



AGENDA
CUYAHOGA COUNTY HEALTH, HUMAN SERVICES & AGING
COMMITTEE MEETING
WEDNESDAY, JULY 26, 2023
CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS
C. ELLEN CONNALLY COUNCIL CHAMBERS – 4TH FLOOR
1:00 PM

Committee Members:

Yvonne M. Conwell, Chair – District 7
Martin J. Sweeney, Vice Chair – District 3
Cheryl L. Stephens – District 10
Meredith M. Turner – District 9
Dale Miller – District 2

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PUBLIC COMMENT**
- 4. APPROVAL OF MINUTES FROM THE JULY 12, 2023 MEETING [See Page 4]**
- 5. MATTERS REFERRED TO COMMITTEE**
 - a) **R2023-0218:** A Resolution authorizing an amendment to a master contract with various providers for emergency assistance services for the period 9/1/2021 – 8/31/2023, to extend the time period to 8/31/2024 and for additional funds in the total amount not-to-exceed \$1,575,000.00; 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 7]
 - 1) Contract No. 1628 with A-Z Furniture Co., Inc. in the amount not-to-exceed \$315,000.00.

- 2) Contract No. 1630 with Burlington Stores, Inc. in the amount not-to-exceed \$420,000.00.
 - 3) Contract No. 1633 with Dave’s Supermarket, Inc. in the amount not-to-exceed \$125,000.00.
 - 4) Contract No. 1634 with Penney OpCo LLC dba JC Penney in the amount not-to-exceed \$330,000.00.
 - 5) Contract No. 1635 with West 25th Furnishings and Appliances, Inc. in the amount not-to-exceed \$385,000.00.
- b) R2023-0219: A Resolution authorizing an amendment with various providers for permanent supportive housing services to chronically homeless single adults and high-barrier homeless persons for the period 7/1/2021 – 6/30/2023, to extend the time period to 6/30/2024 and for additional funds in the amount no-to-exceed \$2,000,000.00; 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 36]
- 1) Contract No. 1602 with Emerald Development & Economic Network, Inc. in the amount not-to-exceed \$917,663.00.
 - 2) Contract No. 1604 with Famicos Foundation, Ltd. dba 1800 Superior Apartments in the amount not-to-exceed \$150,097.00.
 - 3) Contract No. 1605 with Front Steps Housing & Services, Inc. in the amount not-to-exceed \$334,538.00.
 - 4) Contract No. 1617 with Mental Health Services for Homeless Persons, Inc dba FrontLine Services in the amount not-to-exceed \$160,005.00.
 - 5) Contract No. 1606 with Humility of Mary Housing, Inc. in the amount not-to-exceed \$110,796.00.
 - 6) Contract No. 1614 with Young Women’s’ Christian Association (YWCA) – Independence Place, LLC in the amount not-to-exceed \$141,576.00.
 - 7) Contract No. 1613 with Young Women’s’ Christian Association (YWCA) – Cogswell Hall in the amount not-to-exceed \$185,325.00.

- c) R2023-0220: A Resolution authorizing an amendment to Contract No. 3013 with Lutheran Metropolitan Ministry for operations and case management services for a 400-bed Men's Emergency Shelter, located at 2100 Lakeside Avenue, Cleveland, and for facilitation and coordination of overflow shelter services for single adults and families at various locations for the period 1/1/2023 – 8/19/2023, to extend the time period to 12/31/2023 and for additional funds in the total amount not-to-exceed \$1,575,000.00; 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 71]

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 HEALTH, HUMAN SERVICES & AGING
COMMITTEE MEETING
WEDNESDAY, JULY 12, 2023
CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS
C. ELLEN CONNALLY COUNCIL CHAMBERS – 4TH FLOOR
1:00 PM**

1. CALL TO ORDER

Chairwoman Conwell called the meeting to order at 1:07 p.m.

2. ROLL CALL

Ms. Conwell asked Clerk Richardson to call the roll. Committee members Conwell, Sweeney, Turner and Miller were in attendance and a quorum was determined. Committee member Stephens arrived after the roll call was taken. Councilmember Simon was also in attendance.

3. PUBLIC COMMENT

Loh addressed the Committee regarding the various housing challenges to persons experiencing homelessness.

4. APPROVAL OF MINUTES FROM THE JUNE 28, 2023 MEETING

A motion was made by Ms. Turner, seconded by Mr. Miller and approved by unanimous vote to approve the minutes from the June 28, 2023 meeting.

5. MATTERS REFERRED TO COMMITTEE

- a) R2023-0190: A Resolution awarding a total sum, not to exceed \$10,000, to Birthing Beautiful Communities for the Birth Center facility project from the District 9 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.

Ms. Jazmin Long, President and Chief Executive Officer and Mr. Michael Bowen, Board Chair of Birthing Beautiful Communities, addressed the Committee and Councilmember regarding Resolution No. R2023-0190. Discussion ensued.

Committee members and Councilmember asked questions of Ms. Long and Mr. Bowen pertaining to the item, which they answered accordingly.

On a motion by Ms. Turner with a second by Mr. Sweeney, Resolution No. R2023-0190 was considered and approved by unanimous vote to be referred to the full Council agenda for second reading.

Mr. Miller, Mr. Sweeney, Ms. Tuner and Ms. Conwell requested to have their names added as co-sponsors to the legislation.

- b) R2023-0192: A Resolution awarding a total sum, not to exceed \$23,000, to Share Homes Inc. for the SAFETEE Mental Health Tracker from the District 11 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.

Dr. Rhonda Turpin, Director of Share Homes Inc., addressed the Committee and Councilmember regarding Resolution No. R2023-0192. Discussion ensued.

Committee members and Councilmember asked questions of Dr. Turpin pertaining to the item, which she answered accordingly.

On a motion by Ms. Conwell with a second by Ms. Turner, Resolution No. R2023-0192 was considered and approved by unanimous vote to be referred to the full Council agenda for second reading.

Ms. Conwell, Ms. Turner, Ms. Stephens, Mr. Miller and Mr. Sweeney requested to have their names added as co-sponsors to the legislation.

- c) R2023-0201: A Resolution authorizing an amendment to Agreement No. 2833 with The MetroHealth System for comprehensive medical services for families involved with the Division of Children and Family Services for the period 1/1/2023 – 12/31/2023 for additional funds in the amount not-to-exceed \$1,038,459.52; and declaring the necessity that this Resolution become immediately effective.

Mr. Marcos Cortes, Administrator of the Division of Contracts Administration and Performance for the Department of Health and Human Services and Ms. Karen Stormann, Social Program Administrator for the Division of Children and Family Services, addressed the Committee and Councilmember regarding Resolution No. R2023-0201. Discussion ensued.

Committee members and Councilmember asked questions of Mr. Cortes and Ms. Stormann pertaining to the item, which they answered accordingly.

On a motion by Mr. Sweeney with a second by Ms. Turner, Resolution No. R2023-0201 was considered and approved by unanimous vote to be referred to the full Council agenda with a recommendation for passage under second reading suspension.

Ms. Turner and Mr. Sweeney requested to have their names added as co-sponsors to the legislation.

6. MISCELLANEOUS BUSINESS

There was no miscellaneous business.

7. ADJOURNMENT

With no further business to discuss, Chairwoman Conwell adjourned the meeting at 2:02 p.m., without objection.

County Council of Cuyahoga County, Ohio

Resolution No. R2023-0218

Sponsored by: County Executive Ronayne/Department of Health and Human Services/Division of Children and Family Services	A Resolution authorizing an amendment with various providers for emergency assistance services for the period 9/1/2021 – 8/31/2023, to extend the time period to 8/31/2024 and for additional funds in the total amount not-to-exceed \$1,575,000.00; 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.
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WHEREAS, the County Executive/Department of Health and Human Services/Division of Children and Family Services recommends an amendment with various providers for emergency assistance services for the period 9/1/2021 – 8/31/2023, to extend the time period to 8/31/2024 and for additional funds in the total amount not-to-exceed \$1,575,000.00 as follows:

- a. Contract No. 1628 with A-Z Furniture Co. Inc. in the amount not-to-exceed \$315,000.00;
- b. Contract No. 1630 with Burlington Stores, Inc. in the amount not-to-exceed \$420,000.00;
- c. Contract No. 1633 with Dave’s Supermarket, Inc. in the amount not-to-exceed \$125,000.00;
- d. Contract No. 1634 with Penney OpCo LLC, dba J C Penney in the amount not-to-exceed \$330,000.00;
- e. Contract No. 1635 with West 25th Furnishings and Appliances, Inc. in the amount not-to-exceed \$385,000.00; and

WHEREAS, this project is funded as follows: (a) 79% Federal Emergency Services (ESSA) and (b) 21% 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 an amendment with various providers for emergency assistance services for the period

9/1/2021 – 8/31/2023, to extend the time period to 8/31/2024 and for additional funds in the total amount not-to-exceed \$1,575,000.00 as follows:

- a. Contract No. 1628 with A-Z Furniture Co. Inc. in the amount not-to-exceed \$315,000.00;
- b. Contract No. 1630 with Burlington Stores, Inc. in the amount not-to-exceed \$420,000.00;
- c. Contract No. 1633 with Dave’s Supermarket, Inc. in the amount not-to-exceed \$125,000.00;
- d. Contract No. 1634 with Penney OpCo LLC, dba J C Penney in the amount not-to-exceed \$330,000.00;
- e. Contract No. 1635 with West 25th Furnishings and Appliances, Inc. in the amount not-to-exceed \$385,000.00.

SECTION 2. That the County Executive is authorized to execute the amendment and all documents consistent with this Resolution. To the extent that any exemptions are necessary under the County Code and contracting procedures, they shall be deemed approved by the adoption of this Resolution.

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

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

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

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

First Reading/Referred to Committee: July 18, 2023
Committee(s) Assigned: Health, Human Services & Aging

Journal _____
_____, 20__

Title	RQ#5074 Division of Children and Family Services Master Contract with various providers for Emergency Assistance Services Amendment 2
Department or Agency Name	Division of Children and Family Services
Requested Action	<input type="checkbox"/> Contract <input type="checkbox"/> Agreement <input type="checkbox"/> Lease <input checked="" type="checkbox"/> Amendment <input type="checkbox"/> Revenue Generating <input type="checkbox"/> Purchase Order <input type="checkbox"/> Other (please specify):

Original (O)/ Amendment (A-#)	Contract No. (If PO, list PO#)	Vendor Name	Time Period	Amount	Date BOC Approved/ Council's Journal Date	Approval No.
O	1628, 1630, 1633, 1634, 1635	A-Z Furniture; Burlington Stores, Dave's Supermarket, Penney OpCo LLC dba JC Penney and West 25 th Furnishings and Appliances	9/1/2021 – 8/30/2022	\$1,575,000	8/03/2021	R2021-0179
A-1	1628, 1630,1633 ,1634,163 5	A-Z Furniture, Burlington Stores, Dave's Supermarket, Penney OpCo LLC dba JCPenney and West 25 th Furnishings and Appliances	9/1/2022 – 8/30/2023	\$1,575,000	9/28/22	R2022-0328D

Service/Item Description (include quantity if applicable):
 Emergency assistance includes food, furniture, and basic appliances and are provided so that families may be diverted from further involvement with DCFS and/or caregivers can better meet the needs of children in their care. Families and caretakers approved for emergency assistance are often experiencing a crisis and therefore need items such as beds, cribs, food, and basic appliances. These items are

provided as soon as possible following the receipt of a Purchase Order or gift card from Cuyahoga County.

For purchases of furniture, computers, vehicles: Additional Replacement
Age of items being replaced: N/A **How will replaced items be disposed?** N/A

Project Goals, Outcomes or Purpose (list 3):
 Provide basic food items
 Provide basic household furnishings
 Provision of these items in order to divert family/caregivers from further involvement with DCFS, while they are experiencing a crisis

If a County Council item, are you requesting passage of the item without 3 readings. Yes No

In the boxes below, list Vendor/Contractor, etc. Name, Street Address, City, State and Zip Code. Beside each vendor/contractor, etc. provide owner, executive director, other (specify)

Vendor Name and address:	Owner, executive director, other (specify):
A-Z Furniture Co. Inc 1860 East 55 th Street Cleveland, OH 44103	Joe Golan, manager
Burlington Stores Inc 1830 Route 130 North Burlington, NJ 08016	Jeff Laub, manager
Dave's Supermarket 5300 Richmond Road Bedford Heights, OH 44146	Thomas Thiry, manager
Penney OpCo LLC, dba JCPenney 2401 S. Stemmons Freeway, Suite 4000 Lewisville, Texas 75067	Bridget Vetttese, manager
West 25 th Furnishings and Appliances, Inc 2104 Wet 25 th Street Cleveland, OH 44113	Alex Feuerman, owner
Vendor Council District: various districts	Project Council District: various districts
If applicable provide the full address or list the municipality(ies) impacted by the project.	n/a

COMPETITIVE PROCUREMENT	NON-COMPETITIVE PROCUREMENT
RQ # <i>if applicable</i> <input type="checkbox"/> RFB <input checked="" type="checkbox"/> RFP <input type="checkbox"/> RFQ <input type="checkbox"/> Informal <input type="checkbox"/> Formal Closing Date:	Provide a short summary for not using competitive bid process. *See Justification for additional information.
The total value of the solicitation: \$1,575,000	<input type="checkbox"/> Exemption
Number of Solicitations (sent/received) 37 /5	<input type="checkbox"/> State Contract, list STS number and expiration date

	<input type="checkbox"/> Government Coop (Joint Purchasing Program/GSA) , list number and expiration date
Participation/Goals (%): (0%) DBE (0%) SBE (0%) MBE (0%) WBE. Were goals met by awarded vendor per DEI tab sheet review? yes	<input type="checkbox"/> Sole Source <input type="checkbox"/> Public Notice posted by Department of Purchasing. Enter # of additional responses received from posting ().
Recommended Vendor was low bidder: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No, please explain: 5 proposals submitted, 5 received award	<input type="checkbox"/> Government Purchase <input type="checkbox"/> Government Coop (Joint Purchasing Program/GSA) <input type="checkbox"/> Alternative Procurement Process
How did pricing compare among bids received? Similar. All 5 proposals were awarded	<input checked="" type="checkbox"/> Contract Amendment (list original procurement) <input type="checkbox"/> Other Procurement Method, please describe:

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

FUNDING SOURCE(S): (No acronyms – General Fund, HHS Levy, Capital, etc.). Include % if more than one source 79% Federal Emergency Services; 21% Health and Human Services Levy
Is this approved in the biennial budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (if “no” please explain):
Payment Schedule: <input checked="" type="checkbox"/> Invoiced <input checked="" type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> One-time <input type="checkbox"/> Other (please explain):

Provide status of project.	
<input type="checkbox"/> New Service or purchase <input checked="" type="checkbox"/> Recurring service or purchase	Is contract late <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes, provide reason for late and time-line of late submission
Reason:	
Time Line:	
Project/Procurement Start Date (date your team started working on this item)	
Date documents were requested from vendor.	
Date of insurance approval from risk manager	
Date Department of Law approved Contract.	
Date item was entered and released in Infor	
Detail any issues that arose during processing in Infor, such as the item being disapproved and requiring correction.	
If late, have services begun? <input type="checkbox"/> No <input type="checkbox"/> Yes (if yes, please explain)	

Have payments be made? No Yes (if yes, please explain)

HISTORY: Provide prior approval numbers and date of approval (in the box below), unless submitting a contract amendment and the details were provided in the table on page 1.

Details provided on page 1

Title	RQ#5074 Division of Children and Family Services Master Contract with various providers for Emergency Assistance Services Amendment 2
Department or Agency Name	Division of Children and Family Services
Requested Action	<input type="checkbox"/> Contract <input type="checkbox"/> Agreement <input type="checkbox"/> Lease <input checked="" type="checkbox"/> Amendment <input type="checkbox"/> Revenue Generating <input type="checkbox"/> Purchase Order <input type="checkbox"/> Other (please specify):

Original (O)/ Amendment (A-#)	Contract No. (If PO, list PO#)	Vendor Name	Time Period	Amount	Date BOC Approved/ Council's Journal Date	Approval No.
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A-1	1628, 1630,1633 ,1634,163 5	A-Z Furniture, Burlington Stores, Dave's Supermarket, Penney OpCo LLC dba JCPenney and West 25 th Furnishings and Appliances	9/1/2022 – 8/30/2023	\$1,575,000	9/28/22	R2022-0328D

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provided as soon as possible following the receipt of a Purchase Order or gift card from Cuyahoga County.

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Age of items being replaced: N/A How will replaced items be disposed? N/A

Project Goals, Outcomes or Purpose (list 3):

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If a County Council item, are you requesting passage of the item without 3 readings. Yes No

In the boxes below, list Vendor/Contractor, etc. Name, Street Address, City, State and Zip Code. Beside each vendor/contractor, etc. provide owner, executive director, other (specify)

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West 25 th Furnishings and Appliances, Inc 2104 Wet 25 th Street Cleveland, OH 44113	Alex Feuerman, owner
Vendor Council District: various districts	Project Council District: various districts
If applicable provide the full address or list the municipality(ies) impacted by the project.	n/a

COMPETITIVE PROCUREMENT	NON-COMPETITIVE PROCUREMENT
RQ # if applicable <input type="checkbox"/> RFB <input checked="" type="checkbox"/> RFP <input type="checkbox"/> RFQ <input type="checkbox"/> Informal <input type="checkbox"/> Formal Closing Date:	Provide a short summary for not using competitive bid process. *See Justification for additional information.
The total value of the solicitation: \$1,575,000	<input type="checkbox"/> Exemption
Number of Solicitations (sent/received) 37 /5	<input type="checkbox"/> State Contract, list STS number and expiration date

	<input type="checkbox"/> Government Coop (Joint Purchasing Program/GSA) , list number and expiration date
Participation/Goals (%): (0%) DBE (0%) SBE (0%) MBE (0%) WBE. Were goals met by awarded vendor per DEI tab sheet review? yes	<input type="checkbox"/> Sole Source <input type="checkbox"/> Public Notice posted by Department of Purchasing. Enter # of additional responses received from posting ().
Recommended Vendor was low bidder: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No, please explain: 5 proposals submitted, 5 received award	<input type="checkbox"/> Government Purchase <input type="checkbox"/> Government Coop (Joint Purchasing Program/GSA) <input type="checkbox"/> Alternative Procurement Process
How did pricing compare among bids received? Similar. All 5 proposals were awarded	<input checked="" type="checkbox"/> Contract Amendment (list original procurement)
	<input type="checkbox"/> Other Procurement Method, please describe:

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Are services covered under the original ERP Budget or Project? <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain.	
Are the purchases compatible with the new ERP system? <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain.	

FUNDING SOURCE(S): (No acronyms – General Fund, HHS Levy, Capital, etc.). Include % if more than one source 79% Federal Emergency Services; 21% Health and Human Services Levy
Is this approved in the biennial budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (if “no” please explain):
Payment Schedule: <input checked="" type="checkbox"/> Invoiced <input checked="" type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> One-time <input type="checkbox"/> Other (please explain):

Provide status of project.	
<input type="checkbox"/> New Service or purchase <input checked="" type="checkbox"/> Recurring service or purchase	Is contract late <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes, provide reason for late and time-line of late submission
Reason:	
Time Line:	
Project/Procurement Start Date (date your team started working on this item)	
Date documents were requested from vendor.	
Date of insurance approval from risk manager	
Date Department of Law approved Contract.	
Date item was entered and released in Infor	
Detail any issues that arose during processing in Infor, such as the item being disapproved and requiring correction.	
If late, have services begun? <input type="checkbox"/> No <input type="checkbox"/> Yes (if yes, please explain)	

Have payments be made? No Yes (if yes, please explain)

HISTORY: Provide prior approval numbers and date of approval (in the box below), unless submitting a contract amendment and the details were provided in the table on page 1.

Details provided on page 1

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	RQ5074
Buyspeed RQ# (if applicable):	N/A
Infor/Lawson PO# Code (if applicable):	N/A
CM Contract#	CM 1628

	Department	Clerk of the Board
Briefing Memo	AJ	

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				
A - Z Furniture Co., Inc. - DCFS Emergency Assistance Master Agreement – Amendment #1			Department initials	Purchasing
Justification Form			CM	BRM
IG#	20-0195-REG exp 31DEC2024		AJ	BRM
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:	06/05/2023	AJ	BRM
Auditor’s Finding	Date:	06/05/2023	AJ	BRM
Independent Contractor (I.C.) Requirement	Date:	5/31/23	AJ	BRM
Cover - <i>Master amendments only</i>			AJ	BRM
Contract Evaluation			AJ	BRM
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			N/A	N/A
Checklist Verification			CM	BRM

Other documentation may be required depending upon your specific item

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

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

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
9/01/2023 - 12/31/2023	HS215100	56040	UCH05401	\$105,000.00
1/01/2024 – 8/31/2024	HS215100	56040	UCH05401	\$210,000.00
			TOTAL	\$315,000.00

Contract History CE/AG# (if applicable)	
Infor/Lawson PO# Code (if applicable)	
Lawson RQ# (if applicable)	5074
CM Contract#	1628

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
Original Amount	\$1,575,000.00		9/01/2021 – 8/30/2022	8/03/2021	R2021-0179
Prior Amendment Amounts (list separately)		\$1,575,000.00	9/01/2021 – 8/31/2023	9/28/22	R2022-0328D
Pending Amendment		\$1,575,000.00	9/01/2023 – 8/31/2024	Pending Date	Pending Approval
Total Amendments		\$3,150,000.00			
Total Contact Amount		\$4,725,000.00			

Purchasing Use Only:

Prior Resolutions:	R2021-0179, R2022-0328D
Amend:	1628
Vendor Name:	A-Z Furniture Co., Inc.
ftp:	9/1/2023-8/31/2024
Amount:	\$315,000.00
History/CE:	OK
EL:	OK
Procurement Notes:	
Purchasing Buyer’s initials and date of approval	BRM 6/16/2023

CONTRACT EVALUATION FORM

Contractor	A-Z Furniture Co, Inc.				
Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:	CE1800183 CM 1123				
RQ#	CF-18-41444				
Time Period of Original Contract	5/1/18-8/31/2021				
Background Statement	Emergency assistance includes food, furniture, and basic appliances. These are provided so that families may be diverted from further involvement with DCFS and/or caregivers can better meet the needs of children in their care. Families and caretakers approved for emergency assistance are often experiencing a crisis and therefore items such as beds, cribs, food, and basic appliances must be provided as soon as possible following the receipt of a purchase order or gift card from Cuyahoga County.				
Service Description	Furniture and Appliances – a variety of basic household furnishings including bedroom furnishings from infant to adult, basic dining and living room furniture, as well as kitchen and laundry appliances.				
Performance Indicators	Provide merchandise to families as requested by the agency Provide delivery services within two days of order placement Provide quality customer service				
Actual Performance versus performance indicators (include statistics):	Provide merchandise as requested on agency vouchers- 100% compliance Provide delivery within two business days of order placement- 100% compliance Provide for returns as noted- Compliant Provide quality customer service- Compliant				
Rating of Overall Performance of Contractor	Superior	Above Average	Average	Below Average	Poor
Select One (X)		x			
Justification of Rating	The vendor has consistently provided item delivery in adherence to the terms of their contract. The vendor has honored all warranties and works well with our social workers to accommodate special requests and provide excellent customer service. They submit accurate invoices in a very timely manner.				
Department Contact	Paul Porter				
User Department	DCAP				
Date	06/16/2021				

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	RQ5074
Buyspeed RQ# (if applicable):	N/A
Infor/Lawson PO# Code (if applicable):	N/A
CM Contract#	CM 1630

	Department	Clerk of the Board
Briefing Memo	AJ	

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				
Burlington Stores DCFS Emergency Assistance Master Agreement – Amendment #2			Department initials	Purchasing
Justification Form			CM	BRM
IG#	21-0068-REG exp 31DEC2025		AJ	BRM
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:	06/05/2023	AJ	BRM
Auditor’s Finding	Date:	06/05/2023	AJ	BRM
Independent Contractor (I.C.) Requirement	Date:	7/12/2022	CM	BRM
Cover - <i>Master amendments only</i>			AJ	BRM
Contract Evaluation			AJ	BRM
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			N/A	N/A
Checklist Verification			CM	BRM

Other documentation may be required depending upon your specific item

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

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

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
9/01/2023 - 12/31/2023	HS215100	56040	UCH05401	\$140,000.00
1/01/2024 – 8/31/2024	HS215100	56040	UCH05401	\$280,000.00
			TOTAL	\$420,000.00

Contract History CE/AG# (if applicable)	
Infor/Lawson PO# Code (if applicable)	
Lawson RQ# (if applicable)	5074
CM Contract#	1630

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
Original Amount	\$1,575,000.00		9/01/2021 – 8/30/2022	8/03/2021	R2021-0179
Prior Amendment Amounts (list separately)		\$1,575,000.00	9/01/2021 – 8/31/2023	9/28/22	R2022-0328D
		\$			
Pending Amendment		\$1,575,000.00	9/01/2023 – 8/31/2024	Pending Date	Pending Approval
Total Amendments		\$3,150,000.00			
Total Contact Amount		\$4,725,000.00			

Purchasing Use Only:

Prior Resolutions:	R2021-0179, R2022-0328D
Amend:	1630
Vendor Name:	Burlington Stores, Inc.
ftp:	9/1/2023-8/31/2024
Amount:	\$420,000.00
History/CE:	OK
EL:	OK
Procurement Notes:	
Purchasing Buyer’s initials and date of approval	BRM 6/16/2023

CONTRACT EVALUATION FORM

Contractor	Burlington Stores, Inc.				
Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:	CM 1630				
RQ#	RQ 5074				
Time Period of Original Contract	09/01/2021 – 08/31/2022				
Background Statement	Burlington offers a wide range of affordable clothing to youth in custody of Cuyahoga County DCFS. When a youth is placed into custody DCFS can get the necessary clothing/accessories the child needs in their placement.				
Service Description	High quality clothing provided for children ages 0-18, which may include infant wear, children’s school uniforms, winter clothing including boots and coats, underwear, shoes and sleepwear.				
Performance Indicators	Provide high quality clothing to eligible families. Serve individuals/families referred to them by DCFS who are in possession of a Cuyahoga County purchase order.				
Actual Performance versus performance indicators (include statistics):	Burlington has been a great partner and has been mostly responsive to the needs of those we serve. Burlington staff treat our children and families with the respect they deserve and are flexible in meeting unique situations. There have been two occasions where better communication between Burlington and CCDCFS could have solved an issue immediately and prevented families from leaving the store without the items they shopped for. We will contact Burlington and develop a plan to address these types of issues. For example, on one occasion the clothing order cited Children’s Clothing but due the child being larger in stature, some of the clothes selected were adult sizes. The store personnel did not allow the purchase at that time.				
Rating of Overall Performance of Contractor	Superior	Above Average	Average	Below Average	Poor
Select One (X)		X			
Justification of Rating	Burlington has been able to sell clothing/accessories to eligible youth in need at a low-cost and often greatly discounted rate. Burlington has a number of stores that are easily accessible to the children and families that we serve. They also have a wide variety of clothing, shoes and coats that can meet the needs of our families. They offer designer clothing at discounted prices which is very attractive to our more finicky teen-aged youth. When shopping at Burlington our				

	children and families are able to get quite a bit more clothing than they would normally if shopping at a higher end Dept. store.
Department Contact	Marcos Cortes
User Department	Division of Contract Administration and Performance
Date	6/5/2023

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	RQ5074
Buyspeed RQ# (if applicable):	N/A
Infor/Lawson PO# Code (if applicable):	N/A
CM Contract#	CM 1633

	Department	Clerk of the Board
Briefing Memo	AJ	

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				
Dave’s Supermarket Inc. DCFS Emergency Assistance Master Agreement – Amendment #2			Department initials	Purchasing
Justification Form			CM	BRM
IG#	21-0129-REG 31DEC2025		AJ	BRM
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:	06/05/2023	AJ	BRM
Auditor’s Finding	Date:	06/05/2023	AJ	BRM
Independent Contractor (I.C.) Requirement	Date:	5/31/2023	AJ	BRM
Cover - <i>Master amendments only</i>			AJ	BRM
Contract Evaluation			AJ	BRM
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			N/A	N/A
Checklist Verification			CM	BRM

Other documentation may be required depending upon your specific item

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

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

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
9/01/2023 - 12/31/2023	HS215100	56040	UCH05401	\$41,667.00
1/01/2024 – 8/31/2024	HS215100	56040	UCH05401	\$83,333.00
			TOTAL	\$125,000.00

Contract History CE/AG# (if applicable)	
Infor/Lawson PO# Code (if applicable)	
Lawson RQ# (if applicable)	5074
CM Contract#	1633

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
Original Amount	\$1,575,000.00		9/01/2021 – 8/30/2022	8/03/2021	R2021-0179
Prior Amendment Amounts (list separately)		\$1,575,000.00	9/01/2021 – 8/31/2023	9/28/22	R2022-0328D
		\$			
Pending Amendment		\$1,575,000.00	9/01/2023 – 8/31/2024	Pending Date	Pending Approval
Total Amendments		\$3,150,000.00			
Total Contact Amount		\$4,725,000.00			

Purchasing Use Only:

Prior Resolutions:	R2021-0179, R2022-0328D
Amend:	1633
Vendor Name:	Dave’s Supermarket
ftp:	9/1/2023-8/31/2024
Amount:	\$125,000.00
History/CE:	Ok
EL:	ok
Procurement Notes:	
Purchasing Buyer’s initials and date of approval	BRM 6/16/2023

CONTRACT EVALUATION FORM

Contractor	Dave's Supermarket				
Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:	CM 1633				
RQ#	5074				
Time Period of Original Contract	09/01/2021 – 08/31/2022				
Background Statement	Emergency assistance includes food, furniture, and basic appliances. These are provided so that families may be diverted from further involvement with DCFS and/or caregivers can better meet the needs of children in their care. Families and caretakers approved for emergency assistance are often experiencing a crisis and therefore items such as beds, cribs, food, and basic appliances must be provided as soon as possible following the receipt of a purchase order or gift card from Cuyahoga County.				
Service Description	Food – provide basic food items including fresh meat, dairy, bread and produce and special food items for infants, toddlers, and those with dietary restrictions/allergies.				
Performance Indicators	Provide merchandise to families as requested by the agency. Provide delivery services within two days of order placement. Provide quality customer service.				
Actual Performance versus performance indicators (include statistics):	Provide merchandise as requested on agency vouchers- 100% compliance Provide delivery within two business days of order placement- 100% compliance Provide for returns as noted- Compliant Provide quality customer service- Compliant				
Rating of Overall Performance of Contractor	Superior	Above Average	Average	Below Average	Poor
Select One (X)		X			
Justification of Rating	The vendor has consistently provided item delivery in adherence to the terms of their contract. The vendor has honored all warranties and works well with our social workers to accommodate special requests and provide excellent customer service. They submit accurate invoices in a very timely manner.				

Department Contact	Marcos Cortes
User Department	Division of Contract Administration and Performance
Date	6/5/2023

Department of Purchasing – Required Documents Checklist

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Infor/Lawson RQ#:	RQ5074
Buyspeed RQ# (if applicable):	N/A
Infor/Lawson PO# Code (if applicable):	N/A
CM Contract#	CM 1634

	Department	Clerk of the Board
Briefing Memo	AJ	

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				
JCPenny DCFS Emergency Assistance Master Agreement – Amendment #2			Department initials	Purchasing
Justification Form			CM	BRM
IG#	21-0068-REGexp31DEC2025	21-0139-REG	AJ	BRM
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:	06/05/2023	AJ	BRM
Auditor’s Finding	Date:	06/05/2023	AJ	BRM
Independent Contractor (I.C.) Requirement	Date:	6/5/2023	AJ	BRM
Cover - Master amendments only			AJ	BRM
Contract Evaluation			AJ	BRM
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			N/A	N/A
Checklist Verification			CM	BRM

Other documentation may be required depending upon your specific item

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

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

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
9/01/2023 - 12/31/2023	HS215100	56040	UCH05401	\$110,000.00
1/01/2024 – 8/31/2024	HS215100	56040	UCH05401	\$220,000.00
			TOTAL	\$330,000.00

Contract History CE/AG# (if applicable)	
Infor/Lawson PO# Code (if applicable)	
Lawson RQ# (if applicable)	5074
CM Contract#	1634

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
Original Amount	\$1,575,000.00		9/01/2021 – 8/30/2022	8/03/2021	R2021-0179
Prior Amendment Amounts (list separately)		\$1,575,000.00	9/01/2021 – 8/31/2023	9/28/22	R2022-0328D
Pending Amendment		\$1,575,000.00	9/01/2023 – 8/31/2024	Pending Date	Pending Approval
Total Amendments		\$3,150,000.00			
Total Contact Amount		\$4,725,000.00			

Purchasing Use Only:

Prior Resolutions:	R2021-0179, R2022-0328D
Amend:	1634
Vendor Name:	PENNEY OPCO LLC dba JCPENNEY
ftp:	9/1/2023-8/31/2024
Amount:	\$330,000.00
History/CE:	OK
EL:	OK
Procurement Notes:	
Purchasing Buyer’s initials and date of approval	BRM 6/16/2023

CONTRACT EVALUATION FORM

Contractor	Penney OpCo LLC, dba JC Penney				
Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:	CM 1634				
RQ#	5074				
Time Period of Original Contract	09/01/2021 – 08/31/2022				
Background Statement	JCPenney offers a wide range of affordable clothing to youth in custody of Cuyahoga County DCFS. When a youth is placed into custody DCFS can get the necessary clothing/accessories the child needs in their placement.				
Service Description	High quality clothing provided for children ages 0-18, which may include infant wear, children’s school uniforms, winter clothing including boots and coats, underwear, shoes and sleepwear.				
Performance Indicators	Provide high quality clothing to eligible families. Serve individuals/families referred to them by DCFS who are in possession of a Cuyahoga County purchase order.				
Actual Performance versus performance indicators (include statistics):	Provide merchandise as requested on agency vouchers- 100% compliance Provide quality customer service- Compliant				
Rating of Overall Performance of Contractor	Superior	Above Average	Average	Below Average	Poor
Select One (X)		X			
Justification of Rating	JCPenney has been able to sell clothing/accessories to eligible youth in need at a low-cost and often greatly discounted rate.				
Department Contact	Marcos Cortes				
User Department	Division of Contract Administration and Performance				
Date	6/5/2023				

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	RQ5074
Buyspeed RQ# (if applicable):	N/A
Infor/Lawson PO# Code (if applicable):	N/A
CM Contract#	CM 1635

	Department	Clerk of the Board
Briefing Memo	AJ	

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				
West 25th Furnishings DCFS Emergency Assistance Master Agreement – Amendment #2			Department initials	Purchasing
Justification Form			CM	BRM
IG#	21-0068-REG31DEC2025 12-2974-REG 31DEC2023		AJ	BRM
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:	06/05/2023 6/13/2023	AJ	BRM
Auditor’s Finding	Date:	06/05/2023	AJ	BRM
Independent Contractor (I.C.) Requirement	Date:	5/31/2023	AJ	BRM
Cover - <i>Master amendments only</i>			AJ	BRM
Contract Evaluation			AJ	BRM
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			N/A	N/A
Checklist Verification			CM	BRM

Other documentation may be required depending upon your specific item

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

Reviewed by Law	
	Department initials
Agreement/Contract and Exhibits	AJ
Matrix Law Screen shot	CM
COI	AJ
Workers’ Compensation Insurance	AJ

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

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

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
9/01/2023 - 12/31/2023	HS215100	56040	UCH05401	\$128,333.00
1/01/2024 – 8/31/2024	HS215100	56040	UCH05401	\$256,667.00
			TOTAL	\$385,000.00

Contract History CE/AG# (if applicable)	
Infor/Lawson PO# Code (if applicable)	
Lawson RQ# (if applicable)	5074
CM Contract#	1635

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
Original Amount	\$1,575,000.00		9/01/2021 – 8/30/2022	8/03/2021	R2021-0179
Prior Amendment Amounts (list separately)		\$1,575,000.00	9/01/2021 – 8/31/2023	9/28/22	R2022-0328D
Pending Amendment		\$1,575,000.00	9/01/2023 – 8/31/2024	Pending Date	Pending Approval
Total Amendments		\$3,150,000.00			
Total Contact Amount		\$4,725,000.00			

Purchasing Use Only:

Prior Resolutions:	R2021-0179, R2022-0328D
Amend:	1635
Vendor Name:	
ftp:	9/1/2023-8/31/2024
Amount:	\$385,000.00
History/CE:	OK
EL:	OK
Procurement Notes:	
Purchasing Buyer’s initials and date of approval	BRM 6/16/2023

CONTRACT EVALUATION FORM

Contractor	West 25th Furnishings and Appliances, Inc.				
Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:	1635				
RQ#	5074				
Time Period of Original Contract	09/01/2021 – 08/31/2022				
Background Statement	Emergency assistance includes food, furniture, and basic appliances. These are provided so that families may be diverted from further involvement with DCFS and/or caregivers can better meet the needs of children in their care. Families and caretakers approved for emergency assistance are often experiencing a crisis and therefore items such as beds, cribs, food, and basic appliances must be provided as soon as possible following the receipt of a purchase order or gift card from Cuyahoga County.				
Service Description	Furniture and Appliances – a variety of basic household furnishings including bedroom furnishings from infant to adult, basic dining and living room furniture, as well as kitchen and laundry appliances.				
Performance Indicators	Provide merchandise to families as requested by the agency. Provide delivery services within two days of order placement. Provide quality customer service.				
Actual Performance versus performance indicators (include statistics):	Provide merchandise as requested on agency vouchers- 100% compliance Provide delivery within two business days of order placement- 100% compliance Provide for returns as noted- Compliant Provide quality customer service- Compliant				
Rating of Overall Performance of Contractor	Superior	Above Average	Average	Below Average	Poor
Select One (X)		X			
Justification of Rating	The vendor has consistently provided item delivery in adherence to the terms of their contract. The vendor has honored all warranties and works well with our social workers to accommodate special requests and provide excellent customer service. They submit accurate invoices in a very timely manner.				

Department Contact	Marcos Cortes
User Department	Division of Contract Administration and Performance
Date	6/5/2023

County Council of Cuyahoga County, Ohio

Resolution No. R2023-0219

Sponsored by: County Executive Ronayne/Department of Health and Human Services/Division of Community Initiatives/Office of Homeless Services	A Resolution authorizing an amendment with various providers for permanent supportive housing services to chronically homeless single adults and high-barrier homeless persons for the period 7/1/2021 – 6/30/2023, to extend the time period to 6/30/2024 and for additional funds in the amount no-to-exceed \$2,000,000.00; 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.
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WHEREAS, the County Executive Budish/Department of Health and Human Services/Division of Community Initiatives/Office of Homeless Services recommends an amendment with various providers for permanent supportive housing services to chronically homeless single adults and high-barrier homeless persons for the period 7/1/2021 – 6/30/2023, to extend the time period to 6/30/2024 and for additional funds in the amount no-to-exceed \$2,000,000.00 as follows:

- a) Contract No. 1602 with Emerald Development and Economic Network, Inc. in the amount not-to-exceed \$917,663.00;
- b) Contract No. 1604 with Famicos Property, Ltd dba 1800 Superior Apartments in the amount not-to-exceed \$150,097.00;
- c) Contract No. 1605 with Front Steps Housing & Services, Inc. in the amount not-to-exceed \$334,538.00;
- d) Contract No. 1606 with Humility of Mary Housing, Inc. in the amount not-to-exceed \$110,796.00;
- e) Contract No. 1613 with YWCA of Greater Cleveland/Cogswell Hall in the amount not-to-exceed \$185,325.00;
- f) Contract No. 1614 with YWCA of Greater Cleveland/Independence Place, LLC in the amount not-to-exceed \$141,576.00;

- g) Contract No. 1617 with Mental Health Services for Homeless Persons, Inc. dba Frontline Services in the amount not-to-exceed \$160,005.00; and

WHEREAS, the primary goal of this project is to provide rent subsidized permanent housing, medical care, mental health, recovery and employment services to help individuals integrate back into their communities; and

WHEREAS, this project is funded 79% Federal Emergency Services (ESSA) and 21% 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 authorizes an amendment with various providers for permanent supportive housing services to chronically homeless single adults and high-barrier homeless persons for the period 7/1/2021 – 6/30/2023, to extend the time period to 6/30/2024 and for additional funds in the amount no-to-exceed \$2,000,000.00 as follows:

- a) Contract No. 1602 with Emerald Development and Economic Network, Inc. in the amount not-to-exceed \$917,663.00;
- b) Contract No. 1604 with Famicos Property, Ltd dba 1800 Superior Apartments in the amount not-to-exceed \$150,097.00;
- c) Contract No. 1605 with Front Steps Housing & Services, Inc. in the amount not-to-exceed \$334,538.00;
- d) Contract No. 1606 with Humility of Mary Housing, Inc. in the amount not-to-exceed \$110,796.00;
- e) Contract No. 1613 with YWCA of Greater Cleveland/Cogswell Hall in the amount not-to-exceed \$185,325.00;
- f) Contract No. 1614 with YWCA of Greater Cleveland/Independence Place, LLC in the amount not-to-exceed \$141,576.00;
- g) Contract No. 1617 with Mental Health Services for Homeless Persons, Inc. dba Frontline Services in the amount not-to-exceed \$160,005.00.

SECTION 2. That the County Executive is authorized to execute the amendment and all documents consistent with this Resolution. To the extent that any exemptions

First Reading/Referred to Committee: July 18, 2023
Committee(s) Assigned: Health, Human Services & Aging

Journal _____
_____, 20__

Office of Homeless Services; 2023 Multiple Vendors; Amendment 2 Master Contract for Permanent Supportive Housing Operations and Supportive Services

Scope of Work Summary

Office of Homeless Services requesting approval of a second amendment to a master contract with EDEN, Inc., Famicos Foundation, Front Steps, Mental Health Services for Homeless Persons, dba FrontLine Service, Humility of Mary - Opportunity House, and the YWCA of Greater Cleveland to extend the term through 6/30/2024 and add funds in the amount of \$2,000,000.00. No change in scope of service.

Project is not new to the county:

Initial contract	R2021-0183	8/3/2021
Amendment 1	R2023-0016	1/24/2023

Permanent Supportive Housing (PSH) serves chronically homeless single adults and high-barrier homeless persons as part of the Housing First Initiative, which was established in 2004 with the goal of ending chronic homelessness in the county. Services include rent-subsidized permanent housing, medical care, mental health, recovery, and employment services to help individuals integrate back into their communities.

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

The primary goals of the PSH program are:

- work with those who are experiencing the greatest barriers to stabilization including chronically homeless single adults and high-barrier homeless persons
- provide rent-subsidized permanent housing, medical care, mental health, recovery, and employment services to help individuals integrate back into their communities.

Procurement

An alternative procurement was approved by the Board of Control on 4/26/21 (BC2021-196). OHS issued an Informal Request for Proposals based on this alternative procurement. The Informal RFP was issued to all Housing First providers. All responding applicants were selected for award with the amount determined by identified need at a per unit cost.

Contractor and Project Information

The address(es) of all vendors and/or contractors are:

- EDEN, Inc.
7812 Madison Avenue Cleveland, OH 44102
Elaine Gimmel, (216) 961-9690
- Famicos Foundation
1325 Ansel Road Cleveland, OH 44106
John Anoliefo, [\(216\) 791-6476](tel:2167916476)

- Front Steps
2554 W 25th St, Cleveland, OH 44113
Sherri Brandon, (216) 781-2250
- FrontLine Service
1744 Payne Avenue Cleveland, OH 44114
Susan Neth, (216) 274-3303
- Humility of Mary Opportunity House
2251 Front Street, Suite 210 Cuyahoga Falls, OH 44221
Fred Berry, (330) 384-1555
- YWCA
4019 Prospect Avenue Cleveland, Ohio 44103
Margaret Mitchell, (216) 881-6878

The address or location of the project is:

- Harper's Pointe
3875 W 25th St, Cleveland, OH 44109
- Greenbridge Commons
7515 Euclid Ave, Cleveland, OH 44103
- Inez Killingsworth Pointe
4171 E 131st St, Cleveland, OH 44105
- [The Commons at West Village](#)
8315 Detroit Ave, Cleveland, OH 44102
- Buckeye Square
11529 Buckeye Rd, Cleveland, OH 44104
- Winton on Lorain
9431 Lorain Ave, Cleveland, OH 44102
- Edgewood Park
3215 E 55th St Cleveland, OH 44127
- South Pointe Commons
3323 W 25th St, Cleveland, OH 44109
- Liberty at St. Clair
10004 St Clair Ave., Cleveland, OH 44108

- 1850 Superior
1850 Superior Ave Cleveland OH 44114
- Emerald Commons
1976 W 79th St, [Cleveland, OH](#) 44102
- Opportunity House
4740 Turney Rd Garfield Heights, OH [44125](#)

The project is located in Council District 7

Project Status and Planning

The project operates 365 days/year.

Funding

The project is funded 100% by the Cuyahoga County Health and Human Services Levy. The schedule of payments is monthly. The project is an amendment to a master contract. It is the second amendment, which extends the term through 6/30/2024 and adds funds in the amount of \$2,000,000.00 No change in scope of service.

Amendment 1	2022-2023	\$2,000,000.00
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Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	N/A
Buyspeed RQ# (if applicable):	
Infor/Lawson PO# Code (if applicable):	EXMT
CM Contract#	1602

EDEN AMENDMENT 2	Department	Clerk of the Board
Briefing Memo	ER	

Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No
Why is the amendment being submitted late?	we had to wait for two providers to submit their insurance.	
What is being done to prevent this from reoccurring?	OHS will work with providers in advance of the amendment to ensure current insurance is on file.	

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				
EDEN			Department initials	Purchasing
Justification Form			ER	BRM
IG#	20-0161 exp 12/31/2024		ER	BRM
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:	5/24/23	ER	BRM
Auditor’s Finding	Date:	5/24/23	ER	BRM
Independent Contractor (I.C.) Requirement	Date:	11/1/22	ER	BRM
Cover - <i>Master amendments only</i>			ER	BRM
Contract Evaluation			ER	BRM
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			N/A	N/A
Checklist Verification			ER	BRM

Other documentation may be required depending upon your specific item

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

Reviewed by Law	
	Department initials
Agreement/Contract and Exhibits	ER
Matrix Law Screenshot	ER
COI	ER
Workers’ Compensation Insurance	ER

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

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

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
7/1/23 – 12/31/23	HS260350	55130	UCH00000	\$305,890.00
1/1/24 – 6/30/24	HS260350	55130	UCH00000	\$611,773.00
			TOTAL	\$917,663.00

Contract History CE/AG# (if applicable)	
Infor/Lawson PO# Code (if applicable)	EXMT
Lawson RQ# (if applicable)	
CM Contract#	1602

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
Original Amount	\$2,000,000		7/1/2021 - 6/30/2022	8/3/2021	R2021 - 0183
Prior Amendment Amounts (list separately)		\$2,000,000.00	6/30/2023	1/24/23	R2023- 0016
		\$			
		\$			
Pending Amendment		\$2,000,000.00	7/1/23 – 6/30/24	pending	Pending
Total Amendments		\$4,000,000.00			
Total Contact Amount		\$6,000,000.00			

Purchasing Use Only:

Prior Resolutions:	R2021-0183, R2023-0016
Amend:	1602
Vendor Name:	Emerald Development & Economic Network, Inc.
ftp:	7/1/2023-6/30/2024
Amount:	\$917,663.00
History/CE:	Ok
EL:	ok
Procurement Notes:	

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Purchasing Buyer’s initials and date of approval	BRM 6/21/2023
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CONTRACT EVALUATION FORM

Contractor	Emerald Development and Economic Network (EDEN)				
Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:	1602				
RQ#	n/a				
Time Period of Original Contract	7/1/21 – 6/30/22				
Background Statement	Permanent Supportive Housing provides housing for persons who are chronically homeless, defined as experiencing homelessness for one year or more or having 4 episodes in 3 years totaling at least 365 days. Persons who fall under the HUD definition of chronically homeless also have one or more disabilities, which can include mental illness, chronic health conditions, and/or substance use disorders. These individuals normally have a higher need for supportive services.				
Service Description	Units are dedicated to serving chronically homeless persons (as defined by HUD) and high-barrier homeless persons. Tenant referrals are only through the Cuyahoga County Continuum of Care Coordinated Entry System				
Performance Indicators	Utilization of units – 85% Retention of units – 90% Returns to homelessness – less than 13%				
Actual Performance versus performance indicators (include statistics):	Utilization – 89% Retention – 87% Returns – 8%				
Rating of Overall Performance of Contractor	Superior	Above Average	Average	Below Average	Poor
Select One (X)		X			
Justification of Rating	Meeting established benchmarks				
Department Contact	Erin Rearden				
User Department	Office of Homeless Services				
Date	5/26/23				

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	N/A
Buyspeed RQ# (if applicable):	N/A
Infor/Lawson PO# Code (if applicable):	EXMT
CM Contract#	1604

	Department	Clerk of the Board
Briefing Memo	DG	

Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Why is the amendment being submitted late?	we had to wait for two providers to submit their insurance	
What is being done to prevent this from reoccurring?	OHS will work with providers in advance of the amendment to ensure current insurance is on file	

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				
FAMICOS AMENDMENT 2			Department initials	Purchasing
Justification Form			ER	BRM
IG#	21-0206-REG 31DEC2025		ER	BRM
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:	5/24/23	ER	BRM
Auditor's Finding	Date:	5/24/23	ER	BRM
Independent Contractor (I.C.) Requirement	Date:	8/3/22	ER	BRM
Cover - <i>Master amendments only</i>			ER	BRM
Contract Evaluation			ER	BRM
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			N/A	N/A
Checklist Verification			ER	BRM

Other documentation may be required depending upon your specific item

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

Reviewed by Law	
	Department initials
Agreement/Contract and Exhibits	ER
Matrix Law Screenshot	ER
COI	ER
Workers' Compensation Insurance	ER

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

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

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
7/1/23 – 12/31/23	HS260350	55130	UCH00000	\$50,032.00
1/1/24 – 6/30/24	HS260350	55130	UCH00000	\$100,065.00
			TOTAL	\$150,097.00

Contract History CE/AG# (if applicable)	
Infor/Lawson PO# Code (if applicable)	EXMT
Lawson RQ# (if applicable)	N/A
CM Contract#	1604

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
Original Amount	\$2,000,000		7/1/2021 - 6/30/2022	8/3/2021	R2021 - 0183
Prior Amendment Amounts (list separately)		\$2,000,000.00	6/30/2023	1/24/23	R2023- 0016
		\$			
		\$			
Pending Amendment		\$2,000,000.00	7/1/23 – 6/30/24	pending	pending
Total Amendments		\$4,000,000.00			
Total Contact Amount		\$6,000,000.00			

Purchasing Use Only:

Prior Resolutions:	R2021-0183, R2023-0016
Amend:	1604
Vendor Name:	Famicos foundation
ftp:	7/1/2023-6/30/2024
Amount:	\$150,097.00
History/CE:	Ok
EL:	ok

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Procurement Notes:	
Purchasing Buyer's initials and date of approval	BRM 6/21/2023

CONTRACT EVALUATION FORM

Contractor	Famicos				
Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:	1604				
RQ#	n/a				
Time Period of Original Contract	7/1/21 – 6/30/22				
Background Statement	Permanent Supportive Housing provides housing for persons who are chronically homeless, defined as experiencing homelessness for one year or more or having 4 episodes in 3 years totaling at least 365 days. Persons who fall under the HUD definition of chronically homeless also have one or more disabilities, which can include mental illness, chronic health conditions, and/or substance use disorders. These individuals normally have a higher need for supportive services.				
Service Description	Units are dedicated to serving chronically homeless persons (as defined by HUD) and high-barrier homeless persons. Tenant referrals are only through the Cuyahoga County Continuum of Care Coordinated Entry System				
Performance Indicators	Utilization of units – 85% Retention of units – 90% Returns to homelessness – less than 13%				
Actual Performance versus performance indicators (include statistics):	Utilization – 85% Retention – 95% Returns – 20%				
Rating of Overall Performance of Contractor	Superior	Above Average	Average	Below Average	Poor
Select One (X)			X		
Justification of Rating	The organization is not meeting all benchmarks however they provide services to the chronically homeless population, which is the population most difficult to house and have reached a certain measure of success while also operating with fewer staff.				
Department Contact	Erin Rearden				
User Department	Office of Homeless Services				
Date	5/31/23				

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	N/A
Buyspeed RQ# (if applicable):	N/A
Infor/Lawson PO# Code (if applicable):	EXMT
CM Contract#	1605

	Department	Clerk of the Board
Briefing Memo	ER	

Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No
Why is the amendment being submitted late?	we had to wait for two providers to submit their insurance	
What is being done to prevent this from reoccurring?	OHS will work with providers in advance of the amendment to ensure current insurance is on file	

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					
Front Steps Amendment 2				Department initials	Purchasing
Justification Form				ER	BRM
IG#	21-0158-REG	31DEC2025		ER	BRM
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:	5/31/23		ER	BRM
Auditor’s Finding	Date:	5/31/23		ER	BRM
Independent Contractor (I.C.) Requirement	Date:	7/29/22		ER	BRM name of company needs to be added
Cover - <i>Master amendments only</i>				ER	BRM
Contract Evaluation				ER	BRM
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.				N/A	N/A
Checklist Verification				ER	BRM

Other documentation may be required depending upon your specific item

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

Reviewed by Law	
	Department initials
Agreement/Contract and Exhibits	ER
Matrix Law Screen shot	ER
COI	ER

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Workers’ Compensation Insurance	ER
Original Executed Contract (containing insurance terms) & all executed amendments	ER

Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
7/1/23 – 12/31/23	HS260350	55130	UCH00000	\$111,515.00
1/1/24 – 6/30/24	HS260350	55130	UCH00000	\$223,023.00
			TOTAL	\$334,538.00

Contract History CE/AG# (if applicable)	
Infor/Lawson PO# Code (if applicable)	EXMT
Lawson RQ# (if applicable)	
CM Contract#	1605

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
Original Amount	\$2,000,000		7/1/2021 - 6/30/2022	8/3/2021	R2021-0183
Prior Amendment Amounts (list separately)		\$2,000,000.00	6/30/2023	1/24/23	R2023-0016
		\$			
		\$			
Pending Amendment		\$2,000,000.00	7/1/23 – 6/30/24	pending	pending
Total Amendments		\$4,000,000.00			
Total Contact Amount		\$6,000,000.00			

Purchasing Use Only:

Prior Resolutions:	R2021-0183, R2023-0016
Amend:	1605
Vendor Name:	Front Steps Housing and Services
ftp:	7/1/2023-6/30/2024
Amount:	\$334,538.00
History/CE:	Ok

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

EL:	ok
Procurement Notes:	
Purchasing Buyer’s initials and date of approval	BRM 6/22/2023

CONTRACT EVALUATION FORM

Contractor	Front Steps				
Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:	1605				
RQ#	n/a				
Time Period of Original Contract	7/1/21 – 6/30/22				
Background Statement	Permanent Supportive Housing provides housing for persons who are chronically homeless, defined as experiencing homelessness for one year or more or having 4 episodes in 3 years totaling at least 365 days. Persons who fall under the HUD definition of chronically homeless also have one or more disabilities, which can include mental illness, chronic health conditions, and/or substance use disorders. These individuals normally have a higher need for supportive services.				
Service Description	Units are dedicated to serving chronically homeless persons (as defined by HUD) and high-barrier homeless persons. Tenant referrals are only through the Cuyahoga County Continuum of Care Coordinated Entry System				
Performance Indicators	Utilization of units – 85% Retention of units – 90% Returns to homelessness – less than 13%				
Actual Performance versus performance indicators (include statistics):	Utilization - 99% Retention – 96% Returns – 0%				
Rating of Overall Performance of Contractor	Superior	Above Average	Average	Below Average	Poor
Select One (X)		x			
Justification of Rating	Exceeding established benchmarks				
Department Contact	Erin Rearden				
User Department	Office of Homeless Services				
Date	6/22/2022				

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	
Buyspeed RQ# (if applicable):	
Infor/Lawson PO# Code (if applicable):	EXMT
CM Contract#	1617

	Department	Clerk of the Board
Briefing Memo	ER	

Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No
Why is the amendment being submitted late?	we had to wait for two providers to submit their insurance	
What is being done to prevent this from reoccurring?	OHS will work with providers in advance of the amendment to ensure current insurance is on file.	

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				
Mental Health Services Amend 2			Department initials	Purchasing
Justification Form			ER	BRM
IG#	12-1897-REG 31DEC2023		ER	BRM
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:	5/24/23	ER	BRM
Auditor’s Finding	Date:	5/24/23	ER	BRM
Independent Contractor (I.C.) Requirement	Date:	8/1/22	ER	BRM
Cover - <i>Master amendments only</i>			ER	BRM
Contract Evaluation			ER	BRM
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			N/A	N/A
Checklist Verification			ER	BRM

Other documentation may be required depending upon your specific item

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

Reviewed by Law	
	Department initials
Agreement/Contract and Exhibits	ER
Matrix Law Screen shot	ER
COI	ER
Workers’ Compensation Insurance	ER

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

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

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
7/1/23 – 12/31/23	HS260350	55130	UCH00000	\$53,335.00
1/1/24 – 6/30/24	HS260350	55130	UCH00000	\$106,670.00
			TOTAL	\$160,005.00

Contract History CE/AG# (if applicable)	
Infor/Lawson PO# Code (if applicable)	EXMT
Lawson RQ# (if applicable)	
CM Contract#	1617

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
Original Amount	\$2,000,000		7/1/2021 - 6/30/2022	8/3/2021	R2021 - 0183
Prior Amendment Amounts (list separately)		\$2,000,000.00	6/30/2023	1/24/23	R2023- 0016
		\$			
		\$			
Pending Amendment		\$2,000,000.00	7/1/23 – 6/30/24	pending	pending
Total Amendments		\$4,000,000.00			
Total Contact Amount		\$6,000,000.00			

Purchasing Use Only:

Prior Resolutions:	R2021-0183, R2023-0016
Amend:	1617
Vendor Name:	Mental Health Services for Homeless Persons, Inc. dba Frontline Service
ftp:	7/1/2023-6/30/2024
Amount:	\$106,670.00
History/CE:	OK
EL:	OK

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Procurement Notes:	
Purchasing Buyer’s initials and date of approval	BRM

CONTRACT EVALUATION FORM

Contractor	Mental Health Services dba Frontline				
Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:	1617				
RQ#	n/a				
Time Period of Original Contract	7/1/21 – 6/30/22				
Background Statement	Permanent Supportive Housing provides housing for persons who are chronically homeless, defined as experiencing homelessness for one year or more or having 4 episodes in 3 years totaling at least 365 days. Persons who fall under the HUD definition of chronically homeless also have one or more disabilities, which can include mental illness, chronic health conditions, and/or substance use disorders. These individuals normally have a higher need for supportive services.				
Service Description	Units are dedicated to serving chronically homeless persons (as defined by HUD) and high-barrier homeless persons. Tenant referrals are only through the Cuyahoga County Continuum of Care Coordinated Entry System				
Performance Indicators	Utilization of units – 85% Retention of units – 90% Returns to homelessness – less than 13%				
Actual Performance versus performance indicators (include statistics):	Utilization – 97% Retention – 95% Returns to homelessness – 20%				
Rating of Overall Performance of Contractor	Superior	Above Average	Average	Below Average	Poor
Select One (X)		x			
Justification of Rating	Meets most established benchmarks				
Department Contact	Erin Rearden				
User Department	Office of Homeless Services				
Date	5/31/23				

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	N/A
Buyspeed RQ# (if applicable):	N/A
Infor/Lawson PO# Code (if applicable):	EXMT
CM Contract#	1606

	Department	Clerk of the Board
Briefing Memo	ER	

Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No
Why is the amendment being submitted late?	we had to wait for two providers to submit their insurance	
What is being done to prevent this from reoccurring?	OHS will work with providers in advance of the amendment to ensure current insurance is on file.	

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				
Humility of Mary- Amendment 2			Department initials	Purchasing
Justification Form			ER	BRM
IG#	21-0217-REG 3 1DEC2025		ER	BRM
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:	5/31/23	ER	BRM
Auditor’s Finding	Date:	5/31/23	ER	BRM
Independent Contractor (I.C.) Requirement	Date:	7/28/22	ER	BRM
Cover - <i>Master amendments only</i>			ER	BRM
Contract Evaluation			ER	BRM
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			ER	N/A
Checklist Verification			ER	BRM

Other documentation may be required depending upon your specific item

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

Reviewed by Law	
	Department initials
Agreement/Contract and Exhibits	ER
Matrix Law Screen shot	ER
COI	ER
Workers’ Compensation Insurance	ER

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

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

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
7/1/23 – 12/31/23	HS260350	55130	UCH00000	\$36,930.00
1/1/24 – 6/30/24	HS260350	55130	UCH00000	\$73,866.00
			TOTAL	\$110,796.00

Contract History CE/AG# (if applicable)	
Infor/Lawson PO# Code (if applicable)	EXMT
Lawson RQ# (if applicable)	N/A
CM Contract#	1606

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
Original Amount	\$2,000,000		7/1/2021 - 6/30/2022	8/3/2021	R2021 - 0183
Prior Amendment Amounts (list separately)		\$2,000,000.00	6/30/2023	1/24/23	R2023- 0016
		\$			
		\$			
Pending Amendment		\$2,000,000.00	7/1/23 – 6/30/24	pending	
Total Amendments		\$4,000,000.00			
Total Contact Amount		\$6,000,000.00			

Purchasing Use Only:

Prior Resolutions:	R2021-0183, R2023-0016
Amend:	1606
Vendor Name:	Humility of Mary Housing, Inc
ftp:	7/1/2023-6/30/2024
Amount:	\$110,796.00
History/CE:	OK
EL:	OK

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Procurement Notes:	
Purchasing Buyer’s initials and date of approval	BRM 6/22/2023

CONTRACT EVALUATION FORM

Contractor	Humility of Mary				
Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:	1606				
RQ#	n/a				
Time Period of Original Contract	7/1/21 – 6/30/22				
Background Statement	Permanent Supportive Housing provides housing for persons who are chronically homeless, defined as experiencing homelessness for one year or more or having 4 episodes in 3 years totaling at least 365 days. Persons who fall under the HUD definition of chronically homeless also have one or more disabilities, which can include mental illness, chronic health conditions, and/or substance use disorders. These individuals normally have a higher need for supportive services.				
Service Description	Units are dedicated to serving chronically homeless persons (as defined by HUD) and high-barrier homeless persons. Tenant referrals are only through the Cuyahoga County Continuum of Care Coordinated Entry System				
Performance Indicators	Utilization of units – 85% Retention of units – 90% Returns to homelessness – less than 13%				
Actual Performance versus performance indicators (include statistics):	Utilization – 88% Retention – 88% Returns to homelessness – 0%				
Rating of Overall Performance of Contractor	Superior	Above Average	Average	Below Average	Poor
Select One (X)		x			
Justification of Rating	Meets or exceeds most benchmarks				
Department Contact	Erin Rearden				
User Department	Office of Homeless Services				
Date	5/31/23				

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	N/A
Buyspeed RQ# (if applicable):	N/A
Infor/Lawson PO# Code (if applicable):	EXMT
CM Contract#	1614

	Department	Clerk of the Board
Briefing Memo	ER	

Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No
Why is the amendment being submitted late?	we had to wait for two providers to submit their insurance	
What is being done to prevent this from reoccurring?	OHS will work with providers in advance of the amendment to ensure current insurance is on file.	

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				
YWCA Independence Amend 2			Department initials	Purchasing
Justification Form			ER	BRM
IG#	23-0030-REG 31DEC2027		ER	BRM
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:		ER	N/A
Debarment/Suspension Verified	Date:	5/24/23	ER	BRM
Auditor’s Finding	Date:	5/24/23	ER	BRM
Independent Contractor (I.C.) Requirement	Date:	7/27/22	ER	BRM
Cover - <i>Master amendments only</i>			ER	BRM
Contract Evaluation			ER	BRM
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			ER	N/A
Checklist Verification			ER	BRM

Other documentation may be required depending upon your specific item

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

Reviewed by Law	
	Department initials
Agreement/Contract and Exhibits	ER
Matrix Law Screenshot	ER
COI	ER
Workers’ Compensation Insurance	ER

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

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

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
7/1/23 – 12/31/23	HS260350	55130	UCH00000	\$ 47,192.00
1/1/24 – 6/30/24	HS260350	55130	UCH00000	\$ 94,384.00
			TOTAL	\$ 141,576.00

Contract History CE/AG# (if applicable)	
Infor/Lawson PO# Code (if applicable)	EXMT
Lawson RQ# (if applicable)	
CM Contract#	1614

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
Original Amount	\$2,000,000		7/1/2021 - 6/30/2022	8/3/2021	R2021 - 0183
Prior Amendment Amounts (list separately)		\$2,000,000.00	6/30/2023	1/24/23	R2023- 0016
		\$			
		\$			
Pending Amendment		\$2,000,000.00	7/1/23 – 6/30/24	pending	
Total Amendments		\$4,000,000.00			
Total Contact Amount		\$6,000,000.00			

Purchasing Use Only:

Prior Resolutions:	R2021-0183, R2023-0016
Amend:	1614
Vendor Name:	YWCA Greater Cleveland
ftp:	7/1/2023-6/30/2024
Amount:	\$141,576.00
History/CE:	OK
EL:	OK

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Procurement Notes:	
Purchasing Buyer’s initials and date of approval	BRM 6/22/2023

CONTRACT EVALUATION FORM

Contractor	YWCA - Independence				
Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:	1614				
RQ#	n/a				
Time Period of Original Contract	7/1/21 – 6/30/22				
Background Statement	Permanent Supportive Housing provides housing for persons who are chronically homeless, defined as experiencing homelessness for one year or more or having 4 episodes in 3 years totaling at least 365 days. Persons who fall under the HUD definition of chronically homeless also have one or more disabilities, which can include mental illness, chronic health conditions, and/or substance use disorders. These individuals normally have a higher need for supportive services.				
Service Description	Units are dedicated to serving chronically homeless persons (as defined by HUD) and high-barrier homeless persons. Tenant referrals are only through the Cuyahoga County Continuum of Care Coordinated Entry System				
Performance Indicators	Utilization of units – 85% Retention of units – 90% Returns to homelessness – less than 13%				
Actual Performance versus performance indicators (include statistics):	Utilization -98% Retention – 82% Returns to homelessness – 11%				
Rating of Overall Performance of Contractor	Superior	Above Average	Average	Below Average	Poor
Select One (X)		x			
Justification of Rating	Exceeds two out of three established benchmarks				
Department Contact	Erin Rearden				
User Department	Office of Homeless Services				
Date	5/31/23				

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	
Buyspeed RQ# (if applicable):	
Infor/Lawson PO# Code (if applicable):	EXMT
CM Contract#	1613

	Department	Clerk of the Board
Briefing Memo	ER	

Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Why is the amendment being submitted late?	we had to wait for two providers to submit their insurance	
What is being done to prevent this from reoccurring?	OHS will work with providers in advance of the amendment to ensure current insurance is on file.	

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				
YWCA Cogswell Amend 2			Department initials	Purchasing
Justification Form			ER	BRM
IG#	23-0030-REG 31DEC2027		ER	BRM
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:		ER	N/A
Debarment/Suspension Verified	Date:	5/24/23	ER	BRM
Auditor’s Finding	Date:	5/24/23	ER	BRM
Independent Contractor (I.C.) Requirement	Date:	7/27/22	ER	BRM
Cover - <i>Master amendments only</i>			ER	BRM
Contract Evaluation			ER	BRM
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			ER	N/A
Checklist Verification			ER	BRM

Other documentation may be required depending upon your specific item

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

Reviewed by Law	
	Department initials
Agreement/Contract and Exhibits	ER
Matrix Law Screenshot	ER
COI	ER
Workers’ Compensation Insurance	ER

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

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

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
7/1/23 – 12/31/23	HS260350	55130	UCH00000	\$61,775.00
1/1/24 – 6/30/24	HS260350	55130	UCH00000	\$123,550.00
			TOTAL	\$ 185,325.00

Contract History CE/AG# (if applicable)	
Infor/Lawson PO# Code (if applicable)	EXMT
Lawson RQ# (if applicable)	
CM Contract#	1613

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
Original Amount	\$2,000,000		7/1/2021 - 6/30/2022	8/3/2021	R2021 - 0183
Prior Amendment Amounts (list separately)		\$2,000,000.00	6/30/2023	1/24/23	R2023- 0016
		\$			
		\$			
Pending Amendment		\$2,000,000.00	7/1/23 – 6/30/24	pending	
Total Amendments		\$4,000,000.00			
Total Contact Amount		\$6,000,000.00			

Purchasing Use Only:

Prior Resolutions:	R2021-0183, R2023-0016
Amend:	1613
Vendor Name:	YWCA Greater Cleveland
ftp:	7/1/2023-6/30/2024
Amount:	\$185,325.00
History/CE:	OK
EL:	OK

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Procurement Notes:	
Purchasing Buyer’s initials and date of approval	BRM 6/22/2023

CONTRACT EVALUATION FORM

Contractor	YWCA - Independence				
Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:	1614				
RQ#	n/a				
Time Period of Original Contract	7/1/21 – 6/30/22				
Background Statement	Permanent Supportive Housing provides housing for persons who are chronically homeless, defined as experiencing homelessness for one year or more or having 4 episodes in 3 years totaling at least 365 days. Persons who fall under the HUD definition of chronically homeless also have one or more disabilities, which can include mental illness, chronic health conditions, and/or substance use disorders. These individuals normally have a higher need for supportive services.				
Service Description	Units are dedicated to serving chronically homeless persons (as defined by HUD) and high-barrier homeless persons. Tenant referrals are only through the Cuyahoga County Continuum of Care Coordinated Entry System				
Performance Indicators	Utilization of units – 85% Retention of units – 90% Returns to homelessness – less than 13%				
Actual Performance versus performance indicators (include statistics):	Utilization -98% Retention – 82% Returns to homelessness – 11%				
Rating of Overall Performance of Contractor	Superior	Above Average	Average	Below Average	Poor
Select One (X)		x			
Justification of Rating	Exceeds established benchmarks on two out of three indicators				
Department Contact	Erin Rearden				
User Department	Office of Homeless Services				
Date	5/31/23				

County Council of Cuyahoga County, Ohio

Resolution No. R2023-0220

<p>Sponsored by: County Executive Ronayne/Department of Health and Human Services/Division of Community Initiatives/Office of Homeless Services</p>	<p>A Resolution authorizing an amendment to Contract No. 3013 with Lutheran Metropolitan Ministry for operations and case management services for a 400-bed Men’s Emergency Shelter, located at 2100 Lakeside Avenue, Cleveland, and for facilitation and coordination of overflow shelter services for single adults and families at various locations for the period 1/1/2023 – 8/19/2023, to extend the time period to 12/31/2023 and for additional funds in the total amount not-to-exceed \$1,575,000.00; 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.</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. 3013 with Lutheran Metropolitan Ministry for operations and case management services for a 400-bed Men’s Emergency Shelter, located at 2100 Lakeside Avenue, Cleveland, and for facilitation and coordination of overflow shelter services for single adults and families at various locations for the period 1/1/2023 – 8/19/2023, to extend the time period to 12/31/2023 and for additional funds in the total amount not-to-exceed \$1,575,000.00; and

WHEREAS, the primary goals for this project are to (1) provide shelter for single adult men, located at 2100 Lakeside Avenue, (2) provide shelter, meals, access to laundry and services to link men with employment and (3) facilitate the provision of overflow shelter services for single men and families; and

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

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

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

SECTION 1. That the Cuyahoga County Council hereby authorizes an amendment to Contract No. 3013 with Lutheran Metropolitan Ministry for operations and case management services for a 400-bed Men’s Emergency Shelter, located at 2100 Lakeside Avenue, Cleveland, and for facilitation and coordination of overflow shelter services for single adults and families at various locations for the period 1/1/2023 – 8/19/2023, to extend the time period to 12/31/2023 and for additional funds in the total amount not-to-exceed \$1,575,000.00.

SECTION 2. That the County Executive is authorized to execute the amendment and all other documents consistent with this Resolution. . To the extent that any exemptions are necessary under the County Code and contracting procedures, they shall be deemed approved by the adoption of this Resolution.

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

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

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

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

First Reading/Referred to Committee: July 18, 2023
Committee(s) Assigned: Health, Human Services & Aging

Journal _____
_____, 20__

Office of Homeless Services; RQ10456 - 2023 - Lutheran Metropolitan Ministry; Amendment 1 Emergency Shelter for Single Adult Men and Overflow Shelter Services for Single Adults and Families

Scope of Work Summary

Office of Homeless Services requesting a contract with Lutheran Metropolitan Ministry for the anticipated cost of \$1,575,000.00.

Prior Board Approval Number or Resolution Number:

Original Contract \$2,231,638.00 R2023-0038

Lutheran Metropolitan Ministry (LMM) operates the Emergency Shelter for Single Adult Men, located at 2100 Lakeside Avenue. Shelter, meals, access to laundry, and services to link men with employment and housing are provided 365 days/year. LMM also facilitates the provision of overflow shelter services for single men and families in partnership with community providers.

The anticipated start–completion dates are 8/20/2023 – 12/31/2023. This original contract was shortened because the available HHS Levy funds are not sufficient to operate for a full 12 months.

The primary goals of the project are:

- Operate an emergency shelter for single adult men, located at 2100 Lakeside Avenue
- Provide shelter, meals, access to laundry, and services to link men with employment and housing 365 days/year
- Facilitate the provision of overflow shelter services for single men and families in partnership with community providers

Procurement

The procurement method for this project was RFP. The total value of the RFP is \$6,946,477.00. RFP 10456 closed on 9/13/22. There was an SBE participation/goal of 10%. There were 15 vendors, submitting a total of 21 proposals pulled from OPD, 20 submitted for review. One proposal was incomplete and was not reviewed. The Office of Homeless Services recommended 10 proposals for contract approval. One additional proposal will be awarded through an alternative procurement due to a later start date. This RFP was conducted in conjunction with the City of Cleveland, which made additional awards to 8 providers.

Contractor and Project Information

Lutheran Metropolitan Ministry
4515 Superior Avenue
Cleveland, Ohio 44103
Council District 7

The executive director for the contractor is Maria Foschia

The address or location of the project is:

2100 Lakeside Emergency Men’s Shelter
Cleveland, Ohio 44114

The project is located in Council District 7

Project Status and Planning

The project reoccurs annually and operates 365 days a year.

Funding

The project is funded 100% by the Cuyahoga County Health and Human Services Levy. The schedule of payments is monthly. The project is an amendment to a contract. This is the first amendment, adding funds in the amount of \$1,575,000 and extending the term through 12/31/23.

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	8737-10456
Buyspeed RQ# (if applicable):	
Infor/Lawson PO# Code (if applicable):	RFP
CM Contract#	3013

	Department	Clerk of the Board
Briefing Memo	ER	

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 type="checkbox"/> X
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Contract Amendments Reviewed by Purchasing				
Lutheran Metropolitan Ministry			Department initials	Purchasing
Justification Form			ER	BRM
IG#	21-0372-REG 31DEC2025		ER	BRM
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:	6/26/23	ER	BRM
Auditor’s Finding	Date:	6/26/23	ER	BRM
Independent Contractor (I.C.) Requirement	Date:	6/26/23	ER	BRM
Cover - <i>Master amendments only</i>			N/A	N/A
Contract Evaluation			ER	BRM
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			N/A	N/A
Checklist Verification			ER	BRM

Other documentation may be required depending upon your specific item

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

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

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
8/20/23 – 12/31/23	HS260350	55130	UCH00000	\$1,312,500.00
1/1/24 – 12/31/24 *future 2023 invoices	HS260350	55130	UCH00000	\$ 262,500.00
			TOTAL	\$1,575,000.00

Contract History CE/AG# (if applicable)	
Infor/Lawson PO# Code (if applicable)	RFP
Lawson RQ# (if applicable)	8737 -10456
CM Contract#	3013

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
Original Amount	\$2,231,638.00		1/1/23 – 8/19/23	2/28/23	R2023-0038
Prior Amendment Amounts (list separately)					
		\$			
		\$			
Pending Amendment		\$1,575,000.00	pending	Pending	pending
Total Amendments		\$1,575,000.00			
Total Contact Amount		\$3,806,638.00			

Purchasing Use Only:

Prior Resolutions:	R2023-0038
Amend:	3013
Vendor Name:	Lutheran Metropolitan Ministry
fp:	8/20/2023-12/31/2023
Amount:	\$1,575,000.00
History/CE:	Ok
EL:	ok
Procurement Notes:	
Purchasing Buyer’s initials and date of approval	BRM 6/28/2023

CONTRACT EVALUATION FORM

Contractor	Lutheran Metropolitan Ministry				
Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:	3013				
RQ#	10456				
Time Period of Original Contract	1/1/23 – 8/19/23				
Background Statement	RFP 10456 for Homeless Continuum of Care services was issued in 2022 and Lutheran Metropolitan Ministry (LMM) was awarded a contract to provide shelter services for single adults as well as overflow shelter services. LMM has provided this service				
Service Description	LMM manages the single adult men’s emergency shelter 24/7 as well as overflow shelter for single adults and families.				
Performance Indicators	Number of people assisted annually; exits to permanent housing.				
Actual Performance versus performance indicators (include statistics):	LMM served approximately 3,000 unduplicated persons in 2022; 13% of those who exited the shelter left to a permanent housing option.				
Rating of Overall Performance of Contractor	Superior	Above Average	Average	Below Average	Poor
Select One (X)		X			
Justification of Rating	LMM effectively provides emergency shelter to a very high-barrier population and overflow shelter services across the homeless continuum of care.				
Department Contact	Melissa Sirak				
User Department	Office of Homeless Services				
Date	6/22/23				

Project Status and Planning

The project reoccurs annually and operates 365 days a year.

Funding

The project is funded 100% by the Cuyahoga County Health and Human Services Levy. The schedule of payments is monthly. The project is an amendment to a contract. This is the first amendment, adding funds in the amount of \$1,575,000 and extending the term through 12/31/23.