

AGENDA CUYAHOGA COUNTY HEALTH, HUMAN SERVICES & AGING COMMITTEE MEETING WEDNESDAY, MARCH 6, 2024 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 FEBRUARY 21, 2024 MEETING [See Page 3]
- 5. MATTERS REFERRED TO COMMITTEE
 - a) R2024-0077: A Resolution awarding a total sum, not to exceed \$50,000, to the Catholic Charities Corporation for Capacity Building Development for the Catholic Charities St. Martin de Porres Family Center from the District 7 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective. [See Page 6]
 - b) R2024-0087: A Resolution authorizing Title IV-D Cooperative Agreements with various providers, in the total amount not-to-exceed \$11,473,857.03 for child support services for the period 1/1/2024 12/31/2024; authorizing the County Executive to execute the agreements and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective: [See Page 14]

- 1) Agreement No. 4154 with Cuyahoga County Treasurer's Office in the amount not-to-exceed \$19.701.15.
- 2) Agreement No. 4155 with Cuyahoga County Court of Common Pleas/Division of Juvenile Court in the amount not-to-exceed \$3,322,443.68.
- 3) Agreement No. 4159 with Cuyahoga County Court of Common Pleas/Division of Juvenile Court/Cashiers Department in the amount not-to-exceed \$18,273.85.
- 4) Agreement No. 4163 with Cuyahoga County Court of Common Pleas/Division of Domestic Relations in the amount not-to-exceed \$3,796,651.78.
- 5) Agreement No. 4172 with Cuyahoga County Prosecuting Attorney's Office in the amount not-to-exceed \$4,316,786.57.
- c) R2024-0088: A Resolution authorizing an amendment to Contract No. 3014 with Young Women's Christian Association of Greater Cleveland, Ohio dba YWCA Greater Cleveland for operation and case management services at the Norma Herr Women's Shelter for the period 1/1/2023 12/31/2023, to extend the time period to 12/31/2024, to change the terms, effective 1/1/2024, and for additional funds in the amount not-to-exceed \$2,536,793.00; 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 60]

6. PRESENTATION

- a) The Center for Community Solutions
 - Introduction of Ms. Emily Campbell, President and Chief Executive
 Officer
 - An overview of organization's mission and recent initiatives

7. MISCELLANEOUS BUSINESS

8. 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, FEBRUARY 21, 2024
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 1:02 p.m.

2. ROLL CALL

Ms. Conwell asked Assistant Deputy Clerk Georgakopoulos to call the roll. Committee members Conwell, Sweeney, Stephens, Turner and Miller were in attendance and a quorum was determined.

3. PUBLIC COMMENT

Loh addressed the committee regarding the challenges of persons experiencing homelessness at local shelters.

4. APPROVAL OF MINUTES FROM THE JANUARY 17, 2024 MEETING

A motion was made by Ms. Conwell, seconded by Ms. Turner and approved by unanimous vote to approve the minutes from the January 17, 2024 meeting.

- 5. MATTERS REFERRED TO COMMITTEE
 - a) R2024-0035: A Resolution awarding a total sum, not to exceed \$10,000, to Bessie's Angels for the purpose of funding the Bessie's Hands Project from the District 9 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.

Ms. LaToya Smith, Vice Chair of Bessie's Angels, addressed the Committee regarding Resolution No. R2024-0035. Discussion ensued.

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

On a motion by Ms. Conwell with a second by Mr. Miller, Resolution No. R2024-0035 was considered and approved by unanimous vote to be referred to the full Council agenda for second reading.

b) R2024-0074: A Resolution authorizing an amendment to Contract No. 3673 (fka Contract No. 1031) with Americab Transportation, Inc. for non-emergency transportation services for ambulatory Medicaid-eligible individuals in Cuyahoga County for the period 3/1/2021 – 2/29/2024 to extend the time period to 2/28/2025 and for additional funds in the amount not-to-exceed \$4,000,000.00; 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.

Mr. David Merriman, Director and Mr. Marcos Cortes, Administrator of the Division of Contracts and Performance for the Department of Health and Human Services, addressed the Committee regarding Resolution No. R2024-0074. Discussion ensued.

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

On a motion by Mr. Sweeney with a second by Mr. Miller, Resolution No. R2024-0074 was considered and approved by unanimous vote to be referred to the full Council agenda with a recommendation for passage under second reading suspension of the rules.

6. PRESENTATIONS

a) 211 Phoneline Program and various specialized services— United Way of Greater Cleveland

Mr. Kenneth Surratt, Chief Development and Investment Officer and Mr. Franco Formichelli, Senior Director of 211 for United Way of Greater Cleveland, addressed the Committee and provided an overview of specialized three-digit phone numbers, including 911, 988, 211 and 311; provided an overview of United Way 211 Phoneline Program, specialized services offered by the organization and addressed support for constituent affairs calls.

Committee members asked questions of Mr. Surratt and Mr. Formichelli pertaining to the presentation, which they answered accordingly.

 Overview and update of services and outreach efforts to increase the organization's ability to deliver services to the youth of Cuyahoga County – Youth Opportunities Unlimited

Mr. Craig Dorn, President and Chief Executive Officer of Youth Opportunities Unlimited, addressed the Committee and provided a brief history of the organization and an overview and update of services, core values, community impact, program costs, donor campaign efforts and the 2024 Sumer Youth Employment Program process and timeline.

Committee members asked questions of Mr. Dorn pertaining to the presentation, which he answered accordingly.

7. MISCELLANEOUS BUSINESS

There was no miscellaneous business.

8. ADJOURNMENT

With no further business to discuss, Chairwoman Conwell adjourned the meeting at 2:23 p.m., without objection.

County Council of Cuyahoga County, Ohio

Resolution No. R2024-0077

Sponsored by: Councilmember	A Resolution awarding a total sum, not to		
Conwell	exceed \$50,000, to the Catholic Charities		
	Corporation for Capacity Building		
	Development for the Catholic Charities		
	St. Martin de Porres Family Center from		
	the District 7 ARPA Community Grant		
	Fund; and declaring the necessity that this		
	Resolution become immediately		
	effective.		

WHEREAS, Cuyahoga County received \$239,898,257 from the Federal Government through the American Rescue Plan Act ("ARPA"); and

WHEREAS, Cuyahoga County calculated 100% of the ARPA dollars as loss revenue under the U.S. Department of the Treasury Final Rule; and

WHEREAS, since all the ARPA dollars have been calculated as loss revenue, the ARPA dollars have been deposited in the County's General Fund; and

WHEREAS, the County Executive and County Council have authorized \$86 million of the ARPA dollars for community grants to benefit the residents of Cuyahoga County (the "ARPA Community Grant Fund"); and

WHEREAS, of the \$86 million for community grants, \$66 million have been encumbered for equal distribution to each County Council District; and

WHEREAS, the Cuyahoga County Council desires to provide funding from the District 7 ARPA Community Grant Fund in the amount of \$50,000 to the Catholic Charities Corporation for Capacity Building Development for the Catholic Charities St. Martin de Porres Family Center; and

WHEREAS, the Catholic Charities Corporation estimates approximately 2,000 people will be served annually through this award; and

WHEREAS, the Catholic Charities Corporation estimates approximately 4.5 permanent and temporary jobs will be created or retained through this project; and

WHEREAS, the Catholic Charities Corporation estimates the total cost of the project is \$50,000; and

- **WHEREAS**, the Catholic Charities Corporation is estimating the start date of the project will be January 2024 and the project will be completed by December 2025; and
- **WHEREAS**, the Catholic Charities Corporation requested \$50,000 from the District 7 ARPA Community Grant Fund to complete this project; and
- **WHEREAS**, the Cuyahoga County Council desires to provide funding in the amount of \$50,000 to the Catholic Charities Corporation to ensure this project is completed; and
- WHEREAS, this Council by a vote of at least eight (8) members determines that it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue to provide for the usually, daily operations of the County.

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

- **SECTION 1.** That the Cuyahoga County Council hereby awards a not-to-exceed amount of \$50,000 to the Catholic Charities Corporation from the General Fund made available by the American Rescue Plan Act revenue replacement provision for Capacity Building Development for the Catholic Charities St. Martin de Porres Family Center.
- **SECTION 2.** If any specific appropriation is necessary to effectuate this agreement, the Director of the Office of Budget and Management is authorized to submit the requisite documentation to financial reporting to journalize the appropriation.
- **SECTION 3.** That the County Council staff is authorized to prepare all documents to effectuate said award.
- **SECTION 4.** That the County Executive is authorized to execute all necessary agreements and documents consistent with said award and this Resolution.
- **SECTION 5.** If requested or necessary, the Agency of the Inspector General or Department of Internal Audit is authorized to investigate, audit, or review any part of this award.
- **SECTION 6.** 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 7.** 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 8. It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

On a motion byduly adopted.	_, seconded by	_, the foregoing	Resolution was
Yeas:			
Nays:			
	County Council Presi	ident	Date
	County Executive		Date
	Clerk of Council		Date
First Reading/Referred to Co Committee(s) Assigned: <u>He</u>			
Journal			
, 20			



Cuyahoga County Council

2079 East 9th Street, 8th Floor • Cleveland Ohio 44115 (216) 698-2010

COUNTY AMERICAN RESCUE PLAN ACT APPLICATION

APPLICANT INFORMATION:		
Name of Requesting Entity (City, Business, Non	-Profit, etc.):	
Catholic Charities – St. Martin de Porres Family Center		
Address of Requesting Entity:		
1264 E. 123 rd Street Cleveland, Ohio 44108		
County Council District # of Requesting Entity:	7	
Address or Location of Project if Different than	Requesting Entity:	
N/A		
County Council District # of Address or Location of Project if Different than Requesting Entity:		
N/A		
Contact Name of Person Filling out This Reques	t:	
Karnese McKenzie		
Contact Address if different than Requesting En	tity:	
N/A		
Email: kmckenzie@ccdocle.org	Phone: (216) 268-2095	
Federal IRS Tax Exempt No.:	Date: 11-19-2023	
34-1318541		

PROJECT DESCRIPTION

REQUEST DESCRIPTION (include the project name, a description of the project, why the project is important or needed, and timeline of milestones/tracking of the project):

Project Name: Capacity Building Development for Catholic Charities / St. Martin de Pores Family Center. St. Martin DePorres Family Center (SMDP) is a social service agency located in the Glenville neighborhood that has been providing services to the residents of Glenville, neighboring communities, and throughout Cuyahoga County since 1967.

Description of the project: We are seeking a capacity building grant to put the infrastructure in place to develop a long-term funding stream, ongoing implementation, and community visibility.

The Importance of the Project / Need: The strategic planning process and the development of our funding strategy has revealed that the success of the plan is dependent on us filling some important capacity needs that must be addressed to ensure the sustainability of our plan over the next 5 years. In 2022, St. Martin DePorres requested and received ARPA funding to undergo a strategic planning process. Those funds have resulted in a 5-year, comprehensive strategy, and vision for the family center. Our strategic planning consultant led us through a dynamic and inclusive process that produced a plan that supports our new vision, "To be the lead agency connecting the Glenville community to economic, social, and environmental opportunities they need to thrive." The strategic planning process resulted in:

- A new strategic direction and vision for SMDP
- Strategic planning goals and success measures for SMDP for the next 5 years
- A growth strategy for existing programs and identified new services
- A detailed funding strategy to improve the long-term sustainability of SMDP

We are now ready to move to Stage II of our strategic planning process which is implementation. According to Harvard Business review 60% of strategic plans fail during the implementation process. In our original request, we built in funding to retain our strategic planning consultant for 1 year following the development of the plan to support the successful launch. Stage II is underway with the community launch of our plan slated for February 2023.

Timeline of milestone / tracking of the project: In order to ensure the successfully implementation we will focus on three key goals that will require us to increase capacity. These goals include:

Goal I: Develop a long-term funding stream: Engage a Funding Development Consultant to build our skillset in fundraising and to assist in building a donor base and effective annual fundraiser to support the strategic plan activities on a continuous basis for 2 years.

Goal II: Ongoing Implementation Support: Continue to engage our strategic planning consultant for 18 months to provide ongoing evaluations, reporting, and facilitation of strategy meetings and retreats to ensure the success of our plan.

Goal III: Developing a Marketing Plan and Ongoing Social Media Support. Engage a marketing consultant to develop a marketing plan around our strategic plan and to retain a Social Media for 2 years to support person to maintain and increase our social media presence and reach in the community.

Project Start Date: January 2024 Project End Date: December 2025

IMPACT OF PROJECT:

Who will be served:

The strategic plan will improve existing programs and create new programs that will serve Glenville, surrounding neighborhoods, and the Cuyahoga County residents for the next 5 years.

How many people will be served annually:

We seek serve 2,000 annually.

Will low/moderate income people be served; if so how:

Based on SMDP's strategic plan it is aligned to serve low and moderate income people to improve the quality of our services to this population.

How does the project fit with the community and with other ongoing projects:

SMDP's strategic plan was informed by the community and focuses on their specific needs. The strategy we developed addresses existing barriers and community priorities. Our Strategic plan did an extensive review of our existing projects and proposed new projects to ensure they were aligned with the strategic priorities of the community.

If applicable, how many jobs will be created or retained (specify the number for each) and will the jobs be permanent or temporary:

By building capacity in fundraising development our hope is to provide financial sustainability to add and retain 4.5 FTE's to directly support our strategy.

If applicable, what environmental issues or benefits will there be:

With the capacity building grant we will be able to attract new funding and implement our growth strategy to sustain new and existing programs at St. Martin de Porres Family Center.

If applicable, how does this project serve as a catalyst for future initiatives:

- 1. Receiving the capacity building funding will help to ensure that the strategic priorities of the plan are adequately funded
- 2. It will ensure we have expertise and capacity to ensure successful implementation of all future initiatives that will come from the strategic plan.
- 3. It will increase the number of people served by increasing our visibility and positioning us as an anchor institution in the Glenville community.

FINANCIAL INFORMATION:
Total Budget of Project:
\$50,000 to include engaging a Fund Development Consultant for two years, continue to retain our Strategic Plan
Consultant for 18 months, and retain a Marketing/ Social Media Consultant to support the strategic priorities of the
plan for two years.
Other Funding Sources of Project (list each source and dollar amount separately):
None.
Total amount requested of County Council Amouisan Decourse Act Dellaws
Total amount requested of County Council American Resource Act Dollars:
St. Martin de Porres Family Center is requesting \$50,000 from the County Council American Resource Act Dollars.
Since these are one-time dollars, how will the Project be sustained moving forward:
The project will be sustained going forward by ensuring the successfully implementation of increasing our capacity by leveloping a long term funding stream that will specifically position us to build our capacity to attract donors and increase our unrestricted dollars to support our strategic plan for the next five years and beyond.

DISCLAIMER INFORMATION AND SIGNATURE:
Disclaimer:
I HEREBY CERTIFY that I have the authority to apply for financial assistance on behalf of the entity described herein, and that the information contained herein and attached hereto is true, complete, and correct to the best of my knowledge.
I acknowledge and agree that all County contracts and programs are subject to Federal Guidelines and Regulations, the Ohio Revised Code, the Cuyahoga County Charter, and all County Ordinances including all information submitted as part of this application is a public record.
I understand that any willful misrepresentation on this application or on any of the attachments thereto could result in a fine and/or imprisonment under relevant local, state, and/or federal laws or guidelines.
I agree that at any time, any local, state, or federal governmental agency, or a private entity on behalf of of these governmental agencies, can audit these dollars and projects.
Printed Name: **ARNESE MCKENTIE**
Signature: Date: 11/19/2023
Additional Documents
Are there additional documents or files as part of this application? Please list each documents nam

County Council of Cuyahoga County, Ohio

Resolution No. R2024-0087

Sponsored by: County Executive Ronayne/Department of Health and Human Services/Cuyahoga Job and Family Services

A Resolution making an awards to various County departments, courts, and offices, in the amount not-to-exceed \$11,473,857.03 for child support services for the period 10/1/2024 – 12/31/2024; authorizing the County Executive to execute the contracts and all other documents consistent with said awards and this Resolution and declaring the necessity that this Resolution become immediately effective.

WHEREAS, the County Executive/Department of Health and Human Services/Division of Job and Family Services recommends awards to various County departments, courts, and offices, in the amount not-to-exceed \$11,473,857.03 for child support services for the period 10/1/2024 - 12/31/2024 as follows:

- a) Contract No. 4154 with Cuyahoga County Treasurer's Office in the amount not-to-exceed \$19,701.15; and
- b) Contract No. 4155 with Cuyahoga County Court of Common Pleas/Division of Juvenile Court in the amount not-to-exceed \$3,322,443.68; and
- c) Contract No. 4159 with Cuyahoga County Court of Common Pleas/Division of Juvenile Court/Cashiers Department in the amount notto-exceed \$18,273.85; and
- d) Contract No. 4163 with Cuyahoga County Court of Common Pleas/Division of Domestic Relations in the amount not-to-exceed \$3,796,651.78.; and
- e) Contract No. 4172 with Cuyahoga County Prosecuting Attorney's Office in the amount not-to-exceed \$4,316,786.57.

WHEREAS, the primary goal of this project is to fund child support related services throughout the Cuyahoga County; and

WHEREAS, the project is funded as follow; (a) 11.54% program income, (b) 50.50% Federal reimbursement, (c) 10.54% Federal incentives, (d) 10% State

Match, Medical Incentives, and IRS recollections, and (e) 17.42% HHS Levy Funds

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

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

SECTION 1. That the Cuyahoga County Council hereby makes awards to various County departments, courts, and offices, in the amount not-to-exceed \$11,473,857.03 for child support services for the period 10/1/2024 - 12/31/2024 as follows:

- a) Contract No. 4154 with Cuyahoga County Treasurer's Office in the amount not-to-exceed \$19,701.15; and
- b) Contract No. 4155 with Cuyahoga County Court of Common Pleas/Division of Juvenile Court in the amount not-to-exceed \$3,322,443.68; and
- c) Contract No. 4159 with Cuyahoga County Court of Common Pleas/Division of Juvenile Court/Cashiers Department in the amount not-to-exceed \$18,273.85; and
- d) Contract No. 4163 with Cuyahoga County Court of Common Pleas/Division of Domestic Relations in the amount not-to-exceed \$3,796,651.78.; and
- e) Contract No. 4172 with Cuyahoga County Prosecuting Attorney's Office in the amount not-to-exceed \$4,316,786.57.

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

SECTION 3. It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health 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 bywas duly adopted.	, seconded by,	the foregoing Resolution
Yeas:		
Nays:		
	County Council President	Date
	County Executive	Date
	Clerk of Council	Date
First Reading/Referred Committee(s) Assigned	to Committee: <u>February 27, 20</u> : Health, Human Services & Ag	<u>24</u> ging
Journal, 20_		

PURCHASE-RELATED TRANSACTIONS

Support (OCSS) IV-D Contract: Treasurer's Office- Collection of Cash Child Support Payment					
	partment or Agency Name Office of Child Support Services				
Requested Action	tion ☐ Contract ☐ Agreement ☐ Lease ☐ Amendment ☐ Revenue Generating ☐ Purchase Order ☑ Other (please specify): Government Purchase Agreement				
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 4154	Cuyahoga County Treasure Office	12/31/2024	\$19,701.15	Pending	Pending
Service/item Description (i purchase. Office of Child Support Servi IV-D related services to the of 1/1/2024 to 12/31/2024	ices is requ	esting approval of a c	ontract with Cuya	ihoga County Trea	asurer's Office for
For purchases of furniture, Age of items being replaced	-		onal Replace ed items be dispo		
of Jobs and Fami pertaining to the Support Regulati program income • The Treasurer's	rative Agre ly Services collection ons. The l' reimburs Office prov	ist 3): ement Contracts are regulations in order to of cash child support /-D Contract enables ement portion of the ides the collection of ment between two C	to specify the serv payments in acco the County to rec expenses incurred CASH Child Suppo	rices which will be ordance with appli over the up to 66 d by the Treasurer	rendered icable Child % FFP (less
If a County Council item, ar	e you requ	esting passage of the	item without 3 r	eadings. 🗆 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:		Owr	ner, executive dire	ctor, other (speci	fy):
Juvenile Court 2079 East 9 TH Street 1 st Floo Cleveland, Oh 44115	r	N/A			
Vendor Council District:		Proj	ect Council Distric	t:	
Council Districts across Cuyahoga County				nty	

Rev. 7/24/23

If applicable provide the full address or list the municipality(ies) impacted by the project.	Serving all of Cuyahoga County Eligible Residents		
COMPETITIVE PROCUREMENT	NON-COMPETITIVE PROCUREMENT		
RQ # if applicable N/A	Provide a short summary for not using competitive bid		
□ RFB □ RFP □ RFQ	process.		
□ Informal			
☐ Formal Closing Date:	*See Justification for additional information.		
The total value of the solicitation: N/A	□ Exemption		
Number of Solicitations (sent/received) N/A	☐ State Contract, list STS number and expiration date		
	☐ Government Coop (Joint Purchasing Program/GSA), list number and expiration date		
Participation/Goals (%): () DBE () SBE	☐ Sole Source ☐ Public Notice posted by Department		
() MBE () WBE. Were goals met by awarded vendor per DEI tab sheet review?: Yes	of Purchasing. Enter # of additional responses received from posting ().		
No, please explain. N/A			
Recommended Vendor was low bidder: Yes	☑ Government Purchase:		
□ No, please explain:	Government to Government Purchase Agreement. The total value of the Agreement is \$19,701.15		
N/A			
	☐ Alternative Procurement Process		
How did pricing compare among bids received?	☐ Contract Amendment		
N/A	☐ Other Procurement Method, please describe:		
Is Purchase/Services technology related ☐ Yes ☐ No	o. If yes, complete section below:		
☐ Check if item on IT Standard List of approved	If item is not on IT Standard List state date of TAC		
purchase. N/A	approval: N/A		
Is the item ERP related? \square No \square Yes, answer the bel	ow questions. N/A		
Are services covered under the original ERP Budget o	r Project? ☐ Yes ☐ No, please explain. N/A		
Are the purchases compatible with the new ERP syste	em? 🗆 Yes 🗆 No, please explain. N/A		
FUNDING SOURCE: i.e. General Fund, Health and Hu	ıman Services Levy Funds, Community Development		
Block Grant (No acronyms i.e. HHS Levy, CDBG, etc.).	Include % if more than one source.		
PROGRAM INCOME	11.54%		
FEDERAL REIMBURSEMENT	50.50%		
FEDERAL INCENTIVES	10.54%		

Rev. 7/24/23

Commented [CK1]: Suggestion by MBV -1 can't recall exactly how she said it. See text in green, (or we can refer them to instructions) and provide more detail in the instruction,

CTATE MATCH. MEDICAL INCREES.		NATIONIO 10 0001
STATE MATCH + MEDICAL INCENTIVES + IRS F	RECOL	LECTIONS 10.00%
HHS LEVY		17.42%
Is funding for this included in the approved budg	get? 🛭	☑ Yes □ No (if "no" please explain):
Payment Schedule: ☑ Invoiced ☐ Monthly ☐	Quar	terly One-time Other (please explain):
Provide status of project.		
☐ New Service or purchase ☒ Recurring service purchase	ce or	Is contract late ☐ No ☒ Yes, In the fields below provide reason for late and timeline of late submission
Contracts based on the approved Operating Br and confirm the indirect cost allocations with method (2 weeks). Then the budgets must be p of Child Support for review (2 weeks). This must	udget OBM passed st all colleted	then complete the Budgets that are included in these (min 2 1/2 weeks). Then OCSS must review the budgets, a more complex step due to a new indirect allocation to the Ohio Department of Job & Family Services/Office occur before legal and OPD review can begin. The normal is 7 weeks. The process cannot begin until late December, a 1 start date.
Timeline: Project/Procurement Start Date		
(date your team started working on this item):	12/6	/2023
Date documents were requested from vendor:	12/6	/2023; 1/10/2024 & 1/11/2024
Date of insurance approval from risk manager:	N/A	
Date Department of Law approved Contract:	TBD	
Date item was entered and released in Infor:	1/29	/2024 & TBD
Detail any issues that arose during processing correction:	g in Ir	nfor, such as the item being disapproved and requiring
	opera	ase explain) tive Agreement contracts are being submitted at this time begin until the county's current year operating budget is
Have payments be made? ☑ No ☐ Yes (if yes	, plea	se explain)
HISTORY (see instructions):		
O – CM3158 R2023-0065 3/28/2023		
U 31710130 112023 0003 3/20/2023		

Rev. 7/24/23

Department of Purchasing – Required Documents Checklist

Upload as "word" document in Infor

Infor/Lawson RQ#:	Not Required for GOVP
Infor/Lawson PO# Code (if applicable):	GOVP
CM Contract#	4154

2024 OCSS IV-D CONTRACT: TREASURER'S OFFICE	Department	Clerk of the Board
Briefing Memo	AL	EB

Late Submittal Required:	Yes X	No 🗆	
Why is the contract being submitted late?	are being submitted the various process required. After the approves the Child Budgets for these Coember, then eacomplete the Budgethese Contracts (2 receive the complete Contracts from the them for questional Agency (2 weeks) Indirect Plan quest the contracts; then the Office of Child Department of Job their initial review give their initial ap Vendor Agencies submit them for Coember (1/2 week). The new contracts of the contracts of the contracts of Job their initial ap Vendor Agencies submit them for Coember (1/2 week). The new contracts of the contracts of the contracts of Job their initial ap Vendor Agencies of Child Department of Chi	these Cooperative Agreement Contracts to being submitted at this time because of the various processing steps that are equired. After the County Council opproves the Child Support Operating sudgets for these County Agencies in late eccember, then each Agency must then omplete the Budgets that are included in the ese Contracts (2 1/2 weeks). Once we exceive the completed Budgets and contracts from the Agencies we review the employed that are included in the eccentracts (2 1/2 weeks). Once we exceive the completed Budgets and contracts from the Agencies we review the employed that the example of the example of the eccentracts, then we send them down to the office of Child Support at the Ohio epartment of Job & Family Services for the error of the example of the endor Agencies sign the contracts and alborit them for County Council approval (2 week). The normal processing time or all of this activity to be completed is 7 the example of the e	
What is hairer days to request this from good covering?	FROM COUNTY OF CONTROL (I SIGNED AND DA EXECUTIVE BY ALLOW FOR RI JANUARY, FEBI MARCH EXPEN	NEED APPROVAL COUNCIL / BOARD RESOLUTION) AND ATED BY COUNTY MARCH 31; TO EIMBURSEMENT OF RUARY AND	
What is being done to prevent this from reoccurring?	N/A		
FAC or CTO Required or authorized IT Standard	Yes 🗆	No X	

1 | P a g e

Revised 9/17/2021

Department of Purchasing - Required Documents Checklist

Upload as "word" document in Infor

OTHER THAN FULL AND OPEN COMPETITION **Government Purchase** Reviewed by Purchasing Department initials Purchasing Justification Form AL EB Debarment/Suspension Verified 1/23/2024 Date: AL EB Auditor's Finding Date: 1/23/2024 ALEB Vendor's Submission AL EB Cover - Master contracts only N/A N/A Contract Evaluation - if required AL EB TAC/CTO Approval or IT Standards (attach and identify N/A N/A relevant page #s), if required. Checklist Verification AL EB

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

Other documentation may be required depending upon your specific item

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

 \mathbf{D}

Reviewed by Law				
	Department initials			
Agreement/Contract and Exhibits	AL			
Matrix Law Screen shot	AL			
COI	N/A- Waived			
Workers' Compensation Insurance	N/A- Waived			

Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
01/01/2024 - 12/31/2024	HS245100	55130		\$19,701.15
			TOTAL	\$19,701.15

Contract History CE/AG# (if applicable)	N/A
Infor/Lawson PO# and PO Code (if applicable)	GOVP
Lawson RQ# (if applicable)	Not required for GOVP
CM Contract#	4154

2 | P a g e

Revised 9/17/2021

Department of Purchasing – Required Documents Checklist

Upload as "word" document in Infor

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
Original Amount	\$19,701.15		01/01/2024 — 12/31/2024	Pending approval	Pending approval
Prior Amendment Amounts (list separately)		\$			
		\$			
		\$			
Pending Amendment		\$			
Total Amendments		\$			
Total Contact Amount		\$19,701.15			

Purchasing Use Only:

Prior Resolutions:	N/A	
CM#:	4154	
Vendor Name:	Cuyahoga County Treasurer's Office	
ftp:	1/1/2024 - 12/31/2024	
Amount:	\$19,701.15	
History/CE:	OK	
EL:	OK	
Procurement Notes:	N/A	

Purchasing Buyer approval: EB 2/12/2024

CONTRACT EVALUATION FORM

Contractor	Treasurer's Office			
Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:	CM4154			
RQ#	Not required for Exemptions - GOVP			
Time Period of Original Contract	1/1/2023 - 12/31/2023			
Background Statement	Title IV-D Cooperative Agreement Contracts are mandated by O.R.C. 3125.14 and Ohio Department of Jobs and Family Services regulations and specify the services which will be rendered pertaining to the collections of Cash Child Support payments for enforcement of Child Support Obligations. The IV-D Contract enables the County to recover the up to 66% FFP (less any program income) reimbursement of the expenses incurred by the County Treasurer's Office for accepting cash payments for court ordered child support obligations.			
Service Description	The County Treasurer's Office takes Cash Child Support Payments at the County Administration building. Prepares receipts and forwards them daily to the CSEA. The cash is then deposited daily in the CSEA PNC Depository Account.			
Performance Indicators	 Treasurer's Office Cash Collections 2023 Performance Standards: Treasurer's Office will only accept cash payments in its cashier's office. The Treasurer's Office will establish written procedures for adequate child support collection through the implementation of the following best practices: Proper segregation of duties between the clerk and supervisor. Checks and balances adhered to for reconciliations and voids. The child support cash payment receipt form should always be in the custody of the cashier and not removed from the office. Forms should be logged in sequential order, monitored, and maintained daily.			

	 4) Treasurer's Office will report missing or void cash payment receipts each day of occurrence. 5) Treasurer's Office will prepare a daily accounting of total transactions and the number of deposits that OCSS will receive by the end of each week. 					
Actual Performance versus performance indicators (include statistics):	6.66% decrea	ase from the prio	or year. CY 2	7.96, which represented a property of the contract of the cont	ayment	
Rating of Overall Performance of Contractor	Superior	Above Average	Average	Below Average	Poor	
Select One (X)			X			
Justification of Rating	receipts to Or and items pro prior year (20 have continued continued po have been de otherwise, the Contract and year, OCSS 1	CSS was timely occassed (0.55%) 021). Overall content to be less that st Covid-19 affel lays in the week the performance of the above Performance.	Although Concreased, it oblications from in prior years on staffingly reconciliated omplies as its mance India working with	s, the delivery of CY 2022 collection was less than 1% m year to year single si	ons (0.82%) form the nee 2019 of the es, there OCSS; /-D coming	
Department Contact	Tammie Gree					
User Department	Office of Chi	ild Support Serv	ices			
Date	1/12/2024					

PURCHASE-RELATED TRANSACTIONS

					urchase Agreement L/1/2024-12/31/20		nty Juvenile Court
	or Agency Na				d Support Services	724.	
Requested A	ction		Gener	ntract		Amendment [] Revenue
Original (O)/ Amendment (A-#)		Vend Name		Time Period	Amount	Date BOC Approved/ Council's Journal Date	Approval No.
О	4155	Cuyal Count Juven Court	ty ile	1/1/2024 – 12/31/2024	\$3,322,443.68	TBD	TBD
purchase. OCSS is rec	uesting appro	oval of	a contra	act with JUVEN	ILE COURT for is January 1, 202	IV-D court-rela	ted services in
	s of furniture, being replace		ters, ve		onal Replacen ed items be dispos		
1. Title IV-lof Jobs and to the estab applicable CFFP (less pr	Family Service lishment, mo Child Support ogram incom nile Court pro or other acti	e Agre- ces regu- dificati Regula e) reim ovides	ement (ulations on and ations. bursem Title IV vided for	Contracts are made in order to spect the interest of the inter	indated by O.R.C. ify the services we continue the Cact enables the Cact expenses incurred; Units of Services Code (O.R. apport obligation,	hich will be ren Obligations in a county to recovered by the Juver ce comprised of .C.) relating to	dered pertaining accordance with er the up to 66% nile Court f any Court the
3. Title IV-l of Jobs and pertaining to accordance recover the	Family Servion the establish with applicab	ces regi ment, i le Chile P reimi	ulations modific d Suppe	s in order to spectation and enforce ort Regulations.	ndated by O.R.C. bify the services we ement of Child S The IV-D Contra e expenses incurr	which will be reaupport Obligations the control of	ndered ons in County to

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

vendor/contractor, etc. provide owner, executive director, other (specify)

In the boxes below, list Vendor/Contractor, etc. Name, Street Address, City, State and Zip Code. Beside each

Rev. 7/24/23

Vendor Name and address: Juvenile Court 930 Quincy Avenue 4 th Floor Fiscal Cleveland, Ohio 44106	Owner, executive director, other (specify): N/A
Vendor Council District:	Project Council District:
Council District 7	Council Districts across Cuyahoga County
If applicable provide the full address or list the municipality(ies) impacted by the project.	Serving all of Cuyahoga County Eligible Residents
COMPETITIVE PROCUREMENT	NON-COMPETITIVE PROCUREMENT
RQ#if applicable N/A □ RFB □ RFP □ RFQ □ Informal	Provide a short summary for not using competitive bid process.
☐ Formal Closing Date:	*See Justification for additional information.
The total value of the solicitation: N/A	☐ Exemption
Number of Solicitations (sent/received) N/A	State Contract, list STS number and expiration date
	Government Coop (Joint Purchasing Program/GSA), list number and expiration date
Participation/Goals (%): () DBE () SBE () MBE () WBE. Were goals met by awarded vendor per DEI tab sheet review?: No, please explain.	☐ Sole Source ☐ Public Notice posted by Department of Purchasing. Enter # of additional responses received from posting ().
N/A	
Recommended Vendor was low bidder:	☐ Government Purchase Government to Government Agreement. The total value of the Agreement is \$3,322,443.68
	☐ Alternative Procurement Process
How did pricing compare among bids received?	☐ Contract Amendment (list original procurement)
N/A	☐ Other Procurement Method, please describe:
Is Purchase/Services technology related ☐ Yes ☒ No	
☐ Check if item on IT Standard List of approved purchase. N/A	If item is not on IT Standard List state date of TAC approval: N/A
Is the item ERP related? No Yes, answer the bel	
Are services covered under the original ERP Budget or N/A	
Are the purchases compatible with the new ERP syste N/A	m? ☐ Yes ☐ No, please explain.

Rev. 7/24/23

Rev. 7/24/23

Commented [CK1]: Suggestion by MBV - I can't recall exactly how she said it See text in green, for we can refer them to instructions) and provide more detail in the instruction.

Department of Purchasing – Required Documents Checklist

Upload as "word" document in Infor

Infor/Lawson RQ#:	Not Required for Exemption - GOVP	
Infor/Lawson PO# Code (if applicable):	GOVP	
CM Contract#	4155	

2024 OCSS IV-D CONTRACT: JUVENILE COURT	Department	Clerk of the Board
Briefing Memo	LC	EB

Late Submittal Required:	Yes X No □
Why is the contract being submitted late?	These Cooperative Agreement Contracts are being submitted at this time because of the various processing steps that are required. After the County Council approves the Child Support Operating Budgets for these County Agencies in late December, then each Agency must then complete the Budgets that are included in these Contracts (2 1/2 weeks). Once we receive the completed Budgets and Contracts from the Agencies we review them for questionable costs with each Agency (2 weeks) this year due to NEW Indirect Plan questions to County OBM in the contracts; then we send them down to the Office of Child Support at the Ohio Department of Job & Family Services for their initial review (2 weeks). Once they give their initial approval, we then have the Vendor Agencies sign the contracts and submit them for County Council approval (1/2 week). The normal processing time for all of this activity to be completed is 7 weeks. NOTE: THESE COOPERATIVE AGREEMENTS NEED APPROVAL FROM COUNTY COUNCIL / BOARD OF CONTROL (RESOLUTION) AND SIGNED AND DATED BY COUNTY
	EXECUTIVE BY MARCH 31; TO ALLOW FOR REIMBURSEMENT OF JANUARY, FEBRUARY AND MARCH EXPENDITURES
What is being done to prevent this from reoccurring?	N/A

TAC or CTO Required or authorized IT Standard	Yes 🗆	No X

1 | Page

Revised 9/17/2021

Department of Purchasing - Required Documents Checklist

Upload as "word" document in Infor

OTHER THAN FULL AND OPEN COMPETITION **Government Purchase** Reviewed by Purchasing **Department initials Purchasing** Justification Form LC EB Debarment/Suspension Verified Date: 1/18/2024 LC EB Auditor's Finding LC Date: 1/18/2024 EB Vendor's Submission LC EB Cover - Master contracts only N/A N/A Contract Evaluation – if required LC \mathbf{EB} TAC/CTO Approval or IT Standards (attach and identify NA N/A relevant page #s), if required. **Checklist Verification** LC EB

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

Other documentation may be required depending upon your specific item

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

Reviewed by Law				
	Department initials			
Agreement/Contract and Exhibits	LC			
Matrix Law Screen shot	LC			
COI	N/A - Waived			
Workers' Compensation Insurance	N/A - Waived			

Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
01/01/2024 - 12/31/2024	HS245100	55130		\$3,322,443.68
			TOTAL	\$3,322,443.68

Contract History CE/AG# (if applicable)	
Infor/Lawson PO# and PO Code (if applicable)	GOVP
Lawson RQ# (if applicable)	Not Required for Exemption - GOVP
CM Contract#	4155

Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #	
-----------------	---------------------	---------------------------------------	---------------	------------	--

2 | Page

Revised 9/17/2021

Department of Purchasing – Required Documents Checklist

Upload as "word" document in Infor

Original Amount	\$3,322,443.68		01/01/2024 — 12/31/2024	Pending approval	Pending approval
Prior Amendment Amounts (list separately)		\$			
		\$			
		\$			
Pending Amendment		\$			
Total Amendments		\$0			
Total Contact Amount	1	\$3,322,443.68			

Purchasing Use Only:

Prior Resolutions:	N/A	
CM#:	4155	
Vendor Name:	Court of Common Pleas, Juvenile Court Division	
ftp:	1/1/2024 - 12/31/2024	
Amount:	\$3,322,443.68	
History/CE:	Ok	
EL:	Qk	
Procurement Notes:	N/A	

Purchasing Buyer approval: EB 2/12/2024

CONTRACT EVALUATION FORM

Contractor	Court of Common Pleas, Division of Juvenile Court
Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:	CM4155
RQ#	Not required for Exemption - GOVP
Time Period of Original Contract	1/1/2023- 12/31/2023
Background Statement	Title IV-D Cooperative Agreement Contracts are mandated by O.R.C. 3125.14 and Ohio Department of Jobs and Family Services regulations in order to specify the services which will be rendered pertaining to the establishment, modification and enforcement of Child Support Obligations in accordance with applicable Child Support Regulations. The IV-D Contract enables the County to recover the up to 66% FFP reimbursement portion of the expenses incurred minus program income by the Juvenile Court.
Service Description	The Juvenile Court provides Title IV-D (child support) Units of Service comprised of any Court case, motion or other action provided for in the Ohio Revised Code (O.R.C.) relating to the establishment, modification or enforcement of a child support obligation, and which is journalized by the Court.
Performance Indicators	The Juvenile Court shall meet the following contract requirements: Make all reasonable efforts to allow public access by providing services between 8:30am and 4:30pm Monday through Friday with the exception of holidays; Submit the actual monthly expenses of the contract for payment no later than 30 days after the last day of the month in which services were provided; Maintain accounting procedures and practices that sufficiently and properly reflect all direct and indirect costs of any nature expended in the performance of this contract, including retention of all books, records, payroll and documents for three years after final payment; Accept responsibility for replying to and complying with any review or audit findings and recommendations by an authorized state or federal review or audit that are directly related to the provisions of this contract; Have either one or both of the parents to the case in any Non IV-D Child Support Case complete an "Application for Title IV-D Services" form prior to a hearing taking place, to enable the Hearing and subsequent issuance of a Journal Entry to be billable under this Contract; Forward a filed copy of the "Application for Title IV-D Services" form signed by one or both of the parents to the agency as it is not valid until received by

Justification of Rating	The Juvenile Court representatives that come to the contractual meetings have strengthened the relationship between the Court and OCSS. Both entities desire to develop best practices and shared goals. Discussions have been very cooperative and seek to gain efficiencies while focusing on service delivery to our shared clients. The framework previously developed to replicate a secure transfer						
Performance of Contractor Select One (X)	-		-	8			
	thirty days following the issuance of magistrates' decisions in cases with no objections; Furnish copies of all Paternity actions filed with the Ohio Central Paternity Registry at the time they are forwarded to OCPR, which shall be no later than five days after they are journalized; Maintain a 95% Disposition Rate in both "Parent/Child Relationship" and "Support" cases; Provide quarterly reports of case resolutions broken down by category, including resolution on the merits, dismissals, continuances, capiases, etc.; Utilize the Health Insurance Investigation Form received from the Prosecutors to address medical insurance coverage for all cases. Journal Entries shall include medical insurance policy numbers. Juvenile Court maintained public access and offers their services in virtual and in-person format. Monthly expenses were submitted timely throughout 2023. Referral tracking reports for 2023 reflect a 0.1% decrease in referrals to Juvenile Court from 2022. Juvenile Court meets quarterly with OCSS and our partners from the Prosecutor's Office to discuss critical goals, including outcomes to referrals. Communication between OCSS and Juvenile Court continued beyond quarterly meetings to discuss and resolve issues and improve service delivery. Superior Above Average Average Below Average Poor						
	the Office of Child Support Services (OCSS); Report the status, on a monthly basis by referral tracking number, of all actions submitted to them for processing; Ensure appropriate personnel having decision-making authority at Juvenile Court attend all scheduled meetings with the OCSS, which are held every three months for a total of four meetings per year; Supply to OCSS copies of Journal Entries requested within five working days of the request; Electronically furnish to the CSEA copies of all Journal Entries issued within five working days after journalized in the Clerk's Office, including those involving Cuyahoga Division of Children & Family Services and placement of a child into or removal from agency custody; Juvenile Court magistrates shall timely issue decisions in their paternity and support cases, not later than 30 days after the conclusion of hearing; Juvenile Court judges shall issue final Judgment Entries not later than						

	process for Modification of packets was delayed during 2023 due to competing priorities, but will be implemented early 2024 and will standardize processes. OCSS looks forward to working together on achieving success and performance improvement in 2024 on behalf of the families that we serve as we will continue to file appropriate packets of necessity with the Juvenile Court.
Department Contact	Richard L. Weiler / Jeffrey Bloom
User Department	Office of Child Support Services
Date	01/17/2024

PURCHASE-RELATED TRANSACTIONS

Title	HHS-Office of Child Support (OCSS); Government Purchase Agreement; Cuyahoga County Juvenile Cou Cash for Title IV-D collection of child support payment related services for time period 1/1/202 12/31/2024.								
					a Office of	ce of Child Support Services			
					ng 🗆 Pu	rchas		☐ Amendment	□ Revenue
0			Vende Name		Time Peri	riod	od Amount	Date BOC Approved/ Council's Journal Date	Approval No.
O 4159		4159			1/1/2024 12/31/20		\$18,273.85	TBD	
For pu Age of Project 1. Title of Job pertain Regula	rchases fitems but Goals, e IV-Des and Faning to tations.	nuary 1, 202- of furniture, eing replaced Outcomes or Cooperative amily Servic the collection The IV-D C	4 to Decompute: Purpose Agrees regular of calcontract	se (list 3): ment Con ulations in sh child st t enables t	1, 2024. les: Are a Are a order to apport pathe Count	eplace e man spec aymenty to	nal Replace d items be dispo dated by O.R.C. ify the services its in accordance	ment sed of? N/A 3125.14 and O which will be re e with applicable o 66% FFP (less	phio Department endered le Child Support
							l by the Juvenile CASH Child Sur		
3. Titl of Job to the applic	le IV-D s and Fa establis able Ch eimburs	Cooperative amily Serviceshment, mod ild Support	e Agree es regu dificati Regula	ement Con plations in on and en ations. Th	ntracts ar order to nforceme ne IV-D (re man specient of Contr	ndated by O.R.O fy the services v Child Support act enables the O	C. 3125.14 and O which will be rea Obligations in County to recov	Ohio Department ndered pertaining accordance with er the up to 66% emestic Relations
		ıncil item, ar	e you r	equesting	passage c	of the	item without 3 r	eadings. 🗆 Yes	⊠ No
		-	-				eet Address, City other (specify)	, State and Zip (Code. Beside each
		and address:				Own	er, executive dire	ctor, other (spec	ify):
	ile Court	enue d th Eloo	r Eiscai			N/A			

Rev. 7/24/23

Cleveland, Ohio 44106	
Vendor Council District:	Project Council District:
Council District 7	Council Districts across Cuyahoga County
If applicable provide the full address or list the municipality(les) impacted by the project.	Serving all of Cuyahoga County Eligible Residents
COMPETITIVE PROCUREMENT	NON-COMPETITIVE PROCUREMENT
RQ # if applicable N/A	Provide a short summary for not using competitive bid
□ RFB □ RFP □ RFQ	process.
□ Informal	·
☐ Formal Closing Date:	
	*See Justification for additional information.
The total value of the solicitation: N/A	☐ Exemption
Number of Solicitations (sent/received) N/A	☐ State Contract, list STS number and expiration date
	☐ Government Coop (Joint Purchasing Program/GSA), list number and expiration date
Participation/Goals (%): () DBE () SBE	☐ Sole Source ☐ Public Notice posted by Department
() MBE () WBE. Were goals met by awarded	of Purchasing. Enter # of additional responses received
vendor per DEI tab sheet review?: ☐ Yes ☐	from posting ().
No, please explain.	
N/A	
Recommended Vendor was low bidder: ☐ Yes ☐ No, please explain:	☐ Government Purchase Government to Government Agreement. The total value of the Agreement is
	\$18,273.85
N/A	T Albanasi a Basa
	☐ Alternative Procurement Process
How did pricing compare among bids received?	☐ Contract Amendment (list original procurement)
N/A	☐ Other Procurement Method, please describe:
to Broade of Company of the Company	
is Purchase/Services technology related ☐ Yes ☒ No	If item is not on IT Standard List state date of TAC
☐ Check if item on IT Standard List of approved purchase. N/A	approval: N/A
	1 ''
Is the item ERP related? ☐ No ☐ Yes, answer the below questions. N/A Are services covered under the original ERP Budget or Project? ☐ Yes ☐ No, please explain.	
N/A	Froject: 🗀 res 🗀 140, piease expiain.
Are the purchases compatible with the new ERP system? ☐ Yes ☐ No, please explain.	
N/A	

FUNDING SOURCE: i.e. General Fund, Health and Human Services Levy Funds, Community Development

Block Grant (No acronyms i.e. HHS Levy, CDBG, etc.). Include % if more than one source.

Rev. 7/24/23

Commented [CK1]: Suggestion by MBV = 1 can't recall exactly how she said it. See text in green, (or we can refer them to instructions) and provide more detail in the instruction.

Program Income: 11.54% Federal Reimbursement: 50.5% Federal Incentives: 10.54% State Match, Medical Incentives & IRS Recollect HHS Levy: 17.42%	tions: 10%
Is funding for this included in the approved budg	get? ☑ Yes □ No (if "no" please explain):
Payment Schedule: $oxed{oxed}$ Invoiced $oxed{oxed}$ Monthly $oxed{oxed}$	Quarterly One-time Other (please explain):
Provide status of project.	
☐ New Service or purchase ☒ Recurring servipurchase Reason:	reason for late and timeline of late submission
time because the contract budgets review pribudget is approved. After the County Council a Agencies in late December, then each Agency Contracts based on the approved Operating B and confirm the indirect cost allocations with method (2 weeks). Then the budgets must be pof Child Support for review (2 weeks). This must	Cooperative Agreement Contracts are being submitted at this occess cannot begin until the county's current year operating approves the Child Support Operating Budgets for these County must then complete the Budgets that are included in these udget (min 2 1/2 weeks). Then OCSS must review the budgets OBM, a more complex step due to a new indirect allocation bassed to the Ohio Department of Job & Family Services/Office at all occur before legal and OPD review can begin. The normal poleted is 7 weeks. The process cannot begin until late December, e a Jan 1 start date.
Timeline: Project/Procurement Start Date	
(date your team started working on this item):	12/6/2023
Date documents were requested from vendor:	12/6/2023; 1/10/2024 & 1/11/2024
Date of insurance approval from risk manager:	N/A
Date Department of Law approved Contract:	TBD
Date item was entered and released in Infor:	1/26/2024 & TBD
Detail any issues that arose during processing in Infor, such as the item being disapproved and requiring	
because the contract budgets review process c approved.	operative Agreement contracts are being submitted at this time annot begin until the county's current year operating budget is
Have payments be made? ⊠ No ☐ Yes (if yes	s, please explain)
LUCTORY (In-terms)	
HISTORY (see instructions):	
CONTRACT NO 3159	
TIME PERIOD - 1/1/2023 to 12/31/2023	

Rev. 7/24/23

Upload as "word" document in Infor

Infor/Lawson RQ#:	Not Required for Exemption - GOVP	
Infor/Lawson PO# Code (if applicable):	GOVP	
CM Contract#	4159	

2024 OCSS IV-D CONTRACT: JUVENILE COURT CASHIERS	Department	Clerk of the Board
Briefing Memo	LC	EB

are being so the various required. A approves the Budgets for December, complete the these Contracts of them for quantum Agency (2) Indirect Plathe contract the Office Department their initial give their initial give their initial since the contract of the contract their initial give their initial	perative Agreement Contracts submitted at this time because of a processing steps that are After the County Council the Child Support Operating or these County Agencies in late a then each Agency must then the Budgets that are included in tracts (2 1/2 weeks). Once we completed Budgets and from the Agencies we review
submit the (1/2 week) for all of the weeks. NOTE: THE AGREEMS FROM COOF CONTESTIGNED AEXECUTE ALLOW F	uestionable costs with each weeks) this year due to NEW an questions to County OBM in the costs, then we send them down to of Child Support at the Ohio at of Job & Family Services for the review (2 weeks). Once they initial approval, we then have the gencies sign the contracts and im for County Council approval. The normal processing time has activity to be completed is 7 IESE COOPERATIVE ENTS NEED APPROVAL DUNTY COUNCIL / BOARD ROL (RESOLUTION) AND
What is being done to prevent this from reoccurring? N/A	TURES

TAC or CTO Required or authorized IT Standard	Yes □	No X

OTHER THAN FULL AND OPEN COMPETITION

1 | Page

Upload as "word" document in Infor

Government Purchase Reviewed by Purchasing							
2024 OCSS IV-D CONTRACT: JUVENILE COURT Department initials Purchasing CASHIERS							
Justification Form			LC	EB			
Debarment/Suspension Verified	LC	EB					
Auditor's Finding	LC	EB					
Vendor's Submission			LC	EB			
Cover - Master contracts only			N/A	N/A			
Contract Evaluation - if required	- if required LC EB			EB			
TAC/CTO Approval or IT Standard page #s), if required.	N/A	N/A					
Checklist Verification	LC	EB					

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

Other documentation may be required depending upon your specific item

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

Reviewed by Law				
	Department initials			
Agreement/Contract and Exhibits	LC			
Matrix Law Screen shot	LC			
COI	N/A- Waived			
Workers' Compensation Insurance	N/A- Waived			

Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
1/1/2024 - 12/31/2024	HS245100	55130		\$18,273.85
			TOTAL	\$18,273.85

Contract History CE/AG# (if applicable)	N/A
Infor/Lawson PO# and PO Code (if applicable)	GOVP
Lawson RQ# (if applicable)	Not Required for Exemption - GOVP
CM Contract#	4159

2 | P a g e

Upload as "word" document in Infor

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
Original Amount	\$18,273.85		1.1.2024 – 12.31.2024	Pending Approval	Pending Approval
Prior Amendment Amounts (list separately)		\$			
		\$			
		\$			
Pending Amendment		\$			
Total Amendments		\$			
Total Contact Amount		\$18,273.85			

Purchasing Use Only:

Prior Resolutions:	N/A	
CM#:	4159	
Vendor Name:	Court of Common Pleas, Juvenile Court Division	
ftp:	1/1/2024 - 12/31/2024	
Amount:	\$18,273.85	
History/CE:	Ok	
EL:	Ok	
Procurement Notes:	N/A	

Purchasing Buyer approval: EB 2/12/2024

CONTRACT EVALUATION FORM

Contractor	Court of Co	mmon Pleas,	Division of	Juvenile Cou	rt			
Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:	CM4159							
RQ#	Not require	Not required for Exemption - GOVP						
Time Period of Original Contract	1/1/2023 - 12/31/2023							
Background Statement	Title IV-D Cooperative Agreement Contracts are mandated by O.R.C. 3125.14 and Ohio Department of Jobs and Family Services regulations and specify the services which will be rendered pertaining to the collections of Cash Child Support payments for enforcement of Child Support Obligations. The IV-D Contract enables the County to recover the up to 66% FFP (less any program income) reimbursement of the expenses incurred by the Juvenile Court's Cashiers Office for accepting cash payments for court ordered child support obligations.							
Service Description	The Juvenile Court's Cashiers Office takes Cash Child Support Payments at the Juvenile Justice Center building. Prepares receipts and forwards them daily to the CSEA. The cash is then deposited daily in the CSEA PNC Depository Account.							
Performance Indicators	 Juvenile Court Cash Collections 2023 Performance Standards: Juvenile Court will only accept cash payments in its cashier's office. Juvenile Court will deliver receipts for each cash transaction to the Office of Child Support Services (OCSS) along with the individual payment information forms daily. Cash deposits into the OCSS depository account will occur daily. Juvenile Court will report missing or void cash payment receipts each day of occurrence. Juvenile Court will prepare a daily accounting of total transactions and the amount of deposits that OCSS will receive by the end of each week. 							
Actual Performance versus performance indicators (include statistics):	increase fro	CY 2023 cash collections totaled \$233,468.03; which represents a 12.97% increase from the prior year. CY 2023 individual payment items collected were 1,214, which is a 21.84% increase from the prior year.						
Rating of Overall Performance of Contractor	Superior	Above Average	Average	Below Average	Poor			

Select One (X)			X		
Justification of Rating Department Contact	OCSS was to processed from years. This levels. At the Depository	imely. Althorom the prior is due to the emes there we account; other ontract and the	ugh an incre year, the tota continued por ere delays to rwise, the po	ease in collect als continue to ost Covid-19 a the cash depo	ivery of cash receipts to ions and items to be less than in prior affects on staffing osits into the OCSS omplies as identified in cators.
User Department Date	Office of Cl	nild Support			
Ar 50.50	1/12/2024				

PURCHASE-RELATED TRANSACTIONS

Title	HHS Office of Child Support Services 2024 – Government Purchase Agreement – Cuyahoga County Domestic Relations Court for Title IV-D court related services for time period 1/1/2024 – 12/31/2024							
Depart		r Agency Nar		OFFICE OF CHILD SUPPORT SERVICES (OCCS)				
Reque	sted Ac	tion		Genera	ating 🗆 Purcha	ment	•	□ Revenue
_	al (O)/ dment	Contract No. (If PO, list PO#)	Vend Name		Time Period	Amount	Date BOC Approved/ Council's Journal Date	Approval No.
0		4163	Cuyah Count Dome Relati Court	ty estic ons	1/1/2024 – 12/31/2024	\$3,796,651.78	Pending	Pending
	CSS is re					c Relations Court f 1, 2024, to Decen		ated services in
		of furniture,	-			onal Replacen placed items be dis		
Project The pri	Title IV Family modific Regulat expens	Outcomes or pals of the pro- Described Pro- Described Pro- Services regula action and enfo tions. The IV-I es incurred mi	r Purpo oject ar e Agreen ations in orcemen O Contra nus pro	se (list 3) e: nent Cont order to ot of Child ct enable: gram inco	cracts are mandate specify the service Support Obligatio s the County to re me by the Domest	ed by O.R.C. 3125.14 is which will be rending accordance wit cover the up to 66% tic Relations Court.	and Ohio Departn ered pertaining to h applicable Child FFP reimbursemei	the establishment Support nt portion of the
2.	motion	or other actio	n provid	led for in	the Ohio Revised (upport) Units of Servi Code (O.R.C.) relating s journalized by the	to the establishn	
3.	This is a	a Cooperative	Agreem	ent betwe	een two County Ag	encies.		
lf a Cor	unty Co	uncil item, ar	e vou r	equestin	g passage of the	item without 3 re	adings. 🗆 Yes	⊠ No

In the boxes below, list Vendor/Contractor, etc. Nar vendor/contractor, etc. provide owner, executive dir	ne, Street Address, City, State and Zip Code. Beside each ector, other (specify)	
Vendor Name and address:	Owner, executive director, other (specify):	
	Domestic Relations Court	
Domestic Relations Court		
1 Lakeside Ave Room 149		
Cleveland, OH 44113		
Vendor Council District: Council District 7	Project Council District: Council Districts-County wide	
If anyther are the the fill the state of		
If applicable provide the full address or list the municipality(ies) impacted by the project.	Serving eligible residents throughout Cuyahoga County	
COMPETITIVE PROCUREMENT	NON COMPENSATION PROCESSION	
COMPETITIVE PROCUREMENT	NON-COMPETITIVE PROCUREMENT	
RQ # if applicable	Provide a short summary for not using competitive bid process.	
☐ Informal		
☐ Formal Closing Date:	*See Justification for additional information.	
The total value of the solicitation: N/A	☐ Exemption	
The total value of the solicitation. N/A	Li Exemption	
Number of Solicitations (sent/received) / N/A	☐ State Contract, list STS number and expiration date	
	☐ Government Coop (Joint Purchasing Program/GSA), list number and expiration date	
Participation/Goals (%): () DBE () SBE	☐ Sole Source ☐ Public Notice posted by Department	
() MBE () WBE. Were goals met by awarded	of Purchasing. Enter # of additional responses received	
vendor per DEI tab sheet review?: ☐ Yes ☐	from posting ().	
No, please explain.	, , , , , , , , , , , , , , , , , , ,	
N/A		
Recommended Vendor was low bidder: Yes	⊠ Government Purchase	
□ No, please explain:	The total amount of the Agreement is \$3,796,651.78.	
,		
N/A	☐ Alternative Procurement Process	
How did pricing compare among bids received? N/A	☐ Contract Amendment (list original procurement)	
	☐ Other Procurement Method, please describe:	
Is Purchase/Services technology related ☐ Yes 🗵 No	o. If yes, complete section below:	
☐ Check if item on IT Standard List of approved purchase. N/A	If item is not on IT Standard List state date of TAC approval: N/A	
Is the item ERP related? \square No \square Yes, answer the below	ow questions. N/A	

Are the purchases compatible with the new ERP system?		er the original ERP Budget o	N/A
Program Income 11.54% Federal Reimbursement 50.50% State Match + Medical Incentives + IRS Collections 10.00% HHS Levy 17.42% S funding for this included in the approved budget? Yes No (if "no" please explain): Payment Schedule: Invoiced Monthly Quarterly One-time Other (please explain): Provide status of project. New Service or purchase Recurring service or Is contract late No Yes, In the fields below pourchase Reason: Reason: The project's term has already begun. These Cooperative Agreement Contracts are submitted at this time because the contract budgets review process cannot begin until the county's crear operating budget is approved. After the County Council approves the Child Support Operating Budget in these Contracts based on the approved Operating Budget (min 2 1/2 weeks). Then OCSS must review oudgets and confirm the indirect cost allocations with OBM, a more complex step due to a new in allocation method (2 weeks). Then the budgets must be passed to the Ohio Department of Job & Bervices/Office of Child Support for review (2 weeks). This must all occur before legal and OPD review (2 weeks). This must all occur before legal and OPD review (2 weeks). This must all occur before legal and OPD review (2 weeks). This must all occur before legal and OPD review (2 weeks). This must all occur before legal and OPD review (2 weeks). This must all occur before legal and OPD review (3 weeks). This must all occur before legal and OPD review (2 weeks). This must all occur before legal and OPD review (3 weeks). This must all occur before legal and OPD review (4 weeks). This must all occur before legal and OPD review (5 weeks). This must all occur before legal and OPD review (6 weeks). This must all occur before legal and OPD review (6 weeks). This must all occur before legal and OPD review (6 weeks). This must all occur before legal and OPD review (6 weeks). This must all occur before legal and OPD review (6 weeks). This must all occur before legal and OPD review (6 weeks). This must	o, please explain. N/A	tible with the new ERP syste	Are the purchases compatib
Program Income 11.54% Federal Reimbursement 50.50% State Match + Medical Incentives + IRS Collections 10.00% HHS Levy 17.42% Is funding for this included in the approved budget? Yes No (if "no" please explain): Payment Schedule: Invoiced Monthly Quarterly One-time Other (please explain): Provide status of project. New Service or purchase Recurring service or Is contract late No Yes, In the fields below pourchase Reason: Reason: The project's term has already begun. These Cooperative Agreement Contracts are submitted at this time because the contract budgets review process cannot begin until the county's cyear operating budget is approved. After the County Council approves the Child Support Operating Budget in these Contracts based on the approved Operating Budget (min 2 1/2 weeks). Then OCSS must review oudgets and confirm the indirect cost allocations with OBM, a more complex step due to a new in allocation method (2 weeks). Then the budgets must be passed to the Ohio Department of Job & Bervices/Office of Child Support for review (2 weeks). This must all occur before legal and OPD review (2 weeks). This must all occur before legal and OPD review (2 weeks). This must all occur before legal and OPD review (2 weeks). This must all occur before legal and OPD review (2 weeks). This must all occur before legal and OPD review (2 weeks). This must all occur before legal and OPD review (3 weeks). This must all occur before legal and OPD review (2 weeks). This must all occur before legal and OPD review (2 weeks). This must all occur before legal and OPD review (3 weeks). This must all occur before legal and OPD review (4 weeks). This must all occur before legal and OPD review (2 weeks). This must all occur before legal and OPD review (3 weeks). This must all occur before legal and OPD review (4 weeks). This must all occur before legal and OPD review (5 weeks). This must all occur before legal and OPD review (6 weeks). This must all occur before legal and OPD review (6 weeks). This must all occur before lega	prov Eunds Community Dovolonment	eneral Fund. Health and Hi	FUNDING SOURCE i.e. Gon
Federal Incentives 10.54% State Match + Medical Incentives + IRS Collections 10.00% HHS Levy 17.42% Is funding for this included in the approved budget? Yes No (if "no" please explain): Payment Schedule: Invoiced Monthly Quarterly One-time Other (please explain): Provide status of project. New Service or purchase Recurring service or reason for late and timeline of late submission Reason: Reason: The project's term has already begun. These Cooperative Agreement Contracts are submitted at this time because the contract budgets review process cannot begin until the county's ceyear operating budget is approved. After the County Council approves the Child Support Operating Budgethese County Agencies in late December, then each Agency must then complete the Budgets that are in in these Contracts based on the approved Operating Budget (min 2 1/2 weeks). Then OCSS must review budgets and confirm the indirect cost allocations with OBM, a more complex step due to a new in allocation method (2 weeks). Then the budgets must be passed to the Ohio Department of Job & Services/Office of Child Support for review (2 weeks). This must all occur before legal and OPD reviewegin. The normal processing time for all of this activity to be completed is 7 weeks. The process cannot until late December, which is already too late to be submitted before a Jan 1 start date. Fineline: Project/Procurement Start Date (date your team started working on this item): 12/06/23 Date Department of Law approved Contract: 12/06/23 Date Department of Law approved Contract: 12/06/23 Date Department of Law approved Contract: 13/1/2024 (Pending) Date item was entered and released in Infor: 1/31/2024 (Pending)			
State Match + Medical Incentives + IRS Collections 10.00% 17.42% 17.42% 17.42% 17.42% Similar for this included in the approved budget?			Program Income
17.42% 1			ederal Reimbursement
It is Levy 17.42% Invoided in the approved budget? Yes No (if "no" please explain): Provide status of project. New Service or purchase Recurring service or purchase it is contract late No Yes, In the fields below preason for late and timeline of late submission leason. Reason: The project's term has already begun. These Cooperative Agreement Contracts are ubmitted at this time because the contract budgets review process cannot begin until the county's cear operating budget is approved. After the County Council approves the Child Support Operating Budge hese County Agencies in late December, then each Agency must then complete the Budgets that are in these Contracts based on the approved Operating Budget (min 2 1/2 weeks). Then OCSS must reviewedgets and confirm the indirect cost allocations with OBM, a more complex step due to a new in illocation method (2 weeks). Then the budgets must be passed to the Ohio Department of Job & ervices/Office of Child Support for review (2 weeks). This must all occur before legal and OPD reviewedgein. The normal processing time for all of this activity to be completed is 7 weeks. The process cannot intil late December, which is already too late to be submitted before a Jan 1 start date. Immeline: Toject/Procurement Start Date date your team started working on this item): Tate documents were requested from vendor: 12/06/23 12/06/23; 01/10/24; 01/18/24 Pate Department of Law approved Contract: Pending Pending Pending Petail any issues that arose during processing in Infor, such as the item being disapproved and received and released in Infor: 1/31/2024 (Pending)			ederal Incentives
rovide status of project. New Service or purchase Recurring service or reason for late and timeline of late submission reason: The project's term has already begun. These Cooperative Agreement Contracts are ubmitted at this time because the contract budgets review process cannot begin until the county's crear operating budget is approved. After the County Council approves the Child Support Operating Budge hese County Agencies in late December, then each Agency must then complete the Budgets that are in these Contracts based on the approved Operating Budget (min 2 1/2 weeks). Then OCSS must review grocess cannot only in the indirect cost allocations with OBM, a more complex step due to a new in illocation method (2 weeks). Then the budgets must be passed to the Ohio Department of Job & I ervices/Office of Child Support for review (2 weeks). This must all occur before legal and OPD reviewing in the December, which is already too late to be submitted before a Jan 1 start date. Implication method (2 weeks) already too late to be submitted before a Jan 1 start date. Implication method (2 weeks) already too late to be submitted before a Jan 1 start date. Implication method (2 weeks) already too late to be submitted before a Jan 1 start date. Implication method (2 weeks) already too late to be submitted before a Jan 1 start date. Implication method (2 weeks) already too late to be submitted before a Jan 1 start date. Implication method (2 weeks) already too late to be submitted before a Jan 1 start date. Implication method (2 weeks) already too late to be submitted before alleady and open this item): In all the December, which is already too late to be submitted before alleady and open this item. In all the December all the December all the December alleady too late to be submitted before alleady and the december alleady and the decembe		centives + IRS Collections	tate Match + Medical Ince
Provide status of project. New Service or purchase Recurring service or purchase Reason: The project's term has already begun. These Cooperative Agreement Contracts are ubmitted at this time because the contract budgets review process cannot begin until the county's caser operating budget is approved. After the County Council approves the Child Support Operating Budget must then complete the Budgets that are into these Contracts based on the approved Operating Budget (min 2 1/2 weeks). Then OCSS must review budgets and confirm the indirect cost allocations with OBM, a more complex step due to a new in allocation method (2 weeks). Then the budgets must be passed to the Ohio Department of Job & Interview/Office of Child Support for review (2 weeks). This must all occur before legal and OPD reviewegin. The normal processing time for all of this activity to be completed is 7 weeks. The process cannot until late December, which is already too late to be submitted before a Jan 1 start date. 12/06/23			IHS Levy
Provide status of project. New Service or purchase ⊠ Recurring service or purchase □ Is contract late □ No ☒ Yes, In the fields below purchase reason: Reason: The project's term has already begun. These Cooperative Agreement Contracts are ubmitted at this time because the contract budgets review process cannot begin until the county's crear operating budget is approved. After the County Council approves the Child Support Operating Budget county Agencies in late December, then each Agency must then complete the Budgets that are in these Contracts based on the approved Operating Budget (min 2 1/2 weeks). Then OCSS must review budgets and confirm the indirect cost allocations with OBM, a more complex step due to a new in allocation method (2 weeks). Then the budgets must be passed to the Ohio Department of Job & Dep	"no" please explain):	in the approved budget?	s funding for this included in
New Service or purchase Recurring service or reason for late and timeline of late submission reason: The project's term has already begun. These Cooperative Agreement Contracts are submitted at this time because the contract budgets review process cannot begin until the county's care operating budget is approved. After the County Council approves the Child Support Operating Budge these County Agencies in late December, then each Agency must then complete the Budgets that are into these Contracts based on the approved Operating Budget (min 2 1/2 weeks). Then OCSS must review oudgets and confirm the indirect cost allocations with OBM, a more complex step due to a new in allocation method (2 weeks). Then the budgets must be passed to the Ohio Department of Job & Deservices/Office of Child Support for review (2 weeks). This must all occur before legal and OPD reviewegin. The normal processing time for all of this activity to be completed is 7 weeks. The process cannot until late December, which is already too late to be submitted before a Jan 1 start date. Timeline: Project/Procurement Start Date date your team started working on this item): 12/06/23 20/24 (Pending) 20/24 (Pending) 20/24 (Pending) 20/24 (Pending) 20/24 (Pending)	me Other (please explain):	voiced Monthly Qua	Payment Schedule: 🛛 Invoi
New Service or purchase Recurring service or reason for late and timeline of late submission reason: Reason: The project's term has already begun. These Cooperative Agreement Contracts are submitted at this time because the contract budgets review process cannot begin until the county's corear operating budget is approved. After the County Council approves the Child Support Operating Budge hese County Agencies in late December, then each Agency must then complete the Budgets that are into these Contracts based on the approved Operating Budget (min 2 1/2 weeks). Then OCSS must review budgets and confirm the indirect cost allocations with OBM, a more complex step due to a new in allocation method (2 weeks). Then the budgets must be passed to the Ohio Department of Job & December of Child Support for review (2 weeks). This must all occur before legal and OPD reviewegin. The normal processing time for all of this activity to be completed is 7 weeks. The process cannot until late December, which is already too late to be submitted before a Jan 1 start date. Timeline: Project/Procurement Start Date date your team started working on this item): 12/06/23 20/24 (Pending) 20/24 (Pending) 20/24 (Pending) 20/24 (Pending) 20/24 (Pending)			
New Service or purchase Recurring service or reason for late and timeline of late submission reason: Reason: The project's term has already begun. These Cooperative Agreement Contracts are submitted at this time because the contract budgets review process cannot begin until the county's corear operating budget is approved. After the County Council approves the Child Support Operating Budge hese County Agencies in late December, then each Agency must then complete the Budgets that are into these Contracts based on the approved Operating Budget (min 2 1/2 weeks). Then OCSS must review budgets and confirm the indirect cost allocations with OBM, a more complex step due to a new in allocation method (2 weeks). Then the budgets must be passed to the Ohio Department of Job & December of Child Support for review (2 weeks). This must all occur before legal and OPD reviewegin. The normal processing time for all of this activity to be completed is 7 weeks. The process cannot until late December, which is already too late to be submitted before a Jan 1 start date. Timeline: Project/Procurement Start Date date your team started working on this item): 12/06/23 20/24 (Pending) 20/24 (Pending) 20/24 (Pending) 20/24 (Pending) 20/24 (Pending)			Provide status of preject
reason for late and timeline of late submission Reason: Reason: The project's term has already begun. These Cooperative Agreement Contracts are submitted at this time because the contract budgets review process cannot begin until the county's care operating budget is approved. After the County Council approves the Child Support Operating Budge hese County Agencies in late December, then each Agency must then complete the Budgets that are into these Contracts based on the approved Operating Budget (min 2 1/2 weeks). Then OCSS must review budgets and confirm the indirect cost allocations with OBM, a more complex step due to a new in allocation method (2 weeks). Then the budgets must be passed to the Ohio Department of Job & Devices/Office of Child Support for review (2 weeks). This must all occur before legal and OPD reviewegin. The normal processing time for all of this activity to be completed is 7 weeks. The process cannot until late December, which is already too late to be submitted before a Jan 1 start date. Timeline: Project/Procurement Start Date date your team started working on this item): 12/06/23 12/06/23 12/06/23 12/06/23; 01/10/24; 01/18/24 Date of insurance approval from risk manager: N/A Pending 20te item was entered and released in Infor: 1/31/2024 (Pending) Detail any issues that arose during processing in Infor, such as the item being disapproved and recompleted in the process cannot inform the p			· ·
Reason: Reason: The project's term has already begun. These Cooperative Agreement Contracts are submitted at this time because the contract budgets review process cannot begin until the county's care operating budget is approved. After the County Council approves the Child Support Operating Budge these County Agencies in late December, then each Agency must then complete the Budgets that are into these Contracts based on the approved Operating Budget (min 2 1/2 weeks). Then OCSS must review budgets and confirm the indirect cost allocations with OBM, a more complex step due to a new in allocation method (2 weeks). Then the budgets must be passed to the Ohio Department of Job & December of Child Support for review (2 weeks). This must all occur before legal and OPD reviewegin. The normal processing time for all of this activity to be completed is 7 weeks. The process cannot until late December, which is already too late to be submitted before a Jan 1 start date. Timeline: Project/Procurement Start Date date your team started working on this item): 12/06/23 20/24 (Pending) 20/24 (Pending) 20/24 (Pending) 20/24 (Pending)	e □ No ☒ Yes, In the fields below provid	ase 🛛 Recurring service or	
ubmitted at this time because the contract budgets review process cannot begin until the county's crear operating budget is approved. After the County Council approves the Child Support Operating Budge hese County Agencies in late December, then each Agency must then complete the Budgets that are into these Contracts based on the approved Operating Budget (min 2 1/2 weeks). Then OCSS must review undgets and confirm the indirect cost allocations with OBM, a more complex step due to a new in allocation method (2 weeks). Then the budgets must be passed to the Ohio Department of Job & Indirect cost allocations with OBM, a more complex step due to a new in allocation method (2 weeks). Then the budgets must be passed to the Ohio Department of Job & Indirect cost allocations with OBM, a more complex step due to a new in allocation method (2 weeks). Then the budgets must be passed to the Ohio Department of Job & Indirect cost allocations with OBM, a more complex step due to a new in allocation method (2 weeks). Then the budgets must be passed to the Ohio Department of Job & Indirect cost allocations with OBM, a more complex step due to a new in allocation method (2 weeks). Then the budgets must be passed to the Ohio Department of Job & Indirect cost allocations with OBM, a more complex step due to a new in allocation method (2 weeks). Then OCSS must review in allocation method (2 weeks). Then OCSS must review in allocation method (2 weeks). Then OCSS must review in allocation method (2 weeks). Then OCSS must review in allocation method (2 weeks). Then OCSS must review in allocation method (2 weeks). Then OCSS must review in allocation method (2 weeks). Then OCSS must review in allocation method (2 weeks). Then OCSS must review in allocation method (2 weeks). Then OCSS must review in allocation method (2 weeks). Then OCSS must review in allocation method (2 weeks). Then OCSS must review in allocation method (2 weeks). Then OCSS must review in allocation method (2 weeks). Then OCSS must review in allocation method (2 wee			
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 recommendate in Infor, such as the item being disapproved and recommendate in Infor, such as the item being disapproved and recommendate in Infor, such as the item being disapproved and recommendate in Infor, such as the item being disapproved and recommendate in Infor, such as the item being disapproved and recommendate in Infor, such as the item being disapproved and recommendate in Infor, such as the item being disapproved and recommendate in Infor, such as the item being disapproved and recommendate in Infor.	e and timeline of late submission operative Agreement Contracts are bein	-	Reason: Reason: The proje
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 recommendate in the item being disapproved and recommendate in Infor, such as the item being disapproved and recommendate in Infor, such as the item being disapproved and recommendate in Infor, such as the item being disapproved and recommendate in Infor, such as the item being disapproved and recommendate in Infor, such as the item being disapproved and recommendate in Infor, such as the item being disapproved and recommendate in Infor, such as the item being disapproved and recommendate in Infor, such as the item being disapproved and recommendate in Infor.	e and timeline of late submission operative Agreement Contracts are bein ss cannot begin until the county's currer es the Child Support Operating Budgets fo en complete the Budgets that are include 2 1/2 weeks). Then OCSS must review th nore complex step due to a new indirect to the Ohio Department of Job & Famil Ill occur before legal and OPD review ca leted is 7 weeks. The process cannot begi	ecause the contract budge approved. After the County late December, then each on the approved Operatin indirect cost allocations leks). Then the budgets m support for review (2 weel sing time for all of this acti	Reason: Reason: The project of the p
Date documents were requested from vendor: 12/06/23; 01/10/24; 01/18/24 Date of insurance approval from risk manager: N/A Date Department of Law approved Contract: Pending Date item was entered and released in Infor: 1/31/2024 (Pending) Detail any issues that arose during processing in Infor, such as the item being disapproved and recommendations.	e and timeline of late submission operative Agreement Contracts are bein ss cannot begin until the county's currer es the Child Support Operating Budgets fo en complete the Budgets that are include 2 1/2 weeks). Then OCSS must review th nore complex step due to a new indirect to the Ohio Department of Job & Famil Ill occur before legal and OPD review ca leted is 7 weeks. The process cannot begi	ecause the contract budge approved. After the County late December, then each on the approved Operating indirect cost allocations teks). Then the budgets may be support for review (2 weelsing time for all of this action is already too late to be supported.	Reason: Reason: The proje- cubmitted at this time beca- cear operating budget is applichese County Agencies in la- in these Contracts based or budgets and confirm the in- allocation method (2 week bervices/Office of Child Sup- begin. The normal processing until late December, which
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 recommendations.	e and timeline of late submission operative Agreement Contracts are bein ss cannot begin until the county's currer es the Child Support Operating Budgets fo en complete the Budgets that are include 2 1/2 weeks). Then OCSS must review th nore complex step due to a new indirect to the Ohio Department of Job & Famil Ill occur before legal and OPD review ca leted is 7 weeks. The process cannot begi	ecause the contract budge approved. After the County late December, then each on the approved Operating indirect cost allocations teks). Then the budgets may be support for review (2 weeks sing time for all of this action is already too late to be stored.	teason: Reason: The proje- ubmitted at this time becarear operating budget is app hese County Agencies in lain these Contracts based or oudgets and confirm the interest of the literature of th
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 recommendations.	e and timeline of late submission operative Agreement Contracts are bein ss cannot begin until the county's currer es the Child Support Operating Budgets fo en complete the Budgets that are include 2 1/2 weeks). Then OCSS must review th nore complex step due to a new indirect to the Ohio Department of Job & Famil fill occur before legal and OPD review ca leted is 7 weeks. The process cannot begine a Jan 1 start date.	ecause the contract budges approved. After the County late December, then each on the approved Operatin e indirect cost allocations seks). Then the budgets m Support for review (2 weel sing time for all of this acti ch is already too late to be set t Date vorking on this item):	teason: Reason: The proje- ubmitted at this time beca- ear operating budget is ap- hese County Agencies in la- in these Contracts based or budgets and confirm the in- illocation method (2 week- services/Office of Child Sup- begin. The normal processing intil late December, which imeline: project/Procurement Start Ed- date your team started wor
Detail any issues that arose during processing in Infor, such as the item being disapproved and rec	e and timeline of late submission operative Agreement Contracts are bein ss cannot begin until the county's currer es the Child Support Operating Budgets fo en complete the Budgets that are include 2 1/2 weeks). Then OCSS must review th nore complex step due to a new indirect to the Ohio Department of Job & Famil fill occur before legal and OPD review ca leted is 7 weeks. The process cannot begine a Jan 1 start date.	ecause the contract budges approved. After the County late December, then each on the approved Operatin e indirect cost allocations seks). Then the budgets m support for review (2 weel sing time for all of this acti- ch is already too late to be set t Date orking on this item): 12/0 uested from vendor: 12/0	teason: Reason: The proje- ubmitted at this time beca- ear operating budget is ap- hese County Agencies in la- in these Contracts based or budgets and confirm the in illocation method (2 week services/Office of Child Sup- begin. The normal procession intil late December, which imeline: project/Procurement Start County of the pro- date your team started work to bate documents were reque-
	e and timeline of late submission operative Agreement Contracts are bein ss cannot begin until the county's currer es the Child Support Operating Budgets fo en complete the Budgets that are include 2 1/2 weeks). Then OCSS must review th nore complex step due to a new indirect to the Ohio Department of Job & Famil fill occur before legal and OPD review ca leted is 7 weeks. The process cannot begine a Jan 1 start date.	ecause the contract budges approved. After the County late December, then each on the approved Operatin e indirect cost allocations seks). Then the budgets m Support for review (2 weel sing time for all of this action this already too late to be secured from vendor: 12/0 luested from vendor: 12/0 la from risk manager: N/A	teason: Reason: The projectubmitted at this time becarear operating budget is applied to the project of the pro
	e and timeline of late submission operative Agreement Contracts are bein ss cannot begin until the county's currer es the Child Support Operating Budgets fo en complete the Budgets that are include 2 1/2 weeks). Then OCSS must review th nore complex step due to a new indirect to the Ohio Department of Job & Famil ill occur before legal and OPD review ca leted is 7 weeks. The process cannot begin er a Jan 1 start date.	ecause the contract budges approved. After the County late December, then each on the approved Operatin e indirect cost allocations seks). Then the budgets m support for review (2 weel sing time for all of this acti- ch is already too late to be secondary to Date vorking on this item): 12/0 late from risk manager: 12/0 late from risk manager: N/A approved Contract: Pen	teason: Reason: The projectubmitted at this time becarear operating budget is applied to the project of the pro
	e and timeline of late submission operative Agreement Contracts are bein ss cannot begin until the county's currer es the Child Support Operating Budgets fo en complete the Budgets that are include 2 1/2 weeks). Then OCSS must review th nore complex step due to a new indirect to the Ohio Department of Job & Famil Ill occur before legal and OPD review ca leted is 7 weeks. The process cannot begin er a Jan 1 start date.	ecause the contract budges approved. After the County late December, then each on the approved Operatine indirect cost allocations seks). Then the budgets m support for review (2 weel sing time for all of this action this already too late to be secured to be secured from vendor: 12/0 al from risk manager: 12/0 al from risk manager: N/A approved Contract: d released in Infor: 1/3:	Reason: Reason: The project submitted at this time because of these County Agencies in later these County Agencies in later these Contracts based or budgets and confirm the inallocation method (2 week Services/Office of Child Supplements of

Rev. 7/24/23

Commented [CK1]: Suggestion by MBV -1 can't recall exactly how she said it. See text in green, (or we can refer them to instructions) and provide more detail in the instruction

If late, have services begun? ☐ No ☒ Yes (if yes, please explain) Cooperative Agreement contracts are being submitted at this process cannot begin until the county's current year operating bu	time because the contract budgets review
Have payments be made? 🗵 No 🛚 Yes (if yes, please explain)	

HISTORY (see instructions):

Contract Type: O-Original Contract Number: 3156

Vendor Name: Domestic Relations Court Time Period: 1/1/2023 – 12/1/2023 Amount of Contract: \$3,668,462.25 BOC Approval Date: 3/28/2023 Approval Number: R2023-0065

Upload as "word" document in Infor

Infor/Lawson RQ#:	N/A-Not Required for Exemption- GOVP
Infor/Lawson PO# Code (if applicable):	GOVP
CM Contract#	4163

2024 OCSS IV-D CONTRACT: DOMESTIC RELATIONS COURT (PART	Department	Clerk of the Board
Briefing Memo	LS	EB

Late Submittal Required:	Yes X No □
Why is the contract being submitted late?	These Cooperative Agreement
	Contracts are being submitted at
	this time because of the various
	processing steps that are
	required. After the County
	Council approves the Child
	Support Operating Budgets for
	these County Agencies in late
	December, then each Agency
	must then complete the Budgets
	that are included in these
	Contracts (2 1/2 weeks). Once
	we receive the completed
	Budgets and Contracts from the
	Agencies we review them for
	questionable costs with each
	Agency (2 weeks) this year due
	to NEW Indirect Plan questions
	to County OBM in the
	contracts; then we send them
	down to the Office of Child
	Support at the Ohio Department
	of Job & Family Services for
	their initial review (2 weeks).
	Once they give their initial
	approval, we then have the
	Vendor Agencies sign the
	contracts and submit them for
	County Council approval (1/2
	week). The normal processing
	time for all of this activity to be
	completed is 7 weeks.
	NOTE: THESE COOPERATIVE
	AGREEMENTS NEED APPROVAL
	FROM COUNTY COUNCIL /

1 | Page

Upload as "word"	document in Infor		
What is being done to prevent this from reoccurring?	N/A		
TAC or CTO Required or authorized IT Standard	Yes 🗆	No X	

OTHE	Go	ULL AND OPE overnment Purch viewed by Purch		
			Department initials	Purchasing
Justification Form			LS	EB
Debarment/SuspensionVerified exp. 3.26.24	Date:	1.26.2024	LS	EB
Auditor's Finding exp. 3.26.24	Date:	1.26.2024	LS	EB
Vendor's Submission			LS	EB
Cover - Master contracts only			N/A	N/A
Contract Evaluation – if required			RW/JB	EB
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			N/A	N/A
Checklist Verification			LS	EB

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

Other documentation may be required depending upon your specific item

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

Revie	ewed by Law
	Department initials
Agreement/Contract and Exhibits	LS
Matrix Law Screen shot	LC
COI	N/A-Waived
Workers' Compensation Insurance	N/A-Waived

Upload as "word" document in Infor

Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
1/1/2024 - 12/31/2024	HS245100	55130		\$3,796,651.78
			TOTAL	\$3,796,651.78

Contract History CE/AG# (if applicable)	N/A
Infor/Lawson PO# and PO Code (if applicable)	GOVP
Lawson RQ# (if applicable)	N/A
CM Contract#	4163

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
Original Amount	\$3,796,651.78		1/1/2024 — 12/31/2024	Pending	Pending
Prior Amendment Amounts (list separately)		\$			
		\$			
	Little Towns	\$			
Pending Amendment		\$			
Total Amendments		\$			
Total Contact Amount		\$3,796,651.78			

Purchasing Use Only:

Prior Resolutions:	N/A
CM#:	4163
Vendor Name:	Cuyahoga County Court of Common Pleas, Division of Domestic Relations
ftp:	1/1/2024 – 12/31/2024
Amount:	\$3,796,651.78
History/CE:	Ok
EL:	Ok
Procurement Notes:	N/A

Purchasing Buyer approval: EB 2/12/2024

3 | P a g e

CONTRACT EVALUATION FORM

Contractor	DOMESTIC RELATIONS COURT
Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:	3156/PO212282
RQ#	Not required for Exemption- GOVP
Time Period of Original Contract	1/1/2023 - 12/31/2023
Background Statement	Title IV-D Cooperative Agreement Contracts are mandated by O.R.C. 3125.14 and Ohio Department of Jobs and Family Services regulations in order to specify the services which will be rendered pertaining to the establishment, modification and enforcement of Child Support Obligations in accordance with applicable Child Support Regulations. The IV-D Contract enables the County to recover the up to 66% FFP reimbursement portion of the expenses incurred minus program income by the Domestic Relations Court.
Service Description	The Domestic Relations Court provides Title IV-D (child support) Units of Service comprised of any Court case, motion or other action provided for in the Ohio Revised Code (O.R.C.) relating to the establishment, modification or enforcement of a child support obligation, and which is journalized by the Court.
Performance Indicators	The Domestic Relations Court shall meet the following contract requirements: Make all reasonable efforts to allow public access by providing services between 8:30am and 4:30pm Monday through Friday with the exception of holidays; Submit the actual monthly expenses of the contract for payment no later than 30 days after the last day of the month in which services were provided; Maintain accounting procedures and practices that sufficiently and properly reflect all direct and indirect costs of any nature expended in the performance of this contract, including retention of all books, records, payroll and documents for three years after final payment; Accept responsibility for replying to and complying with any review or audit findings and recommendations by an authorized state or federal review or audit that are directly related to the provisions of this contract; Have either one or both of the parents to the case in any Non IV-D Child Support Case complete an "Application for Title IV-D Services" form prior to a hearing taking place, to enable the Hearing and subsequent issuance of a Journal Entry to be billable under this Contract; Forward a filed copy of the "Application for Title IV-D Services" form signed by one or both of the parents to the agency as

	(OCSS); Repnumber, of a appropriate pRelations Coare held ever Accept and jSupport Enforcequirement calculation for verified balasubmitted for Termination Obligee has amount of the Ohio Cattendance at	d until received by cort the status, or all actions submit personnel having our attend all school three months from the OCSS or the OCSS to be a core and the our attended and the overpayment; of the overpayment; of the annual OCS to the development of the development.	n a monthly be ted to them for decision-maneduled meet for a total of a system (Sociation Series Relation payment of a Continue to be Association as Fartners C	casis by referral for processing; Eaking authority a ings with the OC four meetings per lances as noted in ETS), which elimated a submit a receipt and/or Motion prions will continued; Indicate in the cast Court issues we hald support, income a "Key Partner, including having conference, where	tracking Insure It Domestic It
Actual Performance versus performance indicators (include statistics):	continues to including more were submitted IV representative OCSS has accorded to the continue of 2022. Domesthemselves a Relations Co	elations Court mashift a majority of state of the elatings and red timely through provided to pare 7-D Applications are to the Clerk of excess to the court file/records. Reference Relations Convailable at regular accepts case ermination Order they exist.	of their service mobile applies thout 2023. Into by Dome are submitted for Courts, who docket and verral trackings to Domestic ourt representar contractual balances pro-	ces to virtual acceptation. Monthly Applications for estic Relations Cod by parents or to scan into the cod by pull copies for 2023 code Relations Countatives continued meetings. Donvided to the Countation.	expenses Title IV-D ourt; cheir ourt docket. For the S reflect a et from to make mestic art by OCSS
Rating of Overall Performance of Contractor	Superior	Above Average	Average	Below Average	Poor
Select One (X)			X		
Justification of Rating	identifying a development	elations Court and resolving issues of best practices ues to maintain r	es that prese for child su	ent themselves, in pport service del	ncluding the livery. The

	works timely and thoroughly to resolve case issues. There have been ongoing discussions throughout 2023 to discuss procedures and service delivery, including the impact on OCSS, which will continue into 2024.
Department Contact	Richard L. Weiler / Jeffrey Bloom
User Department	Office of Child Support Services
Date	01/17/2024

PURCHASE-RELATED TRANSACTIONS

	Office for Title IV-D legal services for time perio					1/2024-12/31/202		
Department or Agency Name			ne	Office of Child Support				
Requested Action				☐ Con	tract	ment 🗆 Lease 🗆	Amendment [Revenue
				Genera	ting 🗆 Purcha	se Order		
				Oth	er (please speci	fy): Government Pu	rchase	
Origina	1/01/	Contract	Vendo		Time Period	Amazint	Data BOC	Ammental No.
_	mendment No. (If PO, Nar		Name			Amount	Date BOC Approved/ Council's Journal Date	Approval No.
0		4172 Cuyahoga County Prosecutor's Office		ĭ	1/1/24- 12/31/24	\$4,316,786.57	TBD	TBD
age of	items b	of furniture,	compute d:	ers, veh	icles: 🗆 Additi How will replac	onal Replacen ed items be dispos	nent N/A	
Age of Project 1.Title Family	items b t Goals, IV-D Pro Service:	of furniture, eing replace Outcomes of osecutor's Off s regulations.	computed: r Purpose fice Control The Cou	ers, veh e (list 3) ract is n	icles: Additi How will replace: nandated by O.F secutor's Office	onal ☐ Replacened items be disposed. C. 3125.14, and Olis the Office of Chil	nent N/A ed of?	
Age of Project 1.Title Family	items b t Goals, IV-D Pro Service:	of furniture, eing replace Outcomes of osecutor's Off s regulations.	computed: r Purpose fice Control The Cou	ers, veh e (list 3) ract is n	icles: Additi How will replace: and the control of the control	onal ☐ Replacened items be disposed. C. 3125.14, and Olis the Office of Chil	nent N/A ed of?	
Age of Project L.Title Family repress 2. Title	items b t Goals, IV-D Pro Services entative	of furniture, leing replace Outcomes of osecutor's Off is regulations. at both Dom	computed: r Purpose fice Contr . The Countriestic and	ers, veh e (list 3) ract is n inty Pro d Juveni Contra	icles: Additi How will replace: nandated by O.F. secutor's Office le Court hearing cts are mandate	onal Replacen ed items be dispos a.c. 3125.14, and Oi is the Office of Chil is. d by O.R.C. 3125.14	nent N/A ed of? hio Department d Support Servic	te legal
Age of Project L.Title Family repress 2. Title and Fa	items b t Goals, IV-D Pro Services entative IV-D Co mily Ser	of furniture, eing replace Outcomes of osecutor's Off is regulations. at both Dom operative Ag vices regulati	computed: r Purpose fice Control The Counestic and greement ions in or	ers, veh e (list 3) ract is n enty Pro d Juveni Contra	icles: Additi How will replace: nandated by O.F. secutor's Office le Court hearing cts are mandates	onal Replacen ed items be dispose a.C. 3125.14, and Oi is the Office of Chil is. d by O.R.C. 3125.14 ces which will be re	nent N/A ed of? hio Department d Support Service and Ohio Depa	rtment of Jobs
Age of Project 1.Title Family repress 2. Title and Fa service	Items b t Goals, IV-D Pro Services entative IV-D Co mily Ser es rende	of furniture, leing replace Outcomes of osecutor's Off is regulations. at both Dom operative Ag vices regulatived by the Pr	computed: r Purpose fice Contr. The Counestic and reement ions in or osecutor	ers, vehe (list 3) ract is not y Produced Juvenic Contracter to see so Office	icles: Additi How will replace: nandated by O.F. secutor's Office le Court hearing cts are mandates	onal Replacen ed items be dispos a.c. 3125.14, and Oi is the Office of Chil is. d by O.R.C. 3125.14	nent N/A ed of? hio Department d Support Service and Ohio Depa	rtment of Jobs
Age of Project 1.Title Family repress 2. Title and Fa service	Items b t Goals, IV-D Pro Services entative IV-D Co mily Ser es rende	of furniture, eing replace Outcomes of osecutor's Off is regulations. at both Dom operative Ag vices regulati	computed: r Purpose fice Contr. The Counestic and reement ions in or osecutor	ers, vehe (list 3) ract is not y Produced Juvenic Contracter to see so Office	icles: Additi How will replace: nandated by O.F secutor's Office le Court hearing cts are mandates specify the servi	onal Replacen ed items be dispose a.C. 3125.14, and Oi is the Office of Chil is. d by O.R.C. 3125.14 ces which will be re	nent N/A ed of? hio Department d Support Service and Ohio Depa	rtment of Jobs
Age of Project 1.Title Family repress 2. Title and Fa service applica	items b t Goals, IV-D Pro Services entative IV-D Co mily Ser es rende able Chil	of furniture, leing replace Outcomes of osecutor's Off is regulations. I at both Dom operative Ag vices regulati red by the Pr d Support Re	computed: r Purpose fice Contr. The Countriestic and greement tions in or osecutor gulations	ers, vehe (list 3) ract is nanty Prod Juveni Contrader to see softices.	icles: Additi How will replace: nandated by O.F. secutor's Office le Court hearing cts are mandate specify the service in the enforcer	onal Replacen ed items be dispose a.C. 3125.14, and Oi is the Office of Chil is. d by O.R.C. 3125.14 ces which will be re	nent N/A ed of? nio Department d Support Servio 4 and Ohio Depa ndered pertaini ort Obligations in	e legal ortment of Jobs ng to the legal n accordance wit
Age of Project 1.Title Family repress 2. Title and Fa service applica 3.The I	Items b t Goals, IV-D Pro Services entative IV-D Co mily Ser es rende able Chil	of furniture, leing replace Outcomes on osecutor's Off is regulations. at both Dom operative Ag vices regulati red by the Pr d Support Re	computed: r Purpose fice Control The Countrestic and reement ions in or osecutor gulations s the Cou	ers, veh e (list 3) ract is n inty Pro d Juveni Contra der to s 's Office s.	icles: Additi How will replace: nandated by O.F. secutor's Office le Court hearing cts are mandate specify the service in the enforcer	onal Replacemed items be disposed. C. 3125.14, and Olis the Office of Childs. d by O.R.C. 3125.14 ces which will be rement of Child Supposed 666% FFP (less any	nent N/A ed of? nio Department d Support Servio 4 and Ohio Depa ndered pertaini ort Obligations in	e legal ortment of Jobs ng to the legal n accordance wit
Age of Project 1.Title Family repress 2. Title and Fa service applica 3.The I	Items b t Goals, IV-D Pro Service: entative IV-D Co mily Ser es rende able Chil IV-D Con n of the	of furniture, eing replace Outcomes on osecutor's Offs is regulations. at both Dom operative Ag vices regulative de by the Pr d Support Re	computed: r Purpose fice Conti The Cou lestic and greement ions in or osecutor gulations s the Cou urred by	ers, veh e (list 3) ract is n nty Pro d Juveni Contra der to s 's Office s. inty to r the Cou	icles: Additi How will replace: nandated by O.F. secutor's Office le Court hearing cts are mandate specify the servi e in the enforcer ecover the up to	onal	nent N/A ed of? nio Department d Support Service and Ohio Depa ndered pertaini ort Obligations in	e legal ortment of Jobs ing to the legal in accordance with e) reimbursemen
Age of Project I.Title Family repress 2. Title and Fa service applica 3.The I	Items b t Goals, IV-D Pro Service: entative IV-D Co mily Ser es rende able Chil IV-D Con n of the	of furniture, eing replace Outcomes on osecutor's Offs is regulations. at both Dom operative Ag vices regulative de by the Pr d Support Re	computed: r Purpose fice Conti The Cou lestic and greement ions in or osecutor gulations s the Cou urred by	ers, veh e (list 3) ract is n nty Pro d Juveni Contra der to s 's Office s. inty to r the Cou	icles: Additi How will replace: nandated by O.F. secutor's Office le Court hearing cts are mandate specify the servi e in the enforcer ecover the up to	onal Replacemed items be disposed. C. 3125.14, and Olis the Office of Childs. d by O.R.C. 3125.14 ces which will be rement of Child Supposed 666% FFP (less any	nent N/A ed of? nio Department d Support Service and Ohio Depa ndered pertaini ort Obligations in	e legal ortment of Jobs ing to the legal in accordance wit e) reimbursemer
Age of Project 1.Title Family repress 2. Title and Faservice application of the portion of the light of the	Items b t Goals, IV-D Pro Service: entative IV-D Co mily Ser es rende able Chil IV-D Con n of the unty Cor boxes b	of furniture, leing replace Outcomes on osecutor's Offs is regulations. at both Dom operative Ag vices regulationed by the Priod Support Re attract enables expenses incounted in the control of the control uncil item, ar	computed: r Purpose fice Conti. The Counestic and reement ions in or osecutor gulations s the Cou urred by re you ree undor/Con	ers, veh e (list 3) ract is n enty Pro d Juveni Contra der of so so enty to r the Cou questin entracto	icles: Additi How will replace: nandated by O.F. secutor's Office le Court hearing cts are mandate specify the servi e in the enforcer ecover the up to unty Prosecutor' g passage of the r, etc. Name, St	onal	nent N/A ed of? nio Department d Support Service and Ohio Depa ndered pertaini ort Obligations in program income	ere legal fortment of Jobs ing to the legal in accordance with ite in reimbursement No
Age of Project 1.Title Family repress 2. Title and Faservice application of the Lorentz for	Items b t Goals, IV-D Pro Service: entative IV-D Comily Ser es rende able Chil IV-D Comil of the unty Comil boxes b	of furniture, leing replace Outcomes of osecutor's Offs is regulations, at both Dom operative Ag vices regulationed by the Prior of Support Resident distributions of the Agriculture of Support Resident intract enables expenses incommendations in the Agriculture of the Agricultur	computed: r Purpose fice Control The Countestic and reement ions in or osecutor gulations s the Cou urred by re you rec endor/Cor ovide own	ers, veh e (list 3) ract is n enty Pro d Juveni Contra der of so so enty to r the Cou questin entracto	icles: Additi How will replace: nandated by O.f. secutor's Office le Court hearing cts are mandate specify the servi e in the enforce ecover the up to unty Prosecutor' g passage of the r, etc. Name, St ecutive director	onal	nent N/A ed of? nio Department d Support Service and Ohio Depa ndered pertaini prt Obligations in program income adings. Yes State and Zip C	er legal fortment of Jobs ing to the legal in accordance with e) reimbursement No Code. Beside each
Age of Project 1.Title Family repress 2. Title and Faservice application of the proportion of the Country of th	Items b t Goals, IV-D Pro Service: entative IV-D Comily Ser es rende able Chil IV-D Comil of the unty Comil boxes b	of furniture, leing replace Outcomes on osecutor's Offs is regulations. at both Dom operative Ag vices regulationed by the Priod Support Re attract enables expenses incounted in the control of the control uncil item, ar	computed: r Purpose fice Control The Countestic and reement ions in or osecutor gulations s the Cou urred by re you rec endor/Cor ovide own	ers, veh e (list 3) ract is n enty Pro d Juveni Contra der of so so enty to r the Cou questin entracto	icles: Additi How will replace: nandated by O.f. secutor's Office le Court hearing cts are mandate specify the servi e in the enforce ecover the up to unty Prosecutor' g passage of the r, etc. Name, St ecutive director	onal	nent N/A ed of? nio Department d Support Service and Ohio Depa ndered pertaini prt Obligations in program income adings. Yes State and Zip C	er legal fortment of Jobs ing to the legal in accordance with e) reimbursement No Code. Beside each
Age of Project 1.Title Family repres 2. Title and Faservice application of the portion of the Color of the	Items b t Goals, IV-D Pro Service: entative IV-D Comily Ser es rende able Chil IV-D Con n of the unty Cou boxes b r/contrar	of furniture, leing replace Outcomes of osecutor's Offs is regulations, at both Dom operative Ag vices regulationed by the Prior of Support Resident distributions of the Agriculture of Support Resident intract enables expenses incommendations in the Agriculture of the Agricultur	computed: r Purpose fice Control The Countrol reement ions in or osecutor gulations s the Cou urred by re you rec endor/Con ovide own	ers, veh e (list 3) ract is n enty Pro d Juveni c Contra der to s e's Office s. enty to r the Cou questin ntracto ner, exc	icles: Additi How will replace: nandated by O.F. secutor's Office le Court hearing cts are mandate specify the servi e in the enforcer ecover the up to unty Prosecutor' g passage of the r, etc. Name, St ecutive director Own	onal	nent N/A ed of? nio Department d Support Service and Ohio Depa ndered pertaini prt Obligations in program income adings. Yes State and Zip C	er legal fortment of Jobs ing to the legal in accordance with e) reimbursement No Code. Beside each
Age of Project 1.Title Family repres 2. Title and Faservice application of a Country of the Co	Items b t Goals, IV-D Pro Service: entative IV-D Comily Ser es rende able Chil IV-D Comily of the unty Comily boxes b r/contra r Name	of furniture, leing replace Outcomes of osecutor's Offs is regulations, at both Dom operative Ag vices regulationed by the Priod Support Re attract enables expenses incommendations in uncil item, ar elow, list Ventor, etc. pro and address:	computed: r Purpose fice Control The Counestic and greement ions in or or gulations s the Cou urred by re you rec undor/Cor ovide own	ers, veh e (list 3) ract is n enty Pro d Juveni c Contra der to s e's Office s. enty to r the Cou questin ntracto ner, exc	icles: Additi How will replace: nandated by O.F. secutor's Office le Court hearing cts are mandate specify the servi e in the enforcer ecover the up to unty Prosecutor' g passage of the r, etc. Name, St ecutive director Own	onal	nent N/A ed of? nio Department d Support Service and Ohio Depa ndered pertaini prt Obligations in program income adings. Yes State and Zip C	er legal fortment of Jobs ing to the legal in accordance with e) reimbursement No Code. Beside each

Vendor Council District:	Project Council District:
Council District 7	Council District 7
If applicable provide the full address or list the municipality(ies) impacted by the project.	
COMPETITIVE PROCUREMENT	NON-COMPETITIVE PROCUREMENT
RQ # if applicable N/A	Provide a short summary for not using competitive bid
□ RFB □ RFP □ RFQ	process.
☐ Informal	i e
☐ Formal Closing Date:	
	*See Justification for additional information.
The total value of the solicitation:	☐ Exemption
Number of Solicitations (sent/received) / N/A	☐ State Contract, list STS number and expiration date
	☐ Government Coop (Joint Purchasing Program/GSA),
	list number and expiration date
Participation/Goals (%): () DBE () SBE	☐ Sole Source ☐ Public Notice posted by Department
() MBE () WBE. Were goals met by awarded	of Purchasing. Enter # of additional responses received
vendor per DEI tab sheet review?: ☐ Yes ☐	from posting ().
No, please explain.	
N/A	
Recommended Vendor was low bidder: Yes	☐ Government Purchase Government to Government
□ No, please explain:	Purchase Agreement. The total value of the Agreement
II No, piedse expidin.	is \$4,316,786.57.
N/A	
	☐ Alternative Procurement Process
How did pricing compare among bids received?	☐ Contract Amendment (list original procurement)
Trott did prioring compare differing blas received.	Contract Amendment (list original procurement)
N/A	☐ Other Procurement Method, please describe:
Is Purchase/Services technology related ☐ Yes ☒ No	o If yes complete section below:
☐ Check if item on IT Standard List of approved	If item is not on IT Standard List state date of TAC
purchase.	approval:
Is the item ERP related? No Yes, answer the below	
Are services covered under the original ERP Budget or	Project? ☐ Yes ☐ No, please explain.
Are the purchases compatible with the new ERP syste	m? □ Yes □ No, please explain.
EUNDING SOURCE: i.e. General Eund Health and Hunt	man Services Love Funds Community Development

Block Grant (No acronyms i.e. HHS Levy, CDBG, etc.). Include % if more than one source.

Program Income: 11.54%

Commented [CK1]: Suggestion by MBV - I can't recall exactly how she said it. See text in green, (or we can refer them to instructions) and provide more detail in the instruction.

Federal Reimbursement: 50.5%					
Federal Incentives: 10.54%					
State Match, Medical Incentives & IRS Recollections: 10%					
HHS Levy: 17.42%	HHS Levv: 17.42%				
,					
L. E. alla - E. albia landa d'astronomia de la de		7.4. [] N. 151. 11			
Is funding for this included in the approved budg	getr g	g res 🖂 No (ir no please explain):			
Payment Schedule: ⊠ Invoiced ☐ Monthly ☐	Quart	erly One-time Other (please explain):			
Provide status of project.					
☐ New Service or purchase ☐ Recurring service	ce or	Is contract late ☐ No ☒ Yes, In the fields below provide			
purchase Reason:		reason for late and timeline of late submission			
Agencies in late December, then each Agency Contracts (2 1/2 weeks). Once we receive the content them for questionable costs with each Agency (2 OBM in the contracts; then we send them down Family Services for their initial review (2 weeks). Agencies sign the contracts and submit them for time for all of this activity to be completed is 7 welline:	must comple weel to the Once or Cou	es the Child Support Operating Budgets for these County then complete the Budgets that are included in these eted Budgets and Contracts from the Agencies, we review ks) this year due to NEW Indirect Plan questions to County e Office of Child Support at the Ohio Department of Job & e they give their initial approval, we then have the Vendor inty Council approval (1/2 week). The normal processing			
Project/Procurement Start Date (date your team started working on this item):	12/0	6/2023			
Date documents were requested from vendor:		6/2023; 1/10/2024; 1/11/2024			
Date of insurance approval from risk manager:	N/A				
Date Department of Law approved Contract:	TBD				
Date item was entered and released in Infor: Detail any issues that arose during processing correction:		/2024 &TBD Ifor, such as the item being disapproved and requiring			
If late, have services begun? ☐ No ☒ Yes (if y These Cooperative Agreement contracts are bei process cannot begin until the county's current	ing su	bmitted at this time because the contract budgets review			
Have payments be made? ⊠ No ☐ Yes (if yes	•				
HISTORY (see instructions):					
O: CM 3155; R2023-0065 3/28/2023					

Upload as "word" document in Infor

Infor/Lawson RQ#:	N/A
Infor/Lawson PO# Code (if applicable):	GOVP
CM Contract#	4172

2024 OCSS IV-D CONTRACT: PROSECUTORS OFFICE	Department	Clerk of the Board
Briefing Memo	DA	EB

Late Submittal Required:	Yes X No □
Why is the contract being submitted late?	These Cooperative Agreement Contracts are being submitted at this time because of the various processing steps that are required. After the County Council approves the Child Support Operating Budgets for these County Agencies in late December, then each Agency must then complete the Budgets that are included in these Contracts (2 1/2 weeks). Once we receive the completed Budgets and Contracts from the Agencies we review them for questionable costs with each Agency (2 weeks) this year due to NEW Indirect Plan questions to County OBM in the contracts; then we send them down to the Office of Child Support at the Ohio Department of Job & Family Services for their initial review (2 weeks). Once they give their initial approval, we then have th Vendor Agencies sign the contracts and submit them for County Council approval (1/2 week). The normal processing time for all of this activity to be completed is 7 weeks.
	NOTE: THESE COOPERATIVE AGREEMENTS NEED APPROVAL FROM COUNTY COUNCIL / BOARD OF CONTROL (RESOLUTION) AND SIGNED AND DATED BY COUNTY EXECUTIVE BY MARCH 31; TO ALLOW FOR REIMBURSEMENT OF JANUARY, FEBRUARY, AND MARCH EXPENDITURES
What is being done to prevent this from reoccurring?	N/A

TAC or CTO Required or authorized IT Standard	Yes □	No X

1 | P a g e

Upload as "word" document in Infor

	Go Rev	ULL AND OPEN overnment Purcha riewed by Purchas	se	
2024 OCSS IV-D CONTRACT:	PROSECU	TORS OFFICE	Department initials	Purchasing
Justification Form	DA	EB		
Debarment/Suspension Verified	Date:	1.19.2024	DA	EB
Auditor's Finding	Date:	1.19.2024	DA	EB
Vendor's Submission			DA	EB
Cover - Master contracts only			N/A	N/A
Contract Evaluation - if required		DA	EB	
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			N/A	N/A
Checklist Verification			DA	EB

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

Other documentation may be required depending upon your specific item

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

Revi	ewed by Law
	Department initials
Agreement/Contract and Exhibits	DA
Matrix Law Screen shot	DA
COI	N/A-waived
Workers' Compensation Insurance	N/A-waived

Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
01/01/2024-12/31/2024	HS245100	55130		\$4,316,786.57
			TOTAL	\$4,316,786.57

2 | Page

Upload as "word" document in Infor

Contract History CE/AG# (if applicable)	N/A
Infor/Lawson PO# and PO Code (if applicable)	GOVP
Lawson RQ# (if applicable)	Not required for exemption-GOVP
CM Contract#	4172

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
Original Amount	\$4,316,786.57		1.1.2024- 12.31.2024	Pending Approval	Pending Approval
Prior Amendment Amounts (list separately)		\$			
		\$			
		\$			
Pending Amendment		\$			
Total Amendments					
Total Contract Amount		\$4,316,786.57			

Purchasing Use Only:

Prior Resolutions:	N/A	
CM#:	4172	
Vendor Name:	Cuyahoga County Prosecuting Attorney's Office	
ftp:	1/1/2024 - 12/31/2024	
Amount:	\$4,316,786.57	
History/CE:	Ok	
EL:	Ok	
Procurement Notes:	N/A	

Purchasing Buyer approval: EB 2/12/2024

CONTRACT EVALUATION FORM

Contractor	CUYAHOGA COUNTY PROSECUTOR'S OFFICE
Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:	3155/PO212281
RQ#	Not required for exemption - GOVP
Time Period of Original Contract	1/1/2023 - 12/31/2023
Background Statement	Title IV-D Cooperative Agreement Contracts are mandated by O.R.C. 3125.14 and Ohio Department of Jobs and Family Services regulations in order to specify the services which will be rendered pertaining to the legal services rendered by the Prosecutor's Office in the enforcement of Child Support Obligations in accordance with applicable Child Support Regulations. The IV-D Contract enables the County to recover the up to 66% FFP (less any program income) reimbursement portion of the expenses incurred by the County Prosecutor's Office.
Service Description	Title IV-D Prosecutor's Office Contract is mandated by O.R.C. 3125.14, and Ohio Department of Jobs and Family Services regulations. The County Prosecutor's Office is the Office of Child Support Service legal representative at both Domestic and Juvenile Court hearings.
Performance Indicators	The Prosecuting Attorney's Office shall meet the following contract requirements: Make all reasonable efforts to provide services between 8:30am and 4:30pm Monday through Friday with the exception of holidays; Submit the actual monthly expenses of the contract for payment no later than 30 days after the last day of the month in which services were provided; Maintain accounting procedures and practices that sufficiently and properly reflect all direct and indirect costs of any nature expended in the performance of this contract, including retention of all books, records, payroll and documents for three years after final payment; Accept responsibility for replying to and complying with any review or audit findings and recommendations by an authorized state or federal review or audit that are directly related to the provisions of this contract; Attend all scheduled meetings with the OCSS (every three months for four meetings/year); Shall prepare and file within thirty days of receipt, all motions and complaints with Domestic Relations or Juvenile Courts; Provide a response to any Prosecutor Consult Request made to them by OCSS within thirty days of receipt; Assist in the completion of the

	Health Insurance Affidavit or Private Health Insurance Questionnair for purposes of establishment and enforcement of cash medical benefits in Juvenile or Domestic Relations Court; Submit time sheet on a monthly basis for each Assistant Prosecuting Attorney or other staff included under this contract as part of monthly billing; Send as many APAs as practicable to the trainings sponsored annually by the Ohio CSEA Directors' Association.				
Actual Performance versus performance indicators (include statistics):	The Prosecuting Attorney's Office maintained full access to the agency and partner courts throughout 2023, whether the courts provided in-person or virtual hearings. Monthly expenses were submitted timely throughout 2023. The Prosecuting Attorney's Office attends regular meetings in variety of forums with OCSS, including quarterly contract meetings with other providers, senior leadership team discussions to address all issues and implementation of initiatives and legislative updates, monthly policy review group meetings, and presenting legal updates for ongoing development of OCSS employees. Referral tracking reports for 2023 reflect a 7.5% increase in referrals from 2022. The Prosecuting Attorney's Office has met regularly with OCSS to discuss procedural changes for judicial filings so that they met compliance.				
Rating of Overall Performance of Contractor	Superior	Above Average	Average	Below Average	Poor
Select One (X)		X			
Justification of Rating	The Prosecuting Attorney's Office is OCSS's legal counsel for all actions referred to Court regarding paternity establishment, support order establishment and support order enforcement. OCSS continues to recognize the hard work of the Prosecutor's Office - Division of Family Law. They have provided professional legal services and creativity in the development of agency services. Their representation of the agency has supported improvements in OCSS service delivery, including their commitment to be accessible on all child support related issues, as well as policy and process development. The Prosecuting Attorney's Office continues to be instrumental in representing OCSS's best interest in the discussions and follow-up with case processing for the families that we serve.				
Department Contact	Richard L. Weiler / Jeffrey Bloom				
User Department	Office of Chi	ild Support Serv	rices		

County Council of Cuyahoga County, Ohio

Resolution No. R2024-0088

Sponsored by: County Executive Ronayne/Department of Health and Human Services/Division of Community Initiatives/Office of Homeless Services

Co-sponsored by: Councilmember Turner

A Resolution authorizing an amendment to Contract No. 3014 with Young Women's Christian Association of Greater Cleveland, Ohio dba YWCA Greater Cleveland for operation and case management services at the Norma Herr Women's Shelter for the period 1/1/2023 – 12/31/2023, to extend the time period to 12/31/2024, to change the terms, and for additional funds in an amount not-to-exceed \$2,536,793.00, effective 1/1/2024; 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.

WHEREAS, the County Executive Ronayne/Department of Health and Human Services/Division of Community Initiatives/Office of Homeless Services recommends an amendment to Contract No. 3014 with Young Women's Christian Association of Greater Cleveland, Ohio dba YWCA Greater Cleveland for operation and case management services at the Norma Herr Women's Shelter for the period 1/1/2023 - 12/31/2023, to extend the time period to 12/31/2024, to change the terms, and for additional funds in an amount not-to-exceed \$2,536,793.00, effective 1/1/2024; and

WHEREAS, the primary goal for this project is to provide homeless women ages 18 and above with immediate, low-barrier access to a safe and decent shelter in accordance with the Office of Homeless Services Advisory Board's adopted Community Standards for Emergency Shelters; 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. 3014 with Young Women's Christian Association of Greater Cleveland, Ohio dba YWCA Greater Cleveland for operation and case management services at the Norma Herr Women's Shelter for the period 1/1/2023 – 12/31/2023, to extend the time period to 12/31/2024, to change the terms, and for additional funds in an amount not-to-exceed \$2,536,793.00, effective 1/1/2024.

SECTION 2. That the County Executive is authorized to execute Contract No. 3015 and all documents consistent with said award and 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 duly adopted.	, seconded by	, the foregoing Resolution wa
Yeas:		
Nays:		

	County Council President	Date
	County Executive	Date
	Clerk of Council	Date
First Reading/Referred to Con Committee(s) Assigned: <u>Heal</u>	<u> </u>	
Additional Sponsorship Reque	ested: February 27, 2024	
Journal, 20		

PURCHASE-RELATED TRANSACTIONS

Title	Women							
Department or Agency Name		Office o	Office of Homeless Services					
Requested Action		☐ Contract ☐ Agreement ☐ Lease ☒ Amendment ☐ Revenue Generating ☐ Purchase Order ☐ Other (please specify):						
Origina Amend (A-#)	lment	Contract No. (If PO, list PO#)	Vend Name		Time Period	Amount	Date BOC Approved/ Council's Journal Date	Approval No.
0		3014	YWCA Great Cleve	er	1/1/23 – 12/31/23	\$2,536,793	2/28/23	R2023-0039
0		3014	YWCA Greater Cleveland		1/1/24 – 12/31/24	\$2,536,793	Pending	Pending
ywca shelter ywca decent Standa quickly sufficie over 55 concer	Greater can acc serves h shelter rds for B as poss ency. Ser S, youth ns, and	Cleveland op ommodate u omeless won in accordance mergency Sh ible and conr vices and pro , individuals weterans.	erates p to 20 nen age e with selters. nects th ogramm who sel	Norma H 2 people as 18 and the Office The YWC em with ning supp f-identify	err Women's Ce in 177 regular b above by provic e of Homeless Se A assists these v services necess ort identified su as LGBTQ, preg	enter 24 hours per dieds and 25 overflow ding immediate, lowervices Advisory Boawomen's efforts to a lary to ensure long-to bpopulations incluenant guests, those a large of the populations of the large of the larg	lay, 365 days per w beds or mats. y-barrier access t ard's adopted Co return to stable erm stable hous ding but not limi affected by traus	r year. The to a safe and ommunity housing as ing and self- ted to individuals
		eing replaced Outcomes or				ed items be dispose	ed of? N	/A
•	Operat with co	e a safe, trau ontinuum of c e meals, acce	ma-infe are she ss to la	ormed, lo elter stan undry, ar	ow barrier, emer dards nd employment/	gency shelter for single housing services ling with each person		en, in accordance

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

Vendor Name and address:	Owner, executive director, other (specify):
YWCA Greater Cleveland	Helen Forbes Fields, executive director
4019 Prospect Ave	
Cleveland OH 44115 Vendor Council District:	Desirat Council District
7	Project Council District: County-wide
f applicable provide the full address or list the	2227 Payne Ave
nunicipality(ies) impacted by the project.	Cleveland, OH 44114
manusipanity(net) in president	Signatural Control of the Control of
COMPETITIVE PROCUREMENT	NON-COMPETITIVE PROCUREMENT
RQ # if applicable	Provide a short summary for not using competitive bid
☐ RFB □ RFP □ RFQ	process.
□ Informal	
☐ Formal Closing Date:	Amendment on contract that allows for an extension.
	*See Justification for additional information.
The total value of the solicitation:	☐ Exemption
lumber of Solicitations (sent/received)	☐ State Contract, list STS number and expiration date
	☐ Government Coop (Joint Purchasing Program/GSA), list number and expiration date
Participation/Goals (%): (0) DBE (0) SBE	☐ Sole Source ☐ Public Notice posted by Department
0) MBE (0) WBE. Were goals met by	of Purchasing. Enter # of additional responses received
warded vendor per DEI tab sheet review?:	from posting ().
Recommended Vendor was low bidder: Yes No, please explain:	☐ Government Purchase
ino, pieuse expluin.	☐ Alternative Procurement Process
low did pricing compare among bids received?	☐ Contract Amendment (list original procurement)
5 ,	
	RFP 10456, which closed 9/12/2022
	☐ Other Procurement Method, please describe:
s Purchase/Services technology related ☐ Yes ☐ No	. If yes complete section below: N/A
Check if item on IT Standard List of approved	If item is not on IT Standard List state date of TAC
urchase.	approval:
the item ERP related? No Yes, answer the belo	ow questions.
re services covered under the original ERP Budget or	

FUNDING SOURCE: i.e. General Fund, Health and Human Services Levy Funds, Community Development

 $\textbf{Block Grant} \ \ \textit{(No acronyms i.e. HHS Levy, CDBG, etc.)}. \ \ \textit{Include \% if more than one source}.$

Rev. 7/24/23

Commented [CK1]: Suggestion by MBV - Learly recall exactly how she said it. See text to given, (or we can refer them to obstructions) and provide more detail in the

Health and Human Services Levy		
Is funding for this included in the approved bud	get? [☑ Yes □ No (if "no" please explain):
Payment Schedule: ⊠ Invoiced ☐ Monthly ⊠	Quar	terly 🗆 One-time 🗅 Other (please explain):
Provide status of project.		
□ New Service or purchase ☒ Recurring service	ice or	Is contract late No Yes, In the fields below provide
purchase		reason for late and timeline of late submission
Reason: Had to work with provider to determ which involved several budget revisions.	ine fir	nal 2023 spending and determine 2024 budgetary needs,
Timeline:	12/	4/23
Project/Procurement Start Date	'	
(date your team started working on this item):		
Date documents were requested from vendor:	12/5	5/23, 12/15/23, 12/22/13, 1/9/24, 1/16/24, 1/29/24
Date of insurance approval from risk manager:	2/5/	'24
Date Department of Law approved Contract:	2/6/	24
Date item was entered and released in Infor:	2/8/	'24
Detail any issues that arose during processin correction:	g in I	nfor, such as the item being disapproved and requiring
If late, have services begun? \square No \boxtimes Yes (if ye is aware that they will not be reimbursed for se		ase explain) Provider has continued to offer services but until amendment is approved.
Have payments be made? ☐ No ☒ Yes (if ye	s, plea	ise explain)
HISTORY (see instructions):		
N/A – see table on page 1		

Upload as "word" document in Infor

Infor/Lawson RQ#:	10456
Buyspeed RQ# (if applicable):	
Infor/Lawson PO# Code (if applicable):	RFP
CM Contract#	3014

	Department	Clerk of the Board	
Briefing Memo	ER		
Late Submittal Required:	Yes X	No 🗆	
Why is the amendment being submitted late?	Needed additional time to evaluate 2023 contract spending and 2024 budgetary need Delay in receiving budget from provider		
What is being done to prevent this from reoccurring?	OHS will work with provider to get budget sooner		

				endments Turchasing	,	
YWCA (Greater Cleveland				Department initials	Purchasing
Justificat	ion Form				ER	OK KT 02/01/2024
IG# 23-0030-REG 31DEC2027			ER	OK KT 02/14/2024 YWCA Greater Cleveland 23- 0030-REG 31DEC2027		
Annual Non-Competitive Bid Contract Date: Statement - (only needed if not going to BOC or Council for approval)					N/A	N/A
	nt/Suspension Verified	Date:	2/2/24		ER	OK KT 02/02/2024
Auditor's	Finding	Date:	2/2/24		ER	OK KT 02/02/2024
Vendor's	Submission				N/A	OK KT 02/14/2024
Independent Contractor (I.C.) Requirement Date: 9/29/23				ER	OK KT 09/29/2023	
Cover - Master amendments only					N/A	OK KT 02/14/2024
Contract Evaluation				ER	OK KT 02/14/2024	
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.					N/A	N/A

1 | Page

Revised 1/7/2022

Upload as "word" document in Infor

Checklist Verification	a 1	ER	OK KT
			02/14/2024

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

Accounting Units

	Accounting	Account	Sub	Dollar
Time Period	Unit	Number	Account	Amount
1/1/2024 - 12/31/2024	HS230350	55130	UCH00000	\$2,120,000.00
1/1/2025 - 3/31/2025 *for future 2024 invoices	HS230350 55130		UCH00000	\$416,793.00
			TOTAL	\$2,536,793.00

Contract History CE/AG# (if applicable)	
Infor/Lawson PO# Code (if applicable)	RFP
Lawson RQ# (if applicable)	10456
CM Contract#	3014

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
Original Amount	\$2,536,793.00		1/1/23 - 12/31/23	2/28/23	R2023-0039
Prior Amendment Amounts (list separately)					
Pending Amendment		\$2,536,793.00	1/1/24 - 12/31/24	pending	pending
Total Amendments		\$2,536,793.00			
Total Contact Amount	Harley M.	\$5,073,586.00			

2 | P a g e

Revised 1/7/2022

Upload as "word" document in Infor

Purchasing Use Only:

Prior Resolutions:	R2023-0039
Amend:1	Amendment #1
Vendor Name:	YMCA Greater Cleveland
ftp:	01-01/2023-12/31/2023 extended to 12/31/2024
Amount:	Not to exceed \$2,536,793.00
History/CE:	OK
EL:	OK
Procurement Notes:	
Purchasing Buyer's initials and date of approval	KT 02/14/2024

Purchasing Buyer approval: KT (for Brittany)

3 | Page Revised 1/7/2022

CONTRACT EVALUATION FORM

Contractor	YWCA o	YWCA of Greater Cleveland						
Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:	3014							
RQ#	10456	10456						
Time Period of Original Contract	1/1/2023	1/1/2023 — 12/31/2023						
Background Statement	the emergence emergence street hor and access	The YWCA manages the Norma Herr Women's Center (NHWC), the emergency shelter for single women. The goal of the emergency shelter program in Cuyahoga County is to eliminate street homelessness by providing high-quality temporary shelter and access to services focused on returning persons to permanent housing as quickly as possible.						
Service Description	Services include development of an individualized housing plan, assessment and linkages to physical and mental health services, benefit eligibility assessment, and assistance with obtaining employment, education and/or training.							
Performance Indicators		Number of persons served; exits to permanent housing; average length of stay; client grievance resolution.						
Actual Performance versus performance indicators (include statistics):	# of unduplicated individuals provided shelter: 784 # exiting: 508 # exiting to perm housing: 68 Average length of stay: 140 days overall (89 days for leavers; 237 days for stayers)							
Rating of Overall Performance of Contractor	Superior	Above Average	Average	Below Average	Poor			
Select One (X)			X					
Justification of Rating	YWCA provides a client-centered shelter to a very high-barrier population across the homeless continuum of care.							
Department Contact	Melissa S	Sirak						
User Department	Office of Homeless Services							
Date	12/30/23	12/30/23						