Kaiser Group, LLC dba Dynamic Workforce Solutions for Title I Business Services in connection with the Federal Workforce Innovation and Opportunity Act for the period 1/1/2023 – 6/30/2024, for additional funds in the amount not-to-exceed \$1,650,960.44.

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

OnBase Item Detail Briefing Memo - Form

Directions: Use the following form when requesting approval of a contract, agreement, an amendment, lease, permits or grants involving the County.

Enter this information directly or paste (text) into the sections below.

Complete all items within the (parenthesis – **Note: Do not include Parenthesis**) then attach the following information as a Word Document to the OnBase item.

Title:

Department of Workforce Development; RQ8377 2023 The Kaiser Group dba Dynamic Workforce Solutions Contract to deliver Workforce Innovation & Opportunity Act (WIOA) Title I Business Services

A. Scope of Work Summary

1. Department of Workforce Development requesting approval of a contract with The Kaiser Group dba Dynamic Workforce Solutions for the anticipated cost of not-to-exceed \$450,000.00.

The provider will work collaboratively with CCWDB and as part of the Business Services Department at OMJ|CC to fulfill a vital role in listening to employer needs, effectively responding, and ultimately delivering high quality talent and services. The anticipated start-completion dates are 01/01/2023- 06/30/2024.

2. The primary goals of the project are:

- Successful staff-assisted matches of OMJ|CC registered job seekers with OMJ|CC.us-posted jobs.
- Increased number of employers engaging with the services of OMJ|CC.
- Employer repeated use of the system. Business establishments that have received or continue to receive a system service and utilized a service in the past.

B. Procurement

1. The procurement method for this project was RFP. The total value of the RFP is \$2,500,000.00.

2.The RFP was closed on 1/21/2022. There is NO SBE or DBE participation/goal.

3.There were #5 proposals pulled from OPD, #5 proposals submitted for review, #1 proposals approved.

C. Contractor and Project Information

1. The address(es) of all vendors and/or contractors is:
The Kaiser Group (DE) LLC dba Dynamic Workforce Solutions
237 South Street
Waukesha, WI, 53186

2. The President is Terri Leisten

3. The project is located in Council District: all

D. Project Status and Planning

1. The project reoccurs annually.

E. Funding

1. The project is funded 100% by Federal Funding under the Workforce Innovation and Opportunity Act.

2. The schedule of payments is monthly

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	RQ8377
Buyspeed RQ# (if applicable):	
Infor/Lawson PO# Code (if applicable):	
CM Contract#	2958

	Department	Clerk of the Board
Briefing Memo	DM	

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				DM	uploaded
IG#	22-0324			DM	The Kaiser Group (DE) LLC 22-0324-REG 31DEC2026
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:	NA		N/A	n/a
Debarment/Suspension Verified	Date:	4/26/23		DM	Valid-within 60 days
Auditor’s Finding	Date:	4/26/23		DM	Valid-within 60 days
Independent Contractor (I.C.) Requirement	Date:	5/1/23		DM	Ok-1 yr
Cover - <i>Master amendments only</i>				N/A	n/a
Contract Evaluation				DM	ok
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.				N/A	n/a
Checklist Verification				DM	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	DM
Matrix Law Screen shot	DM
COI	DM
Workers’ Compensation Insurance	DM

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Original Executed Contract (containing insurance terms) & all executed amendments	Already Attached
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Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
6/1/2023 – 12/31/23	WF365100	55130	WF-WIOA	\$714,660.00
1/1/24 – 6/30/24	WF365100	55130	WF-WIOA	\$936,300.44
			TOTAL	\$1,650,960.44

Contract History CE/AG# (if applicable)	
Infor/Lawson PO# Code (if applicable)	
Lawson RQ# (if applicable)	8377
CM Contract#	2958

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
Original Amount	\$450,000		1/1/23-6/30/24	12/19/22	BC2022-787
Prior Amendment Amounts (list separately)		\$			
		\$			
		\$			
Pending Amendment		\$1,650,960.44	1/1/23-6/30/24 Effective upon signature of all parties-6/30/2024		
Total Amendments		\$1,650,960.44			
Total Contact Amount		\$2,100,960.44			

Purchasing Use Only:

Prior Resolutions:	BC2022-787
Amend:	Amend 2 for additional \$1,650,960.44
Vendor Name:	The Kaiser Group (DE) LLC 22-0324-REG 31DEC2026
ftp:	Effective upon signature of all parties-6/30/2024

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Amount:	\$1,650,960.44
History/CE:	ok
EL:	ok
Procurement Notes:	Buyer review completed
Purchasing Buyer’s initials and date of approval	Lz 5.10.2023



Department of Purchasing Tabulation Sheet

REQUISITION NUMBER: 8377/Event #2243	TYPE: RFP	ESTIMATE: \$2,500,000.00	
CONTRACT PERIOD:	RFB/RFP/RFQ DUE DATE: January 24, 2022	NUMBER OF RESPONSES: 36/5	
REQUESTING DEPARTMENT: Workforce Development	COMMODITY DESCRIPTION: Workforce Innovation & Opportunity Act (WIOA) Title I Business Services		
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	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Bid Bond / Check	Buyer Administrative Review: OPD Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE	Dept. Tech. Review	Award: (Y/N)
1. America Works of Ohio, Inc. 228 East 45 th Street 16 th Floor New York, NY 10017	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 checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<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: OPD Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE	Dept. Tech. Review	Award: (Y/N)
			<input type="checkbox"/> N/A PH: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A CCBB: Not submitted CCBEIP: Not submitted COOP: <input checked="" type="checkbox"/> Yes Response: NO OPD Buyer Initials: _____			SBE: _____ % MBE: _____ % WBE: _____ % Total % SBE/MBE/WBE Comply: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> No SBE/MBE/WBE Comments and Initials: _____ _____		

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)
			OPD Buyer Initials: _____					

	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.	The Centers for Families and Children 4500 Euclid Avenue Cleveland, OH 44103	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: 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: Not submitted CCBEIP: Not submitted COOP: <input checked="" type="checkbox"/> Yes Response: NO	<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)
			OPD Buyer Initials: _____					

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)
4. The Kaiser Group (DE) LLC dba Dynamic Workforce Solutions 237 South Street Waukesha, WI 53186	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:	<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):		<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)
			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: Not submitted CCBEIP: Not submitted COOP: <input checked="" type="checkbox"/> Yes Response: NO OPD Buyer Initials: _____			SBE / MBE / WBE <input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> No Total % SBE: _____ % MBE: _____ % WBE: _____ % SBE / MBE / WBE Comply: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> No SBE / MBE / WBE Comments and Initials: _____ _____		

Transaction ID:

Bidder's / Vendors Name and Address	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. United Labor Agency 737 Bolivar Road, Suite 300 Cleveland, OH 44115	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: 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: Not submitted CCBEIP:	<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)
			Not submitted COOP: <input checked="" type="checkbox"/> Yes Response: YES OPD Buyer Initials: _____ lz_____			[Redacted]		

Transaction ID:

CONTRACT EVALUATION FORM

Contractor	The Kaiser Group DbA Dyamic Workforce Solutions				
Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:	CM#2958				
RQ#	8377				
Time Period of Original Contract	1/1/2023-6/30/2024				
Background Statement	WIOA provides resources, services and leadership tools for the workforce system to help individuals find good jobs and stay employed and improves employer prospects for success in the global marketplace. It ensures that the workforce system operates as a comprehensive, integrated and streamlined system to provide pathways to prosperity for those it serves and continuously improves the quality and performance of its services.				
Service Description	As required by the Workforce Innovation & Opportunity Act (WIOA) the business service operator will provide a broad range of services to meet the needs of businesses and employers. They will accomplish this through a business services unit who will manage On-the-Job, Incumbent and Customized Training Programs. They will also work with the Job Seeker services team to match qualified candidates with the employers they have built relationships with.				
Performance Indicators	<ul style="list-style-type: none"> • New Employer Partnerships • New Business Outreach 				
Actual Performance versus performance indicators (include statistics):	<p>New Business Outreach Q1 Benchmark 75; YTD Actual 355</p> <p>New Employer Partnerships Q1 Benchmark 65; YTD Actual 64</p>				
Rating of Overall Performance of Contractor	Superior	Above Average	Average	Below Average	Poor
Select One (X)		X			
Justification of Rating	Dynamic has met or exceeded their goals by building new relationships with an array of local businesses. These new formed partnerships are essential in helping our job seekers obtain employment.				
Department Contact	DeShaun Matthews				
User Department	Workforce Development				
Date	5/2/2023				

County Council of Cuyahoga County, Ohio

Resolution No. R2023-0160

Sponsored by: County Executive Ronayne/Department of Workforce Development	A Resolution authorizing an amendment to Contract No. 3345 (fka Contract No. 78) with United Labor Agency Incorporated for operation of the Workforce Service Center, job seekers and employer services and management of the On-the-Job Training Program and the Federal Reemployment Services and Reemployment Services Eligibility Assessment (RESEA) program for the period 7/1/2019 – 6/30/2023 to extend the time period to 6/30/2024 and for additional funds in the amount not-to-exceed \$4,138,362.31; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution, and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Executive/ Department of Workforce Development recommends an amendment to Contract No. 3345 (fka Contract No.78) with United Labor Agency Incorporated for operation of the Workforce Service Center, job seekers and employer services and management of the On-the-Job Training Program and the Federal Reemployment Services and Reemployment Services Eligibility Assessment (RESEA) program for the period 7/1/2019 – 6/30/2023 to extend the time period to 6/30/2024 and for additional funds in the amount not-to-exceed \$4,138,362.31; and

WHEREAS, the primary goal of this project is to continue to provide career, training and support activities to eligible participants to promote successful employment; and

WHEREAS, the project is funded (a) 88% Workforce Innovation and Opportunity Act (WIOA) funds and (b) 12% by Reemployment Services and Eligibility Assessment Funds; and

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

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

SECTION 1. That the Cuyahoga County Council hereby authorizes an amendment to Contract No. 3345 (fka78) with United Labor Agency Incorporated for operation of the Workforce Service Center, job seekers and employer services and management of the On-the-Job Training Program and the Federal Reemployment Services and Reemployment Services Eligibility Assessment (RESEA) program for the period 7/1/2019 – 6/30/2023 to extend the time period to 6/30/2024 and for additional funds in the amount not-to-exceed \$4,138,362.31.

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

SECTION 3. It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health 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: June 6, 2023

Committee(s) Assigned: Education, Environment & Sustainability

Journal _____
_____, 20__

OnBase Item Detail Briefing Memo - Form

Directions: Use the following form when requesting approval of a contract, agreement, an amendment, lease, permits or grants involving the County.

Title:

Workforce Development; RQ#44417 2023 United Labor Agency; Contract Amendment#9 WIOA Services to Job Seekers, and Reemployment Services and Eligibility Assessment program

A. Scope of Work Summary

1. Department of Workforce Development is requesting an Exemption that will result in an amendment with United Labor Agency Contract #3345 for the anticipated cost of not-to-exceed \$4,138,362.31.

If the Project is not new to the County List the Resolution Numbers R2019-0141; R2020-0116, R2021-0038, R2021-0166, BC2019-757, BC2021-139, BOC 5/16/22 Item of Note #2, R2022-0433 and Item # 3.

Describe the exact services being provided.

As required by the Workforce Innovation & Opportunity Act (WIOA) the Workforce Service Center Operator operates the office of OMJ|CC by providing personnel and coordinating the work of the mandatory partners to assist job seekers by providing a full range of career, employment, training and supportive services. In addition, this contract amendment includes funding for the federal Reemployment Services and Eligibility Assessment (RESEA) program. RESEA is a mandatory participation program for certain state identified Unemployment Insurance (UI) recipients. The Reemployment Services and Eligibility Assessment (RESEA) program is designed to provide reemployment services to customers via online and in-person activities.

The contract amendment will increase the funds in the contract by \$4,138,362.31.

The anticipated start-completion dates are: 7/1/23-6/30/24 .

2. The primary goals of the project are (list 2 to 3 goals). Provide career, training and support activities to eligible participants to promote successful employment.

B. Procurement

1. The procurement method for this project was RFP. **This is an amendment to contract CE1900233/CM78**

2.The RFP was closed on 2/5/2019.

6.[*Option 4*] **Per section 107(d)(10)(C) of WIOA, local WDBs have the responsibility to identify eligible providers of career services for the WIOA Title I Adult and Dislocated Worker programs. Local WDBs may assign Operators responsibility for career services or may execute agreements with service providers.**

Providers of career services meet the definition of subrecipients in that the services benefit a public purpose, the providers determine participant eligibility, and directly serve those who are eligible. Competitive procurement requirements under the Uniform Guidance and under state procurement regulations are applicable to selection of entities to serve in a contractual role. Since adult and dislocated worker career services provider is as a subrecipient role, local WDBs do not have to conduct a competitive process to select career services providers.

C. Contractor and Project Information

1. The address(es) of all vendors and/or contractors is (provide the full address in the following format):

**United Labor Agency
737 Bolivar Rd
Cleveland, OH 44115
Council District – County Wide**

2. The executive director for the contractor is **David Megenhardt**

3.b. The project is located in Council District - **ALL**

D. Project Status and Planning

1. The project required by Workforce Innovation & Opportunity Act and is ongoing.

E. Funding

1. The project is funded **100% Federal funds (88% Workforce Innovation & Opportunity Act & 12% Reemployment Services and Eligibility Assessment).**

2. The schedule of payments is **monthly.**

3. The project is an amendment to a contract. This amendment increases the contract by \$4,138,362.31 and extend end date to June 30th, 2024.

F. Items/Services Received and Invoiced but not Paid:

Please reference the alternate procurement process and the Board of Control Approval Number for exemptions from aggregation on various requisitions to reimburse employers for employee wage and training expenses; to authorize payments to various providers for family centered services and support wraparound program services, or to make award recommendations to various providers for toxicology services.

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	44417
Infor/Lawson PO # Code (if applicable):	
CM Contract#	3345

	Department initials	Clerk of the Board
Briefing Memo	DM	<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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OTHER THAN FULL AND OPEN COMPETITION				
RFP Exemptions (Contract)				
Reviewed by Purchasing				
			Department initials	Purchasing
Justification Form			DM	ok
IG#	20-0378		DM	
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:		N/A	Ok-current calendar yr
Debarment/Suspension Verified	Date:	5/1/23	DM	Valid-within 60 days
Auditor’s Finding	Date:	5/1/23	DM	Valid-within 60 days
Vendor’s Submission			N/A	Partially executed contract uploaded
Independent Contractor (I.C.) Requirement	Date:	5/2/23	DM	Ok-1 yr
Cover - <i>Master contracts only</i>			N/A	
Contract Evaluation – <i>if required</i>			DM	ok
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			N/A	n/a
Checklist Verification			DM	

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	DM
Matrix Law Screen shot	DM
COI	DM

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Workers' Compensation Insurance	DM
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Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
7/1/23–12/31/23	WF365100	55130	WF-WIOA	\$1,379,454.10
1/1/24-6/30/24	WF365100	55130	WF-WIOA	\$2,758,908.21
			TOTAL	4,138,362.31

Contract History CE/AG# (if applicable)	CE1900233
Infor/Lawson PO# and PO Code (if applicable)	CE1900233-01
Lawson RQ# (if applicable)	44417
CM Contract#	3345 FKA 78

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
Original Amount	\$4,570,727.00		7/1/19-6/30/20	6/25/19	R2019-0141
Prior Amendment Amounts (list separately)		\$214,500.00	10/21/2019-6/30/2020	10/21/2019	BC2019-757
		\$2,127,112.17	7/1/2020-12/31/2020	6/23/2020	R2020-0116
		\$2,619,463.00	1/1/2021-6/30/2021	2/9/2021	R2021-0038
		\$230,612.00	1/1/2021-6/30/2021	3/29/2021	BC2021-139
		\$5,776,780.40	7/1/2021-6/30/2022	7/20/2021	R2021-0166
		\$0.00	7/1/2022-12/31/2022	5/16/2022	Item of Note #2
		\$3,059,563.47	7/1/2022-06/30/2023	12/6/22	R2022-0433
		\$2,509,779.50	1/1/2023 – 6/30/2023	3/28/23	Item # 3
Pending Amendment		\$4,138,362.31	7/1/23-6/30/24 effective upon sig of all parties – 6/30/2024		
Total Amendments		\$20,676,172.85			
Total Contact Amount		\$25,246,899.85			

Purchasing Use Only:

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Prior Resolutions:	R2019-0141 BC2019-757 R2020-0116 R2021-0038 BC2021-139 R2021-0166 Item of Note #2 R2022-0433 Item # 3
CM#:	3345 fka CM 78
Vendor Name:	United Labor Agency
ftp:	Effective upon signature of all parties-6/30/2023 EXT 6/30/2024
Amount:	Additional \$4,138,362.31
History/CE:	ok
EL:	ok
Procurement Notes:	Buyer review completed lz 5.12.2023

CONTRACT EVALUATION FORM

Contractor	United Labor Agency Inc.				
Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:	CE1900233-01/CM#78				
RQ#	44417				
Time Period of Original Contract	7/1/2019-6/30/2020				
Background Statement	WIOA provides resources, services and leadership tools for the workforce system to help individuals find good jobs and stay employed and improve employer prospects for success in the global marketplace. It ensures that the workforce system operates as a comprehensive, integrated and streamlined system to provide pathways to prosperity for those it serves and continuously improves the quality and performance of its services.				
Service Description	As required by the Workforce Innovation & Opportunity Act (WIOA) the Workforce Service Center Operator operates the office of OMJ CC by providing personnel and coordinating the work of the mandatory partners to assist job seekers by providing a full range of career, employment, training and supportive services. In addition, this amendment is for continued funding for the Reemployment Services and Eligibility Assessment program. The Reemployment Services and Eligibility Assessment (RESEA) program is designed to provide reemployment services to customers via online and in-person activities.				
Performance Indicators	<ul style="list-style-type: none"> • Number of Job Seekers Enrolled and determined eligible for WIOA • Number of Job Placements 				
Actual Performance versus performance indicators (include statistics):	Number of Individuals Enrolled benchmark 3,700; YTD 3032 Number of job placements benchmark 1,100; YTD 495				
Rating of Overall Performance of Contractor	Superior	Above Average	Average	Below Average	Poor
Select One (X)			X		
Justification of Rating	ULA either has met or come just short of reaching their goals up to this point in the program year.				
Department Contact	DeShaun Matthews				
User Department	Workforce Development				
Date	5/1/2023				