



AGENDA
CUYAHOGA COUNTY COUNCIL REGULAR MEETING
TUESDAY, AUGUST 14, 2012
CUYAHOGA COUNTY JUSTICE CENTER
COUNCIL CHAMBERS – 1ST FLOOR
5:00 PM

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PLEDGE OF ALLEGIANCE**
- 4. SILENT MEDITATION**
- 5. PUBLIC COMMENT RELATED TO AGENDA**
- 6. APPROVAL OF MINUTES**
 - a) July 24, 2012 Regular Meeting
- 7. ANNOUNCEMENTS FROM THE COUNCIL PRESIDENT**
- 8. MESSAGES FROM THE COUNTY EXECUTIVE**
- 9. CONSIDERATION OF MOTIONS OF COUNCIL FOR FIRST READING AND REFERRAL TO COMMITTEE**
 - a) M2012-0022: A Motion confirming the County Executive's appointment of Jennifer Scofield to serve on the Cuyahoga County Natural Resource Assistance Council, and declaring the necessity that this Motion become immediately effective.

Sponsor: Council President Connally

- b) M2012-0023: A Motion confirming the County Executive's appointment of Harry Graham, Ph.D to serve on the Cuyahoga Community College Board of Trustees, and declaring the necessity that this Motion become immediately effective.

Sponsor: Council President Connally

10. COMMITTEE REPORTS AND CONSIDERATION OF RESOLUTIONS OF COUNCIL FOR SECOND READING

- a) R2012-0130: A Resolution providing for the submission to the electors of the County of Cuyahoga an amendment to Article 4, Section 1 and Article 5, Section 6 of the Charter of Cuyahoga County; and declaring the necessity that this Resolution become immediately effective. (Pending committee recommendation.)

Sponsors: Councilmembers Simon and Miller

Committee Assignments and Chairs: Rules, Charter Review, Ethics & Council Operations through the Committee of the Whole – Greenspan and Connally

- b) R2012-0131: A Resolution providing for the submission to the electors of the County of Cuyahoga an amendment to Article 2, Section 2.03 and Article 3, Section 3.09 of the Charter of Cuyahoga County; and declaring the necessity that this Resolution become immediately effective. (Pending committee recommendation.)

Sponsors: Councilmembers Schron and Miller

Committee Assignments and Chairs: Rules, Charter Review, Ethics & Council Operations through the Committee of the Whole – Greenspan and Connally

- c) R2012-0132: A Resolution providing for the submission to the electors of the County of Cuyahoga an amendment to Article 5, Section 1 and Article 5, Section 4 of the Charter of Cuyahoga County; and declaring the necessity that this Resolution become immediately effective. (Pending committee recommendation.)

Sponsors: Council President Connally on behalf of the Cuyahoga County Court of Common Pleas

Committee Assignments and Chairs: Rules, Charter Review, Ethics & Council Operations through the Committee of the Whole – Greenspan and Connally

11. CONSIDERATION OF RESOLUTIONS OF COUNCIL FOR THIRD READING ADOPTION

- a) R2012-0099: A Resolution providing for submission to the electors of the County of Cuyahoga an amendment to Article 6, Section 2 of the Charter of Cuyahoga County; and declaring the necessity that this Resolution become immediately effective.

Sponsor: Councilmember Miller

- b) R2012-0100: A Resolution providing for submission to the electors of the County of Cuyahoga an amendment to Article 9, Section 1 of the Charter of Cuyahoga County; and declaring the necessity that this Resolution become immediately effective.

Sponsors: Councilmembers Conwell and Miller

- c) R2012-0101: A Resolution providing for submission to the electors of the County of Cuyahoga an amendment to Article 11, Sections 1 and 3 of the Charter of Cuyahoga County; and declaring the necessity that this Resolution become immediately effective.

Sponsors: Council President Connally and Councilmember Miller

12. CONSIDERATION OF AN ORDINANCE OF COUNCIL FOR FIRST READING AND REFERRAL TO COMMITTEE

- a) O2012-0022: An Ordinance designating an additional five percent of all collections of delinquent real property, personal property and manufactured and mobile home taxes and assessments to be deposited in the delinquent tax and assessment collection fund; and appropriating such amount to the use of the Cuyahoga County Land Reutilization Corporation.

Sponsors: Councilmember Brady and Miller

13. CONSIDERATION OF ORDINANCES OF COUNCIL FOR THIRD READING ADOPTION

- a) O2012-0005: An Ordinance prohibiting inquiries about or consideration of criminal convictions of applicants for Cuyahoga County employment positions until the applicant has been offered conditional employment; establishing the criterion under which criminal records may be considered; and establishing exceptions.

Sponsors: Councilmembers Connally, Rogers, Miller, Jones, Brady and Conwell

- b) O2012-0014: An Ordinance adopting an Equity Plan for Cuyahoga County.

Sponsors: Councilmembers Conwell, Miller, Rogers, Brady and Connally

14. CONSIDERATION OF A RESOLUTION FOR FIRST READING ADOPTION UNDER SUSPENSION OF RULES

- a) R2012-0154: A Resolution proclaiming the month of August 2012 as Child Support Awareness Month in Cuyahoga County: Support Your Children. Support Their Dreams, and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive FitzGerald/Department of Health and Human Services/Division of Employment and Family Services/Cuyahoga Support Enforcement Agency

15. CONSIDERATION OF RESOLUTIONS FOR FIRST READING ADOPTION UNDER SUSPENSION OF RULES AND EXECUTIVE SESSION

- a) R2012-0155: A Resolution approving a Collective Bargaining Agreement between Cuyahoga County and the International Union, United Automobile, Aerospace and Agricultural Implement Workers of America, UAW Region 2-B, Local 70, covering approximately 34 employees in the classification of Correction Officer Corporal at the Sheriff's Department effective 12/31/2014; directing that funds necessary to implement the Collective Bargaining Agreement be budgeted and appropriated; authorizing the County Executive to execute all documents consistent with this Resolution, and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive FitzGerald/County Sheriff

- b) R2012-0156: A Resolution approving a Collective Bargaining Agreement between Cuyahoga County and American Federation of State, County and Municipal Employees, Ohio Council 8, Local 27, AFL-CIO, covering approximately 255 employees in 11 job classifications employed at the Cuyahoga Support Enforcement Agency for the period of 1/1/2012 – 12/31/2014; directing that funds necessary to implement the Collective Bargaining Agreement be budgeted and appropriated; authorizing the County Executive to execute all documents consistent with this Resolution, and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive FitzGerald/Department of Health and Human Services/Division of Employment and Family Services/Cuyahoga Support Enforcement Agency

16. CONSIDERATION OF RESOLUTIONS FOR FIRST READING AND REFERRAL TO COMMITTEE

- a) R2012-0153: A Resolution amending the 2012/2013 Biennial Operating Budget for 2012 by providing for additional fiscal appropriations from the General Fund and other funding sources, for appropriation transfers between budget accounts, and for cash transfers between budgetary funds, in order to meet the budgetary needs of various County departments, offices and agencies; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive FitzGerald/Fiscal Officer/Office of Budget & Management

- b) R2012-0157: A Resolution authorizing the appropriation of real property for the reconstruction of Ridge Road from Interstate 480 to Memphis Avenue in the City of Brooklyn; directing the County Executive to proceed with the acquisition of real property required for public highway purposes; authorizing the Fiscal Officer to issue the monetary warrants to be deposited with the Probate Court of Cuyahoga County in an amount that is equal to the fair market value of the property; and, declaring the necessity that this Resolution become immediately effective:

- 1) Parcel 6-SH, standard highway (permanent) easement over 173 sq. ft. to construct a public sidewalk and install traffic signal box
Owner: Northcliff I-480 LLC, an Ohio Limited liability Company
Fair Market Value Estimate: \$18,970.00
- 2) Parcels 8-SH standard highway (permanent) easement over 81 sq. ft. to construct a public sidewalk and replace a private walk, and T1 and T2, temporary easements over 30 sq. ft. and 29 sq. ft., respectively, to construct a public sidewalk and replace a private walk
Owner: Ava L. Woody and unknown spouse, if any
Fair Market Value Estimate: \$420.00
- 3) Parcel 13-SH, a standard highway (permanent) easement over 129 sq. ft. to construct a public sidewalk
Owner: Ridge Park Square LLC, an Ohio Limited Liability Company
Fair Market Value Estimate: \$22,300.00

- 4) Parcel Nos.: 22-T1 and T2, temporary easements over 120 and 45 sq. ft., respectively, both of which easements are to replace private driveways
Owner: McDonald's USA, LLC, a Delaware Limited Liability Company
Fair Market Value Estimate: \$ 300.00

- 5) Parcel No.: 36-SH, a standard highway (permanent) easement over 114 sq. ft. to install ADA curb ramps and reconstruct the public sidewalk with a reconfigured turn radius
Owners: Wladmimir Kolomizew a/k/a Walter Kolomizew, and, Anna Kolomizew (deceased, widow), and Anna Kolomizew, spouse of Wladmimir
Fair Market Value Estimate: \$ 430.00

- 6) Parcel No.: 101-SH, a standard highway (permanent) easement over 27 sq. ft. to install ADA curb ramps and reconstruct the public sidewalk with a reconfigured turn radius
Owner: D-Xtramile, LLC, an Ohio Limited Liability Company
Fair Market Value Estimate: \$300.00, and

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

- c) R2012-0158: A Resolution authorizing the Department of Public Works to submit a loan application to the Ohio Environmental Protection Agency Water Pollution Control Loan Fund for a loan in the amount of \$350,000.00 for a new sanitary sewer structure to provide sanitary sewer services in the City of Parma on Broadview Road between Brookdale Avenue and Broadrock Court for the period 3/15/2013 - 9/15/2013; and authorizing the County Executive to execute all documents required in connection with said loan application.

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

- d) R2012-0159: A Resolution authorizing the Department of Public Works to submit a loan application to the Ohio Environmental Protection Agency Water Pollution Control Loan Fund for a forgivable loan in the amount of \$154,000.00 for repair and replacement of household sewage treatment systems for the period 9/15/2012 - 9/15/2013; authorizing the County Executive to execute all documents required in connection with said loan application.

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

- e) R2012-0160: A Resolution authorizing a payment to Cleveland Public Power in the amount not-to-exceed \$2,190,984.28 for utility relocation work awarded on RQ24294, in connection with the improvement of East 105th Street/Martin Luther King Drive Intersection in the City of Cleveland; and declaring the necessity that this Resolution become immediately effective.

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

- f) R2012-0161: A Resolution making an award on RQ23057 to Independence Excavating, Inc. in the amount not-to-exceed \$3,465,525.85 for the Cuyahoga Area of Concern Urban Riparian Habitat Restoration project in the City of Cleveland; authorizing the County Executive to execute the contract and all other documents consistent with said award and this Resolution, and declaring the necessity that this Resolution become immediately effective.

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

- g) R2012-0162: A Resolution making awards to various municipalities, in the total amount of \$1,492,641.88, for various municipal grant projects for the Community Development Block Grant Program for the period 9/1/2012 - 12/31/2013; authorizing the County Executive to enter into agreements consistent with said awards and this Resolution, and declaring the necessity that this Resolution become immediately effective:

- 1) City of Maple Heights for the Infrastructure Improvement Project in the amount not-to-exceed \$350,000.00.
- 2) Village of Newburgh Heights for the East 53rd Street Storm/Sanitary Sewer Separation Project in the amount not-to-exceed \$350,000.00.
- 3) Village of Glenwillow for the Richmond-Pettibone Road Intersection Improvement in the amount not-to-exceed \$150,000.00.
- 4) City of Garfield Heights for the McCracken Road Multi-Purpose Trail in the amount not-to-exceed \$150,000.00.
- 5) City of Brooklyn for the Natatorium ADA Splash Pad in the amount not-to-exceed \$150,000.00.
- 6) Village of Cuyahoga Heights for Bacci Park ADA Compliant Restrooms in the amount not-to-exceed \$150,000.00.
- 7) City of Parma Heights for the Big Creek Metroparks Connector Trail in the amount not-to-exceed \$150,000.00.
- 8) City of Berea for the Sidewalk Repair Project in the amount not-to-exceed \$42,641.88.

Sponsor: County Executive FitzGerald/Department of Development

- h) R2012-0163: A Resolution supporting submission of applications on behalf of Cuyahoga County for third-round funding under the Local Government Innovation Fund available through the State of Ohio, Department of Development; authorizing the County Executive and Department Directors to take all steps necessary in furtherance of this goal, including, entering into partnership initiatives/memoranda of understanding with any other potential partners; and declaring the necessity that this Resolution becomes immediately effective.

Sponsor: County Executive FitzGerald

- i) R2012-0164: A Resolution making an award on RQ23994 to Americab Transportation, Inc. in the amount not-to-exceed \$3,000,000.00 for transportation services for the Division of Employment and Family Services for the period 9/1/2012 - 8/31/2014; authorizing the County Executive to execute the contract and all other documents consistent with said award and this Resolution, and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive FitzGerald/Office of Procurement and Diversity

- j) R2012-0165: A Resolution authorizing an amendment to Contract No. CE1100151-02 with Guidestone, fka Berea Children's Home, for Community-based Treatment Center management services for the period 1/1/2011 - 6/30/2012 to extend the time period to 6/30/2013 and for additional funds in the amount not-to-exceed \$1,253,828.80, authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsors: County Executive FitzGerald on behalf of Juvenile Court

- k) R2012-0166: A Resolution making awards on RQ23154 to various providers for Defending Childhood Treatment services for the period 7/18/2012 - 9/30/2013, authorizing the County Executive to execute the contracts, agreement and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective:
 - 1) Applewood Centers, Inc. in the amount not-to-exceed \$210,000.00.
 - 2) Beech Brook in the amount not-to-exceed \$210,000.00.

- 3) Bellefaire Jewish Children's Bureau in the amount not-to-exceed \$145,000.00.
- 4) Catholic Charities Services Corporation in the amount not-to-exceed \$70,000.00.
- 5) The Cleveland Christian Home, Incorporated in the amount not-to-exceed \$60,000.00.
- 6) Mental Health Services for Homeless Persons, Inc. in the amount not-to-exceed \$25,000.00.
- 7) Cuyahoga County Division of Children and Family in the amount not-to-exceed \$80,000.00.

Sponsor: County Executive FitzGerald/Department of Public Safety and Justice Services/Witness/Victim Service Center

- l) R2012-0167: A Resolution making an award on RQ23815 to URS Corporation in the amount not-to-exceed \$1,998,827.00 for professional architectural/engineering services relating to the County's Real Estate Portfolio Consolidation Project; authorizing the County Executive to execute the contract and all other documents consistent with said award and this Resolution, and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive FitzGerald/Department of Public Works

17. COMMITTEE REPORTS AND CONSIDERATION OF RESOLUTIONS FOR SECOND READING ADOPTION UNDER SUSPENSION OF RULES

- a) R2012-0139: A Resolution authorizing an Economic Development Loan in the amount not-to-exceed \$3,000,000.00 to The Lincoln Electric Company for renovation of a property located at 22801 St. Clair Avenue, Euclid; authorizing the Deputy Chief of Staff of Development or Director of Development to execute all documents consistent with said loan and this Resolution.

Sponsors: County Executive FitzGerald/Department of Development and Councilmember Simon

Committee Assignment and Chair: Economic Development & Planning – Schron

- b) R2012-0140: A Resolution authorizing amendments to contracts with various providers for Employment Connection One-Stop operation and services to adult job seekers for the period 7/1/2010 - 6/30/2012 to extend the time period to 6/30/2013 and for additional funds; authorizing the County Executive to execute the amendments and all other

documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective:

- 1) No. CE1200195-01 with Linking Employment, Abilities & Potential in the amount not-to-exceed \$141,000.00.
- 2) No. CE1000589-01 with Mature Services, Incorporated in the amount not-to-exceed \$107,139.00.
- 3) No. CE1000590-01 with Towards Employment, Incorporated in the amount not-to-exceed \$250,000.00.
- 4) No. CE1000591-01 with United Labor Agency, Inc. in amount not-to-exceed \$2,228,000.00.

Sponsor: County Executive FitzGerald/Department of Workforce Development, in partnership with City of Cleveland/Cuyahoga County Workforce Investment Board

Committee Assignment and Chair: Economic Development & Planning – Schron

- c) R2012-0141: A Resolution authorizing an amendment to Contract No. CE1000585-01 with United Labor Agency, Inc. for Employment Connection employer services for the period 7/1/2010 - 6/30/2012 to extend the time period to 6/30/2013 and for additional funds in the amount not-to-exceed \$1,400,000.00, 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.

Sponsor: County Executive FitzGerald/Department of Workforce Development, in partnership with City of Cleveland/Cuyahoga County Workforce Investment Board

Committee Assignment and Chair: Economic Development & Planning – Schron

- d) R2012-0145: A Resolution authorizing the appropriation of real property for the reconstruction of Ridge Road from Interstate 480 to Memphis Avenue in the City of Brooklyn; directing the County Executive to proceed with the acquisition of real property required for public highway purposes; authorizing the Fiscal Officer to issue the monetary warrants to be deposited with the Probate Court of Cuyahoga County in an amount that is equal to the fair market value of the property; and, declaring the necessity that this Resolution become immediately effective:

- 1) Parcel No.: 11-T, a temporary easement over 515 sq. ft. to replace the private driveway

Owners: Stamatios E. Vasdekis, a/k/a Stomatios E. Vasdekis, and Evangelia S. Vasdekis (deceased), Husband & Wife
Fair Market Value Estimate: \$360.00

- 2) Parcel No.: 74-T, a temporary easement over 561 sq. ft. to replace the private driveway
Owners: Lynn C. Murphy, and spouse, Thomas C. Murphy
Fair Market Value Estimate: \$400.00
- 3) Parcel No.: 112-T, a temporary easement over 31 sq. ft. to install ADA curb ramps and reconstruct the public sidewalk
Owner: Tuyet Nguyen a/k/a Tuyet Y. Nguyen, single or spouse unknown
Fair Market Value Estimate: \$300.00
- 4) Parcel No.: 115-T, a temporary easement over 18 sq. ft. which includes the removal of a commercial sign, to install ADA curb ramps and reconstruct the public sidewalk
Owner: Tuyet Nguyen a/k/a Tuyet Y. Nguyen, single or spouse unknown
Fair Market Value Estimate \$3,030.00

Sponsors: County Executive FitzGerald/Department of Public Works/
Division of County Engineer and Councilmember Germana

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

- e) R2012-0146: A Resolution making an award on RQ23731 to Layne Inliner, LLC, in the amount not-to-exceed \$3,006,100.00 for the 2012 Sewer Lining Program for various County sewer districts, and authorizing the County Executive to execute the contract and all other documents consistent with said award and this Resolution.

Sponsors: County Executive FitzGerald/Department of Public Works/
Division of County Engineer and Councilmember Germana

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

- f) R2012-0147: A Resolution amending Resolution No. R2011-0257, which authorized the issuance and sale of self-supporting housing revenue bonds in the amount not-to-exceed \$5,000,000.00 for Helen S. Brown Apartments, L.P. for the purpose of rehabilitating, improving and equipping a senior housing facility for low and moderate income seniors;

and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive FitzGerald/Department of Development

Committee Assignment and Chair: Economic Development & Planning – Schron

- g) R2012-0149: A Resolution authorizing an amendment to Contract No. CE1100531-02 with Starting Point for administrative services for the Out-of-School Time Program for MyCom for the period 10/1/2011 - 9/30/2012 to extend the time period to 8/31/2013, to change the scope of services effective 7/24/2012 and for additional funds in the amount not-to-exceed \$1,500,000.00; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsors: County Executive FitzGerald/Department of Health and Human Services/Division of Community Initiatives/Family and Children First Council and Councilmember Conwell

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

- h) R2012-0150: A Resolution authorizing an agreement with The Ohio State University in the amount not-to-exceed \$250,000.00 for Youth Advisory Committee services for the period 5/1/2012 - 4/30/2014; authorizing the County Executive to execute the agreement and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsors: County Executive FitzGerald/Department of Health and Human Services/Division of Community Initiatives/Family and Children First Council and Councilmember Conwell

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

- i) R2012-0151: A Resolution authorizing a contract with Educational Service Center of Cuyahoga County in the amount not-to-exceed \$845,911.00 for fiscal and administrative services for the Help Me Grow Bright Beginnings Program for the period 7/1/2012 - 6/30/2013; authorizing the County Executive to execute the contract and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsors: County Executive FitzGerald/Department of Health and Human Services/Division of Community Initiatives/Office of Early Childhood and Councilmembers Jones, Miller, Brady, Simon, Conwell and Gallagher

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

18. CONSIDERATION OF A RESOLUTION FOR THIRD READING ADOPTION

- a) R2012-0103: A Resolution providing for submission to the electors of the County of Cuyahoga an amendment to Article 2, Section 2.03(1) and Article 9, Section 4 of the Charter of Cuyahoga County; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive FitzGerald

19. CONSIDERATION OF ORDINANCES FOR FIRST READING AND REFERRAL TO COMMITTEE

- a) O2012-0023: An Ordinance providing for adoption of various changes to the Cuyahoga County Non-Bargaining Classification Plan, and declaring the necessity that this Ordinance become immediately effective.

Sponsors: County Executive FitzGerald on behalf of the Human Resource Commission

- b) O2012-0024: An Ordinance providing for adoption of various changes to the Cuyahoga County Non-Bargaining Salary Schedules; and declaring the necessity that this Ordinance become immediately effective.

Sponsors: County Executive FitzGerald on behalf of the Human Resource Commission

- c) O2012-0025: An Ordinance amending Ordinance No. O2011-0028, which adopted the Cuyahoga County Human Resources Personnel Policies and Procedures Manual, to amend Section 6.12 to mandate the use of direct deposit for paying employees' compensation, effective 8/14/2012; and declaring the necessity that this Ordinance becomes immediately effective.

Sponsor: County Executive FitzGerald/Fiscal Officer/Department of Human Resources

20. COMMITTEE REPORT AND CONSIDERATION OF AN ORDINANCE FOR SECOND READING

- a) O2012-0019: An Ordinance amending Ordinance No. O2011-0039, as amended, which established procedures governing the use by the County of alternate construction project delivery methods, including construction manager-at-risk, design-build and general contracting project delivery methods for public construction projects; and declaring the necessity that this Ordinance become immediately effective.

Sponsor: County Executive FitzGerald/Department of Public Works

Committee Assignment and Chair: Economic Development & Planning – Schron

21. COMMITTEE REPORT AND CONSIDERATION OF AN ORDINANCE FOR SECOND READING ADOPTION UNDER SUSPENSION OF RULES

- a) O2012-0021: An Ordinance reorganizing the Board of the Cuyahoga County Solid Waste Management District to enable its members to attend through alternates; and declaring the necessity that this Ordinance become immediately effective.

Sponsors: County Executive FitzGerald and Councilmember Rogers

Committee Assignment and Chair: Environment & Sustainability – Rogers

22. MISCELLANEOUS COMMITTEE REPORTS

23. MISCELLANEOUS BUSINESS

24. PUBLIC COMMENT UNRELATED TO AGENDA

25. ADJOURNMENT

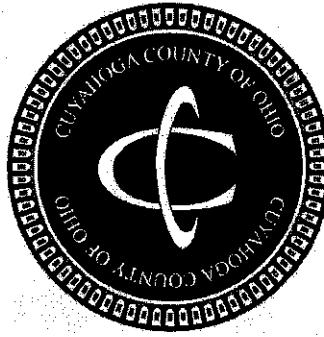
NEXT MEETINGS

COMMITTEE OF THE WHOLE: TUESDAY, AUGUST 28, 2012
2:00 PM / COUNCIL CHAMBERS

WORK SESSION: TUESDAY, AUGUST 28, 2012
4:00 PM / COUNCIL CHAMBERS

REGULAR MEETING: TUESDAY, AUGUST 28, 2012
5:00 PM / COUNCIL CHAMBERS

*In accordance with Ordinance No. O2011-0020, complimentary parking in the Huntington Park Garage will be available for the public **beginning at 4:00 p.m.** on any day when the Council or any of its committees holds evening meetings. Please see the Clerk to obtain a parking pass.



MINUTES
CUYAHOGA COUNTY COUNCIL REGULAR MEETING
TUESDAY, JULY 24, 2012
CUYAHOGA COUNTY JUSTICE CENTER
COUNCIL CHAMBERS – 1ST FLOOR
5:00 PM

1. CALL TO ORDER

The meeting was called to order by Council President Connally at 5:04 p.m.

2. ROLL CALL

Council President Connally asked Deputy Clerk Barnhill to call the roll. Councilmembers Jones, Rogers, Simon, Miller, Brady, Germana, Gallagher, Schron, Conwell and Connally were in attendance and a quorum was determined. Councilmember Greenspan was absent from the meeting.

A motion was made by Mr. Miller, seconded by Mr. Rogers and approved by unanimous vote to excuse Mr. Greenspan from the meeting.

3. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

4. SILENT MEDITATION

Council President Connally requested a moment of silent meditation be dedicated to the victims of the shooting in Aurora, Co.

5. PUBLIC COMMENT RELATED TO AGENDA

No public comments were given.

6. APPROVAL OF MINUTES

- a) July 10, 2012 Regular Meeting

A motion was made by Ms. Simon, seconded by Mr. Rogers and approved by unanimous vote to approve the minutes of the July 10, 2012 regular meeting.

7. ANNOUNCEMENTS FROM THE COUNCIL PRESIDENT

Council President Connally reported the following:

- 1) **Discussion regarding Ordinance No. O2012-0011 concerning casino revenue funding was held in the Committee of the Whole meeting earlier today and**
- 2) **Treasurer Richard Sensenbrenner will address concerns relating to customer wait time during real estate tax collection season at the next Finance & Budgeting Committee meeting.**

8. MESSAGES FROM THE COUNTY EXECUTIVE

County Executive FitzGerald reported the following:

- 1) **An announcement was made yesterday regarding energy efficiency funds and how they are dispersed throughout the County. The County chose not to retain the Energy Efficiency Block Grant (EDBG) funds to use for County operations in County buildings. Grants were made to 13 communities and over 1 million dollars will be spent on city projects. Funding was also given to 50 communities for energy audits and**
- 2) **Acknowledged Council is considering Business Preference legislation that would grant a 2 percent advantage to local firms.**

9. COMMITTEE REPORT AND CONSIDERATION OF A MOTION OF COUNCIL FOR SECOND READING ADOPTION UNDER SUSPENSION OF RULES

A motion was made by Ms. Simon, seconded by Mr. Gallagher and approved by unanimous vote to suspend Rule 9D and to place on final passage Motion No. M2012-0021.

- a) M2012-0021: A Motion confirming the County Executive's appointment of individuals to serve on the District One Public Works Integrating Committee of Cuyahoga County, and declaring the necessity that this Motion become immediately effective:
- 1) Bonita Teeuwen

2) Stanley Kosilesky

Sponsor: Council President Connally

Committee Assignment and Chair: Human Resources, Appointment & Equity – Conwell

On a motion by Mr. Jones with a second by Ms. Conwell, Motion No. M2012-0021 was considered and approved by unanimous vote.

10. COMMITTEE REPORTS AND CONSIDERATION OF RESOLUTIONS OF COUNCIL FOR SECOND READING

- a) R2012-0099: A Resolution providing for submission to the electors of the County of Cuyahoga an amendment to Article 6, Section 2 of the Charter of Cuyahoga County; and declaring the necessity that this Resolution become immediately effective.

Sponsor: Councilmember Miller

Committee Assignments and Chairs: Rules, Charter Review, Ethics & Council Operations through the Committee of the Whole – Greenspan and Connally

Deputy Clerk Barnhill read Resolution No. R2012-0099 into the record.

A motion was made by Mr. Miller, seconded by Mr. Germana and approved by unanimous vote to amend Resolution No. R2012-0099 and to insert *“The County Council may, by ordinance provide for the appointment of alternates to serve on behalf of the members of the Board of Revision”* in the first paragraph.

A motion was then made by Mr. Miller, seconded by Ms. Conwell and approved by unanimous vote to amend Resolution No. R2012-0099 by inserting *“and other matters permitted under the Ohio Revised Code or this Charter”* in the second paragraph.

This item will move to the August 14, 2012 Council meeting agenda for consideration for third reading adoption.

- b) R2012-0100: A Resolution providing for submission to the electors of the County of Cuyahoga an amendment to Article 9, Section 1 of the Charter of Cuyahoga County; and declaring the necessity that this Resolution become immediately effective.

Sponsors: Councilmembers Conwell and Miller

Committee Assignments and Chairs: Rules, Charter Review, Ethics & Council Operations through the Committee of the Whole – Greenspan and Connally

Deputy Clerk Barnhill read Resolution No. R2012-0100 into the record.

This item will move to the August 14, 2012 Council meeting agenda for consideration for third reading adoption.

- c) R2012-0101: A Resolution providing for submission to the electors of the County of Cuyahoga an amendment to Article 11, Sections 1 and 3 of the Charter of Cuyahoga County; and declaring the necessity that this Resolution become immediately effective.

Sponsors: Council President Connally and Councilmember Miller

Committee Assignments and Chairs: Rules, Charter Review, Ethics & Council Operations through the Committee of the Whole – Greenspan and Connally

Deputy Clerk Barnhill read Resolution No. R2012-0101 into the record.

This item will move to the August 14, 2012 Council meeting agenda for consideration for third reading adoption.

11. CONSIDERATION OF AN ORDINANCE OF COUNCIL FOR FIRST READING AND REFERRAL TO COMMITTEE

- a) O2012-0020: An Ordinance establishing the Cuyahoga County Based Business Preference Program.

Sponsors: Councilmembers Gallagher, Germana, Connally, Jones, Brady, Miller, Rogers and County Executive FitzGerald

Council President Connally referred Ordinance No. O2012-0020 to the Finance & Budgeting Committee.

12. COMMITTEE REPORTS AND CONSIDERATION OF ORDINANCES OF COUNCIL FOR SECOND READING

- a) O2012-0005: An Ordinance prohibiting inquiries about or consideration of criminal convictions of applicants for Cuyahoga County employment positions until the applicant has been offered conditional employment; establishing the criterion under which criminal records may be considered; and establishing exceptions.

Sponsors: Councilmembers Connally, Rogers, Miller, Jones, Brady and Conwell

Committee Assignment and Chair: Human Resources, Appointment & Equity – Conwell

Deputy Clerk Barnhill read Ordinance No. O2012-0005 into the record.

This item will move to the August 14, 2012 Council meeting agenda for consideration for third reading adoption.

- b) O2012-0014: An Ordinance adopting an Equity Plan for Cuyahoga County.

Sponsors: Councilmembers Conwell, Miller, Rogers, **Brady and Connally**

Committee Assignment and Chair: Human Resources, Appointment & Equity – Conwell

Deputy Clerk Barnhill read Ordinance No. O2012-0014 into the record.

This item will move to the August 14, 2012 Council meeting agenda for consideration for third reading adoption.

13. CONSIDERATION OF A RESOLUTION FOR FIRST READING ADOPTION UNDER SUSPENSION OF RULES

A motion was made by Ms. Simon, seconded by Mr. Gallagher and approved by unanimous vote to suspend Rules 9D and 12A and to place on final passage Resolution No. R2012-0144.

- a) R2012-0144: A Resolution amending the 2012/2013 Biennial Operating Budget for 2012 by providing for additional fiscal appropriations from the General Fund and other funding sources, for appropriation transfers between budget accounts, and for cash transfers between budgetary funds, in order to meet the budgetary needs of various County departments, offices and agencies; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive FitzGerald/Fiscal Officer/Office of Budget & Management

On a motion by Mr. Miller with a second by Mr. Jones, Resolution No. R2012-0144 was considered and adopted by unanimous vote.

14. CONSIDERATION OF RESOLUTIONS FOR FIRST READING AND REFERRAL TO COMMITTEE

- a) R2012-0145: A Resolution authorizing the appropriation of certain real property for the reconstruction of Ridge Road from Interstate 480 to Memphis Avenue in the City of Brooklyn, directing the County Executive to proceed with the acquisition of land required for public highway purposes, authorizing the Fiscal Officer to prepare the necessary vouchers payable to the Administrative Judge, Probate Court of Cuyahoga County; and declaring the necessity that this Resolution become immediately effective:

- 1) Parcel No.: 11-T
Owner(s): Stamatios E. Vasdekis, a/k/a Stomatios E. Vasdekis, and Evangelia S. Vasdekis (deceased), Husband & Wife
Fair Market Value Estimate: \$360.00
- 2) Parcel No.: 74-T
Owner(s): Lynn C. Murphy, and spouse, Thomas C. Murphy
Fair Market Value Estimate: \$400.00
- 3) Parcel No.: 112-T
Owner(s): Tuyet Nguyen a/k/a Tuyet Y. Nguyen, single or spouse unknown
Fair Market Value Estimate: \$300.00
- 4) Parcel No.: 115-T
Owner(s): Tuyet Nguyen a/k/a Tuyet Y. Nguyen, single or spouse unknown
Fair Market Value Estimate \$3,030.00

Sponsor: County Executive FitzGerald/Department of Public Works/
County Engineer and Councilmember Germana

Council President Connally referred Resolution No. R2012-0145 to the Public Works, Procurement & Contracting Committee.

- b) R2012-0146: A Resolution making an award on RQ23731 to Layne Inliner, LLC, in the amount not-to-exceed \$3,006,100.00 for the 2012 Sewer Lining Program for various County sewer districts, and authorizing the County Executive to execute the contract and all other documents consistent with said award and this Resolution.

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

Council President Connally referred Resolution No. R2012-0146 to the Public Works, Procurement & Contracting Committee.

- c) R2012-0147: A Resolution amending Resolution No. R2011-0257, which authorized the issuance and sale of self-supporting housing revenue bonds in the amount not-to-exceed \$5,000,000.00 for Helen S. Brown Apartments, L.P. for the purpose of rehabilitating, improving and equipping a senior housing facility for low and moderate income seniors; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive FitzGerald/Department of Development

Council President Connally referred Resolution No. R2012-0147 to the Economic Development & Planning Committee.

- d) R2012-0148: A Resolution authorizing an agreement with Village of Highland Hills for participation in the Cuyahoga County Benefits Regionalization Program for the period 7/1/2012 - 12/31/2013, and authorizing the County Executive to execute the agreement and all other documents consistent with this Resolution.

Sponsor: County Executive FitzGerald/Department of Human Resources

Council President Connally referred Resolution No. R2012-0148 to the Human Resources, Appointments & Equity Committee.

- e) R2012-0149: A Resolution authorizing an amendment to Contract No. CE1100531-02 with Starting Point for administrative services for the Out-of-School Time Program for MyCom for the period 10/1/2011 - 9/30/2012 to extend the time period to 8/31/2013, to change the scope of services effective 7/24/2012 and for additional funds in the amount not-to-exceed \$1,500,000.00; 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.

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

Council President Connally referred Resolution No. R2012-0149 to the Health, Human Services & Aging Committee.

- f) R2012-0150: A Resolution authorizing an agreement with The Ohio State University in the amount not-to-exceed \$250,000.00 for Youth Advisory Committee services for the period 5/1/2012 - 4/30/2014; authorizing the County Executive to execute the agreement and all other documents

consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

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

Council President Connally referred Resolution No. R2012-0150 to the Health, Human Services & Aging Committee.

- g) R2012-0151: A Resolution authorizing a contract with Educational Service Center of Cuyahoga County in the amount not-to-exceed \$845,911.00 for fiscal and administrative services for the Help Me Grow Bright Beginnings Program for the period 7/1/2012 - 6/30/2013; authorizing the County Executive to execute the contract and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

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

Council President Connally referred Resolution No. R2012-0151 to the Health, Human Services & Aging Committee.

- h) R2012-0152: A Resolution making an award on RQ23336 to Employee Benefits International, Inc. in the amount not-to-exceed \$1,005,606.45 for general consulting services and SBE services for Cuyahoga County employee health care benefits, including wellness care, dental and vision, deferred compensation, life insurance and employee education for the period 8/1/2012 - 7/31/2015, authorizing the County Executive to execute the contract and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive FitzGerald/Department of Human Resources

Council President Connally referred Resolution No. R2012-0152 to the Finance & Budgeting Committee.

15. COMMITTEE REPORT AND CONSIDERATION OF A RESOLUTION FOR SECOND READING

- a) R2012-0103: A Resolution providing for submission to the electors of the County of Cuyahoga an amendment to Article 2, Section 2.03(1) and Article 9, Section 4 of the Charter of Cuyahoga County; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive FitzGerald

Committee Assignments and Chairs: Rules, Charter Review, Ethics & Council Operations through the Committee of the Whole – Greenspan and Connally

Deputy Clerk Barnhill read Resolution No. R2012-0103 into the record.

This item will move to the August 14, 2012 Council meeting agenda for consideration for third reading adoption.

16. COMMITTEE REPORTS AND CONSIDERATION OF RESOLUTIONS FOR SECOND READING ADOPTION UNDER SUSPENSION OF RULES

A motion was made by Ms. Simon, seconded by Mr. Gallagher and approved by unanimous vote to suspend Rules 9D and 12A and to place on final passage Resolution Nos. R2012-0115, R2012-0126, R2012-0127, R2012-0128, R2012-0129, R2012-0135, R2012-0136, R2012-0137, R2012-0138, R2012-0142 and R2012-0143.

- a) R2012-0115: A Resolution authorizing an agreement with Mayfield Village for participation in the Cuyahoga County Benefits Regionalization Program for the period 6/12/2012 - 12/31/2014; authorizing the County Executive to execute the agreement and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive FitzGerald/Department of Human Resources

Committee Assignment and Chair: Human Resources, Appointment & Equity – Conwell

On a motion by Mr. Schron with a second by Mr. Germana, Resolution No. R2012-0115 was considered and adopted by unanimous vote.

- b) R2012-0126: A Resolution authorizing amendments to agreements and contracts with various providers for the Workforce Investment Act In-School and Out-of-School Youth Training Programs for various time periods to extend the time periods to 6/30/2013, and for additional funds; authorizing the County Executive to execute the amendments and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective:

- 1) for the period 9/1/2011 - 6/30/2012, to change the terms effective 9/1/2011:

- i) No. CE1100660-01 with Baldwin-Wallace College in the amount not-to-exceed \$95,000.00.
 - ii) No. AG1100142-01 with Cuyahoga Community College District in the amount not-to-exceed \$198,000.00.
 - iii) No. CE1100667-01 with Guidestone (fka) Berea Children's Home amount not-to-exceed \$460,000.00.
 - iv) No. CE1100669-01 with Lutheran Metropolitan Ministry in the amount not-to-exceed \$164,000.00.
 - v) No. AG1100141 with Mayfield City School District in the amount not-to-exceed \$357,000.00.
 - vi) No. CE1100700-01 with Towards Employment, Incorporated amount not-to-exceed \$150,000.00.
- 2) for the period 9/1/2011 - 8/31/2012:
- i) No. AG1100140-01 with Cuyahoga Community College District in the amount not-to-exceed \$360,000.00.
 - ii) No. CE1100662-01 with Esperanza, Incorporated in the amount not-to-exceed \$164,000.00.
 - iii) No. CE1100663-01 with Linking Employment, Abilities & Potential in the amount not-to-exceed \$189,000.00.
 - iv) No. CE1100665-01 with Open Doors, Inc. in the amount not-to-exceed \$120,000.00.
 - v) CE1100666-01 with Youth Opportunities Unlimited in the amount not-to-exceed \$434,000.00.

Sponsor: County Executive FitzGerald/Department of Workforce Development and Councilmember Brady

Committee Assignment and Chair: Economic Development & Planning – Schron

On a motion by Mr. Schron with a second by Mr. Miller, Resolution No. R2012-0126 was considered and adopted by unanimous vote.

- c) R2012-0127: A Resolution authorizing an agreement with Village of Glenwillow for participation in the Cuyahoga County Benefits Regionalization Program for the period 7/1/2012 - 12/31/2014; authorizing the County Executive to execute the agreement and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive FitzGerald/Department of Human Resources

Committee Assignment and Chair: Human Resources, Appointment & Equity – Conwell

On a motion by Mr. Schron with a second by Ms. Conwell, Resolution No. R2012-0127 was considered and adopted by unanimous vote.

- d) R2012-0128: A Resolution amending Resolution No. R2011-0277 dated 9/27/2011, which made awards on RQ20292 to various providers for group healthcare benefits for County employees and their eligible dependents, including medical and pharmacy benefit management services with Kaiser Foundation Health Plan of Ohio to change the amount from \$26,113,651.00 to \$8,191,200.00, to change the time period from 1/1/2012 - 12/31/2014 to 1/1/2012 - 12/31/2012 and to change the terms effective 5/1/2012; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive FitzGerald/Department of Human Resources

Committee Assignment and Chair: Human Resources, Appointment & Equity – Conwell

On a motion by Mr. Schron with a second by Ms. Conwell, Resolution No. R2012-0128 was considered and adopted by unanimous vote.

- e) R2012-0129: A Resolution authorizing an amendment to Contract No. CE0900553-01 with Catholic Charities Services Corporation for comprehensive pre-employment screening services for Ohio Works First applicants for the period 7/1/2009 - 6/30/2012 to extend the time period to 6/30/2013 and for additional funds in the amount not-to-exceed \$532,667.00; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive FitzGerald/Department of Health and Human Services/Division of Employment and Family Services/Cuyahoga Support Enforcement Agency

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

On a motion by Mr. Brady with a second by Mr. Germana, Resolution No. R2012-0129 was considered and adopted by unanimous vote.

- f) R2012-0135: A Resolution authorizing an amendment to Resolution No. R2012-0054 dated 3/27/2012, which authorized that public convenience

and welfare requires the resurfacing of Egbert Road from Dunham Road to Walton Hills East Corporation Line in the Village of Walton Hills; by changing the termini to add the City of Bedford; and authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution.

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

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

On a motion by Mr. Schron with a second by Mr. Jones, Resolution No. R2012-0135 was considered and adopted by unanimous vote.

- g) R2012-0136: A Resolution declaring that public convenience and welfare requires the resurfacing of East 9th Street from North Marginal Road to Carnegie Avenue in the City of Cleveland; total estimated construction cost \$3,135,000.00; finding that special assessments will neither be levied nor collected to pay for any part of the County's costs of said improvement; and authorizing the County Executive to enter into an agreement of cooperation with City of Cleveland in connection with said project.

Sponsors: County Executive FitzGerald/Department of Public Works/
Division of County Engineer and Councilmember Conwell

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

On a motion by Mr. Jones with a second by Ms. Conwell, Resolution No. R2012-0136 was considered and adopted by unanimous vote.

- h) R2012-0137: A Resolution declaring that public convenience and welfare requires the resurfacing of Ontario Street from Lakeside Avenue to approximately 900 feet north of Carnegie Avenue in the City of Cleveland; total estimated construction cost \$3,300,000.00; finding that special assessments will neither be levied nor collected to pay for any part of the County's costs of said improvement; and authorizing the County Executive to enter into an agreement of cooperation with City of Cleveland in connection with said project.

Sponsors: County Executive FitzGerald/Department of Public Works/
Division of County Engineer and Councilmember Conwell

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

On a motion by Mr. Jones with a second by Ms. Conwell, Resolution No. R2012-0137 was considered and adopted by unanimous vote.

- i) R2012-0138: A Resolution making an award on RQ22978 to DiGioia-Suburban Excavating, LLC in the amount not-to-exceed \$2,321,156.59 for widening and reconstruction of Barrett Road from Spafford Road to the Berea West Corporation Line and replacement of Barrett Road Culvert Nos. 8, 9, 10,11 and improvement of Barrett Road Culvert No. 12 in Olmsted Township; authorizing the County Executive to execute the contract and all other documents consistent with said award and this Resolution, authorizing the County Engineer, on behalf of the County Executive, to make an application for allocation from County Motor Vehicle \$7.50 License Tax Funds in said amount to fund said contract; and declaring the necessity that this Resolution become immediately effective.

Sponsors: County Executive FitzGerald/Department of Public Works/ Division of County Engineer and Councilmembers Greenspan and Gallagher

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

On a motion by Mr. Jones with a second by Mr. Gallagher, Resolution No. R2012-0138 was considered and adopted by unanimous vote.

- j) R2012-0142: A Resolution authorizing amendments to contracts with various providers for placement services for the period 10/1/2011 - 6/30/2012 to extend the time period to 12/31/2013, to change the terms effective 7/1/2012 and for additional funds, authorizing the County Executive to execute the amendments and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective:

- 1) No. CE1100612-01 with In Focus of Cleveland, Inc. in the amount not-to-exceed \$1,031,436.00.
- 2) No. CE1100615-01 with Pathway Caring for Children in the amount not-to-exceed \$284,634.00.
- 3) No. CE1100624-01 with National Youth Advocate Program, Inc. in the amount not-to-exceed of \$2,936,790.00.
- 4) No. CE1100625-01 with Options for Families and Youth in the amount not-to-exceed of \$2,281,572.00.

- 5) No. CE1100628-01 with START - Support To At-Risk Teens in the amount not-to-exceed \$2,286,918.00.
- 6) No. CE1100672-01 with House of New Hope in the amount of \$2,175,732.00.
- 7) No. CE1100627-01 with Specialized Alternatives for Families and Youth of Ohio, Inc. in the amount not-to-exceed \$5,487,138.00.
- 8) No. CE1100629-01 with The Bair Foundation in the amount not-to-exceed \$3,107,628.00.
- 9) No. CE1100630-01 with The Cleveland Christian Home, Incorporated in the amount not-to-exceed \$4,325,796.00.
- 10) No. CE1100631-01 with The Twelve of Ohio, Inc. in the amount not-to-exceed \$2,163,618.00.
- 11) No. CE1100633-01 with The Village Network in the amount not-to-exceed \$2,316,798.00.
- 12) No. CE1100616-01 with Alliance Human Services, Inc. in the amount not-to-exceed \$4,854,564.00.
- 13) No. CE1100617-01 with Applewood Centers, Inc. in the amount not-to-exceed \$3,681,108.00.
- 14) No. CE1100618-01 with Beech Brook in the amount not-to-exceed \$7,294,950.00.
- 15) No. CE1100619-01 with BHC Belmont Pines Hospital, Inc. in the amount not-to-exceed \$1,268,262.00.
- 16) No. CE1100620-01 with Bellefaire Jewish Children's Bureau in the amount not-to-exceed \$5,969,700.00.
- 17) No. CE1100610-02 with Diversion-Adolescent Foster Care of Ohio, Inc. in the amount not-to-exceed \$327,312.00.
- 18) No. CE1100621-01 with Guidestone in the amount not-to-exceed \$9,170,748.00.
- 19) No. CE1100773-01 with Keystone Richland Center, LLC dba Foundations for Living in the amount not-to-exceed \$75,006.00.
- 20) No. CE1100622-01 with Caring for Kids, Inc. in the amount not-to-exceed \$105,030.00.
- 21) No. CE1100771-01 with Carrington Youth Academy LLC in the amount not-to-exceed of \$312,390.00.
- 22) No. CE1100623-01 with Catholic Charities Services Corporation (Parmadale) in the amount not-to-exceed \$8,927,154.00.
- 23) No. CE1100607-01 with Christian Children's Home of Ohio, Inc. in the amount not-to-exceed \$604,296.00.
- 24) No. CE1100608-01 with Continue Life, Inc. in the amount not-to-exceed \$397,314.00.

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

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

On a motion by Mr. Brady with a second by Mr. Miller, Resolution No. R2012-0142 was considered and adopted by unanimous vote.

- k) R2012-0143: A Resolution making awards on RQ22547 to various providers for emergency assistance services for the period 9/1/2012 - 8/31/2014; and authorizing the County Executive to execute the contracts and all other documents consistent with said awards and this Resolution:
- 1) A-Z Furniture Co. Inc. in the amount not-to-exceed of \$102,000.00.
 - 2) Burlington Coat Factory Warehouse Corporation in the amount not-to-exceed \$272,000.00.
 - 3) Dave's Supermarket in the amount not-to-exceed \$40,000.00.
 - 4) Silverman Brothers, Inc. in the amount not-to-exceed \$48,000.00.
 - 5) West 25th Furnishings and Appliances, Inc. in the amount not-to-exceed \$238,000.00.

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

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

On a motion by Mr. Brady with a second by Mr. Miller, Resolution No. R2012-0143 was considered and adopted by unanimous vote.

17. CONSIDERATION OF AN ORDINANCE FOR FIRST READING AND REFERRAL TO COMMITTEE

- a) O2012-0021: An Ordinance reorganizing the Board of the Cuyahoga County Solid Waste Management District to enable its members to attend through alternates; and declaring the necessity that this Ordinance become immediately effective.

Sponsors: County Executive FitzGerald and Councilmember Rogers

Council President Connally referred Ordinance No. O2012-0021 to the Environment & Sustainability Committee.

18. COMMITTEE REPORT AND CONSIDERATION OF AN ORDINANCE FOR SECOND READING ADOPTION UNDER SUSPENSION OF RULES

A motion was made by Ms. Simon, seconded by Mr. Gallagher and approved by unanimous vote to suspend Rule 9D and to place on final passage Ordinance No. O2012-0018.

- a) O2012-0018: An Ordinance adopting the five-year Economic Development Plan in accordance with Section 7.05 of the Charter of Cuyahoga County, and declaring the necessity that this Ordinance become immediately effective. (Pending committee recommendation.)

Sponsors: County Executive FitzGerald/Department of Development and Councilmembers Schron, **Miller, Germana, Conwell, Gallagher, Rogers, Jones and Connally**

Committee Assignment and Chair: Economic Development & Planning -- Schron

Mr. Schron introduced a proposed substitute to Ordinance No. O2012-0018. Discussion ensued.

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

On a motion by Mr. Schron with a second by Miller, Ordinance No. O2012-0018 was considered and adopted by unanimous vote, as substituted.

19. CONSIDERATION OF AN ORDINANCE FOR THIRD READING ADOPTION

- a) O2012-0015: An Ordinance amending Ordinance No. O2011-0014, as amended, which enacted the Cuyahoga County Contracting and Purchasing Procedures Ordinance; and declaring the necessity that this Ordinance become immediately effective.

Sponsors: County Executive FitzGerald/Department of Law and Councilmember Miller

Mr. Miller introduced a written amendment on the floor to Ordinance No. O2012-0015. Discussion ensued.

A motion was then made by Mr. Miller, seconded by Mr. Schron and approved by unanimous vote to amend Ordinance No. O2012-0015 by inserting *"The County has the discretion to select from multiple potential grant recipients, and the County voluntarily designates a specific sub-recipient as part of the application process"* in Section 3.17(b)(i).

On a motion by Mr. Miller with a second by Ms. Conwell, Ordinance No. O2012-0015 was considered and adopted by unanimous vote, as amended.

20. MISCELLANEOUS COMMITTEE REPORTS

Mr. Brady reported that the Health, Human Services & Aging Committee will meet on Thursday, July 26, 2012 at 1:00 p.m.

Mr. Jones reported that the Public Works, Procurement & Contracting Committee will meet on Thursday, July 26, 2012 at 11:00 a.m.

Mr. Miller reported that the Finance & Budgeting Committee will meet on Monday, August 20, 2012 at 1:00 p.m.

21. MISCELLANEOUS BUSINESS

Council President Connally wished well to Jeanne Schmotzer, Clerk of Council, and a speedy recovery.

22. PUBLIC COMMENT UNRELATED TO AGENDA

Sherri Lippus, Trustee of Olmsted Falls, addressed Council regarding the closing of the Fitz Service Garage in Olmsted Falls.

23. ADJOURNMENT

With no further business to discuss and on a motion by Mr. Miller with a second by Mr. Germana, the meeting was adjourned at 6:13 p.m., without objection.

COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO

MOTION NO. M2012-0022

Sponsored by: Council President Connally

A Motion confirming the County Executive's appointment of Jennifer Scofield to serve on the Cuyahoga County Natural Resource Assistance Council, and declaring the necessity that this Motion become immediately effective.

WHEREAS, Ohio Revised Code Section 164.21 establishes the Cuyahoga County Natural Resource Assistance Council; and,

WHEREAS, the Cuyahoga County Natural Resource Assistance Council oversees the implementation of the Clean Ohio Conservation Program in Cuyahoga County by evaluating, ranking and prioritizing projects submitted by eligible County entities; and,

WHEREAS, pursuant to Ohio Revised Code Section 164.21, the Cuyahoga County Natural Resource Assistance Council shall consist of eleven (11) appointed members; and,

WHEREAS, members of the Cuyahoga County Natural Resource Assistance Council shall be appointed to serve a three (3) year term; and,

WHEREAS, the individual appointed will be appointed to fill a vacancy and shall have a term commencing immediately upon signature of this Motion; and,

WHEREAS, the Cuyahoga County Charter Section 6.04, entitled Special Boards and Commissions, states that "[w]hen general law or any agreement with another public agency or court order provides for appointment of members of a special board or commission or other agency by the board of county commissioners, such appointment shall be made by the County Executive, subject to confirmation by the Council;" and,

WHEREAS, the County Executive has nominated Jennifer Scofield, to serve on the Cuyahoga County Natural Resource Assistance Council; and,

WHEREAS, this Council by a vote of at least eight (8) members determines that it is necessary that this Motion become immediately effective in order that Charter requirements can be complied with and critical services provided by Cuyahoga County can continue, and to provide for the usual, daily operation of a County Board.

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

SECTION 1. The Council of Cuyahoga County hereby confirms the appointment of Jennifer Scofield, to serve on the Cuyahoga County Natural Resource Assistance Council to fill a vacancy, commencing immediately.

SECTION 2. It is necessary that this Motion become immediately effective in order that critical services provided by Cuyahoga County can continue, and to continue the usual and daily operation of the County. Provided that this Motion receives the affirmative vote of eight members of Council, this Motion shall become immediately effective.

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

On a motion by _____, seconded by _____, the foregoing Motion was duly approved.

Yeas:

Nays:

County Council President

Date

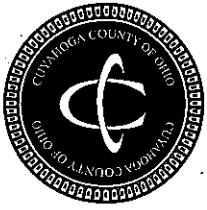
Deputy Clerk of Council

Date

First Reading/Referred to Committee:

Committee(s) Assigned:

Journal _____
_____, 2012



EDWARD FITZGERALD
Cuyahoga County Executive

JUL 20 2012

July 20, 2012

Cuyahoga County Council

C. Ellen Connally, President
Cuyahoga County Council
Cuyahoga County Administration Building
1219 Ontario Street, 4th Floor
Cleveland, OH 44113

Re: Cuyahoga County Natural Resource Assistance Council

Dear President Connally:

Pursuant to Ohio Revised Code Section 164.21, I submit the following nominee to serve on the Cuyahoga County Natural Resource Assistance Council ("NRAC"):

- **Jennifer Scofield**

NRAC oversees the implementation of the Clean Ohio Conservation Program in Cuyahoga County by evaluating, ranking and prioritizing projects submitted by eligible Cuyahoga County entities. These projects involve fostering land reutilization in a manner that protects our natural resources and conserves green space. The members of NRAC serve three-year terms and the diverse membership of the body mandated by the Ohio Revised Code allows differing viewpoints to be involved in the process.

Ms. Scofield is well known to Cuyahoga County. She developed and oversees Cuyahoga County's CountyStat program that provides performance measurement strategy for the County's governmental operations. Additionally, she has managed the Cuyahoga County Health Alliance. She will be an excellent addition to this important body. A copy of her CV is attached for your review.

I ask that this appointment be set for confirmation as soon as possible. Should you or any of your colleagues have any questions, please feel free to contact my Special Assistant, James Boyle at 216-698-2089.

Sincerely,

Edward FitzGerald
Cuyahoga County Executive

Jennifer L. Scofield, MA, CHES

1791 W. 44th Street • Cleveland, Ohio 44113-3203 • 216.906.8125 • jennifer.lee.scofield@gmail.com

PROFILE

Energetic health and performance measurement professional with excellent program development, implementation and evaluation skills. Process-oriented team leader with experience in executing multi-faceted programs, proven experience motivating and managing teams and translating conceptual models into program strategies.

SKILL SUMMARY

- Action Planning, Implementation and Evaluation
- Program Direction
- Budget Planning and Management
- Creative Thinking
- "Big picture" Goal Setting
- Resource Development
- Creating Strategic Partnerships
- Teaching and Training
- Process Improvement
- Team Building and Small Group Facilitation
- Community Outreach
- Meeting Planning
- Entrepreneurship

PROFESSIONAL EXPERIENCE

Leadership

- Appointed to the 2012 Public Health Futures Legislative Committee.
- Developed and directed the Cuyahoga County Health Alliance.
- Developed CountyStat performance measurement strategy for Cuyahoga County government.
- Served on the Transition Team for Cuyahoga County Executive-elect Ed FitzGerald.
- Founded a for-profit health, home-based consulting company that specializes in community health policy and program development and evaluation; member of the Council of Smaller Enterprises (COSE).
- Participant in *Advancing the Movement* around healthy eating and active living, sponsored by the Centers for Disease Control and Prevention and YMCA of the USA.
- Directed a small non-profit literacy organization with responsibilities for staff supervision, program and resource development, budget planning, board engagement, communications and action planning to include creation of new mission and vision statements.
- Selected as Co-Chair, Network of Community Advisors, the Prevention Research Center at Case Western Reserve University – a research program funded by the Centers for Disease Control and Prevention.
- Developed a new health promotion program office and assembled a high-quality team to implement a five-year plan.
- Appointed by Governor Strickland to participate on the Ohio Food Policy Advisory Council.
- Instructed graduate and undergraduate students in Community Health and Health Education.
- Selected participant of the State Health Policy Institute, State Health Promotion and Policy Expert and Trainer, Society of Public Health Education.
- Led a multi-disciplinary, multi-jurisdictional team in *Sustainability Planning* process for chronic disease prevention.

- Served on Advisory Committee for the Active Living by Design project in Cleveland.
- Participated as member of a Youth Highway Safety Assessment Team for the State of Oregon.

Program Management and Direction

- Coordinated the CountyStat planning team of analysts, IT specialists and policy advisors.
- Coordinated a Loaned Executive Program to assist with targeted organizational projects for Cuyahoga County government:
- Developed and managed \$7 million, multi-year chronic disease prevention and disease management program funded by the Centers for Disease Control and Prevention.
- Directed \$2.7 million statewide highway safety program; included state and federal grant funds; supervised office staff of 10 and field staff of 30.
- Managed professional teams of degreed professionals to include recruiting, hiring, training and supervising.
- Developed a comprehensive program and resource development plan to support literacy.

Community Outreach and Partnership-building

- Built new partnerships between municipalities and institutions through the County Health Alliance; developed a new webpage resource; designed a Tool Box.
- Coached a chronic disease prevention coalition for the YMCA Pioneering Healthy Communities and Racial and Ethnic Approaches to Health (REACH) program.
- Engaged community organizations to participate in the *Faces of Influenza campaign*, a program of the national office for the American Lung Association.
- Created strategic partnerships such as the Community Consortium and Healthy Cleveland Business Council; convened the Cleveland-Cuyahoga County Food Policy Coalition; convened support for the Gardening for Greenbacks Market Gardener Small Business Loan Program; designed the "We Run This City" Rite Aid Cleveland youth marathon program; and created the *Walk A Hound, Lose a Pound* walking program through *Steps to a Healthier Cleveland*, a federally-funded chronic disease prevention program.
- Supervised a comprehensive communications plan to support chronic disease prevention that included radio, TV, web-based, electronic and print media.
- Created a Youth & Community Development Advisory Board to address at-risk and adjudicated urban youth issues.
- Enhanced alcohol and drugged driving prevention and highway safety programs through a network of college and university faculty and students.

EMPLOYMENT HISTORY

CountyStat Coordinator, Office of County Executive Ed FitzGerald; January 2011 –

Transition Team for County Executive-elect Ed Fitzgerald – December 2010

Health Impact Consulting, Inc. – Cleveland, OH; President; 2008 – present



Cleveland State University, Department of HPERD – Cleveland, OH; Instructor, 2008 - 2010

Cleveland Reads – Cleveland, OH; Interim Executive Director; 2009

Cleveland Department of Public Health – Cleveland, OH; Deputy Health Commissioner, 2007-2008;
Health Promotion Director, 2003-2007

Health Museum of Cleveland – Cleveland, OH; Director of Development, 2002-2003

Akron Area YMCA – Akron, OH; Director of Youth & Community Development, 1999-2002

National Highway Traffic Safety Administration; Baltimore, MD and Washington, DC; Program Manager,
1998-1999

Maryland State Highway Administration – Hanover, MD; Chief, Safety Programs Section, 1994-1998;
Youth & Alcohol Program Coordinator, 1992-1994

American College Health Association – Rockville, MD; Administrative/Program Assistant, 1987-1991

The Orthopaedic Center – Rockville, MD; Administrative Assistant, 1986-1987

EDUCATION

University of Maryland at College Park – College Park, Maryland

- Masters of Arts in Health Education, 1997
- Bachelors of Science in Community Health/Health Education (Magna Cum Laude), 1991

Certified Health Education Specialist (CHES), CHES No. 14547; National Commission for Health Education
Credentialing, Inc., 2007

RECENT PUBLICATIONS/PRESENTATIONS

Scofield, JL (2011). *Asking Why: Cuyahoga CountyStat*. Government Finance Review; pp. 40-43.

Presenter, PPMRN 4th Annual Conference, Rutgers University, September 2011.

Miller, EK and Scofield, JL (2009). *Active Living by Design: Best Practices from the Field*. American
Journal of Preventive Medicine, Vol. 37, Number 652, pp. 377-385.

VOLUNTEERISM and OTHER ACTIVITIES

Member, Association of Fundraising Professionals, 2010

Volunteer Community Garden Leader, 2009-

Board of Directors, Cleveland Reads, 2007-2009

Board of Directors, America SCORES Cleveland, 2006-2007

Member, Ohio Department of Health Agency Review Team, Division of Prevention Committee; Governor
Strickland's Transition Team, 2006

Elected Trustee, Ohio City Near West Development Corporation, 2005-2006

City Club of Cleveland, 2002-2005; New Leaders Marketing Chair, 2003-2004

Member, Society of Public Health Education, 2003-; Health Educator of the Year, Ohio Chapter 2005

COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO

MOTION NO. M2012-0023

Sponsored by: Council President Connally

A Motion confirming the County Executive's appointment of Harry Graham, Ph.D to serve on the Cuyahoga Community College Board of Trustees, and declaring the necessity that this Motion become immediately effective.

WHEREAS, Ohio Revised Code Section 3354.05 requires that member of the board of trustees of a community college district be appointed by a county board of commissioners; and,

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

WHEREAS, the Cuyahoga Community College Board of Trustees has nine (9) members and the members are appointed by Cuyahoga County and the Governor; and,

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

WHEREAS, the individual appointed will be appointed to fill a vacancy and shall have a term commencing immediately upon signature of this Motion; and,

WHEREAS, the Cuyahoga County Charter Section 6.04, entitled Special Boards and Commissions, states that "[w]hen general law or any agreement with another public agency or court order provides for appointment of members of a special board or commission or other agency by the board of county commissioners, such appointment shall be made by the County Executive, subject to confirmation by the Council;" and,

WHEREAS, the County Executive has nominated Harry Graham, Ph.D, to serve on the Cuyahoga Community College Board of Trustees; and,

WHEREAS, this Council by a vote of at least eight (8) members determines that it is necessary that this Motion become immediately effective in order that Charter requirements can be complied with and critical services provided by Cuyahoga County can continue, and to provide for the usual, daily operation of a County Board.

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

SECTION 1. The Council of Cuyahoga County hereby confirms the appointment of Harry Graham, Ph.D, to serve on the Cuyahoga Community College Board of Trustees to fill a vacancy, commencing immediately.

SECTION 2. It is necessary that this Motion become immediately effective in order that critical services provided by Cuyahoga County can continue, and to continue the usual and daily operation of the County. Provided that this Motion receives the affirmative vote of eight members of Council, this Motion shall become immediately effective.

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

On a motion by _____, seconded by _____, the foregoing Motion was duly approved.

Yeas:

Nays:

County Council President

Date

Deputy Clerk of Council

Date

First Reading/Referred to Committee:

Committee(s) Assigned:

Journal _____
_____, 2012



EDWARD FITZGERALD
Cuyahoga County Executive

July 20, 2012

C. Ellen Connally, President
Cuyahoga County Council
Cuyahoga County Administration Building
1219 Ontario Street, 4th Floor
Cleveland, OH 44113

JUL 25 2012

Cuyahoga County Council

Re: Cuyahoga Community College (CCC) Board of Trustees

Dear President Connally:

Pursuant to Ohio Revised Code Section 3354.05, I nominate the following individual to serve on the Board of Trustees for Cuyahoga Community College (CCC):

- **Harry Graham, Ph.D**

Members of this board serve five year terms and Mr. Graham will commence his term on this body immediately upon confirmation. All board members shall serve without compensation.

A copy of Mr. Graham's resume is attached for your review and consideration. As you can see, Mr. Graham has extensive experience in the area of labor relations and has served on numerous Arbitration Panels. As a testament to his reputation for fairness, Graham often serves as an Arbitrator, jointly selected by the negotiating parties. He has a wealth of experience in higher education matters that will provide an excellent basis for his service on this board.

CCC is one of our finest institutions and its Board of Trustees should reflect the diversity and strengths of Cuyahoga County. Mr. Graham will be an excellent addition to this body and will be a strong voice for CCC.

Should you or any of your colleagues have any questions, please feel free to contact my Special Assistant, James Boyle at 216-698-2089.

Sincerely,

Edward FitzGerald
Cuyahoga County Executive

cc: Dr. Jerry Sue Thornton, CCC President

HARRY GRAHAM

FMCS-2029

Email: Grahamarb@yahoo.com

Present Occupation: Arbitrator

First Business Address:

32335 Brighton Park Blvd.
Solon, OH. 44139-1387
Phone: 440-349-9120
Fax: 440-349-9121

Second Business Address:

2026 Sheridan Ct.
Buffalo Grove, Ill. 60089

PROFESSIONAL AFFILIATIONS:

NAA, AAA

EDUCATION:

BA, Economics, Hunter College, 1962, MA, Economics, Hunter College,
Ph. D. Industrial Relations, University of Wisconsin, 1967

ARBITRATION/LABOR RELATIONS EXPERIENCE:

First arbitrated 1972, Approx, 2900 cases heard as of 20011.

INDUSTRIES:

Agric, Bakery, Clothing, Coal, Communications, Education, Electrical Equipment, Ent/Arts, Federal Sector, Feed and Fertilizer, Food Processing, Service, Foundry, Glass, Grain Mill, Hospital/Nursing Home, Hotel/Restaurant, Iron, Local Govt., Machinery, Manuf./Misc., Meat Packing, Metal Fabrication, Organizations, Pharm., Police & Fire, Public Sector Grievance, Public Sector Interest, Pulp & Paper, Rubber/Tire, Scientific Instruments, Ship Bld & Dry Dock, Textile, Higher Education, Trucking & Storage, Utilities, Office Workers/Clerical, Nonferrous Metals, Warehousing

ISSUES:

Absenteeism, Alc. & Drug Abuse, Arbitrability, Work Assignments, Bargaining Unit Work, Discipline & Discharge, Discrimination, Health & Welfare, Holidays & Holiday Pay, Incentive Rates & Standards, Layoff, Bumping & Recall, Mgt. Rts., Contract Terms, Overtime & Overtime Pay, Past Practice, Pensions, Rate of Pay, RIF, Report-in, Call-in, Callback Pay, Work Schedules, Seniority, Union Business, Vacations and Vacation Pay, Work Performance, AWOL. COLA, Contracting Out, Guaranteed Work Week, Insubordination, Leave of Absence, Official Time, Promotions, Shift Hours, Shift Assignment, Sick Leave, Wages, Work Week Change, Sexual Harassment, Benefit Denials, Trustee Deadlocks. Bonuses, Grievance Mediation

CURRENT PERMANENT PANELS:

State of Ohio and OCSEA/AFSCME Local 11, OSTA, USPS and NRLCA, Eastern States and Capital-Metro Areas, Allegheny Power System and Utility Workers, Ameren and IBEW, AT& T and IBEW (Ill), Many cities and counties in Ohio and various unions, eg. AFSCME, FOP, OPBA, IAFF, IBT, FAA and PASS, (Southwest Region), AK Steel and IAM Lodge 1943, Chicago Transit Authority and ATU

ARBITRATION ROSTERS:

AAA, Ohio SERB, Iowa PERB

PUBLISHED CASES:

67 LA 792, 85 LA 799, 87 LA, 628, 88 LA 708, 89 LA 442, 89 LA 600, 91LA 1007, 91LA 661, 92 LA 661, 94 LA 486, 94 LA 373, 95 LA 1187, 96 LA 290, 98 LA 228, 98 LA 245, 100 LA 125, 106 LA 278, 88-1 ARB 8276, 88-2 ARB 8350, 89-1 ARB 8005, 89-2 ARB 8440, 90-1 ARB 8280, 90-2 ARB 8604, 90-2 ARB 8485, 91-1 ARB 8151, 91-2 ARB 8460, 92-1 ARB 8154, 92-2 ARB 8595, 93-1 ARB 3163, 93-2 ARB 3346, 93-2 ARB 3538, 94-1 ARB 4110, 94-2 ARB 4510

SIGNIFICANT PUBLICATIONS:

Elkouri & Elkouri, *How Arbitration Works*, 6th ed., 2008 Supplement, material in Chapter 7, "Grievance Arbitration in State and Local Governments in the 1990's and Beyond," in *Labor Arbitration Under Fire*, Stern & Najita, eds, ILR Press, 1997, *The Paper Rebellion, Development and Upheaval in Pulp and Paper Industry Unionism*, University of Iowa Press, 1970, Articles in *Monthly Labor Review*, *Labor Law Journal*, *Labor Arbitration* etc.

County Council of Cuyahoga County, Ohio

Resolution No. R2012-0130

Sponsored by: Councilmembers Simon and Miller	A Resolution providing for the submission to the electors of the County of Cuyahoga an amendment to Article 4, Section 1 and Article 5, Section 6 of the Charter of Cuyahoga County; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, Article 12, Section 10 of the Charter of Cuyahoga County provides that "Proposed amendments to this Charter shall be submitted to the electors of the County in the manner provided for by the Ohio Constitution"; and

WHEREAS, Article X, Section 4 of the Ohio Constitution provides that the "legislative authority" "of any county may by a two-thirds vote of its members" submit by resolution charter amendments to the electors of the county "to be voted upon at the first general election occurring not sooner than sixty days after their submission"; and

WHEREAS, this Council believes it is in the best interest of the citizens of the County of Cuyahoga to amend the County Charter by clarifying the role of the Law Director in advising and representing Cuyahoga County, its County Executive, County Council, departments, agencies, offices, officers, boards, and commissions in all civil matters, including all transactional and litigation matters, and the retention of outside counsel.

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

SECTION 1. Pursuant to Article X, Section 4 of the Ohio Constitution and Article 12, Section 10 of the Charter of the County of Cuyahoga, this Council hereby authorizes and directs that there shall be submitted to a vote of qualified electors of the County of Cuyahoga, at the general election to be held on Tuesday, the 13th day of November, 2012, the question of amending Article 4, Sections 4.01 the Charter of the County of Cuyahoga, the respective text to be as set forth herein, with boldfaced and underlined text being added, and crossed out text being deleted as follows:

4.01 PROSECUTING ATTORNEY: ELECTION, DUTIES AND QUALIFICATIONS

The Prosecuting Attorney shall be elected, and the duties of that office relating to criminal matters, and the compensation therefore, including provision for the employment of outside counsel, shall continue to be determined in the manner provided by general law. The Prosecuting Attorney shall also continue to advise and represent, including representation in court litigation, the Cuyahoga County courts and judges, townships, and the following boards and commissions: the Cuyahoga

County Board of Elections; the Cuyahoga County Board of Health, the Cuyahoga County Board of Developmental Disabilities; the Cuyahoga County Alcohol, Drug Addiction and Mental Health Services Board; the Cuyahoga County Public Library Board, the Metro Health System Board of Trustees, the Cuyahoga County Veterans Service Commission, and the Cuyahoga County Soldiers and Sailors Monument Board of Trustees. The Prosecuting Attorney shall also have such other powers and duties as shall be established by ordinance that are not inconsistent with this Charter.

5.06 DIRECTOR OF LAW: POWERS, DUTIES AND QUALIFICATIONS.

The Director of Law shall be the legal advisor to and representative of the County Executive and County Council.

5.06 (1) Legal Services. Effective January 1, 2013, the Director of Law shall perform all legal services for and advise and represent Cuyahoga County, its County Executive, County Council, departments, agencies, offices, and officers in all matters, including all transactional matters and all litigation matters in court, administrative proceedings and arbitrations. The Director of Law shall also, except as enumerated in Section 4.01, advise and represent the County's boards, commissions, committees, and other county authorities, including the Economic Development Commission, Human Resource Commission, Board of Revision, Audit Committee, Solid Waste Committee, and Planning Commission, in all matters, including all transactional matters and all litigation matters in court, administrative proceedings and arbitrations.

5.06 (2) Retention of Outside Counsel. The Director of Law shall also be responsible for the selection and retention of outside counsel for all matters under his or her jurisdiction, including the advice and representation of Cuyahoga County, its County Executive, County Council, departments, agencies, offices, officers, boards, commissions, committees, and other authorities in all matters, including all transactional matters and all litigation matters in court and arbitrations.

Notwithstanding any other provision in the Charter or at general law, the retention of outside counsel shall be governed by the County's contracting procedures for professional services established by ordinance. Provided that any requisite approval by a county contracting approval authority is obtained pursuant to the County's contracting procedures established by ordinance, the Law Director shall not be required to obtain court approval for the retention of outside counsel and there shall be no monetary or other limits restricting the scope of such retention.

5.06 (3) Other Powers and Duties. The Director of Law shall also have such powers and duties as shall be established by ordinance that are not inconsistent with this Charter.

5.06 (4) Qualifications. The Director of Law shall be an attorney at law in good standing in the State of Ohio and shall have had at least five years' experience in advising or representing political subdivisions in Ohio.

SECTION 2. Pursuant to Article X, Section 4 of the Ohio Constitution, and Article 12, Section 10 of the Charter of the County of Cuyahoga, this Council hereby directs that the proposed amendment of Article 4, Sections 4.01 and Article 5, Section 5.06 shall be submitted to the Board of Elections of Cuyahoga County and the question to be submitted on the ballot shall be as follows:

PROPOSED AMENDMENT TO COUNTY CHARTER

Shall the County Charter be amended to clarify the role of the Law Director in advising and representing Cuyahoga County, its County Executive, County Council, departments, agencies, offices, officers, boards, and commissions in all civil matters, including all transactional and litigation matters, and the retention of outside counsel?

SECTION 3. If the foregoing proposal receives the affirmative vote of a majority of the electors voting thereon, the existing provisions of Article 4, Section 4.01 and Article 5, Section 5.06 which are inconsistent herewith, shall be and the same are hereby repealed effective as of the date on which such amendment becomes effective.

SECTION 4. The Clerk of this Council is directed to certify a copy of this Resolution to the Board of Elections no earlier than one hundred twenty (120) days and not later than sixty (60) days before the November 13, 2012 election. The Clerk is further directed to take all other actions required by law relative to the submission of said amendment for said election, including, if required by law, mailing or otherwise distributing a copy of said proposed amendment to each of the electors of the County as far as may be reasonably possible prior to thirty (30) days before said election.

SECTION 5. It is necessary that this Resolution become immediately effective to enable the Clerk of Council to perform her duties in time for the amendments to be properly placed on the November 13, 2012 election. Provided that this Resolution receives the affirmative vote of eight (8) members of Council, it shall become immediately effective upon the signature of the County Executive.

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

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

Yeas:

Nays:

County Council President

Date

County Executive

Date

Deputy Clerk of Council

Date

First Reading/Referred to Committee: July 10, 2012

Committee Assigned: Committee of the Whole

Additional Sponsorship Requested on the Floor: July 10, 2012

Second Reading: August 14, 2012

Journal _____
_____, 2012

County Council of Cuyahoga County, Ohio

Resolution No. R2012-0131

Sponsored by: Councilmembers Schron and Miller	A Resolution providing for the submission to the electors of the County of Cuyahoga an amendment to Article 2, Section 2.03 and Article 3, Section 3.09 of the Charter of Cuyahoga County; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, Article 12, Section 10 of the Charter of Cuyahoga County provides that "Proposed amendments to this Charter shall be submitted to the electors of the County in the manner provided for by the Ohio Constitution"; and

WHEREAS, Article X, Section 4 of the Ohio Constitution provides that the "legislative authority" "of any county may by a two-thirds vote of its members" submit by resolution charter amendments to the electors of the county "to be voted upon at the first general election occurring not sooner than sixty days after their submission"; and

WHEREAS, this Council believes it is in the best interest of the citizens of the County of Cuyahoga to amend the County Charter to require that the County of Cuyahoga develop and implement biennial (two year) operating and capital improvements budgets.

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

SECTION 1. Pursuant to Article X, Section 4 of the Ohio Constitution and Article 12, Section 10 of the Charter of the County of Cuyahoga, this Council hereby authorizes and directs that there shall be submitted to a vote of qualified electors of the County of Cuyahoga, at the general election to be held on Tuesday, the 13th day of November, 2012, the question of amending Article 2, Sections 2.03 and Article 3, Section 3.09 of the Charter of the County of Cuyahoga, the respective text to be as set forth herein, with boldfaced and underlined text being added, and crossed out text being deleted as follows:

2.03 Powers and Duties

(9) To submit to the Council prior to the beginning of each **biennium** ~~fiscal year~~, a proposed operating budget for the upcoming **biennium** ~~fiscal year~~, which shall contain at least the following:

- (a) A statement of estimated revenues from all sources, including fund balances from the preceding **biennium** year;
- (b) A statement of proposed expenditures, shown by department, office, agency, authority, board and commission, and by activity, character and object;

- (c) A schedule of estimated revenues and proposed expenditures for each County department, office, agency, authority, board and commission, on a monthly basis; and
 - (d) A summary of the contents of the proposed operating budget.
- (10) To submit to the Council prior to the beginning of each **biennium** ~~fiscal-year~~ a capital improvements program, which shall contain at least the following:
- (a) The capital improvements scheduled for, or proposed to be undertaken within that **biennium** ~~fiscal-year~~, along with the estimated cost of each improvement and the proposed or established method of financing;
 - (b) A summary of the detailed contents of the program for the current **biennium** ~~fiscal-year~~; and
 - (c) The capital improvements projected for the five years next succeeding the current **biennium** ~~fiscal-year~~.
- (11) To submit a written message to the Council accompanying the proposed operating budget and capital improvements program explaining the budget both in fiscal terms and in terms of work to be done, outlining the proposed financial policies of the County for the current **biennium** ~~fiscal-year~~ and describing the important features of the budget. The message shall include any proposals for major changes in financial policies and in expenditures, appropriations and revenues as compared with the preceding **biennium** ~~fiscal-year~~ and the reasons for such proposals, and an itemization and explanation of each proposed capital improvement.

3.09 Powers and Duties of the Council

- (5) To adopt and amend the County's annual tax budget, **biennial** operating budget and **biennial** capital improvements program and to make appropriations for the County. **Council shall determine by ordinance the beginning and end dates of the biennium.**

SECTION 2. Pursuant to Article X, Section 4 of the Ohio Constitution, and Article 12, Section 10 of the Charter of the County of Cuyahoga, this Council hereby directs that the proposed amendment of Article 2, Sections 2.03 and Article 3, Section 3.09 shall be submitted to the Board of Elections of Cuyahoga County and the question to be submitted on the ballot shall be as follows:

PROPOSED AMENDMENT TO COUNTY CHARTER

Shall the County Charter be amended to require that the County of Cuyahoga develop and implement biennial (two year) operating and capital improvements budgets?

SECTION 3. If the foregoing proposal receives the affirmative vote of a majority of the electors voting thereon, the existing provisions of Article 2, Section 2.03 and Article 3, Section 3.09 which are inconsistent herewith, shall be and the same are hereby repealed effective as of the date on which such amendment becomes effective.

SECTION 4. The Clerk of this Council is directed to certify a copy of this Resolution to the Board of Elections no earlier than one hundred twenty (120) days and not later than sixty (60) days before the November 13, 2012 election. The Clerk is further directed to take all other actions required by law relative to the submission of said amendment for said election, including, if required by law, mailing or otherwise distributing a copy of said proposed amendment to each of the electors of the County as far as may be reasonably possible prior to thirty (30) days before said election.

SECTION 5. It is necessary that this Resolution become immediately effective to enable the Clerk of Council to perform her duties in time for the amendments to be properly placed on the November 13, 2012 election. Provided that this Resolution receives the affirmative vote of eight (8) members of Council, it shall become immediately effective upon the signature of the County Executive.

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

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

Yeas:

Nays:

County Council President

Date

County Executive

Date

Deputy Clerk of Council

Date

First Reading/Referred to Committee: July 10, 2012

Committee Assigned: Committee of the Whole

Additional Sponsorship Requested on the Floor: July 10, 2012

Second Reading: August 14, 2012

Journal _____
_____, 2012

County Council of Cuyahoga County, Ohio

Resolution No. R2012-0132

Sponsored by: Council President Connally on behalf of the Cuyahoga County Court of Common Pleas	A Resolution providing for the submission to the electors of the County of Cuyahoga an amendment to Article 5, Section 1 and Article 5, Section 4 of the Charter of Cuyahoga County; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, Article 12, Section 10 of the Charter of Cuyahoga County provides that "Proposed amendments to this Charter shall be submitted to the electors of the County in the manner provided for by the Ohio Constitution"; and

WHEREAS, Article X, Section 4 of the Ohio Constitution provides that the "legislative authority" "of any county may by a two-thirds vote of its members" submit by resolution charter amendments to the electors of the county "to be voted upon at the first general election occurring not sooner than sixty days after their submission"; and

WHEREAS, this Council believes it is in the best interest of the citizens of the County of Cuyahoga to amend the County Charter to transfer the power to appoint the Clerk of Courts from the County Executive, with confirmation of County Council, to the Administrative Judges of the General and Domestic Relations Divisions of the Common Pleas Court and the Eighth District Court of Appeals, and to provide that the Clerk of Courts serves at the pleasure of the Administrative Judges.

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

SECTION 1. Pursuant to Article X, Section 4 of the Ohio Constitution and Article 12, Section 10 of the Charter of the County of Cuyahoga, this Council hereby authorizes and directs that there shall be submitted to a vote of qualified electors of the County of Cuyahoga, at the general election to be held on Tuesday, the 13th day of November, 2012, the question of amending Article 5, Sections 5.01 and 5.04 of the Charter of the County of Cuyahoga, the respective text to be as set forth herein, with boldfaced and underlined text being added, and crossed out text being deleted as follows:

SECTION 5.01 APPOINTMENT; CONFIRMATION BY COUNCIL.

Each of the officers provided for in this Article V, **with the exception of the Clerk of Courts**, shall be appointed by the County Executive, subject to confirmation by Council, and shall serve at the pleasure of the County Executive. **The Administrative Judges of the General and Domestic Relations Divisions of the Common Pleas Court and the Eighth District Court of Appeals shall appoint the Clerk of Courts, who shall serve under the supervision of and at the pleasure of the Administrative Judges.**

SECTION 5.04 CLERK OF COURTS: POWERS AND DUTIES.

All powers and duties now or hereafter vested in or imposed by general law upon the office of clerk of the court of common pleas relating to serving the operation of the courts shall be exercised and carried out by the appointed Clerk of Courts. ~~The Clerk of Courts shall also have such powers and duties as shall be established by this Charter or by ordinance that are not inconsistent with those provided by general law for the office of clerk of the court of common pleas.~~

SECTION 2. Pursuant to Article X, Section 4 of the Ohio Constitution, and Article 12, Section 10 of the Charter of the County of Cuyahoga, this Council hereby directs that the proposed amendment of Article 5, Sections 5.01 and Article 5, Section 5.04 shall be submitted to the Board of Elections of Cuyahoga County and the question to be submitted on the ballot shall be as follows:

PROPOSED AMENDMENT TO COUNTY CHARTER

Shall the County Charter be amended to transfer the power to appoint the Clerk of Courts from the County Executive, with confirmation of County Council, to the Administrative Judges of the General and Domestic Relations Divisions of the Common Pleas Court and the Eighth District Court of Appeals, and to provide that the Clerk of Courts serves at the pleasure of the Administrative Judges?

SECTION 3. If the foregoing proposal receives the affirmative vote of a majority of the electors voting thereon, the existing provisions of Article 5, Section 5.01 and Article 5, Section 5.04 which are inconsistent herewith, shall be and the same are hereby repealed effective as of the date on which such amendment becomes effective.

SECTION 4. The Clerk of this Council is directed to certify a copy of this Resolution to the Board of Elections no earlier than one hundred twenty (120) days and not later than sixty (60) days before the November 13, 2012 election. The Clerk is further directed to take all other actions required by law relative to the submission of said amendment for said election, including, if required by law, mailing or otherwise distributing a copy of said proposed amendment to each of the electors of the County as far as may be reasonably possible prior to thirty (30) days before said election.

SECTION 5. It is necessary that this Resolution become immediately effective to enable the Clerk of Council to perform her duties in time for the amendments to be properly placed on the November 13, 2012 election. Provided that this Resolution receives the affirmative vote of eight (8) members of Council, it shall become immediately effective upon the signature of the County Executive.

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

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

Yeas:

Nays:

County Council President

Date

County Executive

Date

Deputy Clerk of Council

Date

First Reading/Referred to Committee: July 10, 2012

Committee Assigned: Committee of the Whole

Second Reading: August 14, 2012

Journal _____
_____, 2012

County Council of Cuyahoga County, Ohio

Resolution No. R2012-0099

Sponsored by: Councilmember Miller	A Resolution providing for submission to the electors of the County of Cuyahoga an amendment to Article 6, Section 2 of the Charter of Cuyahoga County; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, Article 12, Section 10 of the Charter of Cuyahoga County provides that "Proposed amendments to this Charter shall be submitted to the electors of the County in the manner provided for by the Ohio Constitution"; and

WHEREAS, Article X, Section 4 of the Ohio Constitution provides that the "legislative authority" "of any county may by a two-thirds vote of its members" submit by resolution charter amendments to the electors of the county "to be voted upon at the first general election occurring not sooner than sixty days after their submission"; and

WHEREAS, this Council believes it is in the best interest of the citizens of the County of Cuyahoga to amend the County Charter County Charter to clarify the composition, powers, and duties of the Cuyahoga County Board of Revision, to replace the County Treasurer's membership on the Board with a member of Council, to distinguish between the powers and duties of the Board itself from those of Hearing Boards employed by the Board and to provide that Hearing Board members have experience and proven ability in the areas of real estate appraisal, real estate and/or real estate law?

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

SECTION 1. Pursuant to Article X, Section 4 of the Ohio Constitution and Article 12, Section 10 of the Charter of the County of Cuyahoga, this Council hereby authorizes and directs that there shall be submitted to a vote of qualified electors of the County of Cuyahoga, at the general election to be held on Tuesday, the 13th day of November, 2012, the question of amending Section 6.02 the Charter of the County of Cuyahoga, the respective text to be as set forth herein, with boldfaced and underlined text being added, and crossed out text being deleted as follows:

SECTION 6.02 BOARD OF REVISION

There shall be ~~one or more~~ **a Board** Boards of Revision, each consisting of three electors of the County. Two members of each board, who shall not be of the same political party, shall be appointed by the Council, and one member shall be appointed by the County Executive, each for a term of three years. **which shall consist of the County Executive, the Fiscal Officer, and one County Councilperson, who shall be appointed by the Council President to a two-year term, ending at the end of each odd-numbered calendar year, or for the remainder of a two year term if a vacancy occurs. The County Council may, by ordinance, provide for the appointment of alternates to serve on behalf of the members of the Board of Revision. The** Each Board of Revision shall exercise all **powers and** duties of a county board of revision as prescribed by general law, **except as otherwise provided in this Charter.** The Council may provide for compensation for members of a Board of Revision. **There shall be no additional compensation for members of the Board of Revision in addition to their regular compensation by the County.**

The Board of Revision shall determine its own rules and procedures, consistent with this charter and general law and shall appoint an Administrator and such other assistants as it deems necessary for the efficient performance of its duties, consistent with the County's operating budget. The Administrator shall be responsible for the office operations of the Board of Revision and the Hearing Boards and shall set the hearing schedules for hearing of complaints regarding the valuation of real property and other matters permitted under the Ohio Revised Code or this Charter. The Board of Revision, with the assistance of the Department of Human Resources, shall determine compensation for its administrative staff, who shall be unclassified employees.

The Board of Revision may create one or more Hearing Boards, which shall have the same powers to hear and make decisions on complaints as to the value of real property that are given to board of revision hearing boards by general law. The Board of Revision shall establish qualifications for members of the Hearing Boards to insure that such members have experience and proven ability in the areas of appraisal, real estate and/or law. Each Hearing Board shall consist of three residents of the County, appointed by the Board of Revision, subject to confirmation by the Council. If a position on any Hearing Board becomes vacant, the Board of Revision shall appoint a new member for the remainder of the term in the same way that the original members were appointed. If the Council fails to act on the question of any such appointment within thirty days of the date that the Board of Revision submits such appointment to Council for its consideration, that appointment shall be deemed confirmed without further action by the Council.

Each Hearing Board member shall be appointed to a term of three years, except that in consultation with the Administrator, the Board of Revision may

create one or more temporary Hearing Boards with a term of up to one year in order to clear backlogs or in anticipation of heavy workloads. The above provisions on length of term notwithstanding, the Board of Revision shall, if it appoints more than one Hearing Board, adjust the term of future appointments so that the ending dates of the various Hearing Boards are staggered, but the terms of all the members of any one Hearing Board end at the same time.

The Council, in consultation with the Board of Revision and the Department of Human Resources, shall determine a compensation plan for members of the Hearing Boards, who shall be considered full-time unclassified employees of the Board of Revision. The Board of Revision may remove a member of a Hearing Board for cause, subject to confirmation by the Council, using the same confirmation process as for appointment.

SECTION 2. Pursuant to Article X, Section 4 of the Ohio Constitution, and Article 12, Section 10 of the Charter of the County of Cuyahoga, this Council hereby directs that the proposed amendment of Charter Sections 6.02 shall be submitted to the Board of Elections of Cuyahoga County and the question to be submitted on the ballot shall be as follows:

PROPOSED AMENDMENT TO COUNTY CHARTER

Shall the County Charter be amended to establish the composition of the Board of Revision as consisting of the Cuyahoga County Executive, Fiscal Officer, and a member of Council, and to clarify the powers and duties of the Cuyahoga County Board of Revision, to distinguish between the powers and duties of the Board itself from those of Hearing Boards employed by the Board, to remove the political party affiliation from the Hearing Board requirements, and to provide that Hearing Board members have experience and proven ability in the areas of real estate appraisal, real estate and/or real estate law?

SECTION 3. If the foregoing proposal receives the affirmative vote of a majority of the electors voting thereon, the existing provisions of Article 6, Section 2 which are inconsistent herewith, shall be and the same are hereby repealed effective as of the date on which such amendment becomes effective.

SECTION 4. The Clerk of this Council is directed to certify a copy of this Resolution to the Board of Elections no earlier than one hundred twenty (120) days and not later than sixty (60) days before the November 13, 2012 election. The Clerk is further directed to take all other actions required by law relative to the submission of said amendment for said election, including, if required by law, mailing or otherwise distributing a copy of said proposed amendment to each of the electors of the County as far as may be reasonably possible prior to thirty (30) days before said election.

SECTION 5. It is necessary that this Resolution become immediately effective to enable the Clerk of Council to perform her duties in time for the amendments to be properly placed on the November 13, 2012 election. Provided that this Resolution receives the affirmative vote of eight (8) members of Council, it shall become immediately effective upon the signature of the County Executive.

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

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

Yeas:

Nays:

County Council President

Date

County Executive

Date

Deputy Clerk of Council

Date

First Reading/Referred to Committee: June 12, 2012

Committee(s) Assigned: Committee of the Whole

Amended on the Floor: July 24, 2012

Second Reading: July 24, 2012

Journal CC007
August 14, 2012

County Council of Cuyahoga County, Ohio

Resolution No. R2012-0100

Sponsored by: Councilmembers Conwell and Miller	A Resolution providing for submission to the electors of the County of Cuyahoga an amendment to Article 9, Section 1 of the Charter of Cuyahoga County; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, Article 12, Section 10 of the Charter of Cuyahoga County provides that "Proposed amendments to this Charter shall be submitted to the electors of the County in the manner provided for by the Ohio Constitution"; and

WHEREAS, Article X, Section 4 of the Ohio Constitution provides that the "legislative authority" "of any county may by a two-thirds vote of its members" submit by resolution charter amendments to the electors of the county "to be voted upon at the first general election occurring not sooner than sixty days after their submission"; and

WHEREAS, this Council believes it is in the best interest of the citizens of the County of Cuyahoga to amend the County Charter to replace the joint authority of the County Executive and County Council to appoint and remove members of the Cuyahoga County Human Resources Commission through joint action by appointment and removal by the County Executive, subject to confirmation by County Council, to transfer such authority to be carried out by County Council exclusively.

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

SECTION 1. Pursuant to Article X, Section 4 of the Ohio Constitution and Article 12, Section 10 of the Charter of the County of Cuyahoga, this Council hereby authorizes and directs that there shall be submitted to a vote of qualified electors of the County of Cuyahoga, at the general election to be held on Tuesday, the 13th day of November, 2012, the question of amending Section 9.01 the Charter of the County of Cuyahoga, the respective text to be as set forth herein, with boldfaced and underlined text being added, and crossed out text being deleted as follows:

The ~~County Executive, subject to confirmation by the Council,~~ **Council** shall appoint the members of a Human Resource Commission, consisting of three electors of the County having experience in personnel matters or personnel

administration and who are supportive of equal opportunity considerations. No more than two of the three members of the Human Resource Commission shall be members of the same political party. The Human Resource Commission shall be responsible for administering, for and in cooperation with the officers, agencies, boards and commissions of the County, an efficient and economical system for the employment of persons in the public service of the County according to merit and fitness. The County's human resources policies and systems, including ethics policies for County employees, shall be established by ordinance and shall be administered in such manner as will eliminate unnecessary expense and duplication of effort, while ensuring that persons will be employed in the public service without discrimination on the basis of race, color, religion, sex, national origin, sexual orientation, disability, age or ancestry.

The term of office of each member of the Human Resource Commission shall be six years. The terms shall be staggered so that no term expires within less than two years of the expiration of any other term. The ~~County Executive~~ **Council** shall fill a vacancy occurring for an unexpired term in the same manner as a regular appointment.

Of the terms of office for the initial appointees, one shall be appointed for a term of six years, one shall be appointed for a term of four years and one shall be appointed for a term of two years. The County Executive shall nominate the initial appointees to the Human Resource Commission not later than March 1, 2011 and thereafter within thirty days after the occurrence of a vacancy.

No member of the Human Resource Commission shall hold any other public office or public employment with the County. The Council shall establish a per diem compensation for the members of the Human Resource Commission.

The ~~County Executive~~ **Council** may remove any member of the Human Resource Commission for inefficiency, neglect of duty or malfeasance in office after notice and public hearing before the Council, provided that eight members of the Council concur.

SECTION 2. Pursuant to Article X, Section 4 of the Ohio Constitution, and Article 12, Section 10 of the Charter of the County of Cuyahoga, this Council hereby directs that the proposed amendment of Charter Section 9.01 shall be submitted to the Board of Elections of Cuyahoga County and the question to be submitted on the ballot shall be as follows:

PROPOSED AMENDMENT TO COUNTY CHARTER

Shall the County Charter be amended to provide that the County Council shall have the exclusive authority to appoint and remove members of the Cuyahoga County Human Resources Commission?

SECTION 3. If the foregoing proposal receives the affirmative vote of a majority of the electors voting thereon, the existing provisions of Article 9, Section 1 which are inconsistent herewith, shall be and the same are hereby repealed effective as of the date on which such amendment becomes effective.

SECTION 4. The Clerk of this Council is directed to certify a copy of this Resolution to the Board of Elections no earlier than one hundred twenty (120) days and not later than sixty (60) days before the November 13, 2012 election. The Clerk is further directed to take all other actions required by law relative to the submission of said amendment for said election, including, if required by law, mailing or otherwise distributing a copy of said proposed amendment to each of the electors of the County as far as may be reasonably possible prior to thirty (30) days before said election.

SECTION 5. It is necessary that this Resolution become immediately effective to enable the Clerk of Council to perform her duties in time for the amendments to be properly placed on the November 13, 2012 election. Provided that this Resolution receives the affirmative vote of eight (8) members of Council, it shall become immediately effective upon the signature of the County Executive.

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

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

Yeas:

Nays:

County Council President

Date

County Executive

Date

Deputy Clerk of Council

Date

First Reading/Referred to Committee: June 12, 2012
Committee(s) Assigned: Committee of the Whole

Second Reading: July 24, 2012

Journal CC007
August 14, 2012

County Council of Cuyahoga County, Ohio

Resolution No. R2012-0101

Sponsored by: Council President Connally and Councilmember Miller	A Resolution providing for submission to the electors of the County of Cuyahoga an amendment to Article 11, Sections 1 and 3 of the Charter of Cuyahoga County; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, Article 12, Section 10 of the Charter of Cuyahoga County provides that "Proposed amendments to this Charter shall be submitted to the electors of the County in the manner provided for by the Ohio Constitution"; and

WHEREAS, Article X, Section 4 of the Ohio Constitution provides that the "legislative authority" "of any county may by a two-thirds vote of its members" submit by resolution charter amendments to the electors of the county "to be voted upon at the first general election occurring not sooner than sixty days after their submission"; and

WHEREAS, this Council believes it is in the best interest of the citizens of the County of Cuyahoga to amend the County Charter to change the term of the Cuyahoga County Director of Internal Auditing so that it does not coincide with the term of the County Executive.

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

SECTION 1. Pursuant to Article X, Section 4 of the Ohio Constitution and Article 12, Section 10 of the Charter of the County of Cuyahoga, this Council hereby authorizes and directs that there shall be submitted to a vote of qualified electors of the County of Cuyahoga, at the general election to be held on Tuesday, the 13th day of November, 2012, the question of amending Sections 2.03(1) and 9.04 of the Charter of the County of Cuyahoga, the respective texts to be as set forth herein, with boldfaced and underlined text being added and crossed out text being deleted as follows:

SECTION 11.01 COUNTY AUDIT COMMITTEE.

The County Audit Committee shall provide internal auditing to assist the County Executive, Fiscal Officer, the Council, and other county officers and departments, institutions, boards, commissions, authorities, organizations, and agencies of the

County government funded in whole or in part by County funds in providing taxpayers of the County with efficient and effective services. The County Audit Committee shall consist of the Fiscal Officer, who shall serve as chair of the committee, the County Executive, the President of Council and two residents of the County appointed by the County Executive and confirmed by Council: **for a term ending one year following the end of the term of office of the then County Executive. Upon a vacancy of an appointed position on the County Audit Committee, the County Executive shall appoint a replacement to fill the incomplete term, subject to confirmation by Council. An appointed member of the County Audit Committee may be removed by vote of a majority of the County Audit Committee, subject to the approval of County Council.** The County Audit Committee shall meet at least quarterly and shall oversee internal and external audits.

SECTION 11.03 DIRECTOR OF INTERNAL AUDITING: APPOINTMENT, DUTIES AND QUALIFICATIONS.

The Director of Internal Auditing shall be the head of the Department of Internal Auditing. The Director of Internal Auditing shall be a Certified Internal Auditor or member of the Institute of Internal Auditors or a similar successor organization and shall be subject to, and follow at all times, the Code of Ethics for Certified Internal Auditors or a similarly recognized code of ethics established by the Institute of Internal Auditors or a similar successor organization. The County Audit Committee shall recommend to the Council one or more candidates for appointment as the Director of Internal Auditing. The Council shall make the appointment, which shall be for a term **that expires on June 30, 2016. Thereafter, the term of the Director of Internal Auditing shall be for four years commencing on July 1, 2016, with subsequent terms commencing every four years on the first day of July.,** which shall be for a term of four years or ending with the end of the term of office of the then County Executive, whichever comes first. **In the case of a vacancy prior to the end of the appointed term of the Director of Internal Auditing, the County Audit Committee shall recommend to the Council one or more candidates for appointment as Director of Internal Auditing to fill the incomplete term.** The Director of Internal Auditing may be dismissed by the Council for cause, following a hearing at which the Director of Internal Auditing shall have had the opportunity to be represented by counsel and to present his or her case for retention in office. The Director of Internal Auditing shall interview and make recommendations for the hiring of staff for the Department of Internal Auditing to the County Audit Committee, which shall approve or reject such recommendations.

SECTION 2. Pursuant to Article X, Section 4 of the Ohio Constitution, and Article 12, Section 10 of the Charter of the County of Cuyahoga, this Council hereby directs that the proposed amendment of Charter Sections 11.01 and 11.03

shall be submitted to the Board of Elections of Cuyahoga County and the question to be submitted on the ballot shall be as follows:

PROPOSED AMENDMENT TO COUNTY CHARTER

Shall the County Charter be amended to change the term of office of the appointed Director of Internal Auditing for Cuyahoga County so that it does not coincide with the term of the County Executive?

SECTION 3. If the foregoing proposal receives the affirmative vote of a majority of the electors voting thereon, the existing provisions of Article 11, Sections 1 and 3 which are inconsistent herewith, shall be and the same are hereby repealed effective as of the date on which such amendment becomes effective.

SECTION 4. The Clerk of this Council is directed to certify a copy of this Resolution to the Board of Elections no earlier than one hundred twenty (120) days and not later than sixty (60) days before the November 13, 2012 election. The Clerk is further directed to take all other actions required by law relative to the submission of said amendment for said election, including, if required by law, mailing or otherwise distributing a copy of said proposed amendment to each of the electors of the County as far as may be reasonably possible prior to thirty (30) days before said election.

SECTION 5. It is necessary that this Resolution become immediately effective to enable the Clerk of Council to perform her duties in time for the amendments to be properly placed on the November 13, 2012 election. Provided that this Resolution receives the affirmative vote of eight (8) members of Council, it shall become immediately effective upon the signature of the County Executive.

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

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

Yeas:

Nays:

County Council President

Date

County Executive

Date

Deputy Clerk of Council

Date

First Reading/Referred to Committee: June 12, 2012

Committee Assigned: Committee of the Whole

Second Reading: July 24, 2012

Journal CC007
August 14, 2012

PROPOSED SUBSTITUTE RESOLUTION
County Council of Cuyahoga County, Ohio

Resolution No. R2012-0101

Sponsored by: Council President Connally and Councilmember Miller	A Resolution providing for submission to the electors of the County of Cuyahoga an amendment to Article 11, Sections 1 and 3 of the Charter of Cuyahoga County; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, Article 12, Section 10 of the Charter of Cuyahoga County provides that "Proposed amendments to this Charter shall be submitted to the electors of the County in the manner provided for by the Ohio Constitution"; and

WHEREAS, Article X, Section 4 of the Ohio Constitution provides that the "legislative authority" "of any county may by a two-thirds vote of its members" submit by resolution charter amendments to the electors of the county "to be voted upon at the first general election occurring not sooner than sixty days after their submission"; and

WHEREAS, this Council believes it is in the best interest of the citizens of the County of Cuyahoga to amend the County Charter to change the term of the Cuyahoga County Director of Internal Auditing so that it does not coincide with the term of the County Executive.

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

SECTION 1. Pursuant to Article X, Section 4 of the Ohio Constitution and Article 12, Section 10 of the Charter of the County of Cuyahoga, this Council hereby authorizes and directs that there shall be submitted to a vote of qualified electors of the County of Cuyahoga, at the general election to be held on Tuesday, the 13th day of November, 2012, the question of amending Sections 2.03(1) and 9.04 of the Charter of the County of Cuyahoga, the respective texts to be as set forth herein, with boldfaced and underlined text being added and crossed out text being deleted as follows:

SECTION 11.01 COUNTY AUDIT COMMITTEE.

The County Audit Committee shall provide internal auditing to assist the County Executive, Fiscal Officer, the Council, and other county officers and departments, institutions, boards, commissions, authorities, organizations, and agencies of the

County government funded in whole or in part by County funds in providing taxpayers of the County with efficient and effective services. The County Audit Committee shall consist of the Fiscal Officer, who shall serve as chair of the committee, the County Executive, the President of Council and two residents of the County appointed by the County Executive and confirmed by Council: **for a terms ending one year and two years, respectively, following the end of the term of office of the then County Executive. Upon a vacancy of an appointed position on the County Audit Committee, the County Executive shall appoint a replacement to fill the incomplete term, subject to confirmation by Council. An appointed member of the County Audit Committee may be removed by vote of a majority of the County Audit Committee, subject to the approval of County Council.** The County Audit Committee shall meet at least quarterly and shall oversee internal and external audits.

SECTION 11.03 DIRECTOR OF INTERNAL AUDITING: APPOINTMENT, DUTIES AND QUALIFICATIONS.

The Director of Internal Auditing shall be the head of the Department of Internal Auditing. The Director of Internal Auditing shall be a Certified Internal Auditor or member of the Institute of Internal Auditors or a similar successor organization and shall be subject to, and follow at all times, the Code of Ethics for Certified Internal Auditors or a similarly recognized code of ethics established by the Institute of Internal Auditors or a similar successor organization. The County Audit Committee shall recommend to the Council one or more candidates for appointment as the Director of Internal Auditing. The Council shall make the appointment, which shall be for a term **that expires on June 30, 2016. Thereafter, the term of the Director of Internal Auditing shall be for four years commencing on July 1, 2016, with subsequent terms commencing every four years on the first day of July,** ~~which shall be for a term of four years or ending with the end of the term of office of the then County Executive, whichever comes first.~~ **In the case of a vacancy prior to the end of the appointed term of the Director of Internal Auditing, the County Audit Committee shall recommend to the Council one or more candidates for appointment as Director of Internal Auditing to fill the incomplete term.** The Director of Internal Auditing may be dismissed by the Council for cause, following a hearing at which the Director of Internal Auditing shall have had the opportunity to be represented by counsel and to present his or her case for retention in office. The Director of Internal Auditing shall interview and make recommendations for the hiring of staff for the Department of Internal Auditing to the County Audit Committee, which shall approve or reject such recommendations.

SECTION 2. Pursuant to Article X, Section 4 of the Ohio Constitution, and Article 12, Section 10 of the Charter of the County of Cuyahoga, this Council

hereby directs that the proposed amendment of Charter Sections 11.01 and 11.03 shall be submitted to the Board of Elections of Cuyahoga County and the question to be submitted on the ballot shall be as follows:

PROPOSED AMENDMENT TO COUNTY CHARTER

Shall the County Charter be amended to change the term of office of the appointed Director of Internal Auditing for Cuyahoga County so that it does not coincide with the term of the County Executive?

SECTION 3. If the foregoing proposal receives the affirmative vote of a majority of the electors voting thereon, the existing provisions of Article 11, Sections 1 and 3 which are inconsistent herewith, shall be and the same are hereby repealed effective as of the date on which such amendment becomes effective.

SECTION 4. The Clerk of this Council is directed to certify a copy of this Resolution to the Board of Elections no earlier than one hundred twenty (120) days and not later than sixty (60) days before the November 13, 2012 election. The Clerk is further directed to take all other actions required by law relative to the submission of said amendment for said election, including, if required by law, mailing or otherwise distributing a copy of said proposed amendment to each of the electors of the County as far as may be reasonably possible prior to thirty (30) days before said election.

SECTION 5. It is necessary that this Resolution become immediately effective to enable the Clerk of Council to perform her duties in time for the amendments to be properly placed on the November 13, 2012 election. Provided that this Resolution receives the affirmative vote of eight (8) members of Council, it shall become immediately effective upon the signature of the County Executive.

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

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

Yeas:

Nays:

County Council President Date

County Executive Date

Clerk of Council Date

First Reading/Referred to Committee: June 12, 2012
Committee Assigned: Committee of the Whole

Journal _____
_____, 2012

County Council of Cuyahoga County, Ohio

Ordinance No. O2012-0022

<p>Sponsored by: Councilmembers Brady and Miller</p>	<p>An Ordinance designating an additional five percent of all collections of delinquent real property, personal property and manufactured and mobile home taxes and assessments to be deposited in the delinquent tax and assessment collection fund; and appropriating such amount to the use of the Cuyahoga County Land Reutilization Corporation.</p>
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WHEREAS, pursuant to division (B) of Section 321.261 of the Ohio Revised Code, this County Council may designate an additional five percent (5%) deduction from all collections of delinquent real property, personal property and manufactured and mobile home taxes and assessments (the "Additional DTAC Fee") to be deposited in the delinquent tax and assessment collection fund (the "DTAC Fund") and appropriated for the use of a county land reutilization corporation, including the Cuyahoga County Land Reutilization Corporation (the "Corporation"); and

WHEREAS, pursuant to subdivision (B) of Section 321.261 of the Ohio Revised Code, the Corporation has requested that this Council consider designating the Additional DTAC Fee, commencing January 1, 2013, and continuing through December 31, 2013, subject to the limitation provided for in Section 2 of this Ordinance; and

WHEREAS, this Council finds that designating the Additional DTAC Fee, subject to the limitation provided for in Section 2 of this Ordinance, to provide a portion of the Corporation's Annual Base Funding, is in the best interests of the County and is necessary for the Corporation to continue to achieve its mission and public purposes of, among others, alleviating the slum and blight of vacant, abandoned and foreclosed properties within the County and the negative consequences which certain national real estate practices and the recent recession have inflicted on the local real estate markets;

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

SECTION 1. Additional DTAC Fee. Pursuant to and in accordance with Section 321.261(B) of the Ohio Revised Code and subject to the other provisions of this Ordinance, this Council hereby designates the Additional DTAC Fee in the annual amount of five percent (5%) to be applied on all collections of delinquent real property, personal property and manufactured and mobile home taxes and assessments solely for the use of the Corporation as part of its Annual Base Funding, commencing on January 1, 2013 and continuing through December 31, 2013.

SECTION 2. Maximum Base Funding. Notwithstanding the provisions of Section 1 of this Ordinance, the aggregate amount transferred to the Corporation from the DTAC Fund and the penalties and interest on current late and delinquent taxes and assessments deposited into the County Land Reutilization Fund in any single fiscal year of the Corporation shall not exceed \$7,000,000.00 (the "Maximum Annual Base Funding Amount").

SECTION 3. Deposit and Appropriation of Additional DTAC Fee. All amounts constituting the Additional DTAC Fee shall be deposited in the DTAC Fund, and such amounts upon their deposit in such fund, subject to the provisions of Section 2 of this Ordinance, are hereby appropriated for the sole use of the Corporation and shall be disbursed to the Corporation upon warrant of the Fiscal Officer of the County (the "Fiscal Officer").

SECTION 4. Delivery to County Treasurer and Fiscal Officer. The Clerk of Council is hereby instructed to transmit a copy of this Ordinance upon its execution by the County Council President, the County Executive and the Clerk of Council to the Fiscal Officer and the County Treasurer.

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

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

Yeas:

Nays:

County Council President

Date

County Executive

Date

Deputy Clerk of Council

Date

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

Journal _____
_____, 2012

County Council of Cuyahoga County, Ohio

Ordinance No. O2012-0005

Sponsored by: **Councilmembers
Connally, Rogers, Miller, Jones,
Brady and Conwell**

An Ordinance prohibiting inquiries about or consideration of criminal convictions of applicants for Cuyahoga County employment positions until the applicant has been offered conditional employment; establishing the criterion under which criminal records may be considered; and establishing exceptions.

WHEREAS, Cuyahoga County has promoted numerous re-entry initiatives, designed to encourage the successful reintegration of formerly incarcerated persons back into the community; and

WHEREAS, numerous local, state and national studies have indicated that the removal of collateral consequences, including removing barriers to employment are among the most significant factors leading to successful reintegration; and

WHEREAS, the Ohio Department of Rehabilitation and Correction is encouraging employers, including governments, to evaluate and reform hiring practices, with the purpose of ensuring that applicants are considered on the basis of qualifications and abilities, and not eliminated solely on the basis of criminal history; and

WHEREAS, prohibiting inquiries about criminal background on the Cuyahoga County job application, unless otherwise required by law; and prohibiting inquiries about criminal background until the time of conditional offer of employment; and establishing the criteria under which criminal backgrounds may be considered promotes the fair consideration of all applicants for employment and contributes to the County's reentry efforts; and

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

SECTION 1. Removal of Criminal Background Question from Employment Application and During Initial Screening/Interview Process.

- (a) Cuyahoga County may not ask about criminal background on applications for County employment, whether on-line or on paper.

- (b) Cuyahoga County may not inquire into the criminal background of any applicant for employment, until such time as the applicant has been offered conditional employment.
- (c) Cuyahoga County will include a disclaimer on all job applications indicating that conviction of some misdemeanors and felonies may preclude applicants from serving in some county positions and all job openings will require a background check at the time of conditional offers of employment.

SECTION 2. Conditions Under Which the County May Consider Criminal History When Making Employment Determinations.

- (a) The County may inquire into and consider the criminal history of an applicant for employment:
 - 1. When required by law to use such criteria in making a hiring decision.
 - 2. At the time of or once the applicant has been offered conditional employment.
- (b) When the County inquires into and considers the criminal history of a candidate under Section 2(a)2, the County will apply the nexus test for each position as required by law, including, but not limited to, considering the following criteria:
 - 1. The nature of the offense for which the applicant was convicted
 - 2. The length of time that has passed since the conviction occurred.
 - 3. The relationship of the conviction to the duties and responsibilities of the position for which the candidate is being considered for employment.
 - 4. Any positive changes demonstrated since the conviction.

SECTION 3. Exceptions.

The provisions of Section 1 above shall not apply if the inquiries or actions are specifically related to the consideration of applicants for positions as Deputy Sheriffs and Regional Enterprise Data Sharing System (REDSS) Staff.

SECTION 4. Instructions to the Department of Human Resources.

The Department of Human Resources shall make whatever changes are necessary to existing human resource policies and practices to ensure compliance with this Ordinance by all departments, agencies, offices, boards and commissions under the direction of the County Executive or County Council.

SECTION 5. Effective Date.

This Ordinance shall take effect thirty (30) days after the signature of the County Executive.

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

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

Yeas:

Nays:

County Council President Date

County Executive Date

Deputy Clerk of Council Date

First Reading/Referred to Committee: February 28, 2012
Committee(s) Assigned: Human Resources, Appointments & Equity

Additional Sponsorship Requested on the Floor: February 28, 2012

Second Reading: July 24, 2012

Journal CC007
August 14, 2012

County Council of Cuyahoga County, Ohio

Ordinance No. O2012-0014

Sponsored by: Councilmembers Conwell, Miller, Rogers, Brady and Connally	An Ordinance adopting an Equity Plan for Cuyahoga County.
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WHEREAS, the Preamble of the Charter of Cuyahoga County states that one benefit of a reformed Cuyahoga County government should be "an improved focus on equity for all our communities and citizens;" and

WHEREAS, Cuyahoga County desires to demonstrate such a focus on equity in its internal operations and in the manner in which the County promotes the economic, educational, health and social progress of the county and its residents; and

WHEREAS, implementation of a focused, well-defined approach to equity in Cuyahoga County is necessary for successful performance of the County's economic development role as stated in Article 7, Section 1 of the Cuyahoga County Charter that "the County shall have as a primary responsibility the promotion of the economic well-being and prosperity of the County and all of its residents;" and

WHEREAS, Article 12, Section 7 of the Cuyahoga County Charter states that "[i]t shall be the policy of the County that

- (1) all officers and members of boards, agencies, commissions and authorities appointed by the County Executive, the Council or other County elected officials;
- (2) all members of each Charter Review Commission; and
- (3) all County employees

shall be appointed, employed, promoted, and compensated without regard to their race, color, religion, sex, national origin, sexual orientation, disability, age, or ancestry;" and

WHEREAS, Article 9, Section 4 requires that all "Appointing Authorities shall strive in making appointments in both the classified and the unclassified service to ensure that the diversity of the population of the County is reflected in the persons who are employed by the County."

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

SECTION 1. Adoption of Plan. Cuyahoga County’s Equity Plan is hereby adopted. A copy of the plan is attached hereto as Exhibit A and incorporated herein by reference.

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

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

Yeas:

Nays:

County Council President Date

County Executive Date

Deputy Clerk of Council Date

First Reading/Referred to Committee: June 12, 2012
Committee(s) Assigned: Human Resources, Appointments & Equity

Second Reading: July 24, 2012

Journal CC007
August 14, 2012

Cuyahoga County Equity Plan

Introduction: This Cuyahoga County Equity Plan includes two main parts. Sections 1-3 are an aspirational statement, setting forth our vision as to what a successful equity program for our county would consist of and how it would be achieved. Sections 4-6 provide for the implementation of specific actions to help achieve the goals set forth in the prior sections.

I. VISION OF EQUITY

Purpose: Cuyahoga County embraces the ideal of one united community, committed to equality of opportunity for all of our citizens. As part of our equity plan, the county's objective is to remove barriers and enable all citizens in our community to have equal opportunities to fulfill their potential. The county will do so by ensuring that best practices in equity are being implemented by all county departments and agencies and by measuring progress on an ongoing basis. In addition, the county will work with community partners to influence other important domains that reinforce the economic, educational, health and social progress of Cuyahoga County and its citizens.

Definition of Equity – Equity is fairness, justice and inclusion by and among people and across all social, economic, and political classifications regardless of race, color, religion, sex, national origin, sexual orientation including gender identity, disability, age, or ancestry. An equitable community is a fair, just and healthy community, one that cares that income, race, and neighborhood are often major predictors of high school graduation rates, incarceration rates, general health and life expectancy. An equitable community is a connected community, one that links more people to better opportunities – among those being job opportunities, educational opportunities, business development and wellness opportunities.

II. DOMAINS OF EQUITY

Promoting equity requires efforts in many domains. Some of these domains relate to internal county department and agency operations; others revolve around external areas over which the county may exert influence. Many domains involve both internal and external operations and influences. Areas over which the county expects to require or influence equity efforts include:

Human Resources: Hiring and Promotion: Consistent with the county's equal opportunity policies, Cuyahoga County will be an employer committed to equity and diversity in all of its employment practices, with an emphasis on equity, merit, and diversity in hiring and promotion in accordance with Section 9.04 of the Cuyahoga County Charter.

Health and Human Services: Cuyahoga County will work towards ensuring that access to basic health and human services offered by the county is available based on need, promoting health and wellness initiatives for its employees and citizens; and supporting area organizations that contribute to a healthy community.

Contracting & Procurement: When issuing competitive bid requests/request for proposals or qualifications and when purchasing services, Cuyahoga County will strive to encourage and invite

participation by qualified vendors from all geographic parts of the county, including minority, female, and small business enterprises.

Public Works and Infrastructure: Cuyahoga County plans to prioritize projects that are most needed in order to promote safety, inclusion and economic development across the county when determining the schedule and location of public works and infrastructure projects.

Public Safety and Justice Services: Cuyahoga County will provide access to a public safety and justice system that is fair to all of our citizens. Justice system advocacy efforts will ensure that victims are treated with compassion. To the extent permitted by grant conditions and guidelines, the County will award public safety grants based on overall community needs. Emergency management coordination will ensure that all areas of the county are involved in planning, preparedness and response.

Partnerships & Public Participation: Cuyahoga County will work with public and private partners, including local governments, businesses, institutions and organizations to promote the county as a place of inclusion, fairness, health and economic growth.

Education: Cuyahoga County will encourage, promote and support efforts to improve our educational system from early childhood through college and beyond. The county will encourage efforts designed to ensure that citizens have access to resources that improve skills and contribute to lifelong learning.

Economic Development: In accordance with the County's approved Economic Development Plan, Cuyahoga County will strengthen its collaboration with all County stakeholders, coordinating its economic development efforts through productive and transformative partnerships. The county will consider how it allocates resources, balancing factors, including the efficient use of resources, in areas of greatest need and on issues that require immediate attention.

Workforce Development: Cuyahoga County will foster job and vocation preparation, with a view to increasing employment opportunities and labor force participation for our residents, particularly among the poor and marginalized in our community.

Environmental: Cuyahoga County will demonstrate a commitment to a sustainable community, one that appreciates its natural assets and seeks to preserve those assets for future generations.

Any and all actions taken by the County to promote any of these objectives shall be done subject to and in accordance with all legal requirements, including all applicable state and federal laws and the Cuyahoga County Charter.

III. EQUITY GOALS/VALUES

Cuyahoga County will establish equity objectives reflecting the following values:

Inclusiveness: Cuyahoga County seeks to be a place of welcome for all people, encouraging interaction across the geographic and economic sectors of the county, and reflecting the diversity of cultures among us.

Comprehensiveness: Cuyahoga County will promote equity across all the domains, both internal and external, setting an example for both public and private partners.

Collaboration: Partnerships among the county and other political subdivisions, private sector businesses and nonprofit organizations, and other community institutions will be the norm as the county acts on this equity plan.

Community Outreach: Cuyahoga County will demonstrate efforts to reach out to the entire community when acting under this equity plan.

Measurement, Reporting & Transparency: As the county acts in the domains and reflects the values expressed in this equity plan, it will develop a system for collecting, recording, analyzing, encouraging community participation and publicly reporting information regarding the County's policies and initiatives in the area of equity through transparent and accountable means based on objective data and benchmarks.

IV. CUYAHOGA COUNTY EQUITY COMMISSION

Composition: To oversee the County's equity efforts, there shall be a Cuyahoga County Equity Commission consisting of the Directors of Development, Human Resources, Health and Human Services, Procurement & Diversity, and Public Safety and Justice Services, or their respective designees. The County shall use its internal resources to assist the Equity Commission with data collection and analysis.

Leadership and Staffing: The County Executive shall designate a Chairperson of the Commission and shall provide staff resources sufficient for the Commission to fulfill its duties.

Duties: The Commission's duties shall include:

- a. Developing and implementing a system for the collection of baseline equity data relating to the domains and goals/values of this equity plan
- b. Developing equity plan objectives, after collection of baseline data and completion of a disparity study
- c. Assisting departments and agencies in developing and implementing equity plans, including objectives, measurement of outcomes, and revision of objectives when needed. When feasible, the Commission shall collaborate with county boards and commissions in developing and implementing equity plans.
- d. Coordinating with the Citizens' Advisory Council on Equity
- e. Developing and implementing a plan for community outreach on equity
- f. Maintaining a page on the County's website to provide information on its activities
- g. Issuing an Annual Equity Report not later than January 31.

V. CITIZENS' ADVISORY COUNCIL ON EQUITY

Composition: The Citizens' Advisory Council on Equity shall be composed of fifteen (15) citizens, appointed by the Executive, and confirmed by Council, of which not more than three (3) may be employees of Cuyahoga County. The County Executive and the Council shall use good faith efforts to reflect the diversity of the people of the County in appointing the members of the Citizens' Advisory Council on Equity. Members will serve without compensation, except for actual expenses.

Leadership and Staffing: The Council shall choose its own leaders and develop its own rules of procedure, consistent with this ordinance, other County ordinances, and the County Charter. The Executive shall provide staff support as needed.

Duties: The Council's duties shall include:

- a. Acting as a resource for information and advice for the Equity Commission
- b. Encouraging community outreach and public participation in the development of equity goals, strategies and programs
- c. Providing recommendations and input to the Executive and Council regarding the development of equity goals, strategies and programs
- d. Meeting publicly on a quarterly basis to provide a forum for the public to offer ideas and recommendations regarding equity, and to hear and discuss updates on the progress of actions undertaken by the Cuyahoga County Equity Commission
- e. Providing a semi-annual report of recommendations for policies and programs from the Advisory Council and collected from the public regarding equity to the Executive and the Council. This report shall also be made available to the public online.

VI. ANNUAL EQUITY REPORT

The annual equity report shall include, at a minimum:

- a. a review and summary of the County's equity initiatives, organized by domain
- b. a summary of where and how resources dedicated to equity initiatives were allocated
- c. an analysis of equity results as measured against benchmarks
- d. a description of how the county collected the reported data and made it accessible to the public
- e. an update on benchmarks and a description of changes in equity initiatives for the coming year

County Council of Cuyahoga County, Ohio

Resolution No. R2012-0154

Sponsored by: County Executive FitzGerald/Department of Health and Human Services/Division of Employment and Family Services/Cuyahoga Support Enforcement Agency	A Resolution proclaiming the month of August 2012 as Child Support Awareness Month in Cuyahoga County: Support Your Children. Support Their Dreams, and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the Office of Child Support Enforcement Agency (“CSEA”) request approval from the County Executive to declare the month of August as Child Support Awareness Month – using this year’s statewide theme - ***“Support Your Children. Support Their Dreams”***; and

WHEREAS, children rely on both parents to help them grow up safe and healthy as they strive to achieve their full potential, and

WHEREAS, CESA is committed to the best interests of the children in our community by ensuring the financial responsibility of parents, supporting child well-being, and promoting healthy relationships, and

WHEREAS, through the leadership of the Office of Child Support Services, we recognize the importance of educating our parents about the services that are available through Ohio’s Child Support Program, and

WHEREAS, Cuyahoga County’s child support program will continue to reach out and share information by collaborating and building partnerships with people and organizations to support and strengthen families, and

WHEREAS, the theme - ***“Support Your Children. Support Their Dreams”*** emphasizes that healthy child development and a strong child support enforcement program is fostered by solid working partnerships between county, state and federal agencies, parents, legislators, judges, healthcare professional, advocacy groups, employers and many other; and

WHEREAS, it is necessary that this Resolution become immediately effective for the month for the declaration has already begun.

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

SECTION 1. That the Cuyahoga County Executive and the Cuyahoga County Council hereby declare the month of August as Child Support Awareness Month – using this year’s statewide theme - *“Support Your Children. Support Their Dreams”*.

SECTION 2. That it is necessary that this Resolution become immediately effective for the month for the declaration has already begun. Provided that this Resolution receives the affirmative vote of eight members of Council, this Resolution shall become immediately effective upon the signature of the County Executive.

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

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

Yeas:

Nays:

County Council President

Date

County Executive

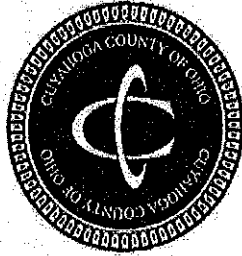
Date

Deputy Clerk of Council

Date

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

Journal CC007
August 14, 2012



Item Details:

Agency/Dept. Name:	Cuyahoga Support Enforcement Agency	Agency/Dept. Head Name:	Dr. Richard Jones
Type of Request:	Other		
Request Prepared by:	Carol A. Bilski	Telephone No.:	216.443.5216
SUMMARY OF REQUESTED ACTION:			
<p>Dr. Richard Jones is requesting authorization from the County Executive to declare the month of August as Child Support Awareness Month - "Support Your Children. Support Their Dreams". This year's statewide theme, "Support Your Children. Support Their Dreams" emphasizes that healthy child development and a strong child support enforcement program is fostered by solid working partnerships between County; State and Federal Agencies; Parents; Legislators; Judges; Healthcare Professionals; Advocacy Groups; Employers and many others. With recognition of the successes comes the acknowledgement that Child Support makes a difference in children's lives, when every possible effort is pursued to ensure that Ohio children receive the financial support they deserve.</p>			
PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):			
Explanation for late submittal:			

Contract/Agreement Information:

Procurement Method:
Explanation for Increase/Decrease in \$ Amount for current request:

Financial Information:

Funding source:	Explanation:
Total Amount Requested:	
\$	

RESOLUTION

WHEREAS, the Office of Child Support Services (formerly known as the Cuyahoga Support Enforcement Agency) is committed to the best interests of the children in our community by ensuring the financial responsibility of parents, supporting child well-being, and promoting healthy relationships, and

WHEREAS, children rely on both parents to help them grow up safe and healthy as they strive to achieve their full potential, and

WHEREAS, Cuyahoga County's child support program will continue to reach out and share information by collaborating and building partnerships with people and organizations to support children and strengthen families, and

WHEREAS, through the leadership of the Office of Child Support Services, we recognize the importance of educating our parents about the services that are available through Ohio's Child Support Program, and

WHEREAS, the theme of this year's Child Support Awareness Month is

"Support Your Children. Support Their Dreams".

We applaud parents who are committed to helping their children realize their dreams; therefore, during Child Support Awareness Month, we acknowledge and celebrate parents who provide positive emotional and financial foundations for their children.

NOW, THEREFORE, we, the County Executive and the President of County Council, do hereby proclaim, in conjunction with the State of Ohio,

AUGUST 2012 CHILD SUPPORT AWARENESS MONTH IN CUYAHOGA COUNTY

Date, County Seal
Officials Signatures

County Council of Cuyahoga County, Ohio

Resolution No. R2012-0155

Sponsored by: County Executive FitzGerald/County Sheriff	A Resolution approving a Collective Bargaining Agreement between Cuyahoga County and the International Union, United Automobile, Aerospace and Agricultural Implement Workers of America, UAW Region 2-B, Local 70, covering approximately 34 employees in the classification of Correction Officer Corporal at the Sheriff's Department effective 12/31/2014; directing that funds necessary to implement the Collective Bargaining Agreement be budgeted and appropriated; authorizing the County Executive to execute all documents consistent with this Resolution, and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the Cuyahoga County Department of Law has been engaged in collective bargaining negotiations with the International Union, United Automobile, Aerospace and Agricultural Implement Workers of America UAW Region 2-B, Local 70, (hereinafter collectively referred to as "UAW Region 2-B, Local 70"), for a collective bargaining agreement ("CBA") covering approximately 34 employees in the classification of Correction Officer Corporal at the Sheriff's Department; and,

WHEREAS, on or about July 11, 2012, members of UAW Region 2-B, Local 70 ratified the proposed tentative agreement; and,

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

WHEREAS, O.R.C. 4117.10(B) further states that the legislative body must approve or reject the submission as a whole, and the submission is deemed approved if the legislative body fails to act within thirty days after the public employer submits the agreement; and,

WHEREAS, the Department of Law and the County Executive are recommending that Council approve the proposed CBA; and,

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

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

SECTION 1. The Cuyahoga County Council hereby approves the CBA between Cuyahoga County and UAW Region 2-B, Local 70, covering approximately 34 employees in the classification of Correction Officer Corporal at the Sheriff's Department effective 12/31/2014, and authorizes the County Executive to execute all documents consistent with this Resolution.

SECTION 2. Funds necessary to implement the CBA between the County and the UAW Region 2-B, Local 70 shall be budgeted and appropriated.

SECTION 3. It is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue without interruption, and to provide for the usual, daily operation of the County. Provided that this Resolution receives the affirmative vote of at least eight members of County Council, this Resolution shall become immediately effective upon the signature of the County Executive.

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

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

Yeas:

Nays:

County Council President

Date

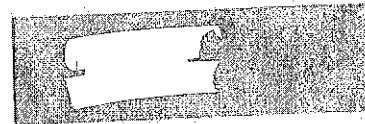
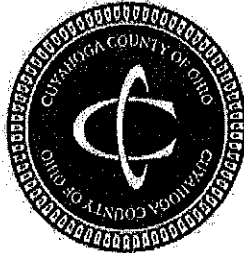
County Executive

Date

Deputy Clerk of Council

Date

Journal CC007
August 14, 2012



Item Details:

Agency/Dept. Name:	County Sheriff	Agency/Dept. Head Name:	County Sheriff Bob Reid
Type of Request:	Other		
Request Prepared by:	Christopher J. Russ	Telephone No.:	216-443-6295

SUMMARY OF REQUESTED ACTION:

Submitting a collective bargaining agreement between Cuyahoga County and UAW Region 2-B, Local 70 (Correction Officer Corporals) covering approximately 34 employees in 1 job classification for the period effective upon the date of ratification until 12/31/2014.

The following is a summary of the pertinent changes to the proposed successor Correction Officer Corporals' collective bargaining agreement: a) the current hourly rate for the entire unit is \$24.94; the agreement calls for an increase of 1.0% (retro to 1/1/2012); 2.0% (1/1/2013); and 2.0% (1/1/2014); b) the uniform allowance will increase from \$250 annually to \$300, the same amount that their supervisors, C.O. Sergeants, receive; c) the group insurance is the same language incorporated into all new County CBAs; d) the employee sick time article has been deleted from the new collective bargaining agreement; e) the new language for the holiday article adds that employees scheduled to work the holiday itself must work the holiday to receive holiday pay (only exceptions are previously approved absences or "documented emergencies"); f) health and safety article added post-vehicular accident drug testing, in accordance with the County Policies and Procedures Manual and language clarifying the procedures surrounding drug testing; g) increased the number of allowable weekly outside part-time employment from 20 to 30 hours; h) new FMLA article; i) added new "pattern abuse" of sick leave language giving the County the right to require medical documentation for future sick leave use; j) new Fitness for Duty article; k) new language for the injury /illness leave article which increases the limit from 120 to 150 days but limits it to one year from date of injury and further requires that "intermittent and recurring" absence from work will only be covered under this article if it is more than five (5) consecutive work days and medical documentation is provided; k) changes to the maternity leave of absence article; l) paternity leave of absence article deleted; and m) the new agreement is effective through December 31, 2014.

PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):

Explanation for late submittal:

Contract/Agreement Information:

Procurement Method:

Explanation for Increase/Decrease in \$ Amount for current request:

Financial Information:

Funding source: Explanation:

Total Amount Requested:

\$

ATTACHMENTS:

Click to download:

[Collective Bargaining Agreement between Cuyahoga County and UAW Region 2-B, Local 70 \(Correction Officer Corporals\)](#)

History

Time

Who

Clerk of the Board

Approval

Novusolutions
Copyright 2001-2009

County Council of Cuyahoga County, Ohio

Resolution No. R2012-0156

Sponsored by: County Executive FitzGerald/Department of Health and Human Services/Division of Employment and Family Services/Cuyahoga Support Enforcement Agency	A Resolution approving a Collective Bargaining Agreement between Cuyahoga County and American Federation of State, County and Municipal Employees, Ohio Council 8, Local 27, AFL-CIO, covering approximately 255 employees in 11 job classifications employed at the Cuyahoga Support Enforcement Agency for the period of 1/1/2012 – 12/31/2014; directing that funds necessary to implement the Collective Bargaining Agreement be budgeted and appropriated; authorizing the County Executive to execute all documents consistent with this Resolution, and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the Cuyahoga County Department of Law has been engaged in collective bargaining negotiations with American Federation of State, County and Municipal Employees, Ohio Council 8, Local 27, AFL-CIO, (hereinafter collectively referred to as "AFSCME, Ohio Council 8, Local 27"), for a collective bargaining agreement ("CBA") covering approximately 255 employees in 11 job classifications employed at the Department of Health and Human Services, Division of Employment and Family Services, Cuyahoga Support Enforcement Agency (hereinafter collectively referred to as "CSEA"); and,

WHEREAS, the previous CBA for CSEA between Cuyahoga County and Truck Drivers Union, Local 407 expired on 12/31/2011; and,

WHEREAS, an Amendment of Certification was approved on August 3, 2011 with the State of Ohio State Employment Relations Board to amend the certification to reflect affiliation with the Cuyahoga Support Workers Union; and,

WHEREAS, a second Amendment of Certification was approved on November 18, 2011 with the State of Ohio State Employment Relations Board to amend the certification to reflect affiliation with AFSCME, Ohio Council 8, AFL-CIO; and,

WHEREAS, the parties have met on multiple occasions and have reached a tentative agreement on a new collective bargaining agreement for the time period of January 1, 2012 through December 31, 2014; and,

WHEREAS, on July 11, 2012, AFSCME, Ohio Council 8, AFL-CIO, Local 27 ratified the tentative agreement; and,

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

WHEREAS, O.R.C. 4117.10(B) further states that the legislative body must approve or reject the submission as a whole, and the submission is deemed approved if the legislative body fails to act within thirty days after the public employer submits the agreement; and,

WHEREAS, the Department of Law and the County Executive are recommending that Council approve the proposed CBA; and,

WHEREAS, it is necessary that this Resolution become immediately effective to ensure the efficient operation of the Cuyahoga Support Enforcement Agency.

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

SECTION 1. The Cuyahoga County Council hereby approves the CBA between Cuyahoga County and the American Federation of State, County and Municipal Employees, Ohio Council 8, Local 27, AFL-CIO, covering approximately 255 employees in 11 job classifications employed at the Cuyahoga Support Enforcement Agency for the period of 1/1/2012 – 12/31/2014, and authorizes the County Executive to execute all documents consistent with this Resolution.

SECTION 2. Funds necessary to implement the CBA between the County and the American Federation of State, County and Municipal Employees, Ohio Council 8, Local 27, AFL-CIO shall be budgeted and appropriated.

SECTION 3. It is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue without interruption, and to provide for the usual, daily operation of the County. Provided that this Resolution receives the affirmative vote of at least eight members of County Council, this Resolution shall become immediately effective upon the signature of the County Executive.

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

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

Yeas:

Nays:

County Council President

Date

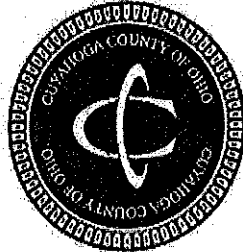
County Executive

Date

Deputy Clerk of Council

Date

Journal CC007
August 14, 2012



Item Details:

Agency/Dept. Name:	Cuyahoga Support Enforcement Agency	Agency/Dept. Head Name:	Rick Werner
Type of Request:	Other		
Request Prepared by:	Egdillo Assistant Director	Telephone No.	216-443-6984
	Morales, Law		

SUMMARY OF REQUESTED ACTION:
Submitting a collective bargaining agreement between Cuyahoga County and The American Federation of State, County and Municipal Employees, Ohio Council 8, Local 27, AFL-CIO covering approximately 255 employees in 11 job classifications for the period January 1, 2012 - December 31, 2014.

PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):
The collective bargaining agreement being submitted is the first agreement with the new union representing the employees assigned to the Child Support Enforcement Agency following the decertification of the prior union, Teamsters Local 407.

Explanation for late submittal:

Contract/Agreement Information:

Procurement Method:
Explanation for Increase/Decrease in \$ Amount for current request:

Financial Information:

Funding source:	Explanation:
Total Amount Requested:	
\$	

ATTACHMENTS:

County Council of Cuyahoga County, Ohio

Resolution No. R2012-0153

Sponsored by: **County Executive
FitzGerald/Fiscal Officer/Office
of Budget & Management**

A Resolution amending the 2012/2013 Biennial Operating Budget for 2012 by providing for additional fiscal appropriations from the General Fund and other funding sources, for appropriation transfers between budget accounts, and for cash transfers between budgetary funds, in order to meet the budgetary needs of various County departments, offices, and agencies; and declaring the necessity that this Resolution become immediately effective.

WHEREAS, on December 13, 2011, the Cuyahoga County Council adopted the 2012/2013 Biennial Operating Budget and Capital Improvements Program (Resolution No. R2011-0291) establishing the 2012/2013 biennial budgets for all County departments, offices and agencies; and

WHEREAS, it is necessary to adjust the 2012/2013 Biennial Operating Budget for 2012 to reflect budgetary funding increases, funding reductions, to transfer budget appropriations, and to transfer cash between budgetary funds, in order to accommodate the operational needs of certain County departments, offices, and agencies; and

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

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

SECTION 1. That the 2012/2013 Biennial Operating Budget for 2012 be amended to provide for the following additional appropriation increases and decreases:

Fund Nos./Budget Accounts

Journal Nos.

A	01A001- General Fund				BA1200523
	MI512657 - Miscellaneous				
	Personal Services	\$	50,000.00		

Funding Source: General Fund.

B.	21A020 - TB Control Program – Metro Health				BA1200606
	HS157313- TB Control Program – Metro Health				

Other Expenses \$ 75,687.00

Funding Source: Ohio Department of Health.

C. 20A806 – Carrying Concealed Weapon Application Fees **BA1200542**
SH350108 – Carrying Concealed Weapons Application Fees
Other Expenses \$ 50,000.00

Funding Source: Funding is from fees collected for new and renewal permits to carry concealed weapons.

D. 21A218 – State SHSP-Law Enforcement (SHSPLE) **BA1200615**
JA768044 – FFY11 State Homeland-Law Enforcement 11/14
Other Expenses \$ 220,843.00
Capital Outlays \$ 220,842.00

Funding Source: United States Department of Homeland. No cash match is required.

E. 22A105 – HUD Section 108 **BA1200547**
DV711606 – HUD Section 108
Other Expenses \$ 489,994.01

Funding Source: Department of Housing and Urban Development.

F. 22S274 – American Reinvestment and Recovery Act **BA1200548**
(ARRA) Home Weatherization Assistance Program (HWAP) 2009-2010
DV725200 – ARRA HWAP Department of Energy (DOE) Health & Safety
2009-2010
Other Expenses \$ 2,117.50

Funding Source: Department of Energy passed through the Ohio Department of Development.

G. 65A604 – Postage **BA1200549**
CT577353 – County Mailroom
Other Expenses \$ 390,000.00

Funding Source: Funding for the mailroom Internal Service Fund comes from an annual mail drop charge as well as metered chargebacks to user agencies.

H. 20N306 – Soil and Water Conservation District **BA1200550**
SW500058 – Soil and Water Conservation District
Personal Services \$ 50,000.00

Funding Source: Funding for the Soil and Water Conservation District comes from revenues from municipalities, a state match on revenues and assorted grants. The County also contributes a General Fund Subsidy of \$75,000 annually.

I.	20A308 – County Planning Commission (CPC) Cuyahoga Valley Initiative CP522540 – CPC – Cuyahoga Valley Initiative Other Expenses	\$ 5,000.00	BA1200551
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Funding Source: Funding for the County Planning Commission comes from charges for services, grants and a General Fund subsidy.

J.	40A526 – Ohio Department of Transportation (ODOT) Local Projects Administration (LPA) CE785006 – ODOT - LPA Capital Outlays	\$ 160,000.00	BA1200552
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Funding Source: Funding for the Ohio Department of Transportation (ODOT) – Local Projects Administration (LPA) CEAO Bridge Engineering - 2012 comes 80% from Federal Highway Administration dollars passed through ODOT and 20% from the County.

K.	22A678 – Shelter + Care Renewal - SRA HS753616 – Shelter + Care 11' SRA 228 Unit Other Expenses	\$ 1,464,552.00	BA1200392
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Funding Source: United States Department of Housing & Urban Development.

L.	22A788 – SHP Domestic Violence Center HS753608 – SHP 11' Domestic Violence Center Other Expenses	\$ 77,167.00	BA1200391
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Funding Source: United States Department of Housing & Urban.

M.	22A753 – SHP 10' SA PASS Supportive HS753566 – SHP 11' SA PASS Supportive Other Expenses	\$ 270,705.00	BA1200390
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Funding Source: United States Department of Housing & Urban.

N.	22A063 – SHP'10 SA PASS Transitional HS753756 – SHP'11 SA PASS Transitional Other Expenses	\$ 537,741.00	BA1200564
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Funding Source: United States Department of Housing & Urban.

O.	21A609 –Prosecutor's Office Efficiency Study PR7634858 – Prosecutor's Office Efficiency Study Other Expenses	\$ 150,000.00	BA1200620
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Funding Source: Funding is from the Prosecutor's discretionary Law Enforcement Trust Fund.

P.	01A001 – General Fund		BA1200648
	BE472050 – Primary Election		
	Personal Services	\$ (784,000.00)	
	Other Expenses	\$ (508,000.00)	
	Capital Outlay	\$ (2,300.00)	

Funding Source: General Fund.

Q.	01A001 – General Fund		BA1200649
	AE511451 – Board and Care of Prisoners		
	Other Expenses	\$ 180,390.00	

Funding Source: General Fund.

R.	01A001 – General Fund		BA1200651
	MT805432 – Municipal Judicial Costs		
	Personal Services	\$ 7,006.00	
	Other Expenses	\$ 106,196.00	

Funding Source: General Fund.

S.	01A001 – General Fund		BA1200650
	LA000794 – Law Department		
	Personal Services	\$ 134,795.00	
	Other Expenses	\$ 15,000.00	

Funding Source: General Fund.

T1.	01A001 – General Fund		BA1200655
	DR391052 – Domestic Relations		
	Personal Services	\$ 3,596.00	

T2.	01A001 – General Fund		
	DR495515 – Bureau of Support		
	Personal Services	\$ 7,049.00	

Funding Source: General Fund.

U.	20A322 – Delinq. Tax Assess. – Treas.		BA1200658
	FS109710 - Treasury - Delinquent Tax Assess. Collection		
	Personal Services	\$ 128,000.00	
	Other Expenses	\$ 52,000.00	

Funding Source: Assessments on delinquent property.

V.	64A601 – Supplies		BA1200659
	FS109751 – Fiscal – County Supplies		
	Other Expenses	\$ 400,000.00	

Funding Source: Funding comes from charges to user agencies for supplies.

W1.	21A421 – Youth Services Subsidy JC753558 – Sex Offender Treatment FY 12-13 - 2106 Other Expenses \$ 15,778.80	BA1200641
W2.	21A421 – Youth Services Subsidy JC753541 – Substance Abuse Treatment FY12 -13 -2107 Other Expenses \$ 13,636.85	
W3.	21A421 – Youth Services Subsidy JC753533 – Clinical Assessment & SA FY12-2217 Other Expenses \$ 33,392.98	

Funding Source: Ohio Department of Youth Services.

X.	01A001 – General Fund CT577106 - Risk and Property Management. Collection Other Expenses \$ 660,000.00	BA1200660
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Funding Source: General Fund.

SECTION 2. That the 2012/2013 Biennial Operating Budget for 2012 be amended to provide for the following appropriation transfers:

<u>Fund Nos. /Budget Accounts</u>	<u>Journal Nos.</u>
A FROM: 21A837 – State Homeland Security (SHSG) JA763425– State Homeland Security 2009/2012 Other Expenses \$ 26,425.00	BA1200613
TO: 21A837 – State Homeland Security (SHSG) JA763425– State Homeland Security 2009/2012 Capital Outlays \$ 26,425.00	

Funding Source: United States Department of Homeland.

B. FROM: 01A001 – General Fund SH350272– Law Enforcement-Sheriff Other Expenses \$ 16,500.00	BA1200616
TO: 01A001–General Fund SH350272– Law Enforcement-Sheriff Capital Outlays \$ 16,500.00	

Funding Source: General Fund.

C. FROM: 20A822 – Custody Mediation JA108118– Custody Mediation Personnel Services \$ 2,000.00 Capital Outlays \$ 1,015.00	BA1200617
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TO: 20A822–Custody Mediation
 JA108118– Custody Mediation
 Other Expenses \$ 3,015.00

Funding Source: Funding is from revenue earned through contracts with Juvenile and Domestic Relations Courts for custody mediation.

D. FROM: 20A390 – Emergency Management **BA1200618**
 JA100123– Emergency Management
 Other Expenses \$ 2,500.00

TO: 20A390–Emergency Management
 JA100123– Emergency Management
 Capital Outlays \$ 2,500.00

Funding Source: General Fund.

E. FROM: 21A900 – Regional Collaboration Project **BA1200619**
 JA752675– Regional Collaboration Project 2009/2012
 Other Expenses \$ 16,525.00

TO: 21A900 – Regional Collaboration Project
 JA752675– Regional Collaboration Project 2009/2012
 Capital Outlays \$ 16,525.00

Funding Source: United States Department of Homeland Security.

F. FROM: 21A512 – CCA408/Jail Misdemeanant **BA1200608**
 CO741363 – Jail Intensive Supervision Program FY12
 Other Expenses \$ 39,234.00

TO: 21A512 – CCA408/Jail Misdemeanant
 CO741363 – Jail Intensive Supervision Program FY12
 Personal Services \$ 39,234.00

Funding Source: Ohio Department of Rehabilitation and Corrections.

G. FROM: 24A601 – Senior and Adult Services **BA1200639**
 SA138701 – Options Program
 Other Expenses \$ 186,841.00

TO: 24A601 – Senior and Adult Services
 SA138305 – Community Social Service Programs
 Other Expenses \$ 186,841.00

Funding Source: Health and Human Services Levy Fund, Public Assistance allocations, and fees for services.

H. FROM: 28W036 – Workforce Development Operations **BA1200642**
 WI140905 – WIA Executive and Financial Operations

	Other Expenses	\$	102,491.00
TO:	28W036 – Workforce Development Operations		
	WI140905 – WIA Executive and Financial Operations		
	Personal Services	\$	102,491.00

Funding Source: Federal Department of Labor through the Workforce Investment Act.

I. FROM:	24A510 – Work & Training Admin		BA1200645
	WT137471 – Mount Pleasant NFSC		
	Personal Services	\$	720,000.00
TO:	24A510 - Work & Training Admin		
	WT137455 – Quincy Place NFSC		
	Personal Services	\$	720,000.00

Funding Source: Health and Human Services Levy Fund.

J. FROM:	01A001 – General Fund		BA1200647
	CT577106 – Risk and Property Management		
	Personal Services	\$	40,265.00
TO:	01A001 – General Fund		
	LA000794 – Law Department		
	Personal Services	\$	40,265.00

Funding Source: General Fund.

K. FROM:	20A325 – Tax Prepayment Special Interest Fund		BA1200657
	FS109728 – Fiscal Tax Prepayment Special Interest		
	Other Expenses	\$	100,000.00
TO:	20A325 – Tax Prepayment Special Interest Fund		
	FS109728 – Fiscal Tax Prepayment Special Interest		
	Personal Services	\$	100,000.00

Funding Source: The source of funding is interest earned on the early payment of taxes.

L. FROM:	01A001 – General Fund		BA1200640
	FS109629 – Office of Budget & Management		
	Personal Services	\$	30,000.00
	01A001 – General Fund		
	FS109686 – Operations – Property Valuation		
	Personal Services	\$	252,000.00
	01A001 – General Fund		
	FS109652 – Operations – Tax Assessments		
	Personal Services	\$	560,000.00
TO:	01A001 – General Fund		

FS109611 – Fiscal Office Administration
 Personal Services \$ 198,063.00

01A001 – General Fund
 FS109645 – Operations – Records & Licenses
 Personal Services \$ 366,593.00

01A001 – General Fund
 FS109637 – Financial Reporting
 Personal Services \$ 277,344.00

Funding Source: General Fund.

M. FROM:	01A001 – General Fund		BA1200661
	FS109637 – Financial Reporting		
	Other Expenses	\$ 385,000.00	
TO:	01A001 – General Fund		
	FS109637 – Financial Reporting		
	Personal Services	\$ 385,000.00	

Funding Source: General Fund.

SECTION 3. That the 2012/2013 Biennial Operating Budget for 2012 be amended to provide for the following cash transfers between County funds.

<u>Fund Nos. /Budget Accounts</u>	<u>Journal Nos.</u>
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A. FROM:	21A071 – Financial Well-Being Demonstration		JR1201864
	SE000018 – Financial Well-Being Demonstration		
	Transfer Out	\$ 12,800.11	
TO:	20A600 – Support Enforcement Agency		
	SE496000 – Cuyahoga Support Enforcement Agency		
	Revenue Transfer	\$ 12,800.11	

Funding Source: Ohio Department of Job and Family.

B1. FROM:	29A390 – Health and Human Services Levy 2.9		JT1200049
	SU513986 – Employment and Family Subsidy 2.9		
	Transfer Out	\$ 343,941.92	
TO:	24A510 – Work and Training Admin.		
	WT137109 – Administrative Services		
	Revenue Transfer	\$ 343,941.92	

B2. FROM:	29A390 – Health and Human Services Levy 2.9		
	SU513986 – Employment and Family Subsidy 2.9		
	Transfer Out	\$ 129,777.22	

TO: 24A510 – Work and Training Admin.
WT137109 – Administrative Services
Revenue Transfer \$ 129,777.22

B3. FROM: 29A391 – Health and Human Services Levy 4.8
SU514430 – Employment and Family Subsidy 4.9
Transfer Out \$ 561,168.40

TO: 24A510 – Work and Training Admin.
WT137109 – Administrative Services
Revenue Transfer \$ 561,168.40

B4. FROM: 29A391 – Health and Human Services Levy 4.8
SU514430 – Employment and Family Subsidy 4.9
Transfer Out \$ 211,741.78

TO: 24A510 – Work and Training Admin.
WT137109 – Administrative Services
Revenue Transfer \$ 211,741.78

Funding Source: Health and Human Services Levy Fund.

SECTION 4. This Resolution is hereby determined to be an emergency measure and that it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue, and to continue the usual and daily operation of County departments, offices and agencies. Provided that this Resolution receives the affirmative vote of eight members of Council, this Resolution shall become immediately effective upon the signature of the County Executive.

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

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

Yeas:

Nays:

County Council President Date

County Executive Date

Deputy Clerk of Council Date

Journal CC007
August 14, 2012

August 7, 2012

Clerk of County Council

Dear Ms. Schmotzer:

What follows is a brief summary of the fiscal items, which will be presented for your consideration for adoption on first reading at the regular County Council meeting scheduled for August 14, 2012.

Additional Appropriation Summary – Additional appropriations are needed when there is a new or increased revenue source, or a revision to the original budget appropriation that is required to cover expenses that exceed the original estimate. A budget review document is provided for General Fund and Health & Human Services Levy Fund impact items.

A reduction in appropriation is requested in conjunction with the close out of a program, grant, project or decertification of an encumbrance.

Q2 – Denotes requests to modify budgets based on 2012 Second Quarter review.

* Impact of fiscal item is included in the current projection and ending fund balance.

General Fund/Health & Human Services	Amount
Q2 - General Fund Miscellaneous Obligations – Additional appropriation to allow unemployment and early retirement expenses for the previous administration to post. *Funding is from the General Fund. (See OBM Review document.)	50,000.00
Q2 - Board of Elections – Reducing appropriation to the Primary Election fund following the calculation of final expenses for the 2012 Primary. Funding is from the General Fund. (See OBM Review document.)	-\$1,294,300.00
Q2 - Board & Care of Prisoners – Additional appropriation to cover expenses through year-end. Funding is from the General Fund. . (See OBM Review document.)	\$180,390.00
Q2 - Municipal Judicial Costs – Additional appropriation to cover benefits and assigned counsel expenses due to higher than anticipated expenses. Funding is from the General Fund. (See OBM Review document.)	\$113,202.00
Q2 - Law Department – Additional appropriation to cover projected needs of the department to support the addition of staff. Funding is from the General Fund.	\$149,795.00
Q2 - Domestic Relations Court – Additional appropriation to restore personal services due to payroll being miscalculated after the end of the furlough program during budget development.	\$10,645.00
Q2 - Public Works – Additional appropriation to cover the tax bill for the Medical Examiner’s parking lot. Funding is from the General Fund.	\$660,000.00
TOTAL	(\$130,268.00)

Other Operating Funds	Amount
Sheriff – Increase in appropriation for the Carrying Concealed Weapon Application Fees to cover increased criminal background checks. Funding is from fees for new and renewal permit applications.	\$50,000.00
Q2 - Public Works/Mailroom – Additional appropriation to cover repayment of historical subsidy from other agencies. Funding is from chargebacks to user agencies and annual mail drop charges.	\$390,000.00
Q2 - Soil & Water Conservation District – Additional appropriation to cover a new hire that was not included in the original budget. Funding is from municipal revenues, a State match, assorted grants and a General Fund subsidy.	\$50,000.00
County Planning Commission – Additional appropriation to cover the repayment of grant money to the Burning River Foundation. Funding is from charges for services, grants and a General Fund subsidy.	\$5,000.00
Prosecutor – Additional appropriation to cover a contract for an efficiency study in tandem with the approved Archer study. Funding is from the Prosecutor’s discretionary Law Enforcement Trust Fund.	\$150,000.00
Q2 - Fiscal Office – Additional appropriation to cover personal services and contract expenses for the Treasury division. Funding is from assessment on delinquent property.	\$180,000.00

Q2 - Fiscal Office – Additional appropriation to cover the countywide stockless supply contract. Funding is from charges to user agencies.	\$400,000.00
TOTAL	\$1,225,000.00

Grants/Projects	Amount
TB Control Program – MetroHealth – To appropriate additional award from the Ohio Department of Health for the TB Control Program.	\$75,687.00
Justice Services – To establish appropriations for the State Homeland Law Enforcement grant from the U.S. Department of Homeland Security.	\$441,685.00
Development – Increase in appropriation to the Section 108 account to allow the payment of fees, and interest, and principal to Housing and Urban Development. Funding is from the Department of Housing and Urban Development.	\$489,994.01
Development – To appropriate the deposits received from landlords for furnace and hot water tank replacements to the Home Weatherization Assistance Program account. Funding is from the Department of Energy.	\$2,117.50
Public Works/Road & Bridge – Additional appropriation to begin the County Engineers Association of Ohio Bridge Engineering 2012 project. Funding is 80% Federal Highway Administration and 20% from the County.	\$160,000.00
Office of Homeless Services – To appropriate the 2011 Shelter Plus Care Sponsor Based Rental Assistance program grant from the U.S. Department of Housing and Urban Development.	\$1,464,552.00
Office of Homeless Services – To appropriate the McKinney – Vento Homeless Assistant Act for Domestic Violence grant from the U.S. Department of Urban Development.	\$77,167.00
Office of Homeless Services – To appropriate the McKinney – Vento Homeless Assistant Act for PASS SSO Program grant from the U.S. Department of Urban Development.	\$270,705.00
Office of Homeless Services – To appropriate the McKinney – Vento Homeless Assistant Act for SHP PASS Transitional Housing program grant from the U.S. Department of Urban Development.	\$537,741.00
Juvenile Court – To appropriate the RECLAIM Ohio grant from the Ohio Department of Youth Services.	\$62,808.63
TOTAL	\$3,582,457.14

Total Additional Appropriations - All Funds	\$4,677,189.14
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The following represents the overall changes made to the 2012-2013 Biennial Appropriation Measure for 2012 since its adoption on December 13, 2011 Resolution # R2011-0291. The changes reflect the Additional Appropriations, Appropriation Transfers and Cash Transfers to the original adopted appropriation resolution.

APPROPRIATION STATUS SUMMARY:

	<u>08/14 Agenda</u>	<u>Year to Date</u>	<u>Adjusted Annual Appropriation</u>
General Fund Impact	\$ (130,268.00)	\$ (49,543.31)	\$ 353,391,272.63
HHS Levy Impact	\$ 0.00	\$ (3,374,462.82)	\$ 223,498,063.91
Other Fund	\$ <u>4,807,457.14</u>	\$ <u>88,857,968.15</u>	\$ <u>987,790,955.15</u>
Total	\$ 4,677,189.14	\$ 85,433,962.02	\$ 1,564,680,291.69

Appropriation Transfer Summary – Is a transfer of appropriation between two or more budget accounts or between different expenditure categories within the same budget account.

General Fund/Health & Human Services	Amount
Sheriff - Realigning appropriation within the Law Enforcement division to cover the purchase of SWAT guns. Funding is from the General Fund.	\$16,500.00
Q2 - Senior & Adult Services – Realignment of appropriation from the Options program to the Community Social Service Programs to cover potential unit increases for clients. Funding is from public assistance allocations, fees for services, as well as the Health & Human Services Levy Fund.	\$186,841.00
Q2 - Employment & Family Services – Realigning appropriation from the Mount Pleasant Neighborhood Family Service Center (NSFC) budget to the Quincy Place NFSC to cover personal services. Funding is from the Health & Human Services Levy Fund.	\$720,000.00

Q2 - Public Works/Facilities Management – Realigning appropriation to shift Risk & Management division staff from Public Works to the Law Department. Funding is from the General Fund. (See OBM Review document.)	\$40,265.00
Q2 - Fiscal Office – Realigning appropriation from various divisions of the fiscal office to cover personal services. Funding is from the General Fund.	\$842,000.00
Q2 – Fiscal Office/Financial Reporting – Realigning appropriation to cover personal services. Funding is from the General Fund.	\$385,000.00
TOTAL	\$2,190,606.00

Other Operating Funds	Amount
Justice Services – Realigning appropriation within the Custody Mediation division to cover chargebacks for copier and supplies. Funding is from revenue generating contracts with Juvenile Court and Domestic Relation Court for custody mediation services.	\$3,015.00
Q2 - Fiscal Office – Realigning appropriation within the Tax Prepayment Special Interest division to cover personal services through year-end. Funding is from interest earned on early payment of taxes.	\$100,000.00
TOTAL	\$103,015.00

Grants/Projects	Amount
Justice Services – Realigning appropriation within the State Homeland Security grant to cover pending capital purchases. Funding is from the U.S. Department of Homeland Security.	\$26,425.00
Justice Services – Realigning appropriation within the Emergency Management Division to cover the purchase of equipment. Funding is from grants and a General Fund Subsidy.	\$2,500.00
Justice Services – Realigning appropriation within the Regional Collaboration Project for pending capital purchases. Funding is from the U.S. Department of Homeland Security.	\$16,525.00
Common Pleas Court – Realigning appropriation within the Jail Intensive Supervision Program to match an approved budget revision. Funding is from the Ohio Department of Rehabilitation and Corrections.	\$39,234.00
Workforce Development – Realigning appropriation within the Executive and Financial Operations division to cover promotions and voluntary furloughs not included in the original budget. Funding is from the Federal Department of Labor.	\$102,491.00
TOTAL	\$187,175.00

Total Appropriation Transfers - All Funds	\$2,480,796.00
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Cash Transfer Summary – Operating transfers support operating expenditures, related to a cash matches for a grants, transfer of taxes or fees to a debt service fund, transfers from the General Fund to a capital project fund or operating subsidies to special revenue funds, enterprise funds, or internal service funds. This type of transaction posts as an expenditure and sufficient appropriation must be available to process the transaction.

General Fund/Health & Human Services	Amount
Health & Human Services Levy Subsidy – A cash transfer to cover the County’s mandated share of Temporary Assistance to Needy Families (TANF) and Non-TANF related administration for Medicaid, and food related expenditures. Funding is from the Health & Human Services Levy Fund.	\$1,246,629.32
TOTAL	\$1,246,629.32

Grants/Projects	Amount
Child Support Enforcement Agency – To transfer the remaining cash balance from the Financial Well-Being Demonstration grant account to the Support Enforcement Agency account. Funding was from the Ohio Department of Job & Family Services.	\$12,800.11
TOTAL	\$12,800.11
Total Cash Transfers - All Funds	\$1,259,429.43

Thank you for your consideration regarding this matter.

Sincerely,



Matthew Rubino
 Director, Office of Budget & Management
mrubino@cuyahogacounty.us
 (216) 443-7448
 Fax: (216) 443-7256

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Recommendation for Appropriation Request

Request Description	Appropriation Increase
Requesting Agency	Office of Budget and Management
Funding Source	General Fund
Total Impact	\$ 50,000.00
Status	Recommended
Agenda Date	10 July 2012

Summary of Request

Request to increase appropriation to the Miscellaneous budget to cover unemployment and early retirement expenses for former staff of the Board of County Commissioners.

Background Information

The previous years' unemployment and early retirement expenses for the affected staff posted to the Commissioners' budget, which was not appropriated in the 2012-2013 budget presented to and approved by the County Council. There are charges currently on the County's insufficient funds report: appropriation is needed to clear the expenses before the end of the year.

OBM Recommendation and Impact Statement

OBM recommends approval of this request. These are mandated expenses that are one-time in 2012.

Recommendation for Appropriation Request

Request Description	Appropriation Decrease
Requesting Agency	Office of Budget and Management
Funding Source	General Fund
Total Impact	(\$1,316,759)
Status	Recommended
Agenda Date	August 14, 2012

Summary of Request

Request to decrease excess appropriation to the Board of Elections' Primary budget.

Background Information

The 2012 budget approved by County Council for the Primary was \$4.1 million and was based on an anticipated increase in expenses resulting from the Presidential election using 2008 as the comparison. In the past four years, however, the Board of Elections has effectively reduced the cost of implementing elections, as indicated by the surplus of more than \$1.3 million after all costs have been accounted for in the Primary budget.

OBM Recommendation and Impact Statement

OBM recommends approval of this request.

Recommendation for Appropriation Request

Request Description	Appropriation Increase
Requesting Agency	Office of Budget and Management
Funding Source	General Fund
Total Impact	\$ 50,000.00
Status	Recommended
Agenda Date	10 July 2012

Summary of Request

Request to increase appropriation to the Miscellaneous budget to cover unemployment and early retirement expenses for former staff of the Board of County Commissioners.

Background Information

The previous years' unemployment and early retirement expenses for the affected staff posted to the Commissioners' budget, which was not appropriated in the 2012-2013 budget presented to and approved by the County Council. There are charges currently on the County's insufficient funds report: appropriation is needed to clear the expenses before the end of the year.

OBM Recommendation and Impact Statement

OBM recommends approval of this request. These are mandated expenses that are one-time in 2012.

Recommendation for Appropriation Request

Request Description	Appropriation Increase
Requesting Agency	Law Department
Funding Source	General Fund
Total Impact	\$149,795.00
Status	Recommended
Agenda Date	August 14, 2012

Summary of Request

Request to increase appropriation to the Law Department to cover projected expenses through the year.

Background Information

The Law Department is a new agency mandated by the County Charter and has been in a constant state of evolution since its inception in January 2011 as its responsibilities and scope of services are being determined by the Executive and Council. The 2012 budget only included existing staff and known expenses and it was anticipated that the budget would require amending during the year.

In the first half of 2012, the Law Department hired three attorneys: one replaced an employee that transferred to another agency and the remaining two were hired to respond to increasing demand. The Department's current staffing includes seven staff attorneys, two paralegals, one administrative assistant, and the Law Director. Effective the last quarter of the year the Department will expand to include two staff risk management staff from the Department of Public Works (one attorney, one program officer); this expansion will have no net impact on the County's General Fund as funding will transfer from Public Works to Law to support this shift.

OBM Recommendation and Impact Statement

OBM recommends approval of this request.

Recommendation for Appropriation Request

Request Description	Appropriation Increase
Requesting Agency	Office of Budget and Management
Funding Source	General Fund
Total Impact	\$ 0
Status	Recommended
Agenda Date	August 14, 2012

Summary of Request

Request to increase Municipal Judicial Costs to cover projected expenses through the rest of the year.

Background Information

The County is required by the Ohio Revised Code to reimburse the municipal courts for a portion of the payroll expenses for select staff, as well as assigned counsel costs. This request seeks to increase the budget based on the 2nd quarter estimate, which projects expenses to total \$3.1 million, which represents an increase of 1% over 2011.

OBM Recommendation and Impact Statement

OBM recommends approval of this request. These expenses are mandated by the Ohio Revised Code and the budget was clearly too low.

Recommendation for Appropriation Request

Request Description	Appropriation Transfer
Requesting Agency	Office of Budget and Management
Funding Source	General Fund
Total Impact	\$ 0
Status	Recommended
Agenda Date	August 14, 2012

Summary of Request

Request to transfer appropriation from Public Works to the Law Department following the move of the Risk Management staff.

Background Information

Effective October 1, 2012, two staff budgeted in the Department of Public Works (Risk and Property Management budget) will be transferred to the Law Department. This transfer was proposed in 2011 and has been part of the ongoing evolution of the newly established Law Department.

OBM Recommendation and Impact Statement

OBM recommends approval of this request. There is no net impact to the General Fund and it has been determined that Risk Management is best handled by the County's Law Department.

MEMORANDUM

TO: Jeanne Schmotzer, Clerk of Council
FROM: Matthew Rubino, Director, Office of Budget & Management
DATE: August 7, 2012
RE: Agenda Items

The Office of Budget & Management requests that the following fiscal items be presented to the members of County Council for their consideration for approval on first reading at the meeting of August 14, 2012. The requested fiscal items including additional appropriations, appropriation transfers, and cash transfers meet agency budgetary needs.

Resolution: Additional Appropriations

A.	01A001– General Fund		BA1200523
	MI512657 - Miscellaneous		
	Personal Services	\$	50,000.00

Request to increase appropriation to Miscellaneous budget based on the mid-year review to post unemployment and early retirement expenses related to employees from the former County Administration budget. The previous years' expenses posted to the inactive budgets, which were not appropriated in 2012. These are one-time expenses in 2012 that are solely supported by the County's General Fund.

B.	21A020 - TB Control Program – Metro Health		BA1200606
	HS157313- TB Control Program – Metro Health		
	Other Expenses	\$	75,687.00

To increase appropriation to cover an additional award from the Ohio Department of Health, received as a pass thru by Cuyahoga County for use by Metro Health Hospital for tuberculosis treatment. The amended award amount will now total \$442,437. There is no cash match requirement for this funding.

C.	20A806 –Carrying Concealed Weapon Application Fees		BA1200542
	SH350108 – Carrying Concealed Weapons Application Fees		
	Other Expenses	\$	50,000.00

To increase appropriations in the Sheriff's Carrying Concealed Weapons Application Fees account for increased BCI criminal background checks resulting in additional applications from prior years. Funding is from fees collected for new and renewal permits to carry concealed weapons covering the period January 1, 2012 through December 31, 2012.

Fiscal Office
Office of Budget & Management
1219 Ontario Street, Cleveland, OH 44113, (216) 443-7220, FAX (216) 443-7256
Ohio Relay Service (TTY) 711

D.	21A218 – State SHSP-Law Enforcement (SHSPLE)	BA1200615
	JA768044 – FFY11 State Homeland-Law Enforcement 11/14	
	Other Expenses	\$ 220,843.00
	Capital Outlays	\$ 220,842.00

Establish appropriations for a recent State Homeland Security Program-Law Enforcement award. The award is from United States Department of Homeland Security passed through the Ohio Emergency Management Agency and awarded to Justice Affairs covering the period September 1, 2011 through April 30, 2014. The award was accepted under Executive Approval #CPB2012-293 on March 26, 2012. No cash match is required.

E.	22A105 – HUD Section 108	BA1200547
	DV711606 – HUD Section 108	
	Other Expenses	\$ 489,994.01

An appropriation increase is requested in the Department of Housing and Urban Development (HUD) Section 108 account to allow for the payment of fees, interest and principal to HUD. Fees, interest and principal on loans to businesses are collected in a Treasurer account and transferred to this grant periodically to make the payment to HUD. Funding for HUD Section 108 comes from the Department of Housing and Urban Development.

F.	22S274 – American Reinvestment and Recovery Act	BA1200548
	(ARRA) Home Weatherization Assistance Program (HWAP) 2009-2010	
	DV725200 – ARRA HWAP Department of Energy (DOE) Health & Safety	
	2009-2010	
	Other Expenses	\$ 2,117.50

An appropriation increase is requested for the Home Weatherization Health and Safety Grant to spend the proceeds from deposits from landlords for furnace and hot water tank replacements. Funding for this HWAP grant comes from the Department of Energy passed through the Ohio Department of Development.

G.	65A604 – Postage	BA1200549
	CT577353 – County Mailroom	
	Other Expenses	\$ 390,000.00

Additional appropriation is requested for the Mailroom to cover repayment of the historical subsidy provided by other agency budgets. Funding for the mailroom Internal Service Fund comes from an annual mail drop charge as well as metered chargebacks to user agencies.

H.	20N306 – Soil and Water Conservation District	BA1200550
	SW500058 – Soil and Water Conservation District	
	Personal Services	\$ 50,000.00

Additional appropriation is requested in Salary and Benefits at the Soil and Water Conservation District to cover a new hire that was not included in the 2012 - 2013 budget. Funding for the Soil and Water Conservation District comes from revenues from municipalities, a state match on revenues and assorted grants. The County also contributes a General Fund Subsidy of \$75,000 annually.

I.	20A308 – County Planning Commission (CPC) Cuyahoga Valley Initiative CP522540 – CPC – Cuyahoga Valley Initiative Other Expenses	\$ 5,000.00	BA1200551
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Additional appropriation is requested at the County Planning Commission to cover the repayment of Grant Money to the Burning River Foundation. In 2009, the Burning River Foundation gave a grant to the County Planning Commission to cover a project which was never undertaken. Funding for the County Planning Commission comes from charges for services, grants and a General Fund subsidy.

J.	40A526 – Ohio Department of Transportation (ODOT) Local Projects Administration (LPA) CE785006 – ODOT - LPA Capital Outlays	\$ 160,000.00	BA1200552
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Appropriation is requested for the County Engineers Association of Ohio (CEAO) Bridge Engineering – 2012 project to begin the engineering project. Funding for the Ohio Department of Transportation (ODOT) – Local Projects Administration (LPA) CEAO Bridge Engineering - 2012 comes 80% from Federal Highway Administration dollars passed through ODOT and 20% from the County.

K.	22A678 – Shelter + Care Renewal - SRA HS753616 – Shelter + Care 11' SRA 228 Unit Other Expenses	\$ 1,464,552.00	BA1200392
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To provide appropriations for The Office of Homeless Services recent award from the United States Department of Housing & Urban Development for the 2011 Shelter Plus Care Sponsor-Based Rental Assistance program, providing 228 units for homeless individuals in the amount of \$1,464,552.00 covering the period August 1, 2012 through July 31, 2014.

L.	22A788 – SHP Domestic Violence Center HS753608 – SHP 11' Domestic Violence Center Other Expenses	\$ 77,167.00	BA1200391
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To provide appropriations for The Office of Homeless Services recent award from the United States Department of Housing & Urban Development for the McKinney-Vento Homeless Assistance Act, for Domestic Violence Center in the amount of \$77,167.00 covering the period September 1, 2012 through August 31, 2014.

M.	22A753 – SHP 10' SA PASS Supportive HS753566 – SHP 11' SA PASS Supportive Other Expenses	\$ 270,705.00	BA1200390
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To provide appropriations for The Office of Homeless Services recent award from the United States Department of Housing & Urban Development for the McKinney-Vento Homeless Assistance Act, for PASS SSO Program in the amount of \$270,705.00 covering the period August 1, 2012 through September 30, 2014.

N.	22A063 – SHP’10 SA PASS Transitional		BA1200564
	HS753756 – SHP’11 SA PASS Transitional		
	Other Expenses	\$	537,741.00

The Office of Homeless Services requests additional appropriation of \$537,741.00 for the SHP PASS Transitional Housing program recent award from the United States Department of Housing & Urban Development in connection with the Continuum of Care for Homeless Assistance program for the Supportive Housing program covering the period October 1, 2012 through September 30, 2014.

O.	21A609 –Prosecutor’s Office Efficiency Study		BA1200620
	PR7634858 – Prosecutor’s Office Efficiency Study		
	Other Expenses	\$	150,000.00

To provide appropriations for the recent Prosecutor’s Office Efficiency Study in for a contract to make recommendation for improvement to the organization’s structure and business processes. The study will be performed in tandem with the recently approved Archer classification study. Funding is from the Prosecutor’s discretionary Law Enforcement Trust Fund covering the period August 1, 2012 through December 31, 2013.

P.	01A001 – General Fund		BA1200648
	BE472050 – Primary Election		
	Personal Services	\$	(784,000.00)
	Other Expenses	\$	(508,000.00)
	Capital Outlay	\$	(2,300.00)

Request to reduce excess appropriation to the Board of Elections’ Primary budget following the calculation of final expenses related to the implementation of the 2012 primary election. The Board of Elections is supported by the County’s General Fund.

Q.	01A001 – General Fund		BA1200649
	AE511451 – Board and Care of Prisoners		
	Other Expenses	\$	180,390.00

Request to increase appropriation to the Prisoner Board and Care budget to cover expenses through the rest of the year, based on the midyear estimate of \$1.2 million, which is 15% greater than the approved budget of \$994,920. This budget covers the cost of housing County prisoners in other jails when there is either insufficient space or staffing to accommodate all of the prisoners sentenced to or detained in the County Jail. Outside jails are reimbursed for prisoner board and care at a rate established by the County Sheriff, currently set at \$55 per prisoner per day. It should be noted that the cost of housing prisoners in outside jails is partially offset by revenue generated from housing Federal and State prisoners in the County Jail. State prisoners are part of the Local Incarceration Program, which provides judges with the option to sentence offenders serving fewer than 100 days to the County Jail as opposed to State institutions. Though the State revenue does not cover the County’s jail costs in total, there are additional benefits in terms of recidivism and community re-entry. The 2012 estimate is more than double the \$470,322 paid in 2011 and has increased resulting from policy changes effective in the last quarter of 2011, specifically a request to the municipal courts to retain prisoners serving a sentence of 30 days or fewer in the local jails, as opposed to sending them to the County Jail for booking and the Sheriff’s Office making the determination which prisoners are transferred and to which jails. This policy is currently under review by the Sheriff’s Office. Prisoner Board and Care expenses and the prisoner population in outside jails is closely monitored by the Sheriff’s Office, the Prosecutor’s Office, the Court of Common Pleas, and the Office of Budget and Management.

R.	01A001 – General Fund		BA1200651
	MT805432 – Municipal Judicial Costs		
	Personal Services	\$	7,006.00
	Other Expenses	\$	106,196.00

Request to increase appropriation to the Municipal Judicial Costs budget to accommodate an increase in fringe benefits and assigned counsel expenses above what was anticipated in the originally approved 2012 budget of \$3 million. The 2012 projection represents an increase of 1% over 2011 expenses. These reimbursement payments to the various municipal courts are mandated by the Ohio Revised Code.

S.	01A001 – General Fund		BA1200650
	LA000794 – Law Department		
	Personal Services	\$	134,795.00
	Other Expenses	\$	15,000.00

Request to increase appropriation to the County's Law Department based on projected needs through the rest of the year. The Law Department has been evolving since its Charter-mandated inception in 2011; the 2012 budget approved by Council included only those expenses that were confirmed at the time and the Department has since added four positions, including two new attorneys (accommodated in this appropriation request) and the transfer of two staff (including one attorney) from the Department of Public Works (accommodated by a transfer of appropriation from Public Works) (See related appropriation transfer, item J, on page 9, document no. BA1200647). The 2013 estimate increases by \$189,157; the budget will need to be increased to accommodate existing expenses. The Law Department is supported by the General Fund.

T1.	01A001 – General Fund		BA1200655
	DR391052 – Domestic Relations		
	Personal Services	\$	3,596.00

T2.	01A001 – General Fund		
	DR495515 – Bureau of Support		
	Personal Services	\$	7,049.00

Request to increase appropriation to the salary budget of Domestic Relations Court to correct an error in the original budget that miscalculated the payroll restoration following the end of the furlough program. Domestic Relations is supported by the County's General Fund.

U.	20A322 – Delinq. Tax Assess. – Treas.		BA1200658
	FS109710 - Treasury - Delinquent Tax Assess. Collection		
	Personal Services	\$	128,000.00
	Other Expenses	\$	52,000.00

Appropriation is requested to cover the remaining year personnel and contract expenses of the Treasurer.

V.	64A601 – Supplies		BA1200659
	FS109751 – Fiscal – County Supplies		
	Other Expenses	\$	400,000.00

Appropriation is requested to cover an amendment to the countywide stockless supply contract. More agencies are purchasing supplies from this contract rather from other sources, so an additional certification is needed. Funding comes from charges to user agencies for supplies.

W1.	21A421 – Youth Services Subsidy JC753558 – Sex Offender Treatment FY 12-13 - 2106 Other Expenses	\$ 15,778.80	BA1200641
W2.	21A421 – Youth Services Subsidy JC753541 – Substance Abuse Treatment FY12 -13 -2107 Other Expenses	\$ 13,636.85	
W3.	21A421 – Youth Services Subsidy JC753533 – Clinical Assessment & SA FY12-2217 Other Expenses	\$ 33,392.98	

These three appropriation requests would allocate RECLAIM Ohio state grant funds for three new program areas approved by ODYS including sex offender treatment, substance abuse treatment, and clinical assessment for state fiscal year 2012. Funding comes from state grants from the Ohio Department of Youth Services.

X.	01A001 – General Fund CT577106 - Risk and Property Management. Collection Other Expenses	\$ 660,000.00	BA1200660
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Appropriation is requested to cover the unbudgeted tax bill for the Medical Examiner's parking lot. The County is not exempt from paying these taxes because the public pays parking fees. This item was created as a result of the midyear review process.

Resolution: Appropriation Transfers

A. FROM: 21A837 – State Homeland Security (SHSG) **BA1200613**
JA763425– State Homeland Security 2009/2012
Other Expenses \$ 26,425.00

TO: 21A837 – State Homeland Security (SHSG)
JA763425– State Homeland Security 2009/2012
Capital Outlays \$ 26,425.00

Transfer appropriations with the State Homeland Security grant for pending capital purchases. Funding is from the United States Department of Homeland Security passed through the Ohio Emergency Management Agency covering the period August 1, 2009 through June 30, 2012.

B. FROM: 01A001 – General Fund **BA1200616**
SH350272– Law Enforcement-Sheriff
Other Expenses \$ 16,500.00

TO: 01A001–General Fund
SH350272– Law Enforcement-Sheriff
Capital Outlays \$ 16,500.00

Transfer appropriations within the Sheriff's Law Enforcement Unit for procurement of SWAT guns. Funding is from the General Fund, covering the period January 1, 2012 through December 31, 2012.

C. FROM: 20A822 – Custody Mediation **BA1200617**
JA108118– Custody Mediation
Personnel Services \$ 2,000.00
Capital Outlays \$ 1,015.00

TO: 20A822–Custody Mediation
JA108118– Custody Mediation
Other Expenses \$ 3,015.00

Transfer appropriations within Justice Services Custody Mediation unit for copier and supplies charge backs for the remainder of 2012. Funding is from revenue earned through contracts with Juvenile and Domestic Relations Courts for custody mediation services covering the period January 1, 2012 through December 31, 2012.

D. FROM: 20A390 – Emergency Management **BA1200618**
JA100123– Emergency Management
Other Expenses \$ 2,500.00

TO: 20A390–Emergency Management
JA100123– Emergency Management
Capital Outlays \$ 2,500.00

Transfer appropriations within Justice Services Emergency Management unit for equipment that will be reimbursed through grant funds. Funding is from grant funds and a General Fund subsidy cover the period January 1, 2012 through December 31, 2012.

E.	FROM:	21A900 – Regional Collaboration Project JA752675– Regional Collaboration Project 2009/2012 Other Expenses	\$ 16,525.00	BA1200619
	TO:	21A900 – Regional Collaboration Project JA752675– Regional Collaboration Project 2009/2012 Capital Outlays	\$ 16,525.00	

Transfer appropriations with the Regional Collaboration Project for pending capital purchases. Funding is from the United States Department of Homeland Security passed through the Ohio Emergency Management Agency covering the period January 1, 2011 through June 30, 2012.

F.	FROM:	21A512 – CCA408/Jail Misdemeanant CO741363 – Jail Intensive Supervision Program FY12 Other Expenses	\$ 39,234.00	BA1200608
	TO:	21A512 – CCA408/Jail Misdemeanant CO741363 – Jail Intensive Supervision Program FY12 Personal Services	\$ 39,234.00	

Request to transfer appropriation within the Court of Common Pleas' Intensive Supervision Program budget to match an approved budget revision. This program is funded by a Community Corrections Act grant through the Ohio Department of Rehabilitation and Corrections.

G.	FROM:	24A601 – Senior and Adult Services SA138701 – Options Program Other Expenses	\$ 186,841.00	BA1200639
	TO:	24A601 – Senior and Adult Services SA138305 – Community Social Service Programs Other Expenses	\$ 186,841.00	

Request to transfer appropriation within the Department of Senior and Adult Services. Due to a reduction in the current Options contracts appropriation has become available to be reallocated to the Community Social Service Programs (CSSP). Currently the CSSP providers are on pace to deliver all of their contracted units and in many cases will run out of money prior to the end of the contracts. This increase in appropriation will cover the potential unit increase for clients in the CSSP program. The Department is supported by the County's Health and Human Services Levy Fund, Public Assistance allocations, and fees for services.

H.	FROM:	28W036 – Workforce Development Operations WI140905 – WIA Executive and Financial Operations Other Expenses	\$ 102,491.00	BA1200642
	TO:	28W036 – Workforce Development Operations WI140905 – WIA Executive and Financial Operations Personal Services	\$ 102,491.00	

Request to transfer appropriation within Workforce Development Operations. The purpose of this transfer is to cover deficit balances in salary and fringe benefits as a result of promotions and adjustments for voluntary furloughs not included in the 2012 budget. The source of funding for Workforce Development is the Federal Department of Labor through The Workforce Investment Act.

I.	FROM:	24A510 – Work & Training Admin WT137471 – Mount Pleasant NFSC Personal Services	\$ 720,000.00	BA1200645
	TO:	24A510 - Work & Training Admin WT137455 – Quincy Place NFSC Personal Services	\$ 720,000.00	

The Department of Employment and Family Services requests transfer of appropriation in order to realign the salaries line as a result of the transfer of staff from Mount Pleasant NFSC to Quincy Place NFSC due to closure of Mount Pleasant NFSC. The funding source is primarily the Health and Human Services Levy Fund.

J.	FROM:	01A001 – General Fund CT577106 – Risk and Property Management Personal Services	\$ 40,265.00	BA1200647
	TO:	01A001 – General Fund LA000794 – Law Department Personal Services	\$ 40,265.00	

Request to transfer appropriation from Public Works to the Law Department to coincide with the shift of risk management from the Risk and Property Management division of Public Works to the County's Law Department. As both entities are supported by the General Fund, this request has no overall impact on the County's General Fund budget. The annualized impact of this transfer is \$161,060. (See related additional appropriation, item S, on page 5.)

K.	FROM:	20A325 – Tax Prepayment Special Interest Fund FS109728 – Fiscal Tax Prepayment Special Interest Other Expenses	\$ 100,000.00	BA1200657
	TO:	20A325 – Tax Prepayment Special Interest Fund FS109728 – Fiscal Tax Prepayment Special Interest Personal Services	\$ 100,000.00	

A transfer is requested to cover projected personnel expenses for the Treasurer, based on Second Quarter review. The source of funding is interest earned on the early payment of taxes.

L.	FROM:	01A001 – General Fund FS109629 – Office of Budget & Management Personal Services	\$ 30,000.00	BA1200640
		01A001 – General Fund FS109686 – Operations – Property Valuation Personal Services	\$ 252,000.00	
		01A001 – General Fund FS109652 – Operations – Tax Assessments Personal Services	\$ 560,000.00	
	TO:	01A001 – General Fund FS109611 – Fiscal Office Administration Personal Services	\$ 198,063.00	

01A001 – General Fund
 FS109645 – Operations – Records & Licenses
 Personal Services \$ 366,593.00

01A001 – General Fund
 FS109637 – Financial Reporting
 Personal Services \$ 277,344.00

The requested transfers would realign personal services appropriation among divisions of the Fiscal Office. The reorganization of the duties of the former Recorder, Treasurer, Auditor, and Bureau of Inspection was further refined along with the Office of Budget and Management and the Office of Procurement and Diversity during the second quarter of 2012. These appropriation transfers would align salary and benefit appropriation with staff assignments. Funding for the requested transfers comes from the General Fund.

M.	FROM:	01A001 – General Fund	BA1200661
		FS109637 – Financial Reporting	
		Other Expenses \$	385,000.00
	TO:	01A001 – General Fund	
		FS109637 – Financial Reporting	
		Personal Services \$	385,000.00

A transfer is requested to cover payroll expenses. This item was created as a result of the midyear review process.

Resolution: Cash Transfers

A. FROM: 21A071 – Financial Well-Being Demonstration **JR1201864**
SE000018 – Financial Well-Being Demonstration
Transfer Out \$ 12,800.11

TO: 20A600 – Support Enforcement Agency
SE496000 – Cuyahoga Support Enforcement Agency
Revenue Transfer \$ 12,800.11

Request to transfer the remaining balance of the Financial Well-Being Demonstration grant to the main operating account of Cuyahoga County's Child Support Enforcement Agency. This grant was awarded by the Ohio Department of Job and Family Services in the amount of \$60,000 and was accepted by the Cuyahoga County Board of Commissioners on July 15, 2010. No cash match was required.

B1. FROM: 29A390 – Health and Human Services Levy 2.9 **JT1200049**
SU513986 – Employment and Family Subsidy 2.9
Transfer Out \$ 343,941.92

TO: 24A510 – Work and Training Admin.
WT137109 – Administrative Services
Revenue Transfer \$ 343,941.92

B2. FROM: 29A390 – Health and Human Services Levy 2.9
SU513986 – Employment and Family Subsidy 2.9
Transfer Out \$ 129,777.22

TO: 24A510 – Work and Training Admin.
WT137109 – Administrative Services
Revenue Transfer \$ 129,777.22

B3. FROM: 29A391 – Health and Human Services Levy 4.8
SU514430 – Employment and Family Subsidy 4.9
Transfer Out \$ 561,168.40

TO: 24A510 – Work and Training Admin.
WT137109 – Administrative Services
Revenue Transfer \$ 561,168.40

B4. FROM: 29A391 – Health and Human Services Levy 4.8
SU514430 – Employment and Family Subsidy 4.9
Transfer Out \$ 211,741.78

TO: 24A510 – Work and Training Admin.
WT137109 – Administrative Services
Revenue Transfer \$ 211,741.78

In accordance with the Ohio Revised Code (ORC) Section 5101.16 the county is required to pay a share of TANF related administration (\$5,430,662) and Non-TANF (\$2,049,114) related administration for Medicaid, Food related expenditures during a calendar year. This represents 2/12 of the total required mandated share that generally is transferred to the corresponding fund on a monthly basis. This transfer is for July – August 2012. The amount is based on the current State Fiscal Year's requirement. The funding source is the Health and Human Services Levy Fund.

County Council of Cuyahoga County, Ohio

Resolution No. R2012-0157

Sponsored by: County Executive FitzGerald/Department of Public Works/Division of County Engineer	A Resolution authorizing the appropriation of real property for the reconstruction of Ridge Road from Interstate 480 to Memphis Avenue in the City of Brooklyn; directing the County Executive to proceed with the acquisition of real property required for public highway purposes; authorizing the Fiscal Officer to issue the monetary warrants to be deposited with the Probate Court of Cuyahoga County in an amount that is equal to the fair market value of the property; and, declaring the necessity that this Resolution become immediately effective.
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WHEREAS, on April 12, 2011, this Council adopted Resolution No. R2011-0163, which authorized the County Executive to acquire the necessary Right-of-Way to proceed with the reconstruction of Ridge Road from Interstate 480 to Memphis Avenue in the City of Brooklyn, Ohio; and,

WHEREAS, upon receiving the necessary authorization to proceed with acquisition of Right-of-Way, a fair market analysis was conducted and fee appraisals were made; and

WHEREAS, the County's agent, O.R. Colan Associates, endeavored to acquire the necessary parcels through voluntary negotiation and settlement efforts with the property owners, but has reported that equitable settlement agreements could not be reached on the properties set forth below; and,

WHEREAS, the Department of Public Works has requested that the County appropriate certain property rights required for highway purposes for the above described improvement, identified as the following parcels of land:

Parcel 6-SH, standard highway (permanent) easement over 173 sq. ft. to construct a public sidewalk and install traffic signal box
Owner: Northcliff I-480 LLC, an Ohio Limited liability Company
Fair Market Value Estimate: \$18,970.00

Parcels 8-SH standard highway (permanent) easement over 81 sq. ft. to construct a public sidewalk and replace a private walk, and T1 and T2, temporary easements over 30 sq. ft. and 29 sq. ft., respectively, to construct a public sidewalk and replace a private walk

Owner: Ava L. Woody and unknown spouse, if any

Fair Market Value Estimate: \$420.00

Parcel 13-SH, a standard highway (permanent) easement over 129 sq. ft. to construct a public sidewalk

Owner: Ridge Park Square LLC, an Ohio Limited Liability Company

Fair Market Value Estimate: \$22,300.00

Parcel Nos.: 22-T1 and T2, temporary easements over 120 and 45 sq. ft., respectively, both of which easements are to replace private driveways

Owner: McDonald's USA, LLC, a Delaware Limited Liability Company

Fair Market Value Estimate: \$ 300.00

Parcel No.: 36-SH, a standard highway (permanent) easement over 114 sq. ft. to install ADA curb ramps and reconstruct the public sidewalk with a reconfigured turn radius

Owners: Wladmimir Kolomizew a/k/a Walter Kolomizew, and, Anna Kolomizew (deceased, widow), and Anna Kolomizew, spouse of Wladmimir

Fair Market Value Estimate: \$ 430.00

Parcel No.: 101-SH, a standard highway (permanent) easement over 27 sq. ft. to install ADA curb ramps and reconstruct the public sidewalk with a reconfigured turn radius

Owner: D-Xtramile, LLC, an Ohio Limited Liability Company

Fair Market Value Estimate: \$300.00, and

WHEREAS, the necessity for the immediate effectiveness of this Resolution is established because federal funds are being utilized for Right-of-Way acquisition on this project and the County is required to progress on schedule for the project in order to maintain project funding deadlines; and,

WHEREAS, the Right-of-Way cannot be certified to the Ohio Department of Transportation as being ready for construction unless and until all Right-of-Way parcels have been acquired either by agreement or by the filing of a petition for appropriation together with a check in the amount of the Fair Market Value Estimate made payable to the Cuyahoga County Probate Court, in the Cuyahoga County Probate Court.

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

SECTION 1. That certain real property as required for the reconstruction of Ridge Road from Interstate 480 to Memphis Avenue in the City of Brooklyn, Ohio, as described below be, and the same is, hereby declared necessary to appropriate for public use, more specifically for the purpose of making or repairing roads which shall be open to the public, without charge. Such property is described as follows:

Parcel 6-SH, standard highway (permanent) easement over 173 sq. ft. to construct a public sidewalk and install traffic signal box
Owner: Northcliff I-480 LLC, an Ohio Limited liability Company
Fair Market Value Estimate: \$18,970.00

Parcels 8-SH standard highway (permanent) easement over 81 sq. ft. to construct a public sidewalk and replace a private walk, and T1 and T2, temporary easements over 30 sq. ft. and 29 sq. ft., respectively, to construct a public sidewalk and replace a private walk
Owner: Ava L. Woody and unknown spouse, if any
Fair Market Value Estimate: \$420.00

Parcel 13-SH, a standard highway (permanent) easement over 129 sq. ft. to construct a public sidewalk
Owner: Ridge Park Square LLC, an Ohio Limited Liability Company
Fair Market Value Estimate: \$22,300.00

Parcel Nos.: 22-T1 and T2, temporary easements over 120 and 45 sq. ft., respectively, both of which are to replace private driveways
Owners: McDonald's USA, LLC, a Delaware Limited Liability Company
Fair Market Value Estimate: \$ 300.00

Parcel No.: 36-SH, a standard highway (permanent) easement over 114 sq. ft. to install ADA curb ramps and reconstruct the public sidewalk with a reconfigured turn radius
Owners: Wladmimir Kolomizew a/k/a Walter Kolomizew, and, Anna Kolomizew (deceased, widow), and Anna Kolomizew, spouse of Wladmimir
Fair Market Value Estimate: \$ 430.00

Parcel No.: 101-SH, a standard highway (permanent) easement over 27 sq. ft. to install ADA curb ramps and reconstruct the public sidewalk with a reconfigured turn radius
Owner: D-Xtramile, LLC, an Ohio Limited Liability Company
Fair Market Value Estimate: \$300.00

SECTION 2. That the County Executive, through the Department of Public Works, be, and is, hereby directed to proceed with filing the necessary action to acquire the property as described above.

SECTION 3. That the County Fiscal Officer be, and is, hereby authorized to issue monetary warrants in the amount of the Fair Market Value Estimates listed above, made payable to the Cuyahoga County Probate Court, said warrants to be deposited with the Probate Court at the time of filing the petitions to appropriate.

SECTION 4. That the Clerk of Council is hereby directed to transmit copies of this Resolution upon its approval by the County Executive to Bonita Teeuwen, P.E., Director of Public Works and to Wade Steen, County Fiscal Officer.

SECTION 5. That it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue and to assure that work on the improvement can commence during the prime construction season. Otherwise, any delay in commencement of the work may cause delay to the work and result in significant cost increases to the County. Provided that this Resolution receives the affirmative vote of eight members of Council, this Resolution shall become immediately effective upon the signature of the County Executive.

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

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

Yeas:

Nays:

County Council President Date

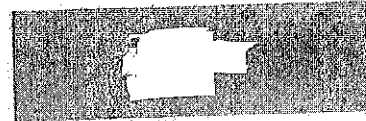
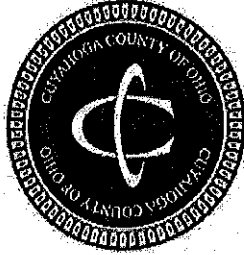
County Executive Date

Deputy Clerk of Council Date

First Reading/Referred to Committee:

Committee(s) Assigned:

Journal _____
_____, 2012



Item Details:

Agency/Dept. Name:	County Engineer	Agency/Dept. Head Name:	Jamal Husani, P.E.
Type of Request:	Other		
Request Prepared by:	Fred Whatley	Telephone No.	348-3840

SUMMARY OF REQUESTED ACTION:

A. Scope of Work Summary

1. Public Works Department requesting authorization for the County Executive to take the required steps to file appropriation actions in Cuyahoga County Probate Court in order to acquire necessary right-of-way for highway purposes.

In the following cases, the County has been unable to reach an agreement with the owners of the parcels as to the compensation to be paid for acquiring the parcels: **declaring the necessity that this Resolution become immediately effective.**

a. McDonald's USA, LLC, a Delaware Limited Liability Company

Parcels 22-T1 and T2, Temporary Easements, legal descriptions attached

Fair Market Value Estimate [FMVE] for both parcels = \$300.00, Value Analysis attached

Fiscal Officer's Permanent Parcel No. 433-15-017;

b. Wladimir Kolomizew a/k/a Walter Kolomizew, and, Anna Kolomizew [mother of Wladimir a/k/a Walter] widow

Parcel 36-SH, a Standard Highway [Permanent] Easement, legal description attached

FMVE = \$430.00, Value Analysis attached

Fiscal Officer's Permanent Parcel No. 433-07-018;

c. D-Xtramile, LLC, an Ohio limited liability company

Parcel No. 101-SH, a Standard Highway [Permanent] Easement, legal description attached

FMVE = \$300.00, Value Analysis attached

Fiscal Officer's Permanent Parcel No. 432-26-104

These appropriation actions will be filed in connection with the Ridge Road project which

consists of the reconstruction of Ridge Road from DeJora Avenue, just north of Interstate 480, to Memphis Avenue in the City of Brooklyn. The right-of-way for this project must be acquired either by agreement or by the filing of an Appropriation Action, together with a check in the amount of the FMVE of the parcel, by September 17, 2012.

2. The primary goal of acquiring right-of-way for the Ridge Road project is to allow the full-depth reconstruction of the existing road alignment, including signalization, pavement markings, drainage, and sidewalks.

3. N/A

B. Procurement

1. The procurement method for the acquisition of right-of-way for this project is that an ODOT pre-qualified appraiser from consultant O.R. Colan visited the properties and prepared a value analysis of the property to be acquired. Then, Emily Braman, of Charles P. Braman & Co. Inc., an ODOT pre-qualified review appraiser, reviewed the value analysis of O.R. Colan. Then, O.R. Colan negotiated with the property owners in order to acquire the required property rights. In the cases listed above, the acquisition process did not lead to agreements with the property owners.

Should Council grant authority to appropriate the above parcels, checks in the amounts of the respective FMVEs will be requested. Said checks will be made payable to the Cuyahoga County Probate Court and will be filed with the Complaints for Appropriation.

2. N/A

3. N/A

C. Contractor and Project Information

The addresses of the property owners are:

a. McDonald's USA, LLC, a Delaware Limited Liability Company

250 W. 96th Street, Suite 500

Indianapolis, IN 46240

Council District N/A

(Property Address)

Parcel 22-T1, T2

4738 Ridge Road

Brooklyn, Ohio 44144

Council District 4

b. Wladimir Kolomizew a/k/a Walter Kolomizew, and, Anna Kolomizew [mother of Wladimir a/k/a Walter] widow

8905 Orchard Avenue

Brooklyn, Ohio 44144

Council District 4

(Property Address)

4726 Ridge Road

Brooklyn, Ohio 44144

Council District 4

c. D-Xtramile, LLC, an Ohio Limited Liability Company

6308 Brookside Drive

Cleveland, Ohio 44144

Council District 3

(Property Address)

Parcel 101-SH
4324 Ridge Road
Brooklyn, Ohio 44144
Council District 4

2. N/A

3.a. The address or location of the project is Ridge Road, Brooklyn, Ohio, upon which road all property owners own property.

3.b. The project is located in Council District 4.

D. Project Status and Planning

1. This particular project is the first such project for Ridge Road in several years

2. N/A

3. N/A

4. N/A

5. N/A

E. Funding

1. Construction costs for this project are funded 80% by Federal Surface Transportation Program funds [\$9,600,000.00], 10% County Road and Bridge funds [\$1,200,000.00], and 10% [\$1,200,000.00] Municipal funds.

2. N/A

3. N/A

This project's Convenience and Welfare Resolution was adopted on April 14, 2005, being Resolution No. 051504, which was amended by Resolution No. 091702, adopted on April 30, 2009. The Resolution authorizing the acquisition of necessary right-of-way was adopted on April 12, 2011, being Resolution No. R2011-0163.

PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):

The purpose/outcome of this action is to complete the right-of-way acquisitions for this project.

Explanation for late submittal:

Contract/Agreement Information:

Procurement Method:

Explanation for Increase/Decrease in \$ Amount for current request:

Financial Information:

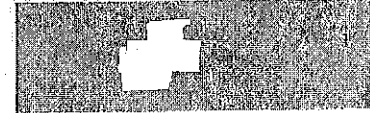
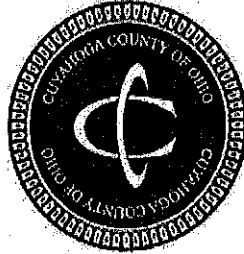
Funding source:	Explanation:
Other	road and bridge fund

Total Amount Requested:

\$

ATTACHMENTS:

[Click to download](#)



Item Details:

Agency/Dept. Name:	County Engineer	Agency/Dept. Head Name:	Jamal Husani, P.E.
Type of Request:	Other		
Request Prepared by:	Fred Whatley	Telephone No.	348-3840

SUMMARY OF REQUESTED ACTION:

A. Scope of Work Summary

1. Public Works Department requesting authorization for the County Executive to take the required steps to file appropriation actions in Cuyahoga County Probate Court in order to acquire necessary right-of-way for highway purposes.

In the following cases, the County has been unable to reach an agreement with the owners of the parcels as to the compensation to be paid for acquiring the parcels; **declaring the necessity that this Resolution become immediately effective.**

a. Northcliff I-480 LLC, an Ohio Limited Liability Company
Parcel 6-SH, Standard Highway [Permanent] Easement, legal description attached
Fair Market Value Estimate [FMVE] = \$18,970.00, Value Finding attached
Fiscal Officer's Permanent Parcel No. 433-15-014;

b. Ava L. Woody and unknown spouse, if any.
Parcel 8-SH, Standard Highway [Permanent] Easement, T1 and T2, Temporary Easements, legal description attached
FMVE = \$420.00, Value Analysis attached
Fiscal Officer's Permanent Parcel No. 433-21-018;

c. Ridge Park Square LLC, an Ohio Limited Liability Company
Parcel No. 13-SH, Standard Highway [Permanent] Easement, legal description attached
FMVE = \$22,300.00, Value Finding attached
Fiscal Officer's Permanent Parcel No. 433-15-015
These appropriation actions will be filed in connection with the Ridge Road project which

consists of the reconstruction of Ridge Road from Delora Avenue, just north of Interstate 480, to Memphis Avenue in the City of Brooklyn. The right-of-way for this project must be acquired either by agreement or by the filing of an Appropriation Action, together with a check in the amount of the FMVE of the parcel, by September 17, 2012.

2. The primary goal of acquiring right-of-way for the Ridge Road project is to allow the full-depth reconstruction of the existing road alignment, including signalization, pavement markings, drainage, and sidewalks.

3. N/A

B. Procurement

1. The procurement method for the acquisition of right-of-way for this project is that an ODOT pre-qualified appraiser from consultant O.R. Colan visited the properties and prepared a value analysis or a value finding of the property to be acquired. Then, Emily Braman, of Charles P. Braman & Co. Inc., an ODOT pre-qualified review appraiser, reviewed the value analysis of O.R. Colan. Then, O.R. Colan negotiated with the property owners in order to acquire the required property rights. In the cases listed above, the acquisition process did not lead to agreements with the property owners.

Should Council grant authority to appropriate the above parcels, checks in the amounts of the respective FMVEs will be requested. Said checks will be made payable to the Cuyahoga County Probate Court and will be deposited with the Court when the Petitions for Appropriation are filed.

2. N/A

3. N/A

C. Contractor and Project Information

The addresses of the property owners are:

a. Northcliff I-480 LLC, an Ohio Limited Liability Company

Statutory Agent: Kenneth a Zeisler

30000Chagrin Boulevard

Cleveland, Ohio 44124

Council District 11

(Property Address)

Parcel 6-SH

4744 Ridge Road

Brooklyn, Ohio 44144

Council District 4

b. Ava L. Woody

3411 S. Camino Seco, Unit 28

Tucson, Arizona 85730

Council District N/A

(Property Address)

4911 Ridge Road

Brooklyn, Ohio 44144

Council District 4

c. Ridge Park Square, an Ohio Limited Liability Company

Statutory Agent: Kenneth a Zeisler

30000Chagrin Boulevard

Cleveland, Ohio 44124

Council District 11

(Property Address)

Parcel 13-SH

4744 Ridge Road

Brooklyn, Ohio 44144

Council District 4

2. N/A

3.a. The address or location of the project is Ridge Road, Brooklyn, Ohio, upon which road all property owners own property.

3.b. The project is located in Council District 4.

D. Project Status and Planning

1. This particular project is the first such project for Ridge Road in several years.

2. N/A

3. N/A

4. N/A

5. N/A

E. Funding

1. Construction costs for this project are funded 80% by Federal Surface Transportation Program funds [\$9,600,000.00], 10% County Road and Bridge funds [\$1,200,000.00], and 10% [\$1,200,000.00] Municipal funds.

2. N/A

3. N/A

This project's Convenience and Welfare Resolution was adopted on April 14, 2005, being Resolution No. 051504, which was amended by Resolution No. 091702, adopted on April 30, 2009. The Resolution authorizing the acquisition of necessary right-of-way was adopted on April 12, 2011, being Resolution No. R2011-0163.

PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):

The purpose/outcome of this action is to complete the right-of-way acquisitions for this project.

Explanation for late submittal:

Contract/Agreement Information:

Procurement Method:

Explanation for Increase/Decrease in \$ Amount for current request:

Financial Information:

Funding source: **Explanation:**
Other Road and Bridge Fund

Total Amount Requested:

\$

County Council of Cuyahoga County, Ohio

Resolution No. R2012-0158

Sponsored by: County Executive FitzGerald/Department of Public Works/Division of County Engineer	A Resolution authorizing the Department of Public Works to submit a loan application to the Ohio Environmental Protection Agency Water Pollution Control Loan Fund for a loan in the amount of \$350,000.00 for a new sanitary sewer structure to provide sanitary sewer services in the City of Parma on Broadview Road between Brookdale Avenue and Broadrock Court for the period 3/15/2013 - 9/15/2013; and authorizing the County Executive to execute all documents required in connection with said loan application.
---	---

WHEREAS, the County Executive/Department of Public Works has requested authority to submit a loan application to the Ohio Environmental Protection Agency Water Pollution Control Loan Fund for a loan in the amount of \$350,000.00 for a new sanitary sewer structure to provide sanitary sewer services in the City of Parma, on Broadview Road between Brookdale Avenue and Broadrock Court for the period 3/15/2013 – 9/15/2013; and

WHEREAS, Cuyahoga County, through the Department of Public Works, has an agreement with the City of Parma to maintain their sanitary and storm water system; and

WHEREAS, the new sanitary sewer structure will be located in the City of Parma, on Broadview Road between Brookdale Avenue and Broadrock Court (Council District 4) , and will provide access to a Northeast Ohio Regional Sewer District (NEORS) Tunnel; and

WHEREAS, this project is funded by the Ohio EPA Water Pollution Control Loan Fund.

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

SECTION 1. That the Department of Public Works is hereby to submit a loan application to the Ohio Environmental Protection Agency Water Pollution Control Loan Fund for a loan in the amount of \$350,000.00 for a new sanitary sewer structure to provide sanitary sewer services in the City of Parma, on Broadview Road between Brookdale Avenue and Broadrock Court, for the period 3/15/2013 – 9/15/2013.

SECTION 2. That the Director of Public Works is authorized to execute all documents required in connection with said loan application on behalf of the County Executive.

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

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

Yeas:

Nays:

County Council President

Date

County Executive

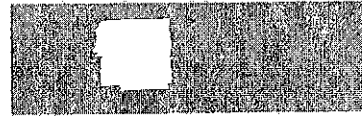
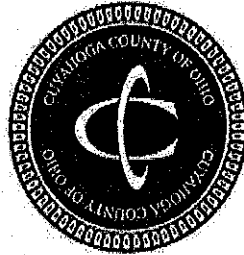
Date

Deputy Clerk of Council

Date

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

Journal _____
_____, 2012



Item Details:

Agency/Dept. Name:	County Engineer	Agency/Dept. Head Name:	Jamal H. Husani
Type of Request:	Agreement/Amendment		
Request Prepared by:	Anastasia McCready- Gilha	Telephone No.	216-443-8203

SUMMARY OF REQUESTED ACTION:

A. 1. Scope of Work Summary

Department of Public Works is requesting approval to submit a loan application, signed by the Department of Public Works or a designee, to the Ohio Environmental Protection Agency (OEPA's) Water Pollution Control Loan Fund (WPCL) for the anticipated amount of \$350,000.00 and authorizing The County Executive to sign and enter into agreement for the loan.

The anticipated start-completion dates are March 2013 to September 2013.

A. 2. This loan application does not include any county match funds or if awarded by the grantor, obligations that the County contract with external service providers or vendors.

B. Procurement

B. 1. The procurement method for this competitive bid. The total value of the loan is \$350,000.00

B. 2. N/A

B. 3. N/A

C. Contractor and Project Information

C. 1. The address of the project is between Broadview Road between Brookdale Ave. and Broadrock Court. Parma Ohio

C. 2. The project is located in Council District 4.

D. Project Status and Planning

D. 1. The project is new to the County

D. 2. N/A

D. 3. N/A

D. 4. N/A

D. 5. N/A

E. Funding

E. 1. This project is funded by Ohio Environmental Protection Agency at the requested amount Water Pollution Control Loan Fund.

E. 2. N/A

PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):

Location in the City of Parma, on Broadview Road between Brookdale Ave. and Broadrock Court, a new sanitary sewer structure is planned to provide access to a Northeast Ohio Regional Sewer District (NEORS) Tunnel. The structure is referred to as a "Drill Drop" manhole because a small shaft is drill through earth and rock to provide access for a pipe to connect to sewer as well as to provide sanitary sewer service to residents and businesses in the area.

Explanation for late submittal:

Contract/Agreement Information:

Procurement Method:

Explanation for Increase/Decrease in \$ Amount for current request:

Financial Information:

Funding source:	Explanation:
Other	Water Pollution Control Loan Fund

Total Amount Requested:

\$350,000.00

ATTACHMENTS:

[Click to download](#)

No Attachments Available

History

Time

Who

Clerk of the Board

Approval

County Council of Cuyahoga County, Ohio

Resolution No. R2012-0159

Sponsored by: County Executive FitzGerald/Department of Public Works/ Division of County Engineer	A Resolution authorizing the Department of Public Works to submit a loan application to the Ohio Environmental Protection Agency Water Pollution Control Loan Fund for a forgivable loan in the amount of \$154,000.00 for repair and replacement of household sewage treatment systems for the period 9/15/2012 - 9/15/2013; authorizing the County Executive to execute all documents required in connection with said loan application.
--	---

WHEREAS, the County Executive/Department of Public Works has requested authority to submit a loan application to the Ohio Environmental Protection Agency Water Pollution Control Loan Fund for a forgivable loan in the amount of \$154,000.00 for repair and replacement of household sewage treatment systems for the period 9/15/2012 – 9/15/2013; and

WHEREAS, the reimbursement program is intended to aid low and moderate income residents in Cuyahoga County with the repair and or replacement of their failing household sewage treatment systems, or need to connect to a sanitary sewer; and

WHEREAS, this project will result in improvements to water quality, in the watersheds and to Lake Erie; and

WHEREAS, the anticipated start to completion dates are 9/15/2012 - 9/15/2013; and

WHEREAS, this project is funded by the Ohio Environmental Protection Agency Water Pollution Control Loan.

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

SECTION 1. That the Department of Public Works is hereby authorized to submit a loan application to the Ohio Environmental Protection Agency Water Pollution Control Loan Fund for a forgivable loan in the amount of \$154,000.00 for repair and replacement of household sewage treatment systems for the period 9/15/2012 – 9/15/2013.

SECTION 2. That the Director of Public Works is authorized to execute all documents required in connection with said loan application on behalf of the County Executive.

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

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

Yeas:

Nays:

County Council President

Date

County Executive

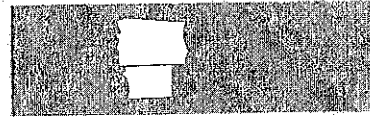
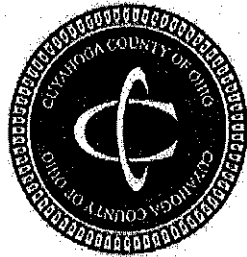
Date

Deputy Clerk of Council

Date

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

Journal _____
_____, 2012



Item Details:

Agency/Dept. Name: County Engineer **Agency/Dept. Head Name:** Jamal H. Husani

Type of Request: Agreement/Amendment

Request Prepared by: Monique A. Schulte **Telephone No.:** 216-348-3823

SUMMARY OF REQUESTED ACTION:

A.1. Scope of Work Summary

Department of Public Works, in collaboration with the Cuyahoga County Board of Health and the Department of Development are requesting approval to submit a loan application for Principal Forgiveness in the amount of \$154,000 and authorizing the Department of Public Works to sign the Agreement.

The anticipated start-completion dates September 2012-September 2013.

A. 2. This loan application does not include any County match funds or if awarded by the grantor, obligations that the County contract with external services providers or vendors.

B Procurement

B.1. The procurement method will be competitive bid. The total value of the loan is \$154,000.

B.2. N/A

B.3. N/A

C. Contractor and Project Information

C. 1. The locations for the projects within the program will vary throughout the County.

C. 2. The project could be in all Council Districts.

D. Project Status and Planning

D. 1. The program reoccurs annually dependent upon funding.

D. 2. N/A

D. 3. N/A

D. 4. N/A

D. 5. N/A

E. Funding

E. 1. This project is funded by Ohio Environmental Protection Agency at the requested amount Water Pollution Control Loan Principal Forgiveness Fund.

E. 2. N/A

PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):

This reimbursement program is intended to aid low and moderate income residents in Cuyahoga County with the repair/replacement of their failing household sewage treatment systems or need to connect to a sanitary sewer. This project will result in improvements to water quality, in the watersheds and to Lake Erie. If approved and funding obtained, the projects can be bid and constructed according to the plans and specifications.

Explanation for late submittal:

Contract/Agreement Information:

Procurement Method:

Explanation for Increase/Decrease in \$ Amount for current request:

Financial Information:

Funding source: **Explanation:**
Water Pollution Control Loan Fund

Total Amount Requested:
\$154,000.00

ATTACHMENTS:

Click to download

- [2012 Program Management HSTS Listing](#)
- [2012 WPCLF Principal Forgiveness](#)

History

Time

Who

Approval

Clerk of the Board

County Council of Cuyahoga County, Ohio

Resolution No. R2012-0160

Sponsored by: County Executive FitzGerald/Department of Public Works/Division of County Engineer	A Resolution authorizing a payment to Cleveland Public Power in the amount not-to-exceed \$2,190,984.28 for utility relocation work awarded on RQ24294, in connection with the improvement of East 105 th Street/Martin Luther King Drive Intersection in the City of Cleveland; and declaring the necessity that this Resolution become immediately effective.
---	---

WHEREAS, the County Executive/Department of Public Works has recommended a payment to Cleveland Public Power in the amount not-to-exceed \$2,190,984.28 for utility relocation work, awarded on RQ24294, in connection with the improvement of East 105th Street/Martin Luther King Drive Intersection in the City of Cleveland; and

WHEREAS, the primary goal is to complete utility relocation work necessary to proceed with construction on the above captioned project, which is anticipated to start in October 2012; and

WHEREAS, the funding for this project is as follows: (a) 50% from Federal Funds, (b) 42% will be paid from the Ohio Public Works Commission, (c) \$500,000.00 from the City of Cleveland, and (d) \$500,000.00 from Cuyahoga County, and

WHEREAS, it is necessary that this Resolution become immediately effective in order that the necessary utility relocation work can be completed so the construction on the East 105th Street/Martin Luther King Drive Intersection project can proceed as schedule.

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

SECTION 1. The Cuyahoga County Council hereby approves a payment to Cleveland Public Power in the amount not-to-exceed \$2,190,984.28 for utility relocation work, awarded on RQ24294, in connection with the improvement of East 105th Street/Martin Luther King Drive Intersection in the City of Cleveland.

SECTION 2. The funding for this project is as follows: (a) 50% from Federal Funds, (b) 42% will be paid from the Ohio Public Works Commission, (c)

\$500,000.00 from the City of Cleveland, and (d) \$500,000.00 from Cuyahoga County.

SECTION 3. It is necessary that this Resolution become immediately effective in order that the necessary utility relocation work can be completed so the construction on the East 105th Street/Martin Luther King Drive Intersection project can proceed as scheduled. Provided that this Resolution receives the affirmative vote of eight members of Council, this Resolution shall become immediately effective upon the signature of the County Executive.

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

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

Yeas:

Nays:

County Council President

Date

County Executive

Date

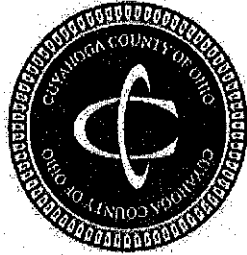
Clerk of Council

Date

First Reading/Referred to Committee:

Committee Assigned:

Journal _____
_____, 2012



Item Details:

Agency/Dept. Name: County Engineer **Agency/Dept. Head Name:** Thomas P. Sotak, P.E.

Type of Request: Other

Request Prepared by: Juliann Conway **Telephone No.:** 216-348-3838

SUMMARY OF REQUESTED ACTION:

Department of Public Works:\

A) SCOPE OF WORK SUMMARY

1. Is recommending a payment to Cleveland Public Power (CPP) for an amount not-to-exceed \$2,190,984.28 for required utility relocation work on RQ24294 for improvement of East 105th Street/Martin Luther King Drive Intersection in the City of Cleveland.

2) The primary goal is to complete utility relocation work necessary to proceed with construction on the above captioned project. Construction is anticipated to start in October of 2012.

3) N/A.

PROCUREMENT

1) N/A.

2) N/A

3) N/A.

C) CONTRACTOR AND PROJECT INFORMATION

1. The project is in Council District 7

2. N/A.

D. PROJECT STATUS AND PLANNING

1. CPP is prepared to start utility work.

E. FUNDING

1. 50% Federal Funds, 42% Ohio Public Works Commission, City of Cleveland - \$500,000.00 and Cuyahoga County \$500,000.00.

PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):

Attached is a copy of the preliminary cost estimate.

Explanation for late submittal:

Contract/Agreement Information:

Procurement Method:

Explanation for Increase/Decrease in \$ Amount for current request:

Financial Information:

Funding source:	Explanation:
Federal	See Summary of Requested Action.

Total Amount Requested:

\$2,190,984.38

ATTACHMENTS:

Click to download

[Preliminary Estimate](#)

History

Time

Who

Clerk of the Board

Approval

Project Title: HNTB -- CUY 400 E. 105 PROJECT -- SHEET 4 -- REVISION
Preliminary Cost Estimate: CLEVELAND PUBLIC WORK
Prepared By: Marvin O. Jones
DATE: FEBRUARY 17, 2012

ITEM	U/D	QTY	COST PER UNIT	TOTAL
REMOVE 9" CONCRETE	SQ. FT.	3,400	\$7.00	\$23,800.00
REPLACE 9" CONCRETE	SQ. FT.	3,400	\$11.00	\$37,400.00
REM./REPLACE ASPHALT PAVEMENT	SQ. FT.	3,400	\$2.00	\$6,800.00
REM./REPLACE FREE STANDING CURB	LIN. FT.	250	\$30.00	\$7,500.00
REMOVE 6" WALKDRIVE	SQ. FT.	20,000	\$5.00	\$100,000.00
REPLACE 6" WALKDRIVE	SQ. FT.	20,000	\$13.00	\$260,000.00
FLOWABLE FILL	CU. YD	30	\$48.00	\$3,360.00
4-5" CONCRETE ENCASED CONDUIT	LIN. FT.	40	\$33.00	\$1,320.00
12-5" CONCRETE ENCASED CONDUIT	LIN. FT.	165	\$48.00	\$7,920.00
20-5" CONCRETE ENCASED CONDUIT	LIN. FT.	205	\$46.00	\$9,225.00
36" DIA. CASTING AND COVERS	EA	5	\$450.00	\$2,250.00
REPAIR 5" DUCTLINE	LIN. FT.	20	\$150.00	\$3,000.00
HYDRAULIC SHORING	LIN. FT.	450	\$90.00	\$40,500.00
WOOD SHORING	LIN. FT.	144	\$80.00	\$12,960.00
8' x 12' x 10' PRECAST MANHOLE	EA	1	\$11,000.00	\$11,000.00
6' x 8' x 3'-8" PRECAST ATD PAD	EA	1	\$2,500.00	\$2,500.00
37" DIA. CAP RING 3' HEIGHT	EA	5	\$60.00	\$300.00
37" DIA. NECK RING 9" HEIGHT	EA	5	\$110.00	\$550.00
37" DIA. NECK RING 12" HEIGHT	EA	5	\$125.00	\$625.00
BUILT-IN-PLACE MANHOLE	EA	2	\$17,500.00	\$35,000.00
ADD COST > 5'-10" x 11'-4"	LIN. FT.	20	\$500.00	\$10,000.00
DEMOLISH CONCRETE MANHOLE	EA	1	\$500.00	\$500.00
TOTAL				\$577,290.00

TOTAL \$577,290.00

Estimate for Streetlighting - E.105/MLK/Mt. Sinai/E.Blvd.

By CPP

Remove old pole	\$150.00	x	6 ea	\$900.00
Remove foundation	\$375.00	x	3 ea	\$1,125.00
Install Pullbox	\$1,000.00	x	11 ea	\$11,000.00
Install Foundation	\$1,000.00	x	2 ea	\$2,000.00
Install 4-2" duct	\$20.00	x	754 lf	\$15,080.00
Install 2-4" duct	\$19.00	x	115 lf	\$2,185.00
Fiberglass Pole	\$1,536.00	x	50 ea	\$76,800.00
Mast Arm for Fiberglass Pole	\$494.00	x	50 ea	\$24,700.00
Roadway Luminaire	\$128.00	x	50 ea	\$6,400.00
Protective/Flood Light	\$214.00	x	25 ea	\$5,350.00
Installation of Pole/Arm/Luminaires	\$1,650.00	x	10 days	\$16,500.00
Transformers	\$2,100.00	x	4 ea	\$8,400.00
Installation of Transformers	\$2,450.00	x	4 days	\$9,800.00
Wire (Main Runs)	\$4.00	x	7350 ft	\$29,400.00
Wire (Poles)	\$0.60	x	1925 ft	\$1,155.00
Wire Pulling	\$1,650.00	x	5 days	\$8,250.00
				\$219,045.00

County Council of Cuyahoga County, Ohio

Resolution No. R2012-0161

Sponsored by: County Executive FitzGerald/Department of Public Works/Division of County Engineer	A Resolution making an award on RQ23057 to Independence Excavating, Inc. in the amount not-to-exceed \$3,465,525.85 for the Cuyahoga Area of Concern Urban Riparian Habitat Restoration project in the City of Cleveland; authorizing the County Executive to execute the contract and all other documents consistent with said award and this Resolution, and declaring the necessity that this Resolution become immediately effective.
---	--

WHEREAS, the County Council has before it RQ23057 to Independence Excavating, Inc. in the amount not-to-exceed \$3,465,525.85 for the Cuyahoga Area of Concern Urban Riparian Habitat Restoration project in the City of Cleveland; and,

WHEREAS, the project entails construction of 0.55 miles of multi-use trail and greenway situated between Scranton Road and the west bank of the Cuyahoga River; and,

WHEREAS, funding is being provided through grants from the Environmental Protection Agency (EPA); and,

WHEREAS, County Council has determined that awarding RQ23057 to Independence Excavating, Inc. is in the best interest of the County; 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. The County Council hereby makes an award on RQ23057 to Independence Excavating, Inc. in the amount not-to-exceed \$3,465,525.85 for the Cuyahoga Area of Concern Urban Riparian Habitat Restoration project in the City of Cleveland.

SECTION 2. The County Executive is authorized to execute a contract in connection with said award and all documents consistent with this Resolution.

SECTION 3. It is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue, and to continue the usual and daily operation of a County entity. Provided that this Resolution receives the affirmative vote of eight members of Council, this Resolution shall become immediately effective upon the signature of the County Executive.

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 any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

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

Yeas:

Nays:

County Council President

Date

County Executive

Date

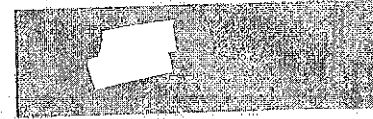
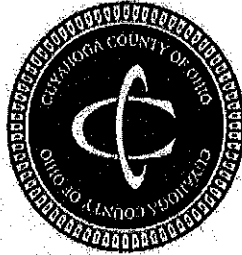
Deputy Clerk of Council

Date

First Reading/Referred to Committee:

Committee Assigned:

Journal _____
_____, 2012



Item Details:

Agency/Dept. Name:	County Engineer	Agency/Dept. Head Name:	Thomas P. Sotak, P.E.
Type of Request:	Other		
Request Prepared by:	Jullann Conway	Telephone No.	216-348-3838

SUMMARY OF REQUESTED ACTION:
Department of Public Works

A) SCOPE OF WORK SUMMARY

1. Is recommending an award on RQ23057 and enter into a contract with Independence Excavating, Inc. in the amount not-to-exceed \$3,465,525.85 for the Cuyahoga County Area of Concern (AOC) Urban Riparian Habitat Restoration in the City of Cleveland. Construction is anticipated to begin in September, 2012 and completed in November, 2013.
- 2) Award a contract to the lowest qualified bidder and complete construction as per plan. This office found Independence Excavating, Inc. to be the lowest qualified bidder. They submitted all necessary documentation per the proposal, plans and specifications.
- 3) N/A.

PROCUREMENT

- 1) Competitive Bid process.
- 2) The bids were received on June 27, 2012. The Office of Procurements and Diversity (OPD) assessed a thirty (30%) percent Small Business Enterprise (SBE) goal. OPD has approved their SBE Plan (see attached OPD Bid Tabulation included in Contract).
- 3) There were ten (10) proposals pulled from OPD and four (4) bids were submitted for review and an award recommendation is being made to the lowest qualified bidder.

3) N/A.

C) CONTRACTOR AND PROJECT INFORMATION

Independence Excavating, Inc. 216-524-3478

5720 Schaff Road

Independence, Ohio 44131

Council District - 7

3. This improvement is in the City of Cleveland (Council District 3).

D. PROJECT STATUS AND PLANNING

1. Construction plans are complete.

E. FUNDING

1. Is being provided through grants from the Environmental Protection Agency (EPA).

The contractor has completed ethics training as required

PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):

The project entails construction of 0.55 miles of multi-use trail and greenway situated between Scranton Road and the west bank of the Cuyahoga River.

Explanation for late submittal:

Contract/Agreement Information:

Procurement Method:

Explanation for Increase/Decrease in \$ Amount for current request:

Financial Information:

Funding source: Explanation:

Total Amount Requested:

\$

ATTACHMENTS:

Click to download

- [Business Name Filing](#)
- [DOPW Bid Tabs](#)
- [Contract Cvr TAB](#)
- [Contract Part 1 of 7 TAB \(3\)](#)
- [Contract Part 2 of 7](#)
- [Contract Part 3 of 7](#)
- [Contract Part 4 of 7](#)
- [Contract Part 5 of 7](#)
- [Contract Part 6 of 7](#)
- [Contract Part 7 of 7](#)
- [OPD Bid TAB SBE](#)

History

Time

Who

Approval

Office of Procurement &

OFFICE OF PROCUREMENT & DIVERSITY
 TABULATION OF BIDS RECEIVED OVER \$25,000

REQUISITION NUMBER CE-12-23057
 REQUISITIONING DEPT. Public Works / Road and Bridges
 COMMODITY DESCRIPTION Cuyahoga AOC Urban Riparian Habitat Restoration

CONTRACT PERIOD N/A
 NUMBER OF ITB'S SENT/RETURNED 10/4
 ESTIMATE \$3,505,900.00
 SBE GOALS 30%

TO BE COMPLETED BY OPD AND USER DEPARTMENT (P-PROCUREMENT, D-DEPARTMENT)			TO BE COMPLETED BY CONTRACT COMPLIANCE OFFICER					
BIDDER'S NAME & ADDRESS	BID BOND / CHECK	P-ADMINISTRATIVE D-TECHNICAL REVIEW	ACTUAL BID AMOUNT	SBE SUBCONTRACTOR NAME	PRICE PREFERN. IF Y, SEE*	TOTAL SBE %	COMPLY Y/N	COMMENTS & INITIALS
Independence Excavating, Inc. 5720 Schatz Road Independence, Ohio 44131	Bid Bond 100% - Travelers Casualty & Surety Company	<i>P-YES-D</i> <i>7-3-12</i>	\$3,465,525.85 <i>See attached bid</i>	<i>AAA Asbestos Remediation, 87059 457</i> <i>North Coast Lining #152, 5600 492</i> <i>W.P. Construction Inc. #200,000 5392</i> <i>W.P. Construction Co. #40,000 19%</i>		33.29%	<i>Y</i>	<i>See attached bid</i> <i>Requesting partial</i> <i>review.</i> <i>and 7/10/12</i>
Marra Services, Inc. 700 East 73rd Street Cleveland, Ohio 44103	Bid Bond 100% - Travelers Casualty and Surety Company	<i>P-YES-D</i> <i>7-3-12</i>	\$3,754,445.00 <i>See attached bid</i>	<i>AAA Asbestos Remediation, 87059 457</i> <i>North Coast Lining #152, 5600 492</i> <i>W.P. Construction Inc. #200,000 5392</i> <i>W.P. Construction Co. #40,000 19%</i>		10.75%	<i>Y</i>	<i>See attached bid</i> <i>Requesting partial</i> <i>review.</i> <i>and 7/10/12</i>
Mark Haynes Construction, Inc. 3130 State Route 18E Norwalk, Ohio 44857	Bid Bond 100% - RLI Insurance Company	<i>P-YES-D</i> <i>7-15-12</i>	\$3,848,806.00 <i>See attached bid</i>	<i>AAA Asbestos Remediation, 87059 457</i> <i>North Coast Lining #152, 5600 492</i> <i>W.P. Construction Inc. #200,000 5392</i> <i>W.P. Construction Co. #40,000 19%</i>		13.54%	<i>Y</i>	<i>See attached bid</i> <i>Requesting partial</i> <i>review.</i> <i>and 7/10/12</i>
The Great Lakes Construction Co. 2608 Great Lakes Way Hinckley, Ohio 44233	Bid Bond 100% - Liberty Mutual Insurance Company	<i>P-YES-D</i> <i>7-3-12</i>	\$3,853,509.00 <i>See attached bid</i>	<i>AAA Asbestos Remediation, 87059 457</i> <i>North Coast Lining #152, 5600 492</i> <i>W.P. Construction Inc. #200,000 5392</i> <i>W.P. Construction Co. #40,000 19%</i>		12.57%	<i>Y</i>	<i>See attached bid</i> <i>Requesting partial</i> <i>review.</i> <i>and 7/10/12</i>

*LOWEST BID REC'D'S RANGE OF LOWEST BID REC'D'S PRICE PREF % & S.M.M.T. MAX SBE PRICE PREF %

OBM APPROVAL (If actual bid exceeds estimate) _____ DATE _____
 DEPARTMENT DIRECTOR SIGNATURE _____ DEPARTMENT DIRECTOR NAME _____
 LOW BIDDER NOTIFIED D/O: _____ D/Y: _____ Date: _____
 Tab sheet with SBE Updated 12/8/2011

Demographics for CE-12-23057

Independence Excavation White Male North Coast Paving
SB Morabito

White Female A Ressler Down to Earth

African Amer. Male Tech Ready Mix

White Female Simplified Alternative

White Male Upright Steel Fab

Marra Serv. White Male AAA Asbestos Removal
North Coast Paving

White Female PGT Construction

White Male The Riverstone Co.

Mark Haynes Constr. White Male Amer. Abatarn & Asbestos
Rockport Ready Mix

White Female PGT Constr.

Fabrication Group

Cook Paving

Petty Group

African Amer. Female

African Amer. Male

The Great Lakes Const. African Amer Male Granger Trucking

White Male Forest City

White Female PGT Construction

White Male North Coast Paving

White Female Rockport Ready Mix

County Council of Cuyahoga County, Ohio

Resolution No. R2012-0162

<p>Sponsored by: County Executive FitzGerald/Department of Development</p>	<p>A Resolution making awards to various municipalities, in the total amount of \$1,492,641.88, for various municipal grant projects for the Community Development Block Grant Program for the period 9/1/2012 - 12/31/2013; authorizing the County Executive to enter into agreements consistent with said awards and this Resolution, and declaring the necessity that this Resolution become immediately effective.</p>
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WHEREAS, the Department of Development has recommended awards to various municipalities, in the amount of \$1,492,641.88, for various municipal grant projects for the Community Development Block Grant Program for the period 9/1/2012 – 12/31/2013; and

WHEREAS, the allocation of 40% of the annual CDBG entitlement funding for the purposes of a competitive Municipal Grant Program is a requirement in the Cooperation Agreement; and

WHEREAS, each of the 51 Urban County communities have signed with Cuyahoga County to form the Urban County and the reservation of these funds for such purpose is contained in each year’s application to the U.S. Department of HUD; and

WHEREAS, all of the Urban County Communities are informed of the Competitive Municipal Grant Program scoring criteria and are invited to submit applications for consideration and scoring. The highest scoring projects are recommended for funding; and

WHEREAS, based on the scoring criteria, following is the list of the municipal grant projects recommended for awards:

Municipality	Project	Funding
Tier 1 Projects to receive \$350,000.00 in CDBC Funding		
a) Maple Heights	2012 Infrastructure Improvement Project	\$350,000.00
b) Newburgh Heights	E. 53 St. Storm/Sanitary Sewer Separation Project	<u>\$350,000.00</u>
Tier 1 total:		\$700,000.00
Tier 2 Projects to receive \$150,000.00 in CDBC Funding		
c) Glenwillow	Richmond-Pettibone Rd.	\$150,000.00

d) Garfield Heights	Intersection Improvement McCraken Rd Multi-Purpose Trail	\$150,000.00
e) Brooklyn	Natatorium ADA Splash Pad	\$150,000.00
f) Cuyahoga Heights	Bacci Park-ADA Compliant Restrooms	\$150,000.00
g) Parma Heights	Big Creek Metroparks Connector Trail	<u>\$150,000.00</u>
	Tier 2 total:	\$750,000.00

	Unused CDBG-R Funding \$42,641.88	
h) Berea	Sidewalk Repair Project	<u>\$42,641.88</u>
	Total CDBG-R-Funding to be Expended	\$1,492,641.88

WHEREAS, the grant awards are funded 100% from the Federal CDBG funds, and payment are made by submission of reimbursement request and based on paid invoices; and

WHEREAS, it is necessary that this Resolution become immediately effective because some of the block grant funds must be expended by September 30, 2012 or returned to HUD.

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

SECTION 1. The County Council hereby makes awards to various municipalities for various municipal grant projects for the Community Development Block Grant Program ("CDBG") for the period 9/1/2012 – 12/31/2013 as follows:

<u>Municipality</u>	<u>Project</u>	<u>Funding</u>
Tier 1 Projects to receive \$350,000.00 in CDBC Funding		
a) Maple Heights	2012 Infrastructure Improvement Project	\$350,000.00
b) Newburgh Heights	E. 53 St. Storm/Sanitary Sewer Separation Project	<u>\$350,000.00</u>
	Tier 1 total:	\$700,000.00
Tier 2 Projects to receive \$150,000.00 in CDBC Funding		
c) Glenwillow	Richmond-Pettibone Rd. Intersection Improvement	\$150,000.00
d) Garfield Heights	McCraken Rd Multi-Purpose Trail	\$150,000.00
e) Brooklyn	Natatorium ADA Splash Pad	\$150,000.00
f) Cuyahoga Heights	Bacci Park-ADA Compliant Restrooms	\$150,000.00

g) Parma Heights	Big Creek Metroparks Connector Trail	<u>\$150,000.00</u>
	Tier 2 total:	\$750,000.00

	Unused CDBG-R Funding \$42,641.88	
h) Berea	Sidewalk Repair Project	<u>\$42,641.88</u>
	Total CDBG-R-Funding to be Expended	\$1,492,641.88

SECTION 2. The County Executive is authorized to execute contracts in connection with said awards and all documents consistent with this Resolution.

SECTION 3. It is necessary that this Resolution become immediately effective because some of the block grant funds must be expended by September 30, 2012 or returned to HUD. Provided that this Resolution receives the affirmative vote of eight members of Council, this Resolution shall become immediately effective upon the signature of the County Executive.

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 any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

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

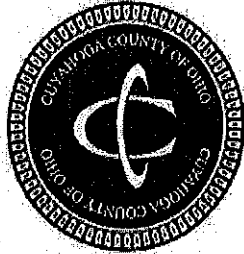
Yeas:

Nays:

_____	_____
County Council President	Date
_____	_____
County Executive	Date
_____	_____
Deputy Clerk of Council	Date

First Reading/Referred to Committee:
Committee Assigned:

Journal _____
_____, 2012



Item Details:

Agency/Dept. Name:	Department Development	of Agency/Dept. Head Name:	Larry Benders, Director
Type of Request:	Award Recommendation		
Request Prepared by:	Harry Conard	Telephone No.	443-7531

SUMMARY OF REQUESTED ACTION:

Title: Development/2012/Recommendation of 2012 Competitive Municipal Grant Awards

A. Scope of Work Summary:

- 1) Department of Development seeking approval of County Council for the 2012 Competitive Municipal Grant awards to various communities in the amounts listed for the period September 1, 2012 to December 31, 2013 and for the County Executive to execute grant agreements with each community when they are presented for signature.
- 2) The allocation of 40% of the annual CDBG entitlement funding for the purposes of a Competitive Municipal Grant Program is a requirement in the Cooperation Agreement each of the 51 Urban County communities has signed with Cuyahoga County to form the Urban County and the reservation of these funds for such purpose is contained in each year's application to the U.S. Department of HUD.

B. Procurement

- 1) All Urban County Communities are informed of the Competitive Municipal Grant Program scoring criteria and are invited to submit applications for consideration and scoring.
- 2) The highest scoring projects are recommended for funding within the funding available.
- 3) A copy of the gGuideform Agreement conforming to all HUD regulations that is used as the template for all of the recommended Municipal awards is attached.

C. Recommended Projects

- Tier 1 projects to receive \$350,000 in CDBG funding
- Maple Heights 2012 Infrastructure Improvement Project \$350,000
- Newburgh Heights E. 53rd St. Storm/Sanitary Sewer Separation Project \$350,000

Tier 2 projects to receive \$150,000 in CDBG funding
Glenwillow Richmond_Pettibone Rd Intersection Improvement \$150,000
Garfield Heights McCracken Rd Multi-Purpose Trail \$150,000
Brooklyn Natatorium ADA Splash Pad \$150,000
Cuyahoga Heights Baccl Park-ADA Compliant Restrooms \$150,000
Parma Heights Big Creek Metroparks Connector Trail \$150,000

Berea Sidewalk Repair Project - Using Unused CDBG-R funding \$42,641.88

D. Project Status and Planning

- 1) The Competitive Municipal Grant process has occurred every year for the past 25 years per the Cooperation agreements signed with the member communities participating in the Urban County.
- 2) The CDBG-R funding remains from a 2010 project that was completed under budget and must be expended by September 30, 2012 or returned to HUD. Berea is the only community to request this funding for a shovel ready project under the Competitive Municipal Grant Program Process and funding to Berea is recommended.

E. Funding

- 1) The awards are funded by 100% federal CDBG funding.
- 2) Payment are made by submission of reimbursement request and based on paid invoices.

PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):

Seven communities will receive funding for projects that rated the highest using a scoring system that was shared with all 51 Urban County Communities totaling \$1,450,000 in 2012 CDBG funding.

Funding the Berea sidewalk repair project will keep CDBG-R funding from being returned to Washington and Berea is the only community that requested the funding for a shovel ready project.

Explanation for late submittal:

Contract/Agreement Information:

Procurement Method:

Other

Explanation for Increase/Decrease in \$ Amount for current request:

Financial Information:

Funding source:

Federal

Explanation:

HUD CDBG and CDBG-R entitlement funding

Total Amount Requested:

\$1,492,641.88

ATTACHMENTS:

[Click to download](#)

2012 MUNI GRANT APPLICATIONS

Council	Grant	Community	Project	Requested	Recom. for Award	Score 1	Score 2	Average
8	Tier 1	Maple Hts	2012 Infrastructure Improvement Project	\$350,000	\$350,000	84	84	84
6	Tier 1	Newburgh Hts	East 53rd Street Storm/Sanitary Sewer Separation	\$350,000	\$350,000	84	84	84
			Above recommended for Funding		\$700,000			
1	Tier 1	Rocky River	Linda Street Improvement Project	\$350,000		83	83	83
5	Tier 1	Berea	College Area Neighborhood Improvements	\$350,000		78	80	79
			Tier 1 Subtotal of requested money	\$1,400,000				
6	Tier 2	Glenwillow	Richmond-Pettibone Road Intersection Improvement	\$150,000	\$150,000	89	89	89
8	Tier 2	Garfield Hts	McCracken Road Multi Purpose Trail	\$150,000	\$150,000	86	85	85
4	Tier 2	Brooklyn	Nataorium ADA Splash Pad	\$150,000	\$150,000	79	79	79
6	Tier 2	Cuyahoga Hts	Bacci Park-ADA Compliant Restrooms	\$150,000	\$150,000	79	77	78
4	Tier 2	Parma Hts	Big Creek Metroparks Connector Trail	\$150,000	\$150,000	78	78	78
			Above recommended for Funding		\$750,000			
1	Tier 2	North Olmsted	Phase II of Country Club Blvd Streetscape	\$150,000		75	75	75
5	Tier 2	Berea	Northend Neighborhood Improvement Project	\$150,000		74	74	74
9	Tier 2	Woodmere	Village Hall/Safety Forces Emergency Backup Generator	\$119,400		74	74	74
11	Tier 2	University Hts	Lansdale Road Streetscape Improvements	\$150,000		73	73	73
9	Tier 2	Pepper Pike	City Hall Complex Removal of Architectural Barriers	\$149,438		72	72	72
9	Tier 2	Shaker Hts	Lake to Lakes Trail Construction	\$150,000		69	69	69
9	Tier 2	Shaker Hts	Lomond Alley Improvements	\$100,000		68	68	68
1	Tier 2	Fairview Park	Western Lorain Road Streetscape	\$150,000		68	68	68
9	Tier 2	Bedford Hts	Perkins Rd Replacement-ADA Sidewalk Ramp, Waterline	\$150,000		67	67	67
9	Tier 2	Bedford	Union Street Enhancement Project	\$150,000		67	67	67
1	Tier 2	Olmsted Twp	Sidewalk Expansion Project	\$122,794		64	64	64
9	Tier 2	Bedford Hts	Emergency Generator	\$150,000		57	57	57
			Tier 2 Subtotal of requested money	\$2,441,632				
			CDBG Total Grant Requests	\$3,841,632				
10	Planning	Bratenahl	Master Plan	\$30,000	\$30,000			36
11	Planning	South Euclid	Master Plan	\$30,000	\$30,000			35
8	Planning	Garfield Hts	Master Plan (Not Recommended - in litigation)	\$30,000				28
6	Planning	Cuyahoga Hts	Master Plan	\$30,000	\$30,000			25
5	Planning	North Royalton	Master Plan	\$30,000	\$30,000			24
			Total Planning Grants Requests	\$150,000				
			CDBG-R Funding to be Expended by 9/30/12					
	CDBG-R	Berea	Sidewalk Repair Project		\$42,641.88			

County Council of Cuyahoga County, Ohio

Resolution No. R2012-0163

Sponsored by: County Executive FitzGerald	A Resolution supporting submission of applications on behalf of Cuyahoga County for third-round funding under the Local Government Innovation Fund available through the State of Ohio, Department of Development; authorizing the County Executive and Department Directors to take all steps necessary in furtherance of this goal, including, entering into partnership initiatives/memoranda of understanding with any other potential partners; and declaring the necessity that this Resolution becomes immediately effective.
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WHEREAS, Section 3.17 of the County's Contracting and Purchasing Procedures Ordinance, Ordinance No. O2011-0044, as amended, provides that the "County Executive may apply for and accept grants on behalf of the county without specific approval from the Contracts and Purchasing Board, the Board of Control, or the County Council," and Section 4.15 provides that "[t]his Ordinance is intended to fulfill any state, federal, or other requirement for a Resolution or Ordinance granting the County Executive the authority to apply for or accept grants on behalf of the County;" and,

WHEREAS, to further demonstrate the County's support and bolster the County's applications for funding from the Local Government Innovation Fund administered by the State of Ohio, the County Executive has requested specific support from the County Council through this Resolution, in addition to the general authority granted to the County Executive in the Contracting and Purchasing Procedures Ordinance, to submit applications by County departments and agencies, where Cuyahoga County is serving as the 'primary applicant' or as a 'collaborative partner' with political subdivisions for the third round of funding from the Local Government Innovation Fund available through the State of Ohio, Department of Development; and,

WHEREAS, in accordance with the application procedures for the Local Government Innovation Fund, the State of Ohio, Department of Development, requests a resolution of support from the applicant's and collaborative partner's governing entity; and,

WHEREAS, the Local Government Innovation Fund was established to provide financial assistance to Ohio political subdivisions for planning and implementing projects that are projected to create more efficient and effective service delivery within a specific discipline of government services for one or more entities; and,

WHEREAS, through the Local Government Innovation Fund, the State of Ohio, Department of Development seeks to promote efficiency, collaboration, merger, and shared services among local governments; and,

WHEREAS, the applications are to be submitted for third round of funding to the Local Government Innovation Fund where Cuyahoga County is the 'primary applicant' or as a 'collaborative partner' in order to facilitate efficiencies in various disciplines of government service including economic development, education, information technology, and regional collaboration; and,

WHEREAS, Cuyahoga County is working collaboratively on submitting applications with a number of municipal, non-profit, and private partners across the county and region; and,

WHEREAS, the applications for the third round of Local Government Innovation Fund awards are due on September 4, 2012 to the State of Ohio, Department of Development; and,

WHEREAS, it is necessary that this Resolution become immediately effective in order to meet the application deadlines mandated by the State of Ohio, Department of Development.

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

SECTION 1. The County Council hereby supports the submission of applications by County departments and agencies as the 'primary applicant' and as a 'collaborative partner' with political subdivisions for the third round of funding from the Local Government Innovation Fund available through the State of Ohio, Department of Development.

SECTION 2. The County Executive and Department Directors are hereby authorized to take all steps necessary in furtherance of the County's applications to the Local Government Innovation Fund, including, but not limited to, entering into partnership initiatives/memoranda of understanding, with any other potential partners.

SECTION 3. It is necessary that this Resolution become immediately effective, in order that critical services provided by Cuyahoga County can continue, and to continue the usual and daily operation of the County. Provided that this Resolution receives the affirmative vote of eight members of Council, this Resolution shall become immediately effective upon the signature of the County Executive.

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

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

Yeas:

Nays:

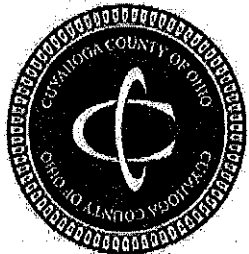
County Council President Date

County Executive Date

Deputy Clerk of Council Date

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

Journal _____
_____, 2012



Item Details:

Agency/Dept. Name:	Department of Development	Agency/Dept. Head Name:	Ed Jerse
Type of Request:	Other		
Request Prepared by:	Emily Lundgard	Telephone No.:	216-348-4395

SUMMARY OF REQUESTED ACTION:

A. Scope of Work Summary 1. The Department of Regional Collaboration is requesting a resolution supporting submission of applications on behalf of Cuyahoga County for the third round funding under the Local Government Innovation Fund available through the State of Ohio, Department of Development. Third round applications are due to the State by September 4, 2012. To meet the deadline, the Department requests that this resolution be approved in two readings before Council.

2. The primary goals of the Local Government Innovation Fund are to provide financial assistance to Ohio political subdivisions for planning and implementing projects that are projected to create more efficient and effective service delivery within a specific discipline of government services for one or more entities. Through this program, the Ohio Department of Development seeks to promote efficiency, collaboration, merger, and shared services among local governments. Projects are also expected to facilitate improved business environments and promote community attraction. 3. N/A

B. Procurement 1. N/A 2. N/A 3. N/A 3. N/A 3. N/A

C. Contractor and Project Information 1. N/A 2. N/A 3.a The locations of the Local Government Innovation Fund projects are across Cuyahoga County and Northeast Ohio.

3.b. N/A

D. Project Status and Planning 1. The Local Government Innovation Fund program began on March 1, 2012 when the first round of grant and local applications were accepted. At a public meeting on June 1, 2012, the Local Government Innovation Council awarded \$3.4 million in grants and \$2.9 million in loans to a total of 51 projects under the first round of funding. The second round of funding only accepted loan applications and those applications have yet to be awarded. The third round of funding is again grants and loans and Cuyahoga County plans to submit, as the primary applicant or as a collaborative partner, several grant applications. This may be the last round of funding for grants under the Local Government Innovation Fund program. 2. N/A 3. The Local Government

Innovation Fund program requires a resolution of support from each application's primary applicant's and collaborative partners' governing entities as the time of application submittal.

4. The first round of awards were not finalized until State Controlling Board approval on July 9, 2012. After reviewing our first round applications and analyzing the chances for resubmittal and new ideas, the Department of Regional Collaboration chose to move forward on several applications for the third round of applications due to the State on September 4, 2012. 5. The resolution does not require a signature by ink but needs to be fully executed by September 4, 2012. **E. Funding** 1. Support for the Local Government Innovation Fund applications is funded as part of the Department of Regional Collaboration's work. 2. N/A 3. This resolution is a reiteration of a resolution (R2012-0021) passed earlier in the year to support applications submitted for the first round of funding under the Local Government Innovation Fund program.

PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):

Explanation for late submittal:

Contract/Agreement Information:

Procurement Method:

Explanation for Increase/Decrease in \$ Amount for current request:

Financial Information:

Funding source: Explanation:

Total Amount Requested:

\$

ATTACHMENTS:

Click to download

- [Draft Resolution](#)
- [LGIF Program Policies](#)
- [LGIF Round 3 Application](#)

History

Time

Who

Clerk of the Board

Approval

County Council of Cuyahoga County, Ohio

Resolution No. R2012-0164

Sponsored by: County Executive FitzGerald/Office of Procurement & Diversity	A Resolution making an award on RQ23994 to Americab Transportation, Inc. in the amount not-to-exceed \$3,000,000.00 for transportation services for the Division of Employment and Family Services for the period 9/1/2012 - 8/31/2014; authorizing the County Executive to execute the contract and all other documents consistent with said award and this Resolution, and declaring the necessity that this Resolution become immediately effective.
--	--

WHEREAS, the County Council has before it RQ23994 to Americab Transportation, Inc. in the amount not-to-exceed \$3,000,000.00 for transportation services for the Division of Employment and Family Services for the period 9/1/2012 – 8/31/2014; and,

WHEREAS, Americab Transportation, Inc. will provided needed transportation for non- emergency, ambulatory clients to and from Medicaid facilities; and,

WHEREAS, this project is funded 100% by the Client Support Services Fund; and,

WHEREAS, County Council has determined that awarding RQ23994 to Americab Transportation, Inc is in the best interest of the County; 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. The County Council hereby makes an award on RQ23994 to Americab Transportation, Inc. in the amount not-to-exceed \$3,000,000.00 for transportation services for the Division of Employment and Family Services for the period 9/1/2012 – 8/31/2014.

SECTION 2. The County Executive is authorized to execute a contract in connection with said award and all documents consistent with this Resolution.

SECTION 3. It is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue, and to continue the usual and daily operation of a County entity. Provided that this Resolution receives the affirmative vote of eight members of Council, this Resolution shall become immediately effective upon the signature of the County Executive.

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 any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

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

Yeas:

Nays:

County Council President

Date

County Executive

Date

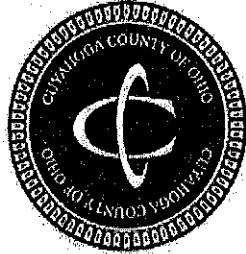
Deputy Clerk of Council

Date

First Reading/Referred to Committee:

Committee Assigned:

Journal _____
_____, 2012



Item Details:

Agency/Dept. Name: Office of Procurement and Diversity **Agency/Dept. Head Name:** Lenora Lockett

Type of Request: Award Recommendation

Request Prepared by: Julie Eschmeyer **Telephone No.:** 443-7283

SUMMARY OF REQUESTED ACTION:

Title: OPD/EFS 2012 Award to Americab for Transportation Services on RQ23944

A. Scope of Work Summary

1. Office of Procurement & Diversity requesting approval of an Award Recommendation to Americab Transportation, Inc. on RQ23994 to provide Transportation Services for Employment & Family Services in the amount Not-to-Exceed \$3,000,000.00 for the contract period 9/1/2012 - 8/31/2014.
2. The Contractor will provide transportation to and from Medicaid facilities for non-emergency, ambulatory clients who are being treated for dialysis, chemotherapy and radiation therapy in accordance with the bid requirements. Services are needed for approximately 400 clients monthly.

B. Procurement

1. The total value of the RFB was Not-to-Exceed \$3,000,000.00 for two (2) years. The bid closed on June 29, 2012.
2. Five bids were pulled from OPD, two bids were submitted, one bid was responsive, evaluated and recommended for award. The unit rate quoted was \$14.25 per one-way trip.
3. The SBE goal was 10% participation. Neither bidder was SBE compliant, however the Price Preference applied (per Director Lockett).

C. Contractor and Project Information

- 1.a. The name/address of the contractor is:
Americab Transportation, Inc.
3380 West 137th Street
Cleveland, Ohio 44111

1.b. The Owners for the Contractor are Gracie A. Holford (51%) - CEO/Chairman of the Board and Secretary of the Board; and Richard Holford (49%) - President.

D. Project Status and Planning

1. The project is a reoccurring contract.

E. Funding

1. The project is funded 100% by the Client Support Services Fund (WT137141).
2. The schedule of payment is monthly on/or about the 15th of each month.

PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):

Explanation for late submittal:

Contract/Agreement Information:

Procurement Method:

Competitive Bid

Explanation for Increase/Decrease in \$ Amount for current request:

Same unit rate, additional clients to be transported.

Financial Information:

Funding source:	Explanation:
General Fund	Client Support Services

Total Amount Requested:

\$3,000,000.00 (NTE)

ATTACHMENTS:

Click to download

- [Primary Owner document](#)
- [DMA Form](#)
- [Bid Comparison](#)
- [Tab Sheet- FINAL](#)
- [SOS Business Filings](#)
- [Auditors Findings](#)

History

Time

Who

Clerk of the Board

Approval



BID DUE DATE JUNE 29, 2012

OFFICE OF PROCUREMENT & DIVERSITY
TABULATION OF BIDS RECEIVED OVER \$25,000

REQUISITION NUMBER 23994 CONTRACT PERIOD SEPT 1, 2012 - AUGUST 31, 2014

REQUISITIONING DEPT. EMPLOYMENT & FAMILY SERVICES NUMBER OF ITB'S SENT/RETURNED 5/2

COMMODITY DESCRIPTION TRANSFORMATION SERVICES ESTIMATE \$3,000,000.00 (Not-to-Exceed)

SBE GOALS 10%

TO BE COMPLETED BY OPD AND USER DEPARTMENT (P-PROCUREMENT; D-DEPARTMENT)		TO BE COMPLETED BY CONTRACT COMPLIANCE OFFICER						
BIDDER'S NAME & ADDRESS	BID BOND / CHECK	P - ADMINISTRATIVE D-TECHNICAL REVIEW	ACTUAL BID AMOUNT	SEE SUBCONTRACTOR NAME	PRICE PREFER IF Y, SEE*	TOTAL SBE %	COMPLY Y/N	COMMENTS & INITIALS
Americab Transportation, Inc. 3380 West 137 th Street Cleveland, OH 44111	Bond #1000907420 \$150,000.00	#IGC-000467 P: Yes - JE 6/29/12 D: Recommends (See Attached) JE	\$14.25 (One-way trip) Non-to Exceed of \$3,000,000.00	New Age Transportation Not Certified w/ the SBE program of County		0%	Y	AMJ 6/29/12 RM 6/29/12
Future Agc, Inc. dba Provide A Ride 4299 Cranwood Parkway Cleveland, OH 44128	No Bond or Check	#IGC-003696 P: No - JE 6/29/12 D:	\$15.35 (One-way trip)	City News Ohio		10%	Y	AMJ 6/29/12 RM 6/29/12

LOWEST BID REC'D \$ 14.25 RANGE OF LOWEST BID REC'D \$ 0 - \$50,000 PRICE PFER % & \$ LIMIT: 10% MAX SBE PRICE PFER \$ 15.675

ORM APPROVAL (If actual bid exceeds estimate) _____ DATE _____

DEPARTMENT DIRECTOR SIGNATURE Robert K. Math LOW BIDDER NOTIFIED
 DEPARTMENT DIRECTOR NAME Robert K. Math CING YES NO Date: _____
 Updated 12/8/2011

Americas to be recommended 7/5/12

County Council of Cuyahoga County, Ohio

Resolution No. R2012-0165

<p>Sponsored by: County Executive FitzGerald on behalf of Juvenile Court</p>	<p>A Resolution authorizing an amendment to Contract No. CE1100151-02 with Guidestone, fka Berea Children's Home, for Community-based Treatment Center management services for the period 1/1/2011 - 6/30/2012 to extend the time period to 6/30/2013 and for additional funds in the amount not-to-exceed \$1,253,828.80, authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.</p>
---	---

WHEREAS, the County Executive/Juvenile Court requests approval to amend Contract CE1100151-02 with Guidestone, fka Berea Children's Home, for Community-based Treatment Center management services for the period 1/1/2011-6/30/2012 to extend the time period to 6/30/2013 and for additional funds in the amount of \$1,253,828.80; and

WHEREAS, the primary goal of this project is to provide a Community-based Treatment Center for adjudicated youth who would otherwise be committed to the Ohio Department of Youth Services; and

WHEREAS, the program is part of the Targeted RECLAIM Grant, which is funded 100% by the Ohio Department of Youth Service; and

WHEREAS, the procurement method for this project was through the RECLAIM Ohio Grant Agreement, total value of the agreement is \$1,661,428.80; and

WHEREAS, the proposed amendment to the contract is exempt from the competitive bidding requirements under Cuyahoga County Ordinance #O2011-0044 Section 4.4(b) (12 & 18) and ORC 307.86(J); and

WHEREAS, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County and the Cuyahoga County Juvenile Court can continue without interruption, and to provide for the usual, daily operation of a county department.

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

SECTION 1. The County Council hereby approves the amendment to Contract CE1100151-02 02 with Guidestone, fka Berea Children's Home, for Community-based Treatment Center management services for the period 1/1/2011-6/30/2012 to extend the time period to 6/30/2013 and for additional funds in the amount of \$1,253,828.80.

SECTION 2. The County Council authorizes the County Executive to execute the amendment to Contract CE1100151-02 with Guidestone, fka Berea Children's Home, in accordance with this Resolution and to take any other measures necessary to make the amendments authorized herein.

SECTION 3. It is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County and the Cuyahoga County Juvenile Court can continue without interruption, and to provide for the usual, daily operation of a county department; therefore, this Resolution, provided it receives the affirmative vote of at least eight members of County Council, shall become effective immediately; otherwise it shall be in full force and effect from and immediately after the earliest time permitted by law.

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

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

Yeas:

Nays:

County Council President

Date

County Executive

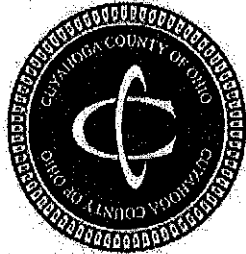
Date

Deputy Clerk of Council

Date

First Reading/Referred to Committee:
Committee Assigned:

Journal _____
_____, 2012



Item Details:

Agency/Dept. Name:	Juvenile Court	Agency/Dept. Head Name:	Marita Kavalec
Type of Request:	Authority to Negotiate		
Request Prepared by:	Melisa McDaniel	Telephone No.	698-4724

SUMMARY OF REQUESTED ACTION:

A. Scope of Work Summary

1. Juvenile Court, requesting the approval of an amendment to CE1100151-01 with Guldestone, formerly known as Berea Children's Home for a Community-based Treatment Center for the period January 1, 2011 - June 30, 2012; to increase the funds in the amount of \$1,253,828.80, (not-to-exceed \$2,915,257.60); and to extend the time until June 30, 2013.
2. The primary goal of this project is to provide a Community-based Treatment Center for adjudicated youth who would otherwise be committed to the Ohio Department of Youth Service.
3. This program is part of the Targeted RECLAIM grant, funded entirely by the Ohio Department of Youth Services.

B. Procurement

1. The procurement method for this project was through the RECLAIM Ohio grant agreement. The total value of the agreement is \$1,661,428.80
2. N/A
3. The proposed amendment to the agreement is exempt from competitive bidding requirements under Cuyahoga County Ordinance #O2011-0044 Section 4.4(b) (12 & 18) and ORC 307.86 (j).

C. Contractor and Project Information

1. The address(es) of all vendors and/or contractors is: Guldestone 202 East Bagley Road Berea, Ohio 44107 Phone: 440-234-2006 Council District 5
2. Executive Director of Guldestone is Richard Frank. Services are located in Berea, Ohio
- 3.a The address or location of the project is:
202 East Bagley Road
Berea Ohio 44107

3.b. The project is located in Council District 5.

D. Project Status and Planning

1. The project is an on-going project from the last State fiscal year.

2. N/A

3. N/A

4. The project term will begin on July 1, 2012. The reason there is a delay in this request is that the amendment cannot be executed until the County approval of RECLAIM Ohio grant funding.

5. N/A

E. Funding

1. The project is funded 100% by the State grant funds (RECLAIM Ohio).

2. The schedule of payments is by invoice.

3. The project is the 2nd amendment to the contract. The 1st amendment occurred in 2011, which extended the time until 6/30/12, with additional funding of \$1,153,828.80

PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):

Executive Director of Berea Children's Home and Family Services is Richard Frank. Services are located in Berea, Ohio.

1. 85% of adjudicated YOUTH admitted to the program during the contract period will successfully complete the program.

2. 75% of adjudicated YOUTH admitted to the program will not recidivate within 6 months of successful release from the program.

3. 75% of adjudicated YOUTH admitted to the program will not recidivate within 12 months of successful release from the program.

4. 100% of YOUTH will demonstrate a drop in criminogenic risk factors at time of discharge from the VENDOR'S residential facility.

Explanation for late submittal:

The project term will begin on July 1, 2012. The reason there is a delay in this request is that the amendment cannot be executed until the County approval of RECLAIM Ohio grant funding.

Contract/Agreement Information:

Procurement Method:

Other

Explanation for Increase/Decrease in \$ Amount for current request:

Financial Information:

Funding source:	Explanation:
State	RECLAIM Ohio SFY2013

Total Amount Requested:

\$1,253,828.80

ATTACHMENTS:

[Click to download](#)

BOARD OF CUYAHOGA COUNTY COMMISSIONERS
CONTRACT/AGREEMENT EVALUATION FORM
(To be completed in its entirety by user department for
all contract/agreement renewals or amendments.)

Contractor: Guldestone, formerly known as Berea Children's Home

Contract/Agreement No.: CE1100151-01

Time Period: 1-1-11/6-30-12

Service Description: The Community-based Treatment Center program, housed in a secure residential facility, addresses criminogenic risk factors through cognitive restructuring and skill acquisition that has been developed by University of Cincinnati.

Original Contract/Agreement Amount: \$507,600.00

Prior Amendment(s) Amount(s): \$1,153,828.80

Performance Indicators:

1. Number of adjudicated youth admitted to the program during the contract period.
2. Number of adjudicated youth who do not recidivate within 6 months of release from the program.
3. Number of adjudicated youth who do not recidivate within 12 months of release from the program.
4. Number of youth whose targeted criminogenic risk factors are lower at the time of discharge from the Vender's facility, as measured by the OYAS.

Actual performance versus performance indicators (include statistics): During the contract period of 1/1/11 to 6/30/12, there have been thirty-eight youth in the program. Twenty-six of these youth were released; twenty-three successfully and three unsuccessfully.

Rating of Overall Performance of Contractor (Check One):

- Superior
 Above Average
 Average
 Below Average
 Poor

Justification of Rating: Youth have successfully transitioned from the facility back to their home communities and families.

Karen Lyman
User Department

6/28/12
Date

County Council of Cuyahoga County, Ohio

Resolution No. R2012-0166

Sponsored by: County Executive FitzGerald/Department of Public Safety and Justice Services/Witness/Victim Service Center	A Resolution making awards on RQ23154 to various providers for Defending Childhood Treatment services for the period 7/18/2012-9/30/2013, authorizing the County Executive to execute the contracts, agreement and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective.
---	---

WHEREAS, the County Council has before it RQ23154 to various providers for Defending Childhood Treatment services for the period 7/18/2012-9/30/2013; and,

WHEREAS, the various providers for Defending Childhood Treatment services and the amount to be awarded for contracts are as follows:

- a) Applewood Centers, Inc. in the amount not-to-exceed \$210,000.00;
- b) Beech Brook in the amount not-to-exceed \$210,000.00;
- c) Bellefaire Jewish Children's Bureau in the amount not-to-exceed \$145,000.00;
- d) Catholic Charities Services Corporation in the amount not-to-exceed \$70,000.00;
- e) The Cleveland Christian Home, Incorporated in the amount not-to-exceed \$60,000.00;
- f) Mental Health Services for Homeless Persons, Inc. in the amount not-to-exceed \$25,000.00; and,

WHEREAS, Cuyahoga County Division of Children and Family Services shall be awarded the amount not-to-exceed \$80,000.00 for the agreement for Defending Childhood Treatment services; and,

WHEREAS, County Council has determined that awarding RQ23154 to the various providers for Defending Childhood Treatment services is in the best interest of the County; 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. The County Council hereby makes an award on RQ23154 to contract with various providers for Defending Childhood Treatment services for the period 7/18/2012-9/30/2013 as follows:

- a) Applewood Centers, Inc. in the amount not-to-exceed \$210,000.00;
- b) Beech Brook in the amount not-to-exceed \$210,000.00;
- c) Bellefaire Jewish Children's Bureau in the amount not-to-exceed \$145,000.00;
- d) Catholic Charities Services Corporation in the amount not-to-exceed \$70,000.00;
- e) The Cleveland Christian Home, Incorporated in the amount not-to-exceed \$60,000.00;
- f) Mental Health Services for Homeless Persons, Inc. in the amount not-to-exceed \$25,000.00; and,

SECTION 2. The County Council hereby makes an award on RQ23154 to Cuyahoga County Division of Children and Family Services in the amount not-to-exceed \$80,000.00 for the agreement for Defending Childhood Treatment services for the period 7/18/2012-9/30/2013.

SECTION 3. The County Executive is authorized to execute the contracts and agreement in connection with said award and all documents consistent with this Resolution.

SECTION 4. It is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue, and to continue the usual and daily operation of a County entity. Provided that this Resolution receives the affirmative vote of eight members of Council, this Resolution shall become immediately effective upon the signature of the County Executive.

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

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

Yeas:

Nays:

County Council President

Date

County Executive

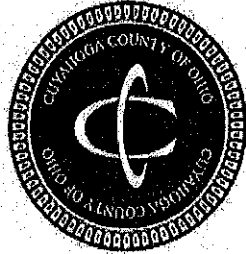
Date

Deputy Clerk of Council

Date

First Reading/Referred to Committee:
Committee Assigned:

Journal _____
_____, 2012



Item Details:

Agency/Dept. Name: Department of Justice Affairs/Witness/Victim Service Center **Agency/Dept. Head Name:** Norberto Colon

Type of Request: Contract/Amendment

Request Prepared by: Jill Smialek **Telephone No.:** 7347

SUMMARY OF REQUESTED ACTION:

Department of Public Safety and Justice Services/Witness/Victim, recommending various awards on RQ23154 and entering into contracts with each of the providers listed below for the amount specified, for Defending Childhood Treatment services for the period 7/18/2012 - 9/30/2013

- (1) Applewood Centers, Inc in the amount not-to-exceed \$210,000
- (2) Cuyahoga County Division of Children & Family Services in the amount not-to-exceed \$80,000
- (3) Beech Brook in the amount not-to-exceed \$210,000
- (4) Bellefaire Jewish Children's Bureau in the amount not-to-exceed \$145,000
- (5) Catholic Charities in the amount not-to-exceed \$70,000
- (6) Cleveland Christian Home in the amount not-to-exceed \$60,000
- (7) Mental Health Services, Inc. in the amount not-to-exceed \$25,000

Note, this item is for award recommendation and contract submittal.

PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):

Department of Public Safety and Justice Services/Witness/Victim, recommending multiple awards on RQ23154 and entering into seven separate agreements with various agencies for Defending Childhood Treatment services for the period 7/18/2012 - 9/30/2013.

The purpose of the project is to provide specialized treatment services to children exposed to violence and showing signs of traumatization.

Each agency will have the following responsibilities:

- (1) Accept referrals from the Defending Childhood Central Intake and Assessment Agencies
- (2) Provide one or more of the following evidence based treatment practices to children and their families: Trauma Focused Cognitive Behavioral Therapy, Alternative Family Cognitive Behavioral Therapy, Parent Child Interactive Therapy, Multi Systemic Therapy, and/or SPARKS.
- (3) Provide data and evaluation material to Witness Victim Service Center
- (4) Maintain electronic records and participate in a web-based protocol for all referrals

Contact Information:

Applewood: Melanie Falls, Executive Director, 216-696-5800
Beech Brook: Debra Rex, CEO, 216-831-2255
Bellefairs: Adam G. Jacobs, President, 216-932-2800
Catholic Charities: Maureen Dee, Executive Director 216-391-2030
Cleveland Christian Home: James McCafferty, Interim Executive Director, 216-671-0977
Children & Family Services: Patricia Rideout, Administrator, 216-987-7000
Mental Health Services, Inc.: Susan Neth, Executive Director, 216-274-3300

Explanation for late submittal:

Negotiations and receiving Federal Funds

Contract/Agreement Information:

Procurement Method:

RFP (Request for Proposal)

Explanation for Increase/Decrease in \$ Amount for current request:

Financial Information:

Funding source: **Explanation:**

Total Amount Requested:

\$800,000.00

ATTACHMENTS:

Click to download

- [Defending Childhood Treatment RFQ 23154](#)
- [23154 Requisition](#)
- [RFP23154 Tab Sheet](#)
- [23154 Recommendation Memo](#)
- [Applewood 23154 Proposal](#)
- [Applewood NonCollusion](#)
- [Applewood Bidder Compliance](#)
- [Applewood Contract](#)
- [Applewood Contract Cover](#)
- [Applewood Auditor](#)
- [Applewood Signing Authority](#)
- [Applewood DMA](#)
- [Applewood Insurance](#)
- [Applewood SOS](#)

5/1/12

CUYAHOGA COUNTY

TABULATION OF PROPOSALS RECEIVED

Page 1 of 2

Department of Public Safety & Justice
Services / Witness Victim Service Center

PROPOSAL DUE DATE: May 1, 2012

DEPARTMENT NAME:

RFP TITLE: Defending Childhood Treatment Services

RFP #: 23154

SBE: 0%

TO BE COMPLETED BY OFD	TO BE COMPLETED BY SBE CONTRACT COMPLIANCE OFFICER					USBR DEFTL	
	K1/ETCS REGISTRATION COMPLETE	SBE SUBCONTRACTOR NAME AMOUNT & PERCENTAGE	SBE PRIME %	TOTAL SBE %	COMPLY Y/N		COMMENTS & INITIALS
Applewood Centers, Inc. 2525 East 22nd Street Cleveland, Ohio 44115	IGC-000578 NCA <input checked="" type="checkbox"/> BCF <input checked="" type="checkbox"/>						Y
Bellefleur JCB 22001 Fairmount Blvd. Shaker Heights, OH 44118	IGC-000611 NCA <input checked="" type="checkbox"/> BCF <input checked="" type="checkbox"/>						Y
Beech Brook 3737 Lorbeer Road Cleveland, Ohio 44124	IGC-000604 NCA <input checked="" type="checkbox"/> BCF <input checked="" type="checkbox"/>						Y
Catholic Clinics Services Corp. 6753 State Road Parma, Ohio 44134	IGC-000766 NCA <input checked="" type="checkbox"/> BCF <input checked="" type="checkbox"/>						Y
Cleveland Christian Home 3146 Stratton Road Cleveland, Ohio 44109	IGC-000540 NCA <input checked="" type="checkbox"/> BCF <input checked="" type="checkbox"/>						Y

[Signature]
Department Director Signature of Approval

1/15/12
Date

[Signature]
Department Director Name

305111P



GUYAHOGA COUNTY
TABULATION OF PROPOSALS RECEIVED

Department of Public Safety & Justice
 Services / Witness Victim Service Center
 Page 2 of 2
 PROPOSAL DUE DATE: May 1, 2012

RFP TITLE: Defining Childhood Treatment Services RFP #: 22154 SBE: 0%

TO BE COMPLETED BY OFD	TO BE COMPLETED BY SBE CONTRACT COMPLIANCE OFFICER				USBR DEPT.
VENDOR NAME & ADDRESS	IS SBE CONTRACTOR NAME AMOUNT & PERCENTAGE	SBE PRIME %	TOTAL SBE %	COMPLY Y/N	AWARD Y/N
Cuyahoga County Dept. of Children & Family Services 3925 Euclid Avenue Cleveland, Ohio 44115	Info-Agency NCA <input type="checkbox"/> BCF <input type="checkbox"/>				Y
Domestic Violence & Child Advocacy Center PO Box 5466 Cleveland, Ohio 44101	IGC-001131 NCA <input type="checkbox"/> BCF <input type="checkbox"/>				N
Mental Health Services 1744 Payne Avenue Cleveland, Ohio 44114	IGC-001897 NCA <input type="checkbox"/> BCF <input type="checkbox"/>				Y
The Village Network 7535 Granger Road Valley View, Ohio 44125	IGC-002765 NCA <input type="checkbox"/> BCF <input type="checkbox"/>				N

S. S.
 Department Director Signature of Approval
 Date: 7/10/12

County Council of Cuyahoga County, Ohio

Resolution No. R2012-0167

Sponsored by: County Executive FitzGerald/Department of Public Works	A Resolution making an award on RQ23815 to URS Corporation in the amount not-to-exceed \$1,998,827.00 for professional architectural/engineering services relating to the County's Real Estate Portfolio Consolidation Project; authorizing the County Executive to execute the contract and all other documents consistent with said award and this Resolution, and declaring the necessity that this Resolution become immediately effective.
---	--

WHEREAS, the County, on behalf of Department of Public Works, is recommending an award to URS Corporation on RQ23815 in the amount not-to-exceed \$1,998,827.00 for professional architectural/engineering services relating to the County's Real Estate Portfolio Consolidation Project; and,

WHEREAS, in response to RQ23815, proposals were received on June 7, 2012 and the Office of Procurement and Diversity assessed a thirty (30%) percent Small Business Enterprise (SBE) goal; and,

WHEREAS, there were five (5) proposals received and an award recommendation was made to URS Corporation; and,

WHEREAS, County Council has determined that awarding the contract to URS Corporation is in the best interest of the County; and,

WHEREAS, it is necessary that this Resolution become immediately effective in order to ensure that critical services provided by Cuyahoga County can continue, and to provide for an anticipated start date of August 29, 2012.

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

SECTION 1. The County Council hereby approves the County Executive's recommendation and authorizes an award on RQ23815 to URS Corporation in the amount not-to-exceed \$1,998,827.00 for professional architectural/engineering services relating to the County's Real Estate Portfolio Consolidation Project.

SECTION 2. The County Executive is authorized to execute a contract in connection with said award and all documents consistent with this Resolution.

SECTION 3. It is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue, and to continue the usual and daily operation of a County entity. Provided that this Resolution receives the affirmative vote of eight members of Council, this Resolution shall become immediately effective upon the signature of the County Executive.

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 any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

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

Yeas:

Nays:

County Council President

Date

County Executive

Date

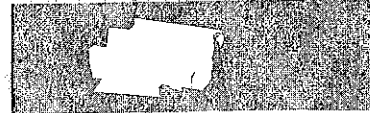
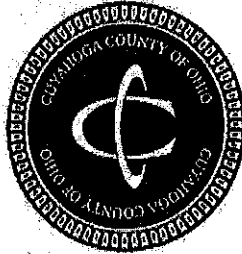
Deputy Clerk of Council

Date

First Reading/Referred to Committee:

Committee Assigned:

Journal _____
_____, 2012



Item Details:

Agency/Dept. Name:	County Engineer	Agency/Dept. Head Name:	Jamal H. Husani
Type of Request:	Other		
Request Prepared by:	Nichole English	Telephone No.:	216-348-3861

SUMMARY OF REQUESTED ACTION:

A. Scope of Work Summary

1. Department of Public Works requesting award and approval of a contract with URS Corporation for the not-to-exceed cost of \$1,998,827.00. The anticipated start-completion dates are August 2012 - December 2014.
2. The primary goal of the project is to provide architectural and engineering services for the real estate portfolio consolidation.
3. N/A

B. Procurement

1. The procurement method for this project was RFQ. The total value of the RFQ is \$1,998,827.00.
2. The RFQ was closed on June 7, 2012. There is a 30% SBE goal on this RFQ.
3. There were 5 proposals submitted for review, 1 proposal approved.

C. Contractor and Project Information

1. The address of the vendor is:
URS Corporation
1375 Euclid Avenue, Suite 600
Cleveland, Ohio 44115
Council District 7
2. A listing of the board of directors for URS Corporation is included as an attachment.
3. a. The location of will be proposed sites for County consolidation of operations.
3. b. The project is located in Council District 7.

D. Project Status and Planning

1. The project is new to the County.
2. N/A
3. N/A
4. N/A
5. N/A

E. Funding

1. The project is funded 100% General Fund.
2. The schedule of payments is by invoice.
3. N/A

PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):

Explanation for late submittal:

Contract/Agreement Information:

Procurement Method:

Explanation for Increase/Decrease in \$ Amount for current request:

Financial Information:

Funding source: Explanation:

General Fund

Total Amount Requested:

\$1,998,827.00

ATTACHMENTS:

Click to download.

- [DMA](#)
- [Insurance](#)
- [Final RFQ](#)
- [Secretary of State Search](#)
- [Department Acknowledgement Form](#)
- [Signature Authority](#)
- [RFQ Scoring](#)
- [W9](#)
- [Workers Compensation Certificate](#)
- [Auditor Finding](#)
- [Contract Cover](#)
- [Award Letter](#)
- [Bid Tab](#)
- [Board of Directors](#)
- [Contract](#)

History

Time

Who

Office of Procurement &
Diversity

Approval

**GENERAL ENGINEERING SERVICES CONTRACTS
CONSULTANT SELECTION COMMITTEE
MEETING NOTES**

Committee Members:

Bonita Teeuwen Ryan Jeffers – program manager
Douglas Dillon Neil Viny – loaned executive

Committee Facilitator:

Nichole English

MINIMUM QUALIFICATIONS

- All companies met the minimum qualifications including pre-qualifications and SBE participation, with the exception of HSB meeting the SBE goal. OPD listed HSB non-compliant to the SBE goal since they had applied for SBE status at the time of their proposal submission. The committee decided to continue to score the HSB proposal.

CONFLICT OF INTEREST (MAXIMUM 10 POINTS)

- Domokur, HSB and IPP listed no conflicts of interest.
- URS listed previous work completed for Optima on buildings that would not be under consideration for the County space, however Optima owns other buildings that could work.
- Vocon listed previous work for 5 buildings that could potentially work for the County space. Since they have relationships with all of them, would not anticipate that skewing their work toward any building in particular. Could be a conflict if they put landlord's best interest over the County's best interest.
- **Committee decided, Domokur, HSB and IPP receive 10 points; URS receives 8 points; Vocon receives 6 points.**

FIRM'S EXPERIENCE (MAXIMUM 25 POINTS)

- Calls were made to references listed in the proposals and document. The feedback was presented to the committee.
- RFQ specifically asked for listings of three projects greater than 200,000 sf of space consolidation from multiple locations and three space planning/site assessment assignments greater than 50,000 sf. HSB did not provide these.
- Domokur only showed one of their own projects, all other projects listed are from their sub which is a large national firm. Weak showing of prime experience to the level of our project. Did not showcase how they can fit in existing, older buildings, mostly all new construction.
- IPP listed mostly military work as experience, while size is similar to our needs, function may not be. Not many "real" projects, rather charettes, RFP writing, etc. Plans are unimaginative.

- URS had decent example projects. Of the 3 large projects, none were exactly what we are doing, but each show a skill set that we need. Show depth of Cleveland buildings. Site assessments were new buildings, not existing. Evaluate existing conditions well.
- Vocon had an outstanding presentation of their RFQ. Space planning is their strength and it shows in the work presented. Their space plan examples also illustrated furniture systems, materials, and other items in the space making for very complete plans. Did not list total number of projects. Have projects for lease tenants in existing buildings, suiting our project needs.
- None of the firms met our experience perfectly, so no one will receive the total maximum points.
- **Committee decided Vocon receives 23 points; URS receives 22 points; Domokur receives 14 points; IPP receives 13 points; HSB receives 12 points.**

AVAILABLE STAFF'S EXPERIENCE (MAXIMUM 20 POINTS)

- Domokur's PM showed a large total sf of design but it was over 20 years, so may not have done many large projects like ours. Did not give staff reference form specifically for PM, just shown on organization list, therefore there was no detail given to his specific projects, just a summary. They showed mostly HKS projects, but only showed two high level resumes from HKS of Texas based employees, not sure if they could really commit to our project. Weak teammate in Sandhu.
- HSB did not give an org chart. Not much depth of staff. Performing their own engineering, which is not their strong suit. Did not give reference forms for key staff as requested.
- IPP's PM has mostly military experience. Support staff is not as available as we may need for the quick turnaround of this project. IPP has put together a larger team, coordination may be an issue. The references stated that the owner is engaged and active in projects. Team experience on our type of work for mbilk2m but their staff is not highlighted in org chart, should play larger role on project.
- URS gave many qualified, senior staff planners who are impressive and talented. Good depth of staff, not as much time to commit to our project. Very experienced PM, although she is a landscape architect.
- Vocon included a letter from their principal and design director which spoke to the essence of our project. They are a very qualified, capable firm as shown in Phase I of our real estate portfolio work. PM performed well on County JJC project, but not as experienced as other PMs shown. Giving us most availability. Staff has relevant experience, but not as much depth in quantity of staff.
- **Committee decided URS receives 19 points; Vocon receives 18 points; IPP receives 15 points; Domokur and HSB receive 13 points.**

PROJECT METHODOLOGY (MAXIMUM 35 POINTS)

- Domokur also had a weak approach. Used mostly HKS's methodology. Not specific to the County's needs. Schedule was not integrated, just a listing of time periods. Reference to "Chicago."
- HSB had generic approach that did not address our needs. Did start with our phases from RFQ but did not elaborate. No time schedule. Very simplistic methodology.

July 13, 2012
1:30 PM

- IPP had a more detailed methodology, well thought out and specific. Had some attention to schedule and some project specific information to address County's needs. Very wordy, could have been more concise. Started with phases from RFQ and expanded with their own ideas. Noted our previous work and that they would use as a base for their work. Team approach for efficiency with continuity in early work was good.
- URS had most complete approach, but very wordy and not engaging. Comparing to GSA standards was too much and unnecessary for our project. Not as customized to our project, could apply this methodology anywhere. Provided schedule with timeline that showed each phase taking place throughout project, but did not show interrelation of time for steps. Team approach for simultaneous production and efficiency was good.
- Vocon really focused on space planning and utilization, which is their expertise. Discussed many items that other proposers did not such as furniture systems, record retention, security needs and innovation. Previous experience on study provided good basis for this project. Most concise and informative approach. Good presentation. Schedule does not show critical path and overlaps, but gave total time periods for each phase.
- Committee decided IPP and Vocon receives 33 points; URS receives 32 points; HSB receives 24 points; Domokur receives 23 points.

Final scores were tallied and listed below. The highest scoring firm was URS with 95 points.

FIRM	Total Points
Domokur Architects	60
HSB	59
Integrated Planning & Programming	71
URS	81
Vocon	80



CUYAHOGA COUNTY

TABULATION OF QUALIFICATIONS RECEIVED

Revised 1/15/12

DEPARTMENT NAME

Department of Public Works

QUALIFICATIONS DUE

June 7, 2012 @ 11:00 AM

RFP TITLE

Architectural / Engineering Services for the Real Estate Portfolio Consideration

RFP # 23815

SBE 30%

TO BE COMPLETED BY OPD

TO BE COMPLETED BY SBE CONTRACT COMPLIANCE OFFICER

VENOR NAME & ADDRESS	IG/ET/INES REGISTRATION COMPLETE	SBE STEP CONTRACTOR NAME AMOUNT & PERCENTAGE	SBE FIRM %	TOTAL SBE %	COMPLY Y/N	COMMENTS & INITIALS	AWARDED Y/N
Denahur Architects 4651 Medicine Road Akron, Ohio 44324	Bidder Compliance E IGC-0020369	Sullivan & Associates 40% A.M. Project + Lease Services 10% B.M.		30%	Y	DATE: 6/7/12 SBE: 30% AWARDED: YES	
HSE Architects & Engineers 1250 Old River Road, Suite 201 Cleveland, Ohio 44113	Bidder Compliance E IGC 15	Project - Coastal Services B.M.		25%	N	Per Department Policy, HSE is not eligible for SBE consideration as they are not a minority-owned business. HSE is a white-owned business.	
Integrated Planning & Programming 3121 Bridge Avenue, 1 st Floor Cleveland, Ohio 44113	Bidder Compliance E IGC E	mb/Kim Architects 25% B.M. Project Construction 15% B.M.		40%	Y	DATE: 6/7/12 SBE: 40% AWARDED: YES	
URS 1375 Euclid Avenue, Suite 600 Cleveland, Ohio 44115	Bidder Compliance E IGC-0020369	Project & Lease Services 25% B.M. Project Construction 10% B.M.		30%	Y	DATE: 6/7/12 SBE: 30% AWARDED: YES	
Wooten 2142 Prosper Avenue Cleveland, Ohio 44115	Bidder Compliance E IGC-0020369	Project & Lease Services 10% B.M. Project Construction 10% B.M.		30%	Y	DATE: 6/7/12 SBE: 30% AWARDED: YES	

Department Director Name

Department Director Signature of Approval

Date

County Council of Cuyahoga County, Ohio

Resolution No. R2012-0139

Sponsored by: County Executive FitzGerald/Department of Development and Councilmember Simon	A Resolution authorizing an Economic Development Loan in the amount not-to-exceed \$3,000,000.00 to The Lincoln Electric Company for renovation of a property located at 22801 St. Clair Avenue, Euclid; authorizing the Deputy Chief of Staff of Development or Director of Development to execute all documents consistent with said loan and this Resolution.
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WHEREAS, the Department of Development has recommended an Economic Development Loan in the amount not-to-exceed \$3,000,000.00 to The Lincoln Electric Company for renovation of property located at 22801 St. Clair Avenue, Euclid, Ohio; and

WHEREAS, the purpose of the loan is to assist The Lincoln Electric Company, finance the cost of retooling, modifying and renovating their World Headquarters facility located at 22801 St. Clair Avenue to accommodate the relocation of the recently acquired Techalloy operations from Maryland; and

WHEREAS, this project is expected to create one hundred (100) new full-time equivalent jobs within three (3) years of project completion, which must be maintained for five (5) years; and

WHEREAS, pursuant to The Lincoln Electric Company's agreement with the State of Ohio, the company will retain 1,900 jobs in Cuyahoga County for eighteen (18) years; and

WHEREAS, the total cost of this project is \$40,000,000.00 of which the County will loan \$3,000,000.00 or seven and a half percent (7.5%) percent to assist with the building renovations; and

WHEREAS, One Million Dollars (\$1,000,000.00) of the loan has a fixed interest rate of two percent (2%), which must be repaid within three (3) years and is up to eighty-five percent (85%) forgivable upon satisfaction of job creation; and

WHEREAS, the other two One Million Dollars (\$2,000,000.00) of the loan have fixed interest rates of four percent (4%), which must be repaid within three years and are up to thirty-five percent (35%) forgivable each upon satisfaction of job creation goals; and

WHEREAS, The Lincoln Electric Company has agreed to spend fifty percent 50% of the County loan proceeds (\$1.5 million dollars) with vendors located in Cuyahoga County; and

WHEREAS, the proposed loan will be funded from the Economic Development Fund (WRF), and

WHEREAS, the contractor for the project is The Lincoln Electric Company and the project is located at The Lincoln Electric Company World Headquarters Facility, 22801 Saint Clair Avenue, Euclid, Ohio 44117; County Council District 7.

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

SECTION 1. The County Council hereby approves of and authorizes an Economic Development Loan in the amount not-to- exceed \$3,000,000.00 to The Lincoln Electric Company for renovation of property located at 22801 St. Clair Avenue, Euclid, Ohio.

SECTION 2. That the Director of the Department of Development or the Deputy Chief of Staff is authorized to execute all documents required in connection with said loan agreement on behalf of the County Executive.

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

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

Yeas:

Nays:

_____ County Council President	_____ Date
_____ County Executive	_____ Date
_____ Deputy Clerk of Council	_____ Date

First Reading/Referred to Committee: July 10, 2012
Committee(s) Assigned: Economic Development & Planning

Journal CC007
August 14, 2012

County Council of Cuyahoga County, Ohio

Resolution No. R2012-0140

Sponsored by: County Executive FitzGerald/Department of Workforce Development, in partnership with City of Cleveland/Cuyahoga County Workforce Investment Board	A Resolution authorizing amendments to contracts with various providers for Employment Connection One-Stop operation and services to adult job seekers for the period 7/1/2010 - 6/30/2012 to extend the time period to 6/30/2013 and for additional funds, authorizing the County Executive to execute the amendments and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Executive FitzGerald/Workforce Development, in partnership with City of Cleveland/Cuyahoga County Workforce Investment Board has recommended to amend contracts with various providers for Employment Connection One-Stop operation and services to adult job seekers for the period 7/1/2012 – 6/30/2012 to extend the time period to 6/30/2013, and for additional funds; and

WHEREAS, the recommended amendments are for the following contracts:

- 1) No. CE1200195-01 with Linking Employment, Abilities & Potential in the amount not-to-exceed \$141,000.00.
- 2) No. CE1000589-01 with Mature Services, Incorporated in the amount not-to-exceed \$107,139.00.
- 3) No. CE1000590-01 with Towards Employment, Incorporated in the amount not-to-exceed \$250,000.00.
- 4) No. CE1000591-01 with United Labor Agency, Inc. in amount not-to-exceed \$2,228,000.00.

WHEREAS, the primary goal of this project is to provide job search/job placement assistance to job seekers resulting in 3,000 job placements for the forthcoming fiscal year (7/1/2012-6/30/2013); and

WHEREAS, these contracts are funded 100% by the Federal Workforce Investment Act (“WIA”), Department of Labor and passed through from the Ohio Department of Job and Family Services; and

WHEREAS, it is necessary that this Resolution become immediately effective because the current contracts have expired 6/30/2012.

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

SECTION 1. The Cuyahoga County Council hereby approves the amendments to contracts with various providers for placement services for Employment Connection One-Stop operation and services to adult job seekers for the period 7/1/2010 – 6/30/2012 to extend the time period to 6/30/2013, and for additional funds for the following contracts:

- 1) No. CE1200195-01 with Linking Employment, Abilities & Potential in the amount not-to-exceed \$141,000.00.
- 2) No. CE1000589-01 with Mature Services, Incorporated in the amount not-to-exceed \$107,139.00.
- 3) No. CE1000590-01 with Towards Employment, Incorporated in the amount not-to-exceed \$250,000.00.
- 4) No. CE1000591-01 United Labor Agency, Inc. in amount not-to-exceed \$2,228,000.00.

SECTION 2. That the County Executive is authorized to execute all documents required in connection with said amendments.

SECTION 3. It is necessary that this Resolution become immediately effective because the current contracts have expired 6/30/2012; therefore, this Resolution, provided it receives the affirmative vote of eight members of Council, shall become effective immediately upon the signature of the County Executive; otherwise it shall be in full force and effect from and immediately after the earliest time permitted by law.

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

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

Yeas:

Nays:

County Council President	Date
County Executive	Date

Deputy Clerk of Council

Date

First Reading/Referred to Committee: July 10, 2012
Committee(s) Assigned: Economic Development & Planning

Journal CC007
August 14, 2012

County Council of Cuyahoga County, Ohio

Resolution No. R2012-0141

Sponsored by: County Executive FitzGerald/Workforce Development, in partnership with City of Cleveland/Cuyahoga County Workforce Investment Board	A Resolution authorizing an amendment to Contract No. CE1000585-01 with United Labor Agency, Inc. for Employment Connection employer services for the period 7/1/2010 - 6/30/2012 to extend the time period to 6/30/2013 and for additional funds in the amount not-to-exceed \$1,400,000.00, authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Executive/Workforce Development, in partnership with City of Cleveland/Cuyahoga County Workforce Investment Board has recommended to amend Contract No. CE1000585-01 with United Labor Agency, Inc. for Employment Connection employer services for the period 7/1/2010-6/30/2012, to extend the time period to 6/30/2013; and,

WHEREAS, the County Executive/Workforce Development, in partnership with City of Cleveland/Cuyahoga County Workforce Investment Board has recommended to amend Contract No. CE1000585-01 with United Labor Agency, Inc. for Employment Connection employer services for additional funds in the amount of \$1,400,000.00; and,

WHEREAS, the primary goal of the project is to continue to establish and maintain strong partnerships with employers, the public sector, and local educational institutions to supply the workforce with the necessary skills that employers seek; and,

WHEREAS, this project is federally funded by the Workforce Investment Act ("WIA"); the Department of Labor and passed through from the Ohio Department of Job and Family Services; and,

WHEREAS, it is necessary that this Resolution become immediately effective because the current contract has expired 6/30/2012.

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

SECTION 1. The Cuyahoga County Council hereby approves the amendment to Contract No. CE1000585-01 with United Labor Agency, Inc. for Employment

Connection employer services for the period 7/1/2010-6/30/2012, to extend the time period to 6/30/2013, and for additional funds in the amount of \$1,400,000.00.

SECTION 2. That the County Executive is authorized to execute all documents required in connection with said amendment.

SECTION 3. It is necessary that this Resolution become immediately effective because the current contract will expire 6/30/2012; therefore, this Resolution, provided it receives the affirmative vote of eight members of Council, shall become effective immediately upon the signature of the County Executive; otherwise it shall be in full force and effect from and immediately after the earliest time permitted by law.

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

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

Yeas:

Nays:

County Council President

Date

County Executive

Date

Deputy Clerk of Council

Date

First Reading/Referred to Committee: July 10, 2012
Committee(s) Assigned: Economic Development & Planning

Journal CC007
August 14, 2012

County Council of Cuyahoga County, Ohio

Resolution No. R2012-0145

<p>Sponsored by: County Executive FitzGerald/Department of Public Works/County Engineer and Councilmember Germana</p>	<p>A Resolution authorizing the appropriation of real property for the reconstruction of Ridge Road from Interstate 480 to Memphis Avenue in the City of Brooklyn; directing the County Executive to proceed with the acquisition of real property required for public highway purposes; authorizing the Fiscal Officer to issue the monetary warrants to be deposited with the Probate Court of Cuyahoga County in an amount that is equal to the fair market value of the property; and, declaring the necessity that this Resolution become immediately effective.</p>
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WHEREAS, on April 12, 2011, this Council adopted Resolution No. R2011-0163, which authorized the County Executive to acquire the necessary Right-of-Way to proceed with the reconstruction of Ridge Road from Interstate 480 to Memphis Avenue in the City of Brooklyn, Ohio; and,

WHEREAS, upon receiving the necessary authorization to proceed with acquisition of Right-of-Way, a fair market analysis was conducted and fee appraisals were made; and

WHEREAS, the County's agent, O.R. Colan Associates, endeavored to acquire the necessary parcels through voluntary negotiation and settlement efforts with the property owners, but has reported that equitable settlement agreements could not be reached on the properties set forth below; and,

WHEREAS, the Department of Public Works has requested that the County appropriate certain property rights required for highway purposes for the above described improvement, identified as the following parcels of land:

Parcel No.: 11-T, a temporary easement over 515 sq. ft. to replace the private driveway

Owners: Stamatios E. Vasdekis, a/k/a Stomatios E. Vasdekis, and Evangelia S. Vasdekis (deceased), Husband & Wife

Fair Market Value Estimate: \$360.00

Parcel No.: 74-T, a temporary easement over 561 sq. ft. to replace the private driveway

Owners: Lynn C. Murphy, and spouse, Thomas C. Murphy

Fair Market Value Estimate: \$400.00

Parcel No.: 112-T, a temporary easement over 31 sq. ft. to install ADA curb ramps and reconstruct the public sidewalk

Owner: Tuyet Nguyen a/k/a Tuyet Y. Nguyen, single or spouse unknown

Fair Market Value Estimate: \$300.00

Parcel No.: 115-T, a temporary easement over 18 sq. ft. which includes the removal of a commercial sign, to install ADA curb ramps and reconstruct the public sidewalk

Owner: Tuyet Nguyen a/k/a Tuyet Y. Nguyen, single or spouse unknown

Fair Market Value Estimate \$3,030.00; and,

WHEREAS, the necessity for the immediate effectiveness of this Resolution is established because federal funds are being utilized for Right-of-Way acquisition on this project and the County is required to progress on schedule for the project in order to maintain project funding deadlines; and,

WHEREAS, the Right-of-Way cannot be certified to the Ohio Department of Transportation as being ready for construction unless and until all Right-of-Way parcels have been acquired either by agreement or by the filing of a petition for appropriation together with a check in the amount of the Fair Market Value Estimate made payable to the Cuyahoga County Probate Court, in the Cuyahoga County Probate Court.

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

SECTION 1. That certain real property as required for the reconstruction of Ridge Road from Interstate 480 to Memphis Avenue in the City of Brooklyn, Ohio, as described below be, and the same is, hereby declared necessary to appropriate for public use, more specifically for the purpose of making or repairing roads which shall be open to the public, without charge. Such property is described as follows:

Parcel No.: 11-T, a temporary easement over 515 sq. ft. to replace the private driveway

Owners: Stamatios E. Vasdekis, a/k/a Stomatios E. Vasdekis, and Evangelia S. Vasdekis (deceased), Husband & Wife

Fair Market Value Estimate: \$360.00

Parcel No.: 74-T, a temporary easement over 561 sq. ft. to replace the private driveway

Owners: Lynn C. Murphy, and spouse, Thomas C. Murphy

Fair Market Value Estimate: \$400.00

Parcel No.: 112-T, a temporary easement over 31 sq. ft. to install ADA curb ramps and reconstruct the public sidewalk

Owner: Tuyet Nguyen a/k/a Tuyet Y. Nguyen, single or spouse unknown

Fair Market Value Estimate: \$300.00

Parcel No.: 115-T, a temporary easement over 18 sq. ft. which includes the removal of a commercial sign, to install ADA curb ramps and reconstruct the public sidewalk

Owner: Tuyet Nguyen a/k/a Tuyet Y. Nguyen, single or spouse unknown

Fair Market Value Estimate \$3,030.00

SECTION 2. That the County Executive, through the Department of Public Works, be, and is, hereby directed to proceed with filing the necessary action to acquire the property as described above.

SECTION 3. That the County Fiscal Officer be, and is, hereby authorized to issue monetary warrants in the amount of the Fair Market Value Estimates listed above, made payable to the Cuyahoga County Probate Court, said warrants to be deposited with the Probate Court at the time of filing the petitions to appropriate.

SECTION 4. That the Clerk of Council is hereby directed to transmit copies of this Resolution upon its approval by the County Executive to Bonita Teeuwen, P.E., Director of Public Works and to Wade Steen, County Fiscal Officer.

SECTION 5. That it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue and to assure that work on the improvement can commence during the prime construction season. Otherwise, any delay in commencement of the work may cause delay to the work and result in significant cost increases to the County. Provided that this Resolution receives the affirmative vote of eight members of Council, this Resolution shall become immediately effective upon the signature of the County Executive.

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

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

Yeas:

Nays:

County Council President

Date

County Executive

Date

Deputy Clerk of Council

Date

First Reading/Referred to Committee: July 24, 2012

Committee(s) Assigned: Public Works, Procurement & Contracting

Additional Sponsorship Requested on the Floor: July 24, 2012

Journal CC007
August 14, 2012

County Council of Cuyahoga County, Ohio

Resolution No. R2012-0146

Sponsored by: County Executive FitzGerald/Department of Public Works/Division of County Engineer and Councilmember Germana	A Resolution making an award on RQ23731 to Layne Inliner, LLC, in the amount not-to-exceed \$3,006,100.00 for the 2012 Sewer Lining Program for various County sewer districts, and authorizing the County Executive to execute the contract and all other documents consistent with said award and this Resolution.
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WHEREAS, the County Executive/Department of Public Works/Sanitary Engineering Division has recommended an award on RQ23731 to Layne Inliner, LLC in the amount not-to-exceed \$3,006,100.00 for the 2012 Sewer Lining Program for various County sewer districts; and

WHEREAS, the authority to advertise for bid proposals was approved through Deputy Chief Approval No. DC2012-72; and

WHEREAS, the bids were received on May 23, 2012, and the Office of Procurement and Diversity ("OPD") waived the Small Business Enterprise goal; and,

WHEREAS, nine (9) proposals were pulled from OPD, four (4) bids were submitted for review, and an award recommendation was made to the lowest bidder; and

WHEREAS, the County tabulated the extension of the unit bid prices submitted by each bidder and verified the accuracy of the total amounts and determined Layne Inliner, LLC to be the lowest qualified bidder; and

WHEREAS, the contractor for the project is Layne Inliner, LLC, which is located at 4143 Weaver Court South, Hilliard, Ohio 443026; various Council Districts, and

WHEREAS, the funding for this project is from Sewer District Cash Balances.

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

SECTION 1. The Cuyahoga County Council hereby approves the County Executive's recommendation and authorizes an award on RQ23731 to Layne Inliner, LLC in the amount not-to-exceed \$3,006,100.00 for the 2012 Sewer Lining Program for various County sewer districts.

SECTION 2. The County Executive is hereby authorized to execute the contract and all other documents consistent with the award and this Resolution.

SECTION 3. The funding for this project is from the Sewer District Cash balance.

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

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

Yeas:

Nays:

County Council President

Date

County Executive

Date

Deputy Clerk of Council

Date

First Reading/Referred to Committee: July 24, 2012

Committee(s) Assigned: Public Works, Procurement & Contracting

Additional Sponsorship Requested: July 26, 2012

Journal CC007
August 14, 2012

County Council of Cuyahoga County, Ohio

Resolution No. R2012-0147

Sponsored by: County Executive FitzGerald/Department of Development	A Resolution amending Resolution No. R2011-0257, which authorized the issuance and sale of self-supporting housing revenue bonds in the amount not-to-exceed \$5,000,000.00 for Helen S. Brown Apartments, L.P. for the purpose of rehabilitating, improving and equipping a senior housing facility for low and moderate income seniors; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County of Cuyahoga, Ohio (the "County"), a county and political subdivision in and of the State of Ohio (the "State"), is authorized and empowered by virtue of the laws of the State, including without limitation, Article VIII, Section 16 of the Ohio Constitution and Section 133.51 of the Ohio Revised Code (collectively, the "Act"), among other things, to: (i) acquire, finance, refinance, construct, renovate, improve and equip real and personal property to provide for senior housing and multifamily housing; (ii) issue its revenue bonds for the purpose of paying the costs thereof; (iii) enter into a loan or financing agreement to provide for the loan of the proceeds of and revenues to pay the principal of and interest and any premium on those revenue bonds; (iv) secure those revenue bonds by the pledge and assignment of payments made to it under the loan agreement, and (v) adopt this Resolution, to enter into various documents, and to execute and deliver certain other statements, documents and instruments upon the terms and conditions provided in this Resolution and those documents and instruments; and

WHEREAS, this Council of the County of Cuyahoga, Ohio (the "Council"), pursuant to the foregoing authority and at the request of, and based upon the representations of, Helen S. Brown Apartments, L.P., an Ohio limited partnership (the "Borrower"), previously adopted Resolution No. R2011-0257, on October 11, 2011 (the "Original Resolution") and authorized therein the issuance and sale of the County's Housing Revenue Bonds, Series 2011 (Helen S. Brown Apartments Project) in the maximum principal amount of \$5,000,000 (the "Bonds") to finance costs of rehabilitating, improving and equipping real and personal property located in the City of Cleveland to be used as an affordable senior housing facility containing approximately 65 units, to be owned by the Borrower (the "Project"); and

WHEREAS, the Original Resolution contains certain dates that have now expired, and at the request of the Borrower, this Council now desires to extend those dates to permit the issuance of the Bonds previously authorized.

NOW, THEREFORE, BE IT RESOLVED by the Council of the County of Cuyahoga, Ohio, that:

Section 1. Definitions and Interpretations. All words and terms used herein as defined words and terms but not otherwise defined herein shall have the respective meanings given to them in the Original Resolution.

Section 2. Amendment of Section 2 of the Original Resolution. The last sentence of Section 2 of the Original Resolution is hereby amended to read as follows: "The Bonds shall be designated "County of Cuyahoga, Ohio Housing Revenue Bonds, Series 2012 (Helen S. Brown Apartments Project)"; provided that if the Bonds are not issued until calendar year 2013, the series designation shall be Series 2013.

Section 3. Amendment of Section 3 of the Original Resolution.

(a) Bond Terms. Section 3 (a) (iv) of the Original Resolution is hereby amended to read as follows: The Bonds shall... "(iv) be dated as set forth in the Certificate of Award, provided that such date shall not be later than May 31, 2013";

(b) Execution. The first sentence of Section 3 (b) of the Original Resolution is hereby amended to read as follows: "The Bonds shall be signed by the County Executive or by a facsimile signature of the County Executive."

Section 4. Amendment to Section 4 of the Original Resolution. The fourth sentence of Section 4 of the Original Resolution is hereby amended to read as follows: "The County Executive or the Fiscal Officer, as designee of the County Executive, are authorized and directed to execute the Certificate of Award and the Bond Purchase Agreement, in order to provide for the definitive terms and terms of sale and award to the Original Purchaser of the Bonds as provided in this Resolution, but in any event not later than May 31, 2013."

Section 5. Original Resolution. All provisions of the Original Resolution not amended herein, shall remain in full force and effect as set forth in the Original Resolution.

Section 6. Open Meeting. This Council hereby finds and determines that all formal actions of this Council and its committees concerning and relating to the adoption of this resolution were adopted in an open meeting of this 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, Ohio Revised Code.

Section 7. Effective Date. It is necessary that the resolution become immediately effective in order that critical services provided by Cuyahoga County can continue. Provided that this resolution receives affirmative vote of eight members of Council, this resolution shall become immediately effective upon the signature of the County Executive.

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

Yeas:

Nays:

County Council President Date

County Executive Date

Deputy Clerk of Council Date

First Reading/Referred to Committee: July 24, 2012
Committee(s) Assigned: Economic Development & Planning

Journal CC007
August 14, 2012

County Council of Cuyahoga County, Ohio

Resolution No. R2012-0149

<p>Sponsored by: County Executive FitzGerald/Department of Health and Human Services/Division of Community Initiatives/Family and Children First Council and Councilmember Conwell</p>	<p>A Resolution authorizing an amendment to Contract No. CE1100531-02 with Starting Point for administrative services for the Out-of-School Time Program for MyCom for the period 10/1/2011 - 9/30/2012 to extend the time period to 8/31/2013, to change the scope of services effective 7/24/2012 and for additional funds in the amount not-to-exceed \$1,500,000.00; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.</p>
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WHEREAS, the County Executive/Division of Family and Children First Council requests authorization of amendments to Contract No. CE1100531-02 with Starting Point for administrative services for the Out-of-School Time Program for MyCom for the period 10/1/2011-9/30/2012 to extend the time period to 8/31/2013, to change the scope of services, effective 7/24/2012 and for additional funds in the amount of \$1,500,000.00; and,

WHEREAS, the primary goals of the project are to provide: a) out-of school services, which includes after-school and summer programming for children and teenagers, b) professional development for youth serving workers, c) tutoring services, d) kindergarten supportive services, e) Scenarios USA, f) data collection, and g) college access programming for high school junior and seniors; and,

WHEREAS, the original contract amount was \$1,000,000.00 and this amendment will increase the total contract amount to \$2,500,000.00; and,

WHEREAS, the Division of Family and Children First Council has merged out-of-school time and transitions, and the increase in the contract amount supports the transitions; and,

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

WHEREAS, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue without interruption, and to provide for the usual, daily operation of a county development.

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

SECTION 1. The Cuyahoga County Council hereby approves the amendments to Contract No. CE1100531-02 with Starting Point for administrative services for the Out-of-School Time Program for MyCom for the period 10/1/2011-9/30/2012 to extend the time period to 8/31/2013, to change the scope of services, effective 7/24/2012 and for additional funds in the amount of \$1,500,000.00.

SECTION 2. The County Executive is hereby authorized to execute the amendments and all other documents consistent with this Resolution.

SECTION 3. It is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue without interruption, and to provide for the usual, daily operation of a county department; therefore, this Resolution, provided it receives the affirmative vote of eight members of Council, shall become effective immediately upon the signature of the County Executive; otherwise it shall be in full force and effect from and immediately after the earliest time permitted by law.

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

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

Yeas:

Nays:

_____	_____
County Council President	Date
_____	_____
County Executive	Date
_____	_____
Deputy Clerk of Council	Date

First Reading/Referred to Committee: July 24, 2012
Committee(s) Assigned: Health, Human Services & Aging

Additional Sponsorship Requested: July 26, 2012

Journal CC007
August 14, 2012

County Council of Cuyahoga County, Ohio

Resolution No. R2012-0150

<p>Sponsored by: County Executive FitzGerald/Department of Health and Human Services/Division of Community Initiatives/Family and Children First Council and Councilmember Conwell</p>	<p>A Resolution authorizing an agreement with The Ohio State University in the amount not-to-exceed \$250,000.00 for Youth Advisory Committee services for the period 5/1/2012-4/30/2014; authorizing the County Executive to execute the agreement and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.</p>
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WHEREAS, the County Executive/Community Initiatives Division/Division of Family and Children First Council has submitted an agreement with The Ohio State University in the amount not-to-exceed \$250,000.00 for Youth Advisory Committee services for the period 5/1/2012-4/30/2014; and,

WHEREAS, the Youth Advisory Committee provides youth with opportunities to discuss issues important to them, solicit opinions of peers, serve as youth representatives, and promote youth development; and,

WHEREAS, the primary goals of the project are: a) development and prevention strategy for youth, b) active members learn how to facilitate meetings and workshops, plan events, multimedia skills, and ways to live a healthy lifestyle, while participating in learning activities and connecting with caring adults, and c) to promote youth to attend college or work, become emotionally and physically healthy and engaged in political or community life; and,

WHEREAS, the RFP was closed on March 27, 2012, there is a 0% SBE and a 0% DBE goal; and,

WHEREAS, three proposals were pulled from Office of Procurement and Diversity; and submitted for review; and,

WHEREAS, the vendor approved from the three proposals is The Ohio State University, located at 1960 Kenny Road, Columbus, Ohio 43210-1016; and,

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

WHEREAS, it is necessary that this Resolution become immediately effective because the term began May 1, 2012, and in order that critical services provided by

Cuyahoga County can continue without interruption, and to provide for the usual, daily operation of a county development.

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

SECTION 1. The Cuyahoga County Council hereby authorizes an agreement with The Ohio State University in the amount not-to-exceed \$250,000.00 for Youth Advisory Committee services for the period 5/1/2012-4/30/2014.

SECTION 2. The County Executive is hereby authorized to execute the agreement and all other documents consistent with this Resolution.

SECTION 3. It is necessary that this Resolution become immediately effective because the project's term began May 1, 2012. Provided it receives the affirmative vote of eight members of Council, this Resolution shall become effective immediately upon the signature of the County Executive.

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

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

Yeas:

Nays:

County Council President Date

County Executive Date

Deputy Clerk of Council Date

First Reading/Referred to Committee: July 24, 2012
Committee(s) Assigned: Health, Human Services & Aging

Additional Sponsorship Requested: July 26, 2012

Journal CC007
August 14, 2012

County Council of Cuyahoga County, Ohio

Resolution No. R2012-0151

<p>Sponsored by: County Executive FitzGerald/Department of Health and Human Services/Division of Community Initiatives/Office of Early Childhood and Councilmembers Jones, Miller, Brady, Simon, Conwell and Gallagher</p>	<p>A Resolution authorizing a contract with Educational Service Center of Cuyahoga County in the amount not-to-exceed \$845,911.00 for fiscal and administrative services for the Help Me Grow Bright Beginnings Program for the period 7/1/2012 - 6/30/2013; authorizing the County Executive to execute the contract and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.</p>
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WHEREAS, the County Executive FitzGerald on behalf of the Administrator's Office/Office of Early Childhood has submitted a contract the Education Service Center of Cuyahoga County in the amount not-to-exceed \$845,911.00 for fiscal and administrative services for the Help Me Grow Bright Beginnings Program for the period 7/1/2012 - 6/30/2013, and

WHEREAS, the purpose of this project is to provide home visiting services to educate the parents on parenting, child development, referral and service coordination to other community resources for the child and family; and

WHEREAS, the primary goals of the project are to implement and maintain a coordinated, community-based infrastructure that promotes family-centered services for expectant parents, newborns, infants, toddlers and their families; and

WHEREAS, the activities of the program shall support the following commitments to family and child well-being: (a) improve parenting confidence and competence, (b) increase family connectedness to community and social support; and (c) improve child health, development and readiness; and

WHEREAS, the procurement method for this project was other. The proposed contract received a governmental purchase exemption on June 25, 2012, CPB2012-586; and

WHEREAS, this project is funded eighty-eight percent (88%) from HHS levy dollars in the amount of \$745,911.00, and twelve percent (12%) by Mt. Sinai Health Care Funds in the amount of \$100,000.00. The schedule of payments is by invoice; and

WHEREAS, the Education Service Center is a governmental entity and the fiscal agent for the Help Me Grow program, and

WHEREAS, the contractors for the project is Educational Service Center located at 5811 Canal Road, Valley View, Ohio 44125, Council District 6, and

WHEREAS, Dr. Robert Mengerlink-ESC and Melissa Manos-HMG are the Executive Directors for the project and their office is located at Help Me Grow of Cuyahoga County, 8111 Quincy Avenue, Suite 344, Cleveland, Ohio 44104, Council District 8.

WHEREAS, it is necessary that this Resolution become immediately effective because the project's term began July 1, 2012 and to ensure that critical services provided by the County can continue without interruption.

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

SECTION 1. The Cuyahoga County Council hereby authorizes a contract with the Education Service Center of Cuyahoga County in the amount not-to-exceed \$845,911.00 for fiscal and services for the Help Me Grow Bright Beginnings Program for the period 7/1/2012 - 6/30/2013.

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

SECTION 3. It is necessary that this Resolution become immediately effective because the project's term began July 1, 2012, and to ensure that critical services provided by the County can continue without interruption. Provided that this Resolution receives the affirmative vote of eight members Council, this Resolution shall become immediately effective up the signature of the County Executive.

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

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

Yeas:

Nays:

County Council President Date

County Executive Date

Deputy Clerk of Council Date

First Reading/Referred to Committee: July 24, 2012
Committee(s) Assigned: Health, Human Services & Aging

Additional Sponsorship Requested: July 26, 2012

Journal CC007
August 14, 2012

County Council of Cuyahoga County, Ohio

Resolution No. R2012-0103

Sponsored by: County Executive FitzGerald	A Resolution providing for submission to the electors of the County of Cuyahoga an amendment to Article 2, Section 2.03(1) and Article 9, Section 4 of the Charter of Cuyahoga County; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, Article 12, Section 10 of the Charter of Cuyahoga County provides that "Proposed amendments to this Charter shall be submitted to the electors of the County in the manner provided for by the Ohio Constitution"; and

WHEREAS, Article X, Section 4 of the Ohio Constitution provides that the "legislative authority" "of any county may by a two-thirds vote of its members" submit by resolution charter amendments to the electors of the county "to be voted upon at the first general election occurring not sooner than sixty days after their submission"; and

WHEREAS, this Council believes it is in the best interest of the citizens of the County of Cuyahoga to amend the County Charter to clarify the powers and duties of the County Executive with respect to promoting and demoting County employees and the jurisdiction of County appointing authorities with regard to employee transfers and layoffs.

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

SECTION 1. Pursuant to Article X, Section 4 of the Ohio Constitution and Article 12, Section 10 of the Charter of the County of Cuyahoga, this Council hereby authorizes and directs that there shall be submitted to a vote of qualified electors of the County of Cuyahoga, at the general election to be held on Tuesday, the 13th day of November, 2012, the question of amending Sections 2.03(1) and 9.04 of the Charter of the County of Cuyahoga, the respective texts to be as set forth herein, with boldfaced and underlined text being added and crossed out text being deleted as follows:

SECTION 2.03 POWER AND DUTIES

- (1) To appoint, **promote, demote**, suspend, discipline and remove all County personnel, including those appointive officers provided for in

Article V hereof **and the employees in their departments** and except those who, as provided by general law, are under the jurisdiction of officers, boards, agencies, commissions, and authorities of the County other than the board of county commissioners, and except those who are appointed by the Council pursuant to Section 3.09(1) of this charter or by the Prosecuting Attorney.

SECTION 9.04 APPOINTING AUTHORITIES

The County Executive and the officers, offices, agencies, departments, boards and commissions and other public bodies, who under this Charter or under general law are authorized to employ persons in the service of the County, shall be appointing authorities. **For purposes of layoff jurisdiction of employees, every Article V officer and every county department shall be its own jurisdiction. Consistent with Section 2.03(1), for purposes of employing, suspending, disciplining, promoting, demoting, and removing employees of the Article V officers and any department, approval of the County Executive shall be required.** Persons interested in employment with the County shall make application to the Department of Human Resources. No appointing authority shall appoint a person to fill a vacancy in the classified service who does not meet the qualifications for that position approved by the Human Resource Commission. All Appointing Authorities shall strive in making appointments in both the classified and the unclassified service to ensure that the diversity of the population of the County is reflected in the persons who are employed by the County.

SECTION 2. Pursuant to Article X, Section 4 of the Ohio Constitution, and Article 12, Section 10 of the Charter of the County of Cuyahoga, this Council hereby directs that the proposed amendment of Charter Sections 2.03(1) and 9.04 shall be submitted to the Board of Elections of Cuyahoga County and the question to be submitted on the ballot shall be as follows:

PROPOSED AMENDMENT TO COUNTY CHARTER

Shall the County Charter be amended to clarify the powers and duties of the County Executive with respect to employment actions and the jurisdiction of the County Executive and County appointing authorities with regard to employee transfers and layoffs?

SECTION 3. If the foregoing proposal receives the affirmative vote of a majority of the electors voting thereon, the existing provisions of Article 2, Section 2.03(1) and Article 9, Section 9.04 which are inconsistent herewith, shall be and the same are hereby repealed effective as of the date on which such amendment becomes effective.

SECTION 4. The Clerk of this Council is directed to certify a copy of this Resolution to the Board of Elections no earlier than one hundred twenty (120) days

and not later than sixty (60) days before the November 13, 2012 election. The Clerk is further directed to take all other actions required by law relative to the submission of said amendment for said election, including, if required by law, mailing or otherwise distributing a copy of said proposed amendment to each of the electors of the County as far as may be reasonably possible prior to thirty (30) days before said election.

SECTION 5. It is necessary that this Resolution become immediately effective to enable the Clerk of Council to perform her duties in time for the amendments to be properly placed on the November 13, 2012 election. Provided that this Resolution receives the affirmative vote of eight (8) members of Council, it shall become immediately effective upon the signature of the County Executive.

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

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

Yeas:

Nays:

County Council President Date

County Executive Date

Deputy Clerk of Council Date

First Reading/Referred to Committee: June 12, 2012

Committee(s) Assigned: Committee of the Whole

Second Reading: July 24, 2012

Journal CC007
August 14, 2012

County Council of Cuyahoga County, Ohio

Ordinance No. O2012-0023

Sponsored by: County Executive FitzGerald on behalf of Human Resource Commission	An Ordinance providing for adoption of various changes to the Cuyahoga County Non-Bargaining Classification Plan, and declaring the necessity that this Ordinance become immediately effective.
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WHEREAS, Section 9.01 of the Charter of Cuyahoga County states that the County's human resources policies and systems shall be established by ordinance and shall be administered in such a manner as will eliminate unnecessary expense and duplication of effort, while ensuring that persons will be employed in the public service without discrimination on the basis of race, color, religion, sex, national origin, sexual orientation, disability, age or ancestry; and,

WHEREAS, Section 9.03 of the Charter of Cuyahoga County states that the Cuyahoga County Human Resource Commission shall administer a clear, countywide classification and salary administration system for technical, specialist, administrative and clerical functions with a limited number of broad pay ranges within each classification; and,

WHEREAS, Section 2.10 of the Cuyahoga County Personnel Policies and Procedures Manual (Ordinances No. O2011-0015 and O2011-0028) states that the employment of all classified County employees is subject to the provisions of the Ohio Revised Code, the Ohio Administrative Code, the Cuyahoga County Administrative Rules and the Policies and Procedures Manual; and,

WHEREAS, the Director of Human Resources submitted several proposed changes to the Cuyahoga County Non-Bargaining Classification Plan; and,

WHEREAS, the Human Resource Commission held several public meetings on this matter and has undergone significant review, evaluation and modification of such submitted changes to the Cuyahoga County Non-Bargaining Classification Plan; and,

WHEREAS, on July 5, 2012, the Human Resource Commission met for their final review of the classification changes (attached hereto as Exhibits A through JJ), and recommend to County Council the formal adoption and implementation of the attached changes; and,

WHEREAS, on July 18, 2012, the Human Resource Commission met for their final review of the classification changes (attached hereto as Exhibits KK and LL), and recommend to County Council the formal adoption and implementation of the attached changes; and,

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

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

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

New Classifications:

- | | | |
|------------|--------------|--|
| Exhibit A: | Class Title: | <i>Business Systems Analyst</i> |
| | Number: | 1053271 |
| | Pay Grade: | 11B |
| Exhibit B: | Class Title: | <i>Communications Analyst 1</i> |
| | Number: | 1053211 |
| | Pay Grade: | 8B |
| Exhibit C: | Class Title: | <i>Communications Analyst 2</i> |
| | Number: | 1053212 |
| | Pay Grade: | 9B |
| Exhibit D: | Class Title: | <i>Communications Coordinator 2</i> |
| | Number: | 1053213 |
| | Pay Grade: | 11B |
| Exhibit E: | Class Title: | <i>Communications Infrastructure Administrator</i> |
| | Number: | 1053214 |
| | Pay Grade: | 19B |
| Exhibit F: | Class Title: | <i>Computer Operator 1</i> |
| | Number: | 1017111 |
| | Pay Grade: | 4B |
| Exhibit G: | Class Title: | <i>Developer 1</i> |
| | Number: | 1053221 |
| | Pay Grade: | 12B |
| Exhibit H: | Class Title: | <i>Developer 2</i> |
| | Number: | 1053222 |
| | Pay Grade: | 13B |
| Exhibit I: | Class Title: | <i>Developer 3</i> |
| | Number: | 1053223 |
| | Pay Grade: | 14B |

Exhibit J: Class Title: *Enterprise Services Manager*
Number: 1053261
Pay Grade: 13B

Exhibit K: Class Title: *Enterprise Systems Specialist*
Number: 1053262
Pay Grade: 13B

Exhibit L: Class Title: *Enterprise Technical Analyst*
Number: 1017121
Pay Grade: 8B

Exhibit M: Class Title: *Field Engineer*
Number: 1017211
Pay Grade: 5B

Exhibit N: Class Title: *Lead Computer Operator*
Number: 1017112
Pay Grade: 6B

Exhibit O: Class Title: *Multi-Media Designer 2*
Number: 1053241
Pay Grade: 10B

Exhibit P: Class Title: *Project Management Manager*
Number: 1053244
Pay Grade: 15B

Exhibit Q: Class Title: *SAP ABAP Programmer*
Number: 1053251
Pay Grade: 14B

Exhibit R: Class Title: *SAP Basis Administrator*
Number: 1053252
Pay Grade: 15B

Exhibit S: Class Title: *Security and Research Manager*
Number: 1053282
Pay Grade: 13B

Exhibit T: Class Title: *Support Services Manager*
Number: 1053272
Pay Grade: 17B

Exhibit U: Class Title: *Videoconferencing Manager*
Number: 1053242
Pay Grade: 11B

Exhibit V: Class Title: *Voice-Video Communications Manager*
Number: 1053243
Pay Grade: 14B

Exhibit W: Class Title: *WAN Analyst 2*
Number: 1053281
Pay Grade: 9B

Exhibit X: Class Title: *Web Designer 1*
Number: 1053231
Pay Grade: 8B

Exhibit Y: Class Title: *Web Designer 2*
Number: 1053232
Pay Grade: 10B

Exhibit Z: Class Title: *Web Development & Applications Development Administrator*
Number: 1053247
Pay Grade: 19B

Exhibit AA: Class Title: *Web Development and Applications Development Manager*
Number: 1053246
Pay Grade: 16B

Exhibit BB: Class Title: *Pharmacist - Corrections*
Number: 1059311
Pay Grade: 19

Exhibit CC: Class Title: *Pharmacy Technician - Corrections*
Number: 1034111
Pay Grade: 4

Exhibit DD: Class Title: *Physician - Corrections*
Number: 1059611
Pay Grade: 26

Exhibit EE: Class Title: *Psychiatrist - Corrections*
Number: 1059811
Pay Grade: 29

Exhibit FF: Class Title: *Psychologist - Corrections*
Number: 1059111
Pay Grade: 14

- Exhibit GG: Class Title: *Dentist - Corrections*
 Number: 1059411
 Pay Grade: 22

- Exhibit HH: Class Title: *Nurse Practitioner - Corrections*
 Number: 1059211
 Pay Grade: 16

- Exhibit II: Class Title: *Obstetrician/Gynecologist - Corrections*
 Number: 1059511
 Pay Grade: 26

- Exhibit JJ: Class Title: *Orthopedist - Corrections*
 Number: 1059611
 Pay Grade: 26

- Exhibit KK: Class Title: *Staff Auditor*
 Number: 1055131
 Pay Grade: 10

- Exhibit LL: Class Title: *Veterinarian Technician*
 Number: 1022411
 Pay Grade: 5

SECTION 2. It is necessary that this Ordinance become immediately effective in order that critical services provided by Cuyahoga County can continue, and to continue the usual and daily operation of a County department. Provided that this Ordinance receives the affirmative vote of eight members of Council, this Ordinance shall become immediately effective upon the signature of the County Executive.

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

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

Yeas:

Nays:

 County Council President

 Date

County Executive

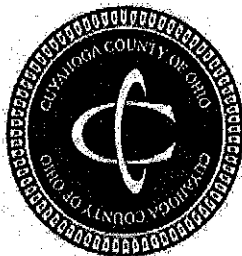
Date

Deputy Clerk of Council

Date

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

Journal _____
_____, 2012



Item Details:

Agency/Dept. Name:	Office of Human Resources	Agency/Dept. Head Name:	Elise Hara
Type of Request:	Other		
Request by:	Prepared Kelli Neale	Telephone No.:	443-5611
SUMMARY OF REQUESTED ACTION: An Ordinance providing for the adoption of various changes to the Cuyahoga County Non-bargaining Classification Plan			
PURPOSE/OUTCOMES - PRINCIPAL OWNER(S): Creating 36 new classifications to the County's existing Classification Plan.			
Explanation for late submittal:			

Contract/Agreement Information:

Procurement Method:
Explanation for Increase/Decrease in \$ Amount for current request:

Financial Information:

Funding source:	Explanation:
Total Amount Requested:	
\$	

ATTACHMENTS:

Click to download

- [Sheriff Proposed Classifications](#)
- [Information Technology Proposed Classifications](#)

History

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Business Systems Analyst	Class Number:	1053271
FLSA:	Exempt	Pay Grade:	11 B
Dept:	Information Services Center		

Classification Function

The purpose of this classification is to administer the Business Department software applications including to answer questions, provide reports, and make and facilitate program changes to those systems as needed; to oversee the billing and chargeback process, customer service, the inventory updating process, and oversee and perform annual physical inventory of hardware, software and peripherals.

Distinguishing Characteristics

This is a first-line supervisor classification, working under direction from the division administrator. This class provides direct supervision to customer service staff and combines technical and supervisory duties. The employee in this class is expected to exercise discretion in applying policies and procedures to resolve organizational and service delivery problems and to ensure that assigned activities are completed in a timely and efficient manner.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- 50% +/- 5%
 - Monitors business inventory application to track hardware, software and peripheral equipment purchases that have not been received and for unassigned hardware; researches and answers inventory and billing questions for internal and external agencies; looks up purchase order payments; balances vendor payments to purchase orders; reviews customer service purchase orders; submits customer service requests for budget approval; updates inventory database with physical inventory data.
- 30% +/- 5%
 - Designs and develops enterprise server and network server solutions; assesses new software; prepares system documentation and manuals; exports data from scanners to network drive; designs and develops reports; maintains billing software; imports data to and exports data from the enterprise server
- 20% +/- 5%
 - Provides supervision of assigned staff; prioritizes, assigns, and reviews work; prepares employee performance evaluations as scheduled or required; acts on employee problems; works with employees to correct deficiencies; implements disciplinary procedures.

Minimum Training and Experience Required to Perform Essential Job Functions

A Bachelor's degree in computer science, accounting, or a related field with five years of experience including writing mainframe programs and use of Crystal reports, or an equivalent combination of education, training and experience.

Additional Requirements

No special license or certification is required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions**Data Utilization**

- Requires the ability to perform mid to upper-level data analysis including the ability to coordinate, strategize, systemize and correlate, using discretion in determining time, place and/or sequence of operations within an organizational framework. Requires the ability to implement decisions based on such data, and overseeing the execution of these decisions.

Physical Requirements

- Ability to operate a variety of automated office machines including computers and peripheral equipment.

Supervisory Responsibilities

- Provides guidance and administrative oversight to clerical staff.

Mathematical Ability

- Ability to add, subtract, multiply, divide and calculate decimals percentages.

Language Ability & Interpersonal Communication

- Ability to comprehend a variety of informational documents including Employee time balance sheets; customer service, billing reports, budget charge-back report, County information line call traffic report, project status reports, phone service monthly reports, telecommunications reports.
- Ability to comprehend a variety of reference books and manuals including policy and procedure manual, phone function and use program manuals, and user guides.
- Ability to prepare cellular usage reports, expense reports, performance evaluations, and monthly communication reports, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department.
- Ability to use and interpret terminology and language.
- Ability to communicate with working groups, users, vendors, peers, and employees of own and outside departmental and administrators.

Environmental Adaptability

- Work is typically performed in an office environment.

Cuyahoga County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer.

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Communications Analyst 1	Class Number:	1053211
FLSA:	Non Exempt	Pay Grade:	8 B
Dept:	Information Services Center		

Classification Function

The purpose of the classification is to configure, install and maintain the County's video and VoIP system including Call Manager, configuration, and desktop training functions.

Distinguishing Characteristics

This is an entry level, technician class in the Communications Analyst series. Employees in this class work under general supervision and perform most of the duties required of the positions at the journey level, but are not expected to function at the same level of expertise. It is expected that employees will exercise less independent discretion and judgment in matters related to work procedures and methods. Work is usually supervised while in progress and fits a more established structure or pattern. Expectations or changes in procedures are explained in detail as they arise. This class requires less extensive experience than at the journey level.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- 30% +/- 10%
- Provides for video and voice communications technical support and performs activities such as migrating the existing telephone services to a VoIP system, installing and replacing Internet Protocol (IP) phones, and repairing wiring; reviews the County's current communications layout; delivers disposes of and performs inventory of IP equipment; coordinates moves, adds and changes.
- 30% +/- 10%
- Researches solutions to technical problems, and resolves those problems; corresponds with users regarding problems and solutions; translates user requests into physical systems supporting the video and voice infrastructure; implements technical architecture and physical designs.
- 35% +/- 10%
- Administers Call Manager call processing system, Unity so that users can access email, voice, and fax messages from a single inbox, and Call Handler to allow callers to select from a menu of options, or allow the caller to locate a user within a directory; assembles server racks that are used to house computer server or video equipment.
- 5% +/- 5%
- Keeps current on emerging web technologies; attends project planning meetings.

Minimum Training and Experience Required to Perform Essential Job Functions

Associate's degree in computer/communications system infrastructure with one (1) year of experience in installation and repair of communication systems infrastructure, or an equivalent combination of education, training and experience.

Communications Analyst 1

Additional Requirements for all levels

No special license or certification is required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Data Utilization

- Requires the ability to perform mid-level data analysis including the ability to audit, deduce, assess, conclude and appraise. Requires discretion in determining and referencing such to established criteria to define consequences and develop alternatives.

Physical Requirements

- Ability to operate a variety of automated office machines including computers and peripheral equipment and voice equipment.

Supervisory Responsibilities

- No supervisory requirements

Mathematical Ability

- Ability to add, subtract, multiply, divide and calculate decimals and percentages.

Language Ability & Interpersonal Communication

- Ability to comprehend a variety of informational documents including phone bills, data point chart, agency phone list, user requests, call flow reports, architectural drawings and technical information documents.
- Ability to comprehend a variety of reference materials and manuals including computer software and reference manuals, programming manuals, and technical information documents.
- Ability to prepare phone usage/call flow reports, expense sheets, purchase orders, emails and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to record and deliver information, to explain procedures, to follow instructions.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department.
- Ability to use and interpret computer information, communications and infrastructure terminology and language.
- Ability to communicate with users, vendors, and departmental employees.

Environmental Adaptability

- Work is typically performed in an office environment.

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CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Communications Analyst 2	Class Number:	1053212
FLSA:	Non Exempt	Pay Grade:	9 B
Dept:	Information Services Center		

Classification Function

The purpose of the classification is to configure, install and maintain the County's video and VoIP system including Call Manager, configuration, and desktop training functions.

Distinguishing Characteristics

This is a journey level, technician class in the Communications Analyst series. Employees at this level work under general supervision, and are distinguished from the entry level by the performance of the full range of duties assigned. Employees are expected to work more independently, exercising judgment and initiative. Positions at this level receive instruction or assistance as new or unusual situations arise and are fully aware of the operating procedures and policies of the work unit.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- 30% +/- 10%
- Provides for video and voice communications technical support and performs activities such as migrating the existing telephone services to a VoIP system, installing and replacing Internet Protocol (IP) phones, and repairing wiring; reviews the County's current communications layout; delivers disposes of and performs inventory of IP equipment; coordinates moves, adds and changes.
- 30% +/- 10%
- Researches solutions to technical problems, and resolves those problems; corresponds with users regarding problems and solutions; translates user requests into physical systems supporting the video and voice infrastructure; implements technical architecture and physical designs.
- 35% +/- 10%
- Administers Call Manager call processing system, Unity so that users can access email, voice, and fax messages from a single inbox, and Call Handler to allow callers to select from a menu of options, or allow the caller to locate a user within a directory; assembles server racks that are used to house computer server or video equipment.
- 5% +/- 5%
- Keeps current on web technologies; attends meetings and training sessions.

Minimum Training and Experience Required to Perform Essential Job Functions

Associate's degree in computer/communications system infrastructure with three (3) years of experience in configuration, installation, maintenance, repair of communication systems infrastructure and administration of Cisco systems, or an equivalent combination of education, training and experience.

Communications Analyst 2

Additional Requirements for all levels

No special license or certification is required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Data Utilization

- Requires the ability to perform mid-level data analysis including the ability to audit, deduce, assess, conclude and appraise. Requires discretion in determining and referencing such to established criteria to define consequences and develop alternatives.

Physical Requirements

- Ability to operate a variety of automated office machines including computers and peripheral equipment and voice equipment.

Supervisory Responsibilities

- No supervisory requirements

Mathematical Ability

- Ability to add, subtract, multiply, divide and calculate decimals and percentages.

Language Ability & Interpersonal Communication

- Ability to comprehend a variety of informational documents including phone bills, data point chart, agency phone list, user requests, call flow reports, architectural drawings and technical information documents.
- Ability to comprehend a variety of reference materials and manuals including computer software and reference manuals, programming manuals, and technical information documents.
- Ability to prepare phone usage/call flow reports, expense sheets, purchase orders, emails and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to record and deliver information, to explain procedures, to follow instructions.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department.
- Ability to use and interpret computer information, communications and infrastructure terminology and language.
- Ability to communicate with users, vendors, and departmental employees.

Communications Analyst 2

Environmental Adaptability

- Work is typically performed in an office environment.

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CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Communications Coordinator 2	Class Number:	1053213
FLSA:	Non Exempt	Pay Grade:	11 B
Dept:	Information Services Center		

Classification Function

The purpose of this classification is to oversee the day to day functions of telephony services provided to fellow county staff as well as the public; to act as liaison between telecommunication service providers and the county to acquire the best possible service under the best rates.

Distinguishing Characteristics

This is a first-line supervisor classification, working under direction from the unit manager. This class supervises the work of staff in providing customer service to telephone services users and assisting in ensuring that telephone services provided by the vendor are effective and efficient.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- 40% +/- 5%
- Provides guidance and solutions to issues related to telecommunications services to County employees and to incoming callers; follows up on customer complaints from County staff and from the public; troubleshoots issues relating to all telecommunication service and / or equipment.
- 20% +/- 5%
- Acts as the County liaison to telephone service providers; ensures service providers are supplying function and service as related to service agreements at the proper cost; signs and checks the accuracy of vendor payment vouchers; oversees the maintenance of county service provider records and invoices; oversees the process of vendor payments and/or accounts receivable items; Assists in the training of telephone use and functions by demonstrating office and cellular phone features for the purpose of train the trainer sessions conducted county wide.
- 20% +/- 5%
- Maintains phone line coverage for the County information line during business hours; provides back up services to the main county information line, as needed.
- 10 +/- 5%
- Orders and maintains data features on cellular devices such as Blackberry and broadband cards; administers Blackberry Enterprise Service activation for all County issued BlackBerry cellular device users.
- 10 +/- 5%
- Supervises the work of staff by prioritizing, assigning, reviewing, and coordinating work; consults with staff to review work requirements, status, and problems; assists staff with complex or problem situations; schedules monthly meetings to keep Communication staff updated on projects and events; signs and authorize timesheets and "request for leave" forms.

Communications Coordinator 2

Minimum Training and Experience Required to Perform Essential Job Functions

Associate's degree electronics, computer science or a related field with three years of experience including phone service administration and customer service; supervisory experience is desirable, or an equivalent combination of education, training and experience.

Additional Requirements

No special license or certification is required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Data Utilization

- Requires the ability to perform mid-level data analysis including the ability to audit, deduce, assess, conclude and appraise. Requires discretion in determining and referencing such to established criteria to define consequences and develop alternatives.

Physical Requirements

- Ability to operate a variety of automated office machines including computers and peripheral equipment.

Supervisory Responsibilities

- Ability to assign, review, plan and coordinate the work of other employees and to maintain standards.
- Ability to provide instruction to other employees and to act on employee problems.
- Ability to prepare employee performance evaluations.
- Ability to recommend the discipline or discharge of employees.

Mathematical Ability

- Ability to add, subtract, multiply, divide and calculate decimals percentages.

Language Ability & Interpersonal Communication

- Ability to comprehend a variety of informational documents including Employee time balance sheets; customer service, billing reports, budget charge-back report, County information line call traffic report, project status reports, phone service monthly reports, telecommunications reports.
- Ability to comprehend a variety of reference books and manuals including policy and procedure manual, phone function and use program manuals, and user guides.

Communications Coordinator 2

- Ability to prepare cellular usage reports, expense reports, performance evaluations, and monthly communication reports, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department.
- Ability to use and interpret telecommunications terminology and language.
- Ability to communicate with working groups, users, vendors, peers, and employees of own and outside departmental and administrators.

Environmental Adaptability

- Work is typically performed in an office environment.

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CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Communications Infrastructure Administrator	Class Number:	1053214
FLSA:	Exempt	Pay Grade:	19 B
Dept:	Information Services Center		

Classification Function

The purpose of the classification is to plan, supervise, coordinate and manage the development and support of the communications infrastructure of Cuyahoga County including all equipment and software necessary to deliver data, voice and video; the incumbent provides highly responsible and complex administrative support to Departmental Administration.

Distinguishing Characteristics

This is a second-level management classification, responsible for planning and direction of current communications services, including both design and support. Under administrative direction of the Chief Technical Officer, the incumbent is responsible for ensuring the stable operation of the County's communications infrastructure. The employee is expected to exercise discretion in applying policies and procedures to resolve organizational and service delivery problems and to ensure that assigned projects and activities are completed in a timely and efficient manner. This class is responsible for direct and general supervision over management, professional, and line staff.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- 30% +/- 10%
- Assumes management responsibility for Information Services Center projects involving hardware, software, networks security, and communications infrastructure; assesses client needs and gathers information regarding project requirements; completes implementation proposal documents including providing accurate pricing information; ensures that all project related documentation is updated; oversees and monitors timelines and quality of project products; reports on project status.

- 30% +/- 10%
- Develops network designs and oversees and coordinates activities of Voice over Internet Protocol (VoIP), video conferencing services, and communication services; ensures that the division implements and monitors voice and video conferencing implementation/support for County agencies; monitors the security of the sites to provide a system of checks and balances; directs staff in the development of configurations; performs queries and special reports; reviews and approves customer service requests; oversees the development and monitoring of service level agreements between County agencies and Information Services with respect to WAN, VoIP, video conferencing, and all telephone exchange and central office exchange service (Centrex) design and support.

- 15% +/- 10%
- Provides supervision of assigned staff and oversees the work of consultants; prioritizes, assigns, reviews, and coordinates work; consults with staff to review work requirements, status, and problems; assists staff with complex or problem situations; defines education and training needs and promotes employee development by providing training and professional development opportunities; conducts staff meetings; prepares employee performance evaluations as scheduled or required; responds to employee issues and concerns; interviews and recommends new hires; recommends the discipline, discharge, salary increases, transfers and promotions; reviews/approves time sheets, travel requests and leave requests.

Communications and Infrastructure Administrator

15% +/- 10%

- Attends and participates in professional group meetings, conferences, seminars and training; stays abreast of new trends and innovations in the field of computer operations.

10% +/- 5%

- Operates as a Management Escalation point; provides second and third level troubleshooting assistance; gathers and reports on change activity; identifies hardware/software or Site issues, configuration issues and trends in communications link or equipment failure.

Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's degree in computer science, business or public administration with a concentration in network architecture with five years previous management experience including planning, supervision, budgeting, contract negotiation and computer proficiency; or an equivalent combination of education, training, and experience.

Additional Requirements

No special license or certification is required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Data Utilization

- Requires the ability to perform upper-level data analysis, including the ability to hypothesize, theorize and assimilate, to modify or adapt existing policies/ methods to meet unusual conditions within the context of existing theories and management principles.

Physical Requirements

- Ability to operate a variety of automated office machines including computers and peripheral equipment.

Supervisory Responsibilities

- Ability to assign, review, plan and coordinate the work of other employees and to maintain standards.
- Ability to provide instruction to other employees and to act on employee problems.
- Ability to prepare employee performance evaluations.
- Ability to recommend the discipline or discharge of employees.
- Ability to recommend the transfer, promotion or salary increase of other employees.

Mathematical Ability

- Ability to add, subtract, multiply, divide and calculate decimals and percentages; may require the ability to perform mathematical operations involving basic algebra.

Communications and Infrastructure Administrator

Language Ability & Interpersonal Communication

- Ability to comprehend a variety of informational documents including problem logs, configurations, product specifications, customer service and data requests, status reports, performance reviews, documentation, product specifications and manuals.
- Ability to comprehend a variety of reference books and manuals including departmental and county policy manual and computer and communications software, hardware, network, architecture and operation manuals.
- Ability to prepare network diagrams and documents, status and progress reports, bandwidth reports, reports on hardware/software issues and resolution of issues; timesheets; performance reviews, requests for proposals and for bid, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to supervise and counsel employees, convince and influence others, to record and deliver information, to explain procedures, to follow instructions.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department including staff, clients, vendors, contractors, class instructors, and departmental employees and administrators.
- Ability to use and interpret computer information, telecommunications and infrastructure terminology and language.

Environmental Adaptability

- Work is typically performed in an office environment.

Cuyahoga County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer.

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Computer Operator 1	Class Number:	1017111
FLSA:	Non Exempt	Pay Grade:	4 B
Dept:	Information Services Center		

Classification Function

The purpose of the classification is to assist in mainframe equipment and hardware operations, system software and customer service support duties. Incumbents log, reconcile and distribute work products.

Distinguishing Characteristics

This is an entry/journey level classification, working under general supervision from the unit manager and/or receiving technical and functional supervision from a Lead Computer Operator. The employee in this class is expected to become aware of the operating policies and procedures of the work unit and to learn to perform the full range of duties assigned. Positions at this level receive instruction or assistance as unusual situations arise and are perform the more routine duties of the unit. This class is distinguished from the Lead Computer Operator in that the lead level class provides technical guidance and functional oversight for this class and performs the more complex duties assigned in the Unit.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

40% +/- 15%

- Assists in maintaining availability of the system in running production jobs; monitors production activity; performs initial problem determination and problem resolution; refers problems as necessary; monitors the County's databases on a regular hourly basis to make sure they are functioning correctly and to ensure the integrity of the databases; researches and reports all issues and outages; follows up on all issues and document the results.

20% +/- 15%

- Schedules and processes batch production; prepares jobs for processing; communicates with the computer utilizing systems commands to control processing; sorts jobs; releases and runs jobs as scheduled; allocates and de-allocates files and monitors; ensures that all deadlines and schedules are maintained for delivery of output to customers; organizes output materials.

20% +/- 15%

- Prepares printed reports for distribution to customers; separates reports by job name and number; operates decollater; operates burster; trims reports; operates folder; seals forms and reports; enters system commands to control and operate printer devices; aligns all forms; notifies lead of damaged reports and forms; packages all reports and special forms for delivery to other county agencies and county residents.

15% +/- 15%

- Provides front line customer and technical support to individuals who access the County's mainframe computer system and the County databases; answers the County help desk phone and either corrects the issue or directs the call to the proper County agency or staff member.

5% +/- 15%

- Participates in internal and external groups to address and correct problems; stays abreast of current technology in the field.

Computer Operator 1

Minimum Training and Experience Required to Perform Essential Job Functions

High school diploma or equivalent, supplemented by vocational/technical training or college level course work in computer operations with six months of computer operations experience with an automated scheduling software or help desk experience; or an equivalent combination of education, training, and experience.

Additional Requirements

No special license or certification is required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Data Utilization

- Requires the ability to perform basic level of data analysis including the ability to review, classify, categorize, prioritize and/or reference data, statutes and/or guidelines and/or group, rank, investigate and diagnose. Requires discretion in determining and referencing such to established standards to recognize interactive effects and relationships.

Physical Requirements

- Ability to operate a variety of automated office machines including computers and peripheral equipment.

Supervisory Responsibilities

- No supervisory responsibilities.

Mathematical Ability

- Ability to add, subtract, multiply, and divide.

Language Ability & Interpersonal Communication

- Ability to comprehend a variety of informational documents including scheduling reports, tape rotation reports, shift turnovers, exam reports, time sheets, and requests for vacation or leave.
- Ability to comprehend a variety of reference books and manuals including software manuals, users guides, forms handling book, operations call book, printer service log, and policy manual.
- Ability to prepare shift turnovers, performance appraisals, County payroll, CRIS turnover, time reports, warrants for payment, parking tickets, vouchers, letters and applications, mailers, benefits cards and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department including mainframe users, vendors, and working groups.
- Ability to use and interpret computer mainframe terminology and language.

Computer Operator 1

Environmental Adaptability

- Work is typically performed in an office environment.

Cuyahoga County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer.

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Developer 1	Class Number:	1053221
FLSA:	Exempt	Pay Grade:	12 B
Dept:	Information Services Center		

Classification Function

The purpose of the classification is to assess client needs and to design, develop and implement computer solutions to address those needs as they pertain to the Internet, Intranet and back office. This class is responsible for performing tasks that will result in providing appropriate reports, computer programs that meet IT Standards, and system/program documentation.

Distinguishing Characteristics

This is a technical, entry level class in the Developer series. Employees in this class work under more immediate supervision and perform most of the duties required of the positions at the journey level, but are not expected to function at the same level of expertise. It is expected that employees will exercise less independent discretion and judgment in matters related to work procedures and methods. Work is usually supervised while in progress and fits a more established structure or pattern. Exceptions or changes in procedures are explained in detail as they arise. This class requires less extensive experience than at the journey or senior level.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- 50% +/- 10%
- Identifies user and public business needs as they pertain to systems and develops programs to address these needs; collects information from users; identifies alternative business solutions; defines input and output system requirements and prepares graphic and narrative representations of solutions; determines hardware/software requirements; performs cost-benefit, feasibility, and impact analysis; prepares program specifications; maintains and modifies existing systems/software; writes code for new applications, maintaining and adhering to the department's design and coding standards; writes/modifies software using a variety of programming languages for mainframe and/or personal computers; designs user friendly interfaces and logic screen flow.

- 40% +/- 10%
- Performs post-implementation assessment and maintenance; runs tests and debugs software; consults with other webmasters and web designers regarding the development of test plan and test criteria; creates and maintains procedures for production and test environments and analyzes for problem program resolution; communicates software test results with users; allocates clusters; performs problem resolutions for programs; maintains data integrity in relational databases; prepares program documentation according to IS standards.

- 10% +/- 10%
- Keeps current on emerging web technologies; seeks out, studies and recommends new technologies for future system solutions; performs technology and software assessment; attends training; performs presentations of off-site training received or seminars attended; utilizes a variety of software and programming tools/aids.

Developer 1

Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's degree in computer science or a related field with three years experience in a data processing environment; including relational database management. Must have knowledge of at least two (2) web programming languages used by the Division; or an equivalent combination of education, training and experience.

Additional Requirements for all levels

No special license or certification is required.

Experience with the following programming technologies: SAP-ABAP, COBOL, Delphi, HTML, ASP, VB Script, Java Script, .net and/or COM.

Experience or understanding of Microsoft SQL Server and Oracle databases. The ability to create and maintain stored procedures, packages and jobs in both databases.

Experience in the following technologies is a plus: Visual Basic, Delphi, Java, Access, FTP, XML and Crystal Reports.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Data Utilization

- Requires the ability to perform mid to upper-level data analysis including the ability to coordinate, strategize, systemize and correlate, using discretion in determining time, place and/or sequence of operations within an organizational framework. Requires the ability to implement decisions based on such data, and overseeing the execution of these decisions.

Physical Requirements

- Ability to operate a variety of automated office machines including computers and peripheral equipment.

Supervisory Responsibilities

- No supervisory requirements

Mathematical Ability

- Ability to add, subtract, multiply, divide and calculate decimals and percentages...

Language Ability & Interpersonal Communication

- Ability to comprehend a variety of informational documents including program specifications, project requirements, termination program execution, databases and structures, entity relationship diagrams, technical documentation.

Developer 1

- Ability to comprehend a variety of reference materials and manuals including departmental and county policy manual, requirement statements, relational database chart; technical books and websites, computer manuals and status reports.
- Ability to prepare web applications and sites, statement of work, requirement statements, flow charts and layout design, web applications and sites, databases, files, documentation, status reports, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to record and deliver information, to explain procedures, to follow instructions.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department and to communicate with users, vendors, and departmental employees.
- Ability to use and interpret computer terminology and language.

Environmental Adaptability

- Work is typically performed in an office environment.

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CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Developer 2	Class Number:	1053222
FLSA:	Exempt	Pay Grade:	13 B
Dept:	Information Services Center		

Classification Function

The purpose of the classification is to assess client needs and to design, develop and implement computer solutions to address those needs as they pertain to the Internet, Intranet and back office. This class is responsible for performing tasks that will result in providing appropriate reports, computer programs that meet IT Standards, and system/program documentation.

Distinguishing Characteristics

This is a technical, journey level class in the Developer series. Employees at this level work under general supervision, and are distinguished from the entry level by the performance of the full range of duties assigned. Employees are expected to work more independently, exercising judgment and initiative. Positions at this level receive instruction or assistance as new or unusual situations arise and are aware of the operating procedures and policies of the work unit.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- 50% +/- 10%
- Identifies user and public business needs as they pertain to systems and develops programs to address these needs; collects information from users; identifies alternative business solutions; defines input and output system requirements and prepares graphic and narrative representations of solutions; determines hardware/software requirements; performs cost-benefit, feasibility, and impact analysis; prepares program specifications; maintains and modifies existing systems/software; writes code for new applications, maintaining and adhering to the department's design and coding standards; writes/modifies software using a variety of programming languages for mainframe and/or personal computers; designs user friendly interfaces and logic screen flow.

- 40% +/- 10%
- Performs post-implementation assessment and maintenance; runs tests and debugs software; consults with other webmasters and web designers regarding the development of test plan and test criteria; creates and maintains procedures for production and test environments and analyzes for problem program resolution; communicates software test results with users; allocates clusters; performs problem resolutions for programs; maintains data integrity in relational databases; prepares program documentation according to IS standards.

- 10% +/- 10%
- Keeps current on emerging web technologies; seeks out, studies and recommends new technologies for future system solutions; performs technology and software assessment; attends training; performs presentations of off-site training received or seminars attended; utilizes a variety of software and programming tools/aids.

Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's degree in computer science or related field with five years experience in a data processing environment, including relational database management. Must have knowledge of at

Developer 2

least two (2) web programming languages used by the Division; or an equivalent combination of education, training and experience.

Additional Requirements

No special license or certification is required.

Experience with the following programming technologies: SAP-ABAP, COBOL, Delphi, HTML, ASP, VB Script, Java Script, .net and/or COM.

Experience or understanding of Microsoft SQL Server and Oracle databases. The ability to create and maintain stored procedures, packages and jobs in both databases.

Experience in the following technologies is a plus: Visual Basic, Delphi, Java, Access, FTP, XML and Crystal Reports.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Data Utilization

- Requires the ability to perform mid to upper-level data analysis including the ability to coordinate, strategize, systemize and correlate, using discretion in determining time, place and/or sequence of operations within an organizational framework. Requires the ability to implement decisions based on such data, and overseeing the execution of these decisions.

Physical Requirements

- Ability to operate a variety of automated office machines including computers and peripheral equipment.

Supervisory Responsibilities

- No supervisory requirements

Mathematical Ability

- Ability to add, subtract, multiply, divide and calculate decimals and percentages.

Language Ability & Interpersonal Communication

- Ability to comprehend a variety of informational documents including program specifications, project requirements, termination program execution, databases and structures, entity relationship diagrams, technical documentation.
- Ability to comprehend a variety of reference materials and manuals including departmental and county policy manual, requirement statements, relational database chart; technical books and websites, computer manuals and status reports.
- Ability to prepare web applications and sites, statement of work, requirement statements, flow charts and layout design, web applications and sites, databases, files, documentation, status reports, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.

Developer 2

- Ability to record and deliver information, to explain procedures, to follow instructions.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department and to communicate with users, vendors, and departmental employees.
- Ability to use and interpret terminology computer and language.

Environmental Adaptability

- Work is typically performed in an office environment.

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CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Developer 3	Class Number:	1053223
FLSA:	Exempt	Pay Grade:	14 B
Dept:	Information Services Center		

Classification Function

The purpose of the classification is to assess client needs and to design, develop and implement computer solutions to address those needs as they pertain to the Internet, Intranet and back office. This class is responsible for performing tasks that will result in providing appropriate reports, computer programs that meet information technology standards, and system/program documentation.

Distinguishing Characteristics

This is a technical, senior level class in the Developer series. Employees at this level work under general supervision, and are distinguished from the journey level in that the employee is expect to use broader judgment and initiative. Positions at this level receive only occasional instruction or assistance as new or unusual situations arise and are fully aware of the operating procedures and policies of the work unit. This class is further distinguished from the journey level in that the former class requires more experience and a higher level of expertise.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- 40% +/- 10%
- Identifies user and public business needs as they pertain to systems and develops programs to address these needs; collects information from users; identifies alternative business solutions; defines input and output system requirements and prepares graphic and narrative representations of solutions; determines hardware/software requirements; performs cost-benefit, feasibility, and impact analysis; prepares program specifications; maintains and modifies existing systems/software; writes code for new applications, maintaining and adhering to the department's design and coding standards; writes/modifies software using a variety of programming languages for mainframe and/or personal computers; designs user friendly interfaces and logic screen flow.
- 40% +/- 10%
- Performs post-implementation assessment and maintenance; runs tests and debugs software; consults with other webmasters and web designers regarding the development of test plan and test criteria; creates and maintains procedures for production and test environments and analyzes for problem program resolution; communicates software test results with users; allocates clusters; performs problem resolutions for programs; maintains data integrity in relational databases; prepares program documentation according to IS standards.
- 10% +/- 10%
- Plans and coordinates projects with the project managers; may assist the project manager in overseeing work groups; may lead and coach others in program techniques and technology solutions; assigns developers to projects and monitors progress reports; determines cost estimates and target dates; prepares project progress reports; enters time against project tasks in project tracking system; provides employee evaluation input to project managers on developer performance.

Developer 3

10% +/- 10%

- Keeps current on emerging web technologies; seeks out, studies and recommends new technologies for future system solutions; performs technology and software assessment; attends training; performs presentations of off-site training received or seminars attended; utilizes a variety of software and programming tools/aids.

Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's degree in computer science or related field with six years of experience in a data processing environment, including relational database management. Must have knowledge of at least two (2) web programming languages used by the Division; or an equivalent combination of education, training and experience.

Additional Requirements for all levels

No special license or certification is required.

Experience with the following programming technologies: SAP-ABAP, COBOL, Delphi, HTML, ASP, VB Script, Java Script, .net and/or COM.

Experience or understanding of Microsoft SQL Server and Oracle databases. The ability to create and maintain stored procedures, packages and jobs in both databases.

Experience in the following technologies is a plus: Visual Basic, Delphi, Java, Access, FTP, XML and Crystal Reports.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Data Utilization

- Requires the ability to perform mid to upper-level data analysis including the ability to coordinate, strategize, systemize and correlate, using discretion in determining time, place and/or sequence of operations within an organizational framework. Requires the ability to implement decisions based on such data, and overseeing the execution of these decisions.

Physical Requirements

- Ability to operate a variety of automated office machines including computers and peripheral equipment.

Supervisory Responsibilities

- No supervisory requirements

Mathematical Ability

- Ability to add, subtract, multiply, divide and calculate decimals and percentages.

Developer 3

Language Ability & Interpersonal Communication

- Ability to comprehend a variety of informational documents including program specifications, project requirements, termination program execution, databases and structures, entity relationship diagrams, technical documentation.
- Ability to comprehend a variety of reference materials and manuals including departmental and county policy manual, requirement statements, relational database chart; technical books and websites, computer manuals and status reports.
- Ability to prepare web applications and sites, statement of work, requirement statements, flow charts and layout design, web applications and sites, databases; files, documentation, status reports, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to record and deliver information, to explain procedures, to follow instructions.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department and to communicate with users, vendors, and departmental employees.
- Ability to use and interpret computer terminology and language.

Environmental Adaptability

- Work is typically performed in an office environment.

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CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Enterprise Services Manager	Class Number:	1053261
FLSA:	Exempt	Pay Grade:	13 B
Dept:	Information Services Center		

Classification Function

The purpose of this classification is organize, plan, supervise, coordinate and participate in the full range of Enterprise Server hardware, system software and customer service support operations and activities of the Computer Operations Unit. This class is responsible for overseeing the management of the quality control, tape management, production control, and job scheduling.

Distinguishing Characteristics

This is a first-level management classification, working under direction from a division administrator. Employee exercises discretion in applying general goal and policy statements, in resolving organizational and service delivery problems, and in supervising assigned staff. The employee in this class is responsible for ensuring data integrity in mainframe operations 24 hours a day, 7 days a week.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- 40% +/- 10%
- Monitors and controls mainframe computer operations to ensure effectiveness and efficiency; performs quality control, application support, and job scheduling; maintains availability of the system in running production jobs; monitors production activity; sets job priorities; performs problem determination and problem resolution; initializes and switches systems, as necessary; processes batch production, preparing jobs for processing; communicates with the computer utilizing systems commands to control processing; sorts jobs; releases and runs jobs as scheduled; allocates and de-allocates files and monitors; ensures that all deadlines and schedules are maintained for delivery of output to customers; organizes and distributes output materials.
- 30% +/- 10%
- Provides supervision of assigned staff; prepares department work schedule to ensure continuous operation; prioritizes, assigns, reviews, and coordinates work; consults with staff to review work requirements, status, and problems; assists staff with complex or problem situations; determines education and training needs; prepares employee performance evaluations as scheduled or required; responds to employee issues and concerns; interviews and recommends new hires; recommends the discipline, discharge, salary increases, transfers and promotions.
- 10% +/- 10%
- Participates in the most complex work of the unit; employs a variety of automation and monitoring tools for writing script, macros and common routines; employs production change software to move modules to production; contacts vendors to obtain product/service information.
- 15% +/- 10%
- Processes a variety of functions such as payroll, forms, parking tickets, voucher, and checks; prepares printed reports for distribution to customers; provides help desk support.
- 5% +/- 5%
- Attends and participates in professional group meetings; stays abreast of new trends and innovations in the field of computer operations.

Enterprise Services Manager

Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's degree in computer science or a related field with three years previous experience in a mainframe environment leading or managing projects and technical activities; or an equivalent combination of education, training, and experience.

Additional Requirements

May require certification in Law Enforcement Automated Data Systems (NCIC/LEADS)

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Data Utilization

- Requires the ability to perform mid to upper-level data analysis including the ability to coordinate, strategize, systemize and correlate, using discretion in determining time, place and/or sequence of operations within an organizational framework. Requires the ability to implement decisions based on such data, and overseeing the execution of these decisions.

Physical Requirements

- Ability to operate a variety of automated office machines including computers and peripheral equipment.

Supervisory Responsibilities

- Ability to assign, review, plan and coordinate the work of other employees and to maintain standards.
- Ability to provide instruction to other employees and to act on employee problems.
- Ability to prepare employee performance evaluations.
- Ability to recommend the discipline or discharge of employees.
- Ability to recommend the transfer, promotion or salary increase of other employees.

Mathematical Ability

- Ability to add, subtract, multiply, divide and calculate decimals and percentages; may require the ability to perform mathematical operations involving basic algebra.

Language Ability & Interpersonal Communication

- Ability to comprehend a variety of informational documents including printer meter readings, time sheets, daily plan (run schedule), training status reports, tape reports, change management reports, systems flow charts, job flow charts, check register logs, shift turnover logs, and activity reports.
- Ability to comprehend a variety of reference books and manuals including forms manuals, policies and procedures, equipment manuals, database manuals, vendor manuals, training manuals, interactive training videos, and job flow charts.

Enterprise Services Manager

- Ability to prepare weekly activity/status reports, equipment maintenance reports, daily production (run schedule), training status reports, change management reports, process and procedures, systems flow charts, job flow charts, performance evaluations, training manuals and videos, Interactive Assessment Tests, Departmental Work Calendar, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to supervise and counsel employees, convince and influence others, to record and deliver information, to explain procedures, to follow instructions.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department and to communicate with staff, clients, vendors, work groups, and departmental employees and managers.
- Ability to use and interpret terminology and language.

Environmental Adaptability

- Work is typically performed in an office environment.

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CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Enterprise Systems Specialist	Class Number:	1053262
FLSA:	Exempt	Pay Grade:	13 B
Dept:	Information Services Center		

Classification Function

The purpose of the classification is to install, maintain and troubleshoot the operating system software and attached hardware. The incumbent develops procedures and improves system performance.

Distinguishing Characteristics

This is journey level classification, working under general supervision from the unit manager or division administrator. The employee in this class is expected to be fully aware of the operating policies and procedures of the work unit and to perform the full range of duties assigned. Positions at this level receive instruction or assistance only as unusual situations arise and are expected to exercise independent judgment and initiative.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- 60% +/- 15%
- Installs, maintains, troubleshoots, and provides optimal performance of operating system software and attached hardware on the County's mainframe systems and on guest virtual machines (software that executes instructions like a physical machine); upgrades operating systems; improves software performance by performance tuning; maintains third party software; manages disk space and virtual tape usage; allocates, moves or resizes user datasets; performs Initial Program Load (IPL) - the process of loading the operating system of a mainframe into the computer's main memory- the equivalent of rebooting a personal computer; responds to off-shift problems; documents procedures.
- 30% +/- 15%
- Fulfills requests from software users; services user requests for changes and or resource allocation; facilitates resources for testing and use of the various software running on the system; provides support and assistance to the various users at both ISC and the other county agencies that use our services; assists users in the analysis of problems.
- 5% +/- 15%
- Liaison with IBM and other software and hardware vendors; installs and upgrades independent vendor software.
- 5% +/- 15%
- Assists other ICS staff in projects, as needed.

Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's degree in computer science or a related field with five years experience in programming and installing mainframe hardware and software; or an equivalent combination of education, training, and experience.

Additional Requirements

No special license or certification is required.

Enterprise Systems Specialist

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Data Utilization

- Requires the ability to perform mid to upper-level data analysis including the ability to coordinate, strategize, systemize and correlate, using discretion in determining time, place and/or sequence of operations within an organizational framework. Requires the ability to implement decisions based on such data, and overseeing the execution of these decisions.

Physical Requirements

- Ability to operate a variety of automated office machines including computers and peripheral equipment.

Supervisory Responsibilities

- No supervisory responsibilities.

Mathematical Ability

- Ability to add, subtract, multiply, and divide; may require basic algebra, geometry and trigonometry.

Language Ability & Interpersonal Communication

- Ability to comprehend a variety of informational documents including software product programs and procedures, job control language, system logs, job output, install documents, manuals, virtual tape reports, job output listings, and software documentation.
- Ability to comprehend a variety of reference books and manuals including software manuals and accounting principles.
- Ability to prepare software upgrade planning documents, job control language, parameters, charts and diagrams, procedures, documentation, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department including software support personnel, mainframe users, vendors, and working groups.
- Ability to use and interpret accounting terminology and computer languages.

Environmental Adaptability

- Work is typically performed in an office environment.

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CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Enterprise Technical Analyst	Class Number:	1017121
FLSA:	Non Exempt	Pay Grade:	8 B
Dept:	Information Services Center		

Classification Function

The purpose of the classification is to automate, monitor, and control the mainframe computer operations environment. Incumbents are responsible for batch scheduling and processing, production change, and maintaining the integrity of production application libraries.

Distinguishing Characteristics

This is journey level, technical classification, working under general supervision from the unit manager or division administrator. The employee in this class is expected to be fully aware of the operating policies and procedures of the work unit and to perform the full range of duties assigned. Positions at this level receive instruction or assistance only as unusual situations arise and are expected to exercise independent judgment and initiative.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- 30% +/- 15%
- Schedules user requests; interacts with users to receive information; trains and ensures satisfaction with system; adds new users; prepares Tape Management System (TMS) transmittals to provide transmittal numbers for users.
- 30% +/- 15%
- Monitors mainframe production activity and maintains availability of the system in running production jobs; performs problem determination and problem resolution; refers problems as necessary; monitors the County's databases on a regular hourly basis to make sure they are functioning correctly and to ensure the integrity of the databases; researches and reports all issues and outages; follows up on all issues and document the results.
- 10% +/- 15%
- Reviews, maintains and coordinates production system change and production application libraries; updates related reports; ensures that standards are met and documented.
- 20% +/- 15%
- Uses Control- M software for batch scheduling; uses Control – D to tell the computer to end and where to archive reports; maintains Job Control Language in order to ensure that it identifies jobs to the system, directs execution of programs and describing peripherals and data needed; develops and modifies Job Control Language and procedures as required to satisfy customer needs; communicates with the computer utilizing systems commands to control processing; sorts jobs; releases and runs jobs as scheduled; allocates and de-allocates files and monitors; ensures that all deadlines and schedules are maintained for delivery of output to customers; organizes output materials.
- 10% +/- 15%
- Prepares reports, forms, vouchers and warrants for distribution to customers; separates reports by job name and number.

Enterprise Technical Analyst

Minimum Training and Experience Required to Perform Essential Job Functions

Associate's degree in computer operations with three years of computer operations experience with an automated scheduling software or help desk experience; or an equivalent combination of education, training, and experience.

Additional Requirements

No special license or certification is required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Data Utilization

- Requires the ability to perform mid-level data analysis including the ability to audit, deduce, assess, conclude and appraise. Requires discretion in determining and referencing such to established criteria to define consequences and develop alternatives.

Physical Requirements

- Ability to operate a variety of automated office machines including computers and peripheral equipment.

Supervisory Responsibilities

- No supervisory responsibilities.

Mathematical Ability

- Ability to add, subtract, multiply, and divide.

Language Ability & Interpersonal Communication

- Ability to comprehend a variety of informational documents including state tape requests for opening files in the relational database system for job scheduling, email request for Groupware, and vouchers.
- Ability to comprehend a variety of reference books and manuals including software manuals and users guides.
- Ability to prepare state tape returns, payroll check numbers, deduction warrant numbers, tape management system transmittals, payroll forms, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department.
- Ability to use and interpret computer terminology and job control language.

Environmental Adaptability

Enterprise Technical Analyst

- Work is typically performed in an office environment.

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CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Field Engineer	Class Number:	1017211
FLSA:	Non-Exempt	Pay Grade:	5 B
Dept:	Information Services Center		

Classification Function

The purpose of this classification is to diagnose and repair computer equipment problems and to install computer components. Incumbents in this classification coordinate the delivery and installation of computers and related equipment at user locations.

Distinguishing Characteristics

This is a technical, journey level classification, working under general supervision from the unit manager. The employee in this class is expected to become aware of the operating policies and procedures of the work unit and to learn to perform the full range of duties assigned. Positions at this level receive instruction or assistance as unusual situations arise and are expected to exercise judgment and initiative.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- 45% +/- 15%
- Provides technical support to users on site including installing software, diagnosing and repairing computer problems; repairs wiring problems; installing multiple computer hardware components and phones; installing computer workstation software; installs personal computers onto networks on site and tests; assists with network issues; logs activities completed.
- 20% +/- 5%
- Re-images computers when user's computer performance has decreased by backing up important data to an external hard drive, wiping all data from the hard drive, and restoring the computer's operating system to its original state.
- 5% +/- 5%
- Performs analog/digital conversions using a device for converting a continuous quantity to a discrete digital number.
- 10% +/- 5%
- Manages training and conference rooms.
- 20% +/- 5%
- Moves and delivers equipment to users in a timely manner; assists in the stockroom; removes servers from raised floor.

Minimum Training and Experience Required to Perform Essential Job Functions

High school diploma or equivalent supplemented by vocational/technical training in computer science with two years of computer installation and repair experience; or an equivalent combination of education, training, and experience.

Field Engineer

Additional Requirements

No special license or certification is required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Data Utilization

- Requires the ability to perform basic level of data analysis including the ability to review, classify, categorize, prioritize and/or reference data, statutes and/or guidelines and/or group, rank, investigate and diagnose. Requires discretion in determining and referencing such to established standards to recognize interactive effects and relationships.

Physical Requirements

- Ability to operate a variety of automated office machines including computers and peripheral equipment.

Supervisory Responsibilities

- No supervisory responsibilities.

Mathematical Ability

- Ability to add, subtract, multiply, and divide.

Language Ability & Interpersonal Communication

- Ability to comprehend a variety of informational documents including emailed and voice mailed service requests.
- Ability to comprehend a variety of reference books and manuals including vendor websites and user manuals.
- Ability to prepare receipts for equipment for supervisor signature and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department.
- Ability to use and interpret computer software terminology and language.

Environmental Adaptability

- Work is typically performed in an office environment.

Cuyahoga County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer.

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Lead Computer Operator	Class Number:	1017112
FLSA:	Non Exempt	Pay Grade:	6 B
Dept:	Information Services Center		

Classification Function

The purpose of this classification is to oversee and participate in performance of the full range of mainframe equipment and hardware operations, system software and customer service support duties. Incumbents are responsible for quality control of all output and for tape library maintenance.

Distinguishing Characteristics

This is a lead, advance journey level classification, working under general supervision from the unit manager. This class participates in and oversees the work of staff in providing mainframe equipment, hardware operations, system software, and customer service and quality control of output. The employee in this class is expected to be fully aware of the operating policies and procedures of the work unit and to perform the full range of duties assigned. Positions at this level receive only occasional instruction or assistance as new or unusual situations arise and work independently, exercising judgment and initiative. This class is distinguished from the Computer Operator I classification in that the lead level provides technical and functional oversight to that class and performs the more complex work of the unit.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- 40% +/- 5%
- Monitors and controls mainframe computer operations to ensure effectiveness and efficiency; performs quality control, application support, and job scheduling; maintains availability of the system in running production jobs; monitors production activity; sets job priorities; performs problem determination and problem resolution; initializes and switches systems, as necessary; processes batch production, preparing jobs for processing; communicates with the computer utilizing systems commands to control processing; sorts jobs; releases and runs jobs as scheduled; allocates and de-allocates files and monitors; ensures that all deadlines and schedules are maintained for delivery of output to customers; organizes and distributes output materials.
- 30% +/- 10%
- Provides functional and technical oversight of assigned staff by prioritizing, assigning, reviewing, and coordinating work; develops procedures; consults with staff to review work requirements, status, and problems; assists staff with complex or problem situations; prepares employee performance evaluations as scheduled or required; responds to employee issues and concerns; recommends the discipline, discharge, salary increases, transfers and promotions.
- 10% +/- 10%
- Participates in the work of the unit; employs a variety of automation and monitoring tools for writing script, macros and common routines; employs production change software to move modules to production; contacts vendors to obtain product/service information.
- 15% +/- 10%
- Processes a variety of functions such as payroll, forms, parking tickets, voucher, and checks; prepares printed reports for distribution to customers; provides help desk support.

Lead Computer Operator

5% +/- 5%

- Attends and participates in professional group meetings; stays abreast of new trends and innovations in the field of computer operations.

Minimum Training and Experience Required to Perform Essential Job Functions

Associate's degree in computer science with two years previous experience in a mainframe environment; or an equivalent combination of education, training, and experience.

Additional Requirements

No special license or certification is required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Data Utilization

- Requires the ability to perform basic level of data analysis including the ability to review, classify, categorize, prioritize and/or reference data, statutes and/or guidelines and/or group, rank, investigate and diagnose. Requires discretion in determining and referencing such to established standards to recognize interactive effects and relationships.

Physical Requirements

- Ability to operate a variety of automated office machines including computers and peripheral equipment.

Supervisory Responsibilities

- Provides guidance and functional oversight to staff.

Mathematical Ability

- Ability to add, subtract, multiply, divide and calculate decimals percentages.

Language Ability & Interpersonal Communication

- Ability to comprehend a variety of informational documents including computer operations shift turnovers, Web monitoring and GIS tools, time sheets, vacation/leave requests, and scratch tape reports.
- Ability to comprehend a variety of reference books and manuals including policy and procedure manual, forms book, procedures book, systems manual, user guides, and operations call book.
- Ability to prepare shift turnover, cris shift turnover, cris time report, performance appraisals, payroll, parking tickets, productions reports, equipment trouble log, printer supplies report, transmittal sheets usage, web monitor sheets, computer operations forms, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department including managers, users, vendors, peers, and employees of own

Lead Computer Operator

and outside departments and administrators.

- Ability to use and interpret computer terminology and language.

Environmental Adaptability

- Work is typically performed in an office environment.

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CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Multi-Media Designer 2	Class Number:	1053241
FLSA:	Exempt	Pay Grade:	10 B
Dept:	Information Services Center		

Classification Function

The purpose of the classification is to provide multimedia and video production and post production services to client agencies for the purposes of media marketing and communications services for helping client agencies to spread their message to the greater community and its leaders.

Distinguishing Characteristics

This is journey level classification, working under general supervision from a project lead. The employee in this class is expected to be fully aware of the operating policies and procedures of the work unit and to perform the full range of duties assigned. Positions at this level receive instruction or assistance only as unusual situations arise and are expected to exercise independent judgment and initiative. This class is distinguished from the Multi-Media Developer in that the later supervises this class and performs the more complex work of the unit.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- 30% +/- 15%
- Acts as videographer; shoots video for projects; sets up lighting for interview sessions or in studio environments; transports necessary audio, video and lighting gear and materials to locations; ensures that shots are in focus, properly exposed and meet composition requirements.

- 30% +/- 15%
- Performs as video editor including post production tasks and processes; edits events, public service announcements, and short form video projects to client specifications; digitizes footage; marks good video clips, improves quality of pictures within standard ranges; organizes video clips and edits footage to match the script or project outline; exports videos to share online, through DVD's or for broadcasting on television.

- 10% +/- 15%
- Shoots photographs for print or video projects; digitizes raw photographs to make adjustments and to process for web photo galleries, computer and printing purposes; creates online galleries for client/community review and access.

- 10% +/- 15%
- Develops graphics for print applications or the web, web page layouts or code implementation, testing and debugging; develops user interfaces; draws and designs logos for clients; Implements scripting languages and server side code into web pages; creates designs and graphic elements for publishing to the web or print applications.

- 10% +/- 15%
- Develops motion graphics to help the audience to visualize complex information and statistics, develop branding and informational slides regarding the project or to label information; integrates video footage with computer generated typography and graphical or photographic elements.

- 5% +/- 5%
- Researches new technologies and tools to improve process workflows, efficiency and quality of services; stays abreast of new technology and techniques.

Multi-Media Designer 2

5% +/- 5%

- Develops scripts and outlines for video projects; coordinates projects by reserving space, scheduling people and ensuring that timelines are met.

Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's degree in Visual Communications, Digital Art / Design, or Film with two years experience that includes photography, videography, film editing or a related field; or an equivalent combination of education, training, and experience.

Additional Requirements

No special license or certification is required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Data Utilization

- Requires the ability to perform mid-level data analysis including the ability to audit, deduce, assess, conclude and appraise. Requires discretion in determining and referencing such to established criteria to define consequences and develop alternatives.

Physical Requirements

- Ability to operate a variety of automated office machines including computers and peripheral equipment and a variety of cameras, video cameras and peripheral equipment.

Supervisory Responsibilities

No supervisory responsibilities. May lead projects, as assigned.

Mathematical Ability

- Ability to add, subtract, multiply, and divide; may require basic algebra, geometry and trigonometry.

Language Ability & Interpersonal Communication

- Ability to comprehend a variety of informational documents including audio visual release forms, brochures, emails, letters memos, press releases, and requests for proposal.
- Ability to comprehend a variety of reference books and manuals including video and design applications manuals, help files, and tutorials/guides, product and equipment guidelines/manuals, storyboards, outlines, online forums, and industry websites.
- Ability to prepare project proposals, scripts, customer service requests, review forms, requests for purchasing, requests for reimbursement, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.

Multi-Media Designer 2

- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department and to communicate with clients, the Business Department, department directors and elected officials.
- Ability to use and interpret marketing, video and audio production, and sound mastering terminology and language.

Environmental Adaptability

- Work is typically performed in an office environment.

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CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Project Management Manager	Class Number:	1053244
FLSA:	Exempt	Pay Grade:	15 B
Dept:	Information Services Center		

Classification Function

The purpose of the classification is to organize, plan, supervise, and coordinate multi-program information technology projects that are time-limited and involve more than one internal and/or external organizational line. Employee coordinates planning activities for specialized projects ensuring sufficient resources are available and involved.

Distinguishing Characteristics

This is a first-level management classification that provides first-line supervision to project managers, and combines technical and managerial duties. This class works under direction from department administration, and is expected to exercise discretion in applying policies and procedures to resolve organizational and service delivery problems and to ensure that assigned projects and activities are completed in a timely and efficient manner. The employee in this class establishes policies, procedures and roles for project administration, project execution, and plan development.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- 30% +/- 10%
- Oversees management of large, multi-faceted projects to ensure that requirements are met and that projects are completed on time and on budget; assesses client needs and requests and recommends solutions; establishes objectives and performance goals; prepares statement of work for project plans; determines organizational and personnel requirements for project teams; creates and executes development plans and revises as necessary in order to meet changing needs and requirements; reviews project plans, procedures and status reports for compliance with standards and adherence to plans, objectives and schedules; identifies strategies and implements to improve project performance; facilitates procurement and delivery process; keeps administration informed of status of projects; facilitates client meetings; facilitates end user testing and issue resolutions; approves final acceptance of project deliverables.
- 30% +/- 10%
- Manages department services and activities including evaluating, analyzing, prioritizing and assigning requests for information technology related projects; provides summary of work to be completed; recommends new initiatives, project closure or transfer; integrates project management plans with performance objectives and goals of the organization; provides the sharing of technical and management knowledge across project functional and departmental lines; develops and maintains standards; monitors and evaluates the efficiency and effectiveness of service delivery methods and procedures.
- 10% +/- 10%
- Assists in ISC management; prepares recommendations; participates in strategic plan development; prepares budgets and evaluates funding sufficiency; prepares paperwork for senior management review and approval; prepares and conducts presentations.

Project Management Manager

20% +/- 10%

- Provides supervision of assigned staff; prioritizes, assigns, reviews, and coordinates work; consults with staff to review work requirements, status, and problems; assists staff with complex or problem situations; defines education and training needs and promotes employee development; prepares employee performance evaluations as scheduled or required; interviews and recommends new hires; manages the development team by ensuring that project tasks are in line with each employee's skill level; identifies opportunities for improvement and makes constructive suggestions; reviews the status reports of team members and addresses issues as appropriate; keeps track of lessons learned and shares those lessons with team members.

10% +/- 10%

- Attends and participates in professional group meetings, conferences, seminars and training; stays abreast of new trends and innovations in the field of computer technology; researches and evaluates software, hardware and technology products and trends; consults with other agencies, outside government and private organizations to their approach to projects and their experience with vendors.

Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's degree computer science or related field with six years previous experience including information technology project management; or any equivalent combination of education, training and experience.

Additional Requirements

No special license or certification is required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Data Utilization

- Requires the ability to perform mid to upper-level data analysis including the ability to coordinate, strategize, systemize and correlate, using discretion in determining time, place and/or sequence of operations within an organizational framework. Requires the ability to implement decisions based on such data, and overseeing the execution of these decisions.

Physical Requirements

- Ability to operate a variety of automated office machines including computers and peripheral equipment.

Supervisory Responsibilities

- Ability to assign, review, plan and coordinate the work of other employees and to maintain standards.
- Ability to provide instruction to other employees and to act on employee problems.
- Ability to prepare employee performance evaluations.
- Ability to recommend the discipline or discharge of employees.
- Ability to recommend the transfer, promotion or salary increase of other employees.

Project Management Manager

Mathematical Ability

- Ability to add, subtract, multiply, divide and calculate decimals and percentages; may require the ability to perform mathematical operations involving basic algebra and geometry and descriptive statistics.

Language Ability & Interpersonal Communication

- Ability to comprehend a variety of informational documents including project plans, procedures and status reports, internet research for software, hardware and technology, employee timesheets; vendor invoices, project documentation, requests for information, requests for proposal, and contracts. project recommendations, purchase recommendations, performance evaluations, billing statements, a variety of reports, contracts, budgets, requests for bid & proposal, project plans, timelines, workflow charts, procedural diagrams,
- Ability to comprehend a variety of reference materials and manuals including project management policies and procedures, TenStep Licensed Website for project managers, documentation and trade publications, software manuals, codes, and standards documents.
- Ability to prepare status reports, data compiled for software, hardware & technology products & trends, timesheets, invoices, project documentation, requests for bid and requests for proposal, contracts, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to supervise and counsel employees, convince and influence others, to record and deliver information, to explain procedures, to follow instructions.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department and to communicate with staff, users, vendors, and outside agencies, departmental employees and senior managers.
- Ability to use and interpret contract, computer, and circuitry terminology and language.

Environmental Adaptability

- Work is typically performed in an office environment.

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CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	SAP ABAP Programmer	Class Number:	1053251
FLSA:	Exempt	Pay Grade:	14 B
Dept:	Information Services Center		

Classification Function

The purpose of this classification is to provide programming support for the SAP Human Resources and Payroll system.

Distinguishing Characteristics

This is a technical, journey level classification, working under direction from the unit manager. The employee in this class is expected to be fully aware of the operating policies and procedures of the work unit and to perform the full range of duties assigned. Positions at this level receive only occasional instruction or assistance as new or unusual situations arise and work independently, exercising judgment and initiative. This class requires extensive knowledge of Advanced Business Application Programming (ABAP) language for programming the SAP Application Server.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- 50% +/- 10%
 - Gathers coding requirements from functional analyst's specifications based on user requirements; utilizes the functional specifications to design the technical specifications; codes the program to meet the specifications; unit tests the program per test case scenarios provided by functional analyst; assists functional analyst in acceptance testing.
- 25% +/- 10%
 - Transports data between SAP Systems and for the migration between different SAP releases; refreshes quality assurance (QA) database from a copy of the database used in the daily processing of transactions (Production); moves transport requests, transferring data from one SAP installation to another; performs client copies to create new clients (applications or systems that accesses a remote service on another server, by way of a network); troubleshoots down system or hardware problems; monitors and defines batch jobs; tunes system parameters; maintains documentation for the system.
- 10% +/- 5%
 - Maintains security of users; adds new users to the system; maintains security roles and profiles; monitors backups of system; restores system from backups; moves transport requests through the system
- 15% +/- 5%
 - Interacts with functional groups to resolve problems and discuss functionality; researches, evaluates and provides recommendations on new products and meets with vendors.

Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's degree in computer science or related field with six years of experience with SAP Basis, Oracle and UNIX administration; or any equivalent combination of education, training and experience.

Additional Requirements

No special license or certification is required.

SAP ABAP Programmer

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Data Utilization

- Requires the ability to perform mid to upper-level data analysis including the ability to coordinate, strategize, systemize and correlate, using discretion in determining time, place and/or sequence of operations within an organizational framework. Requires the ability to implement decisions based on such data, and overseeing the execution of these decisions.

Physical Requirements

- Ability to operate a variety of automated office machines including computers and peripheral equipment.

Supervisory Responsibilities

- No Supervisory Responsibilities

Mathematical Ability

- Ability to add, subtract, multiply, divide and calculate decimals percentages.

Language Ability & Interpersonal Communication

- Ability to comprehend a variety of informational documents including transport requests, SAP patch documentation, SAP notes, emails, printer definition form, security request form, system diagrams, documentation and monitoring reports.
- Ability to comprehend a variety of reference books and manuals including system architecture diagrams, documentation, SAP patch documentation, SAP notes, and network and operation manuals..
- Ability to prepare documentation, diagrams, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department and to communicate with UNIX and Oracle administrators, users, vendors, peers, and departmental employees and administrators.
- Ability to use and interpret computer systems terminology and language.

Environmental Adaptability

- Work is typically performed in an office environment.

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CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	SAP Basis Administrator	Class Number:	1053252
FLSA:	Exempt	Pay Grade:	15 B
Dept:	Information Services Center		

Classification Function

The purpose of this classification is to assist and administer daily maintenance of the SAP Human Resources and Payroll system including keeping patches (updates and improvements) current, performing hardware administration, performing security administration, applying SAP notes (containing up-to-date information regarding the configuration and use), and providing issue resolution..

Distinguishing Characteristics

This is a technical, journey level classification, working under direction from the unit manager. The employee in this class is expected to be fully aware of the operating policies and procedures of the work unit and to perform the full range of duties assigned. Positions at this level receive only occasional instruction or assistance as new or unusual situations arise and work independently, exercising judgment and initiative. This class requires knowledge of SAP Basis, Oracle, and UNIX administration.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- 75% +/- 10%
 - Monitors, maintains, and updates the SAP system using procedures that ensure optimal performance and efficiency; applies patches for upgrades and improvements; adds new printers to the system; researches and applies SAP notes; refreshes quality assurance (QA) database from a copy of the database used in the daily processing of transactions (Production); moves transport requests, transferring data from one SAP installation to another; performs client copies to create new clients (applications or systems that accesses a remote service on another server, by way of a network); troubleshoots down system or hardware problems; monitors and defines batch jobs; tunes system parameters; maintains documentation for the system.
- 10% +/- 5%
 - Maintains security of users; adds new users to the system; maintains security roles and profiles; monitors backups of system; restores system from backups; moves transport requests through the system
- 15% +/- 5%
 - Interacts with functional groups to resolve problems and discuss functionality; researches, evaluates and provides recommendations on new products and meets with vendors.

Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's degree in computer science with six years of experience with SAP Basis, Oracle and UNIX administration; or any equivalent combination of education, training and experience.

Additional Requirements

No special license or certification is required.

SAP Basis Administrator

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Data Utilization

- Requires the ability to perform mid to upper-level data analysis including the ability to coordinate, strategize, systemize and correlate, using discretion in determining time, place and/or sequence of operations within an organizational framework. Requires the ability to implement decisions based on such data, and overseeing the execution of these decisions.

Physical Requirements

- Ability to operate a variety of automated office machines including computers and peripheral equipment.

Supervisory Responsibilities

- No Supervisory Responsibilities

Mathematical Ability

- Ability to add, subtract, multiply, divide and calculate decimals percentages.

Language Ability & Interpersonal Communication

- Ability to comprehend a variety of informational documents including transport requests, SAP patch documentation, SAP notes, emails, printer definition form, security request form, system diagrams, documentation and monitoring reports.
- Ability to comprehend a variety of reference books and manuals including system architecture diagrams, documentation, SAP patch documentation, SAP notes, and network and operation manuals..
- Ability to prepare documentation, diagrams, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department and to communicate with UNIX and Oracle administrators, users, vendors, peers, and departmental employees and administrators.
- Ability to use and interpret computer systems and network terminology and language.

Environmental Adaptability

- Work is typically performed in an office environment.

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CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Security and Research Manager	Class Number:	1053282
FLSA:	Exempt	Pay Grade:	13 B
Dept:	Information Services Center		

Classification Function

The purpose of this classification is to provide network security to all County agencies using enterprise level information technology software, appliances and techniques. Employee establishes, monitors, and enforces the Information Services Center security policies and procedures.

Distinguishing Characteristics

This is a first-level management classification, working under direction from the Chief Information Officer. The employee in this class is expected to exercise discretion in applying general goal and policy statements, in resolving organizational and service delivery problems and in supervising assigned staff. The employee in this class is also responsible for establishing and enforcing the departmental security policies and procedures and assisting in the design of security solutions.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- Conducts analysis of network security including Web security appliances and reports of threats, intrusion detection system security appliances (devices or software applications that monitor network and/or system activities for malicious activities or policy violations and produces reports), and email security appliances that protect the email against spam, viruses, phishing and a wide variety of other threats; reports on security threats, as required. 40% +/- 10%
- Performs security research and development; reviews, researches and writes security policies and procedures. 40% +/- 10%
- Provides supervision of assigned staff; prioritizes, assigns, reviews, and coordinates work; assesses and reviews work and maintains standards; motivates staff; consults with staff to review work requirements, status, and problems; assists staff with complex or problem situations, defines and provides for training needs; prepares employee performance evaluations as scheduled or required; responds to employee issues and concerns; recommends salary increases and transfers. 15% +/- 10%
- Reviews closed circuit TV operations and monitors activity. 5% +/- 10%

Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's degree in computer science or a related field with three years information technology experience including network engineering security; or an equivalent combination of education, training, and experience.

Additional Requirements

No special license or certification is required.

Certification as an Information Systems Security Professional (CISSP) is desirable.

Security and Research Manager

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Data Utilization

- Requires the ability to perform mid to upper-level data analysis including the ability to coordinate, strategize, systemize and correlate, using discretion in determining time, place and/or sequence of operations within an organizational framework. Requires the ability to implement decisions based on such data, and overseeing the execution of these decisions.

Physical Requirements

- Ability to operate a variety of automated office machines including computers and peripheral equipment.

Supervisory Responsibilities

- Ability to assign, review, plan and coordinate the work of other employees and to maintain standards.
- Ability to provide instruction to other employees and to act on employee problems.
- Ability to prepare employee performance evaluations.
- Ability to recommend the transfer or salary increase of other employees.

Mathematical Ability

- Ability to add, subtract, multiply, divide and calculate decimals and percentages.

Language Ability & Interpersonal Communication

- Ability to comprehend a variety of informational gained by accessing computer systems including the Intrusion Prevention System (IPS), closed circuit television, email security, Web security, the email system, Web proxy email, security proxy email, reports, and customer service requests (CSR) /operations division requests (ODR).
- Ability to comprehend a variety of reference books and manuals including online documentation, the Office of Information Technology (OIT) website, State Code Websites, the SysAdmin, Audit, Networking, and Security Institute (SANS) Website, departmental security policies and procedures.
- Ability to prepare security policies and procedures, security assessments, reports of security threats, emergency call lists, status reports, travel and training requests, Automatic Data Processing (ADP) briefing memos and documents, customer service requests (CSR) /operations division requests (ODR) and annual employee performance reviews using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to supervise and counsel employees, convince and influence others, to record and deliver information, to explain procedures, to follow instructions.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department and to communicate with staff, clients, vendors, contractors, class instructors, and departmental employees and administrators, and elected officials.

Security and Research Manager

- Ability to use and interpret computer and accounting terminology and language.

Environmental Adaptability

- Work is typically performed in an office environment.

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CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Support Services Manager	Class Number:	1053272
FLSA:	Exempt	Pay Grade:	17 B
Dept:	Information Services Center		

Classification Function

The purpose of the classification is to assess, plan, and implement enterprise information technology systems in support of the business objectives of the Human Resources, Fiscal and Procurement operations. The incumbent is responsible for developing and managing application portfolios and identifying opportunities for integration, consolidation or elimination of redundant processes or systems in order to improve cost effectiveness expand efficiencies and improve customer service.

Distinguishing Characteristics

This is a second-level management classification that provides direct supervision to developers, system administrators and network administrators. This class works under general direction of the Chief Technology Officer, and is expected to exercise discretion in applying policies and procedures to resolve organizational and service delivery problems and to ensure that assigned projects and activities are completed in a timely and efficient manner.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- 40% +/- 10%

• Develops and manages application portfolios and identifies opportunities for integration, consolidation or elimination of redundant processes or information technology systems in order to improve cost effectiveness, expand efficiencies and improve customer service; prioritizes information technology initiatives and coordinates the evaluation, deployment, management and maintenance of current and future information technology systems across the organization with primary focus on the business needs of the Human Resources, Fiscal and Procurement operations.
- 15% +/- 10%

• Provides supervision of assigned staff; prioritizes, assigns, reviews, and coordinates work; consults with staff to review work requirements, status, and problems; assists staff with complex or problem situations; defines education and training needs and promotes employee development; conducts staff meetings; promotes teamwork; prepares employee performance evaluations as scheduled or required; interviews and recommends new hires; manages the development team by ensuring that project tasks are in line with each employee's skill level; identifies opportunities for improvement and makes constructive suggestions; reviews the status reports of team members and addresses issues as appropriate; keeps track of lessons learned and shares those lessons with team members.
- 10% +/- 10%

• Identifies opportunities for the appropriate and cost effective investment of financial resources in information technology systems and resources including staffing, sourcing, purchasing and in-house development.

Manager, Support Services

10% +/- 5%

- Defines and communicates project milestones, service level agreements and resource allocation to executive team, department leads, support staff and end users.

10% +/- 5%

- Develops business case justifications and cost benefit analyses for information technology spending and initiatives; communicates information technology investment benefits and risks with stakeholders; benchmarks, analyzes and makes recommendations for the improvement of the information technology infrastructure and systems.

15% +/- 10%

- Attends and participates in professional group meetings, conferences, seminars and training; stays abreast of new trends and innovations in the field of computer operations reviews bid proposals.

Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's degree in computer science or related field with six years related experience; or an equivalent combination of education, training and experience.

Additional Requirements

No special license or certification is required.

Experience with the following programming technologies is desirable: SAP-ABAP, COBOL, Delphi, HTML, ASP, VB Script, Java Script, .NET, CSS

Experience or understanding of Microsoft SQL Server and Oracle databases. The ability to create and maintain stored procedures, packages and jobs in both databases.

Experience in the following technologies is desirable: Visual Basic, Delphi, Java, Access, FTP, XML and Crystal Reports and/or COM.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Data Utilization

- Requires the ability to perform mid to upper-level data analysis including the ability to coordinate, strategize, systemize and correlate, using discretion in determining time, place and/or sequence of operations within an organizational framework. Requires the ability to implement decisions based on such data, and overseeing the execution of these decisions.

Physical Requirements

- Ability to operate a variety of automated office machines including computers and peripheral equipment.

Supervisory Responsibilities

- Ability to assign, review, plan and coordinate the work of other employees and to maintain standards.
- Ability to provide instruction to other employees and to act on employee problems.

Manager, Support Services

- Ability to prepare employee performance evaluations.
- Ability to recommend the discipline or discharge of employees.
- Ability to recommend the transfer, promotion or salary increase of other employees.

Mathematical Ability

- Ability to add, subtract, multiply, divide and calculate decimals and percentages; may require the ability to perform mathematical operations involving basic algebra and geometry.

Language Ability & Interpersonal Communication

- Ability to comprehend a variety of informational documents including proposals, contracts, white papers, employee timesheets, requirement statements, technical forms and documentation, flow charts and data diagrams.
- Ability to comprehend a variety of reference materials and manuals including departmental and County policy manual, requirement statements, technical design documentation, technical architecture documents, computer books and trade magazines.
- Ability to prepare statement of work, requirement statements, requests for proposals, technical design documents, programming standards documents, functional procedures documents, status reports, performance appraisals and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to manage, supervise and counsel employees, convince and influence others, to record and deliver information, to explain procedures, to follow instructions.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department and to communicate with staff, users, consultants, vendors, and departmental employees and administrators.
- Ability to use and interpret computer system and hardware terminology and language.

Environmental Adaptability

- Work is typically performed in an office environment.

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CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Videoconferencing Manager	Class Number:	1053242
FLSA:	Exempt	Pay Grade:	11 B
Dept:	Information Services Center		

Classification Function

The purpose of the classification is to plan, coordinate and implement the videoconferencing project for Cuyahoga County and its Judicial System.

Distinguishing Characteristics

This is a first-level management classification, responsible for the videoconferencing project for the County and the Judicial System. This class works under direction from the division Administrator. The employee in this class is expected to exercise discretion in applying general goal and policy statements and in resolving organizational and service delivery problems.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- 60% +/- 10%
Plans, configures, coordinates and implements videoconferencing for the County and for the Judicial System; consults with clients with respect to requirements; schedules video conferences; installs, maintains and upgrades hardware and software; configures networks; troubleshoots issues including likely causes due to network problems; identifies solutions to problems; meets deadlines.
- 15% +/- 10%
Provides supervision of assigned staff by prioritizing, assigning, reviewing, and coordinating work; consults with staff to review work requirements, status, and problems; assists staff with problem situations; training staff; prepares employee performance evaluations as scheduled or required; responds to employee issues and concerns.
- 15% +/- 10%
Performs growth management techniques to ensure that as the clients' needs increase, there are services and technology available to meet demands.

Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's degree in computer science or a related field with three years experience involving voice communications, wide area networks, Local Area Networks; or an equivalent combination of education, training, and experience.

Additional Requirements

No special license or certification is required.

Videoconferencing Manager

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Data Utilization

- Requires the ability to perform mid to upper-level data analysis including the ability to coordinate, strategize, systemize and correlate, using discretion in determining time, place and/or sequence of operations within an organizational framework. Requires the ability to implement decisions based on such data, and overseeing the execution of these decisions.

Physical Requirements

- Ability to operate a variety of automated office machines including computers and peripheral equipment.

Supervisory Responsibilities

- Ability to assign, review, plan and coordinate the work of other employees and to maintain standards.
- Ability to provide instruction to other employees and to act on employee problems.
- Ability to prepare employee performance evaluations.
- Ability to recommend the discipline or discharge of employees.

Mathematical Ability

- Ability to add, subtract, multiply, divide and calculate decimals and percentages.

Language Ability & Interpersonal Communication

- Ability to comprehend a variety of informational documents including usage logs and request forms.
- Ability to comprehend a variety of reference books and manuals including videoconferencing reference books, guides for configuring, installing, administering and upgrading videoconferencing systems; guides for selecting, connecting, configuring, and troubleshooting network systems, and videoconferencing equipment guides.
- Ability to prepare usage logs for equipment and users of equipment and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to supervise and counsel employees, convince and influence others, to record and deliver information, to explain procedures, to follow instructions.

Videoconferencing Manager

- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department and to communicate with staff, clients, and departmental employees in regard to scheduling requests.
- Ability to use and interpret audio visual terminology and language.

Environmental Adaptability

- Work is typically performed in an office environment.

Cuyahoga County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer.

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Voice-Video Communications Manager	Class Number:	1053243
FLSA:	Exempt	Pay Grade:	14 B
Dept:	Information Services Center		

Classification Function

The purpose of the classification is to plan, direct, supervise, and coordinate the operations and activities of telecommunications services. This classification is responsible for overseeing management of Voice over Internet Protocol (VoIP) and Communications Customer Service.

Distinguishing Characteristics

This is a first-level management classification, responsible for managing the day-to-day operations of communications services, purchasing, and billing. This class works under direction from the division Administrator. The employee in this class is expected to exercise discretion in applying general goal and policy statements and in resolving organizational and service delivery problems and in supervising assigned staff. The primary focus of the this class is overseeing and participating in the performance of professional work, troubleshooting voice communications systems and supervising employees in performance of the work of a section within the division.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- 30% +/- 10%
- Assumes management responsibility for development and maintenance of networks and telecommunications systems; oversees the work of staff, troubleshoots issues, identifies solutions to complex problems to meet deadlines; consults with clients with respect to plans, designs and implementation; supports the voice infrastructure; develops technical architecture and physical designs, and analyzes existing voice and data networks and recommends solutions.
- 30% +/- 10%
- Manages new projects including performing cost analysis, developing architecture, overseeing staff, and performing and overseeing network configuration and installation.
- 15% +/- 10%
- Provides supervision of assigned staff and consultants by prioritizing, assigning, reviewing, and coordinating work; consults with staff to review work requirements, status, and problems; assists staff with complex or problem situations; defines and provides for education and training needs; prepares employee performance evaluations as scheduled or required; responds to employee issues and concerns; interviews and recommends new hires; recommends discipline, salary increases, transfers and promotion reviews.
- 10% +/- 10%
- Negotiates vendor contracts; researches new telecommunications applications; coordinates meetings with contractors that have not previously provided services to the County; coordinates and sets up training requirements for new clients; orders new phones and peripheral equipment.
- 10% +/- 10%
- Performs analysis and reports on call detail and on voice utilization traffic.

Voice/Video Communications Manager

5% +/- 10%

- Attends and participates in professional group meetings, conferences, seminars and training; stays abreast of new trends and innovations in the field of computer operations.

Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's degree in computer science or a related field or equivalent experience with five years previous supervisory/management experience involving voice communications, wide area networks; or any equivalent combination of education, training, and experience.

Additional Requirements

No special license or certification is required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Data Utilization

- Requires the ability to perform mid to upper-level data analysis including the ability to coordinate, strategize, systemize and correlate, using discretion in determining time, place and/or sequence of operations within an organizational framework. Requires the ability to implement decisions based on such data, and overseeing the execution of these decisions.

Physical Requirements

- Ability to operate a variety of automated office machines including computers and peripheral equipment.

Supervisory Responsibilities

- Ability to assign, review, plan and coordinate the work of other employees and to maintain standards.
- Ability to provide instruction to other employees and to act on employee problems.
- Ability to prepare employee performance evaluations.
- Ability to recommend the discipline or discharge of employees.
- Ability to recommend the transfer, promotion or salary increase of other employees.

Mathematical Ability

- Ability to add, subtract, multiply, divide and calculate decimals and percentages; may require the ability to perform mathematical operations involving basic algebra.

Voice/Video Communications Manager

Language Ability & Interpersonal Communication

- Ability to comprehend a variety of informational documents including employee timesheets, invoices, architectural drawings, call detail record reports, circuit utilization, system error logs, and project requirements.
- Ability to comprehend a variety of reference books and manuals including departmental and county policy manual, architectural drawings, call center scripts, phone system user guides, and computer and communications software, hardware, network, and operation manuals.
- Ability to prepare cost analysis, network diagrams and documents, status, progress, and activity reports, reports on hardware/software issues and resolution of issues; timesheets; performance reviews, requests for bid, service requests and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to supervise and counsel employees, convince and influence others, to record and deliver information, to explain procedures, to follow instructions.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department and to communicate with staff, clients, vendors, contractors, class instructors, and departmental employees and administrators.
- Ability to use and interpret computer networking and accounting terminology and language.

Environmental Adaptability

- Work is typically performed in an office environment.

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CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	WAN Analyst 2	Class Number:	1053281
FLSA:	Non Exempt	Pay Grade:	9 B
Dept:	Information Services Center		

Classification Function

The purpose of the classification is to evaluate, troubleshoot, implement, monitor and maintain existing or proposed data communication systems.

Distinguishing Characteristics

This is a journey level, technician class in the WAN Analyst series. Employees at this level work under general supervision from a unit manager, and are distinguished from the entry level by the performance of the full range of duties assigned. Employees are expected to work more independently, exercising judgment and initiative. Positions at this level receive instruction or assistance only as new or unusual situations arise and are fully aware of the operating procedures and policies of the work unit.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- 30% +/- 10%
- Analyzes business needs of customers and recommends, purchases, configures, installs and maintains data communications systems; evaluates equipment needs; plans and schedules conversion process; configures and installs equipment; prepares specifications and flowcharts for implementation of new internal programs or modifications to vendor software including switches, routers, and hubs; provides installation and monitoring of communications software, utilities and diagnostics; reviews, updates and enforces networking and data communications policies.
- 30% +/- 10%
- Responds to help desk calls requiring testing and troubleshooting; monitors service and/or referred calls; enters and logs problems on problem tracking system; communicates with help desk staff re. status; monitors service and/or referred calls and refers problems to supervisor, co-workers, other support areas, or higher level technicians as necessary; supports customers with scheduled and non-scheduled outages
- 5% +/- 5%
- Keeps current on emerging web technologies; attends project planning meetings.

Minimum Training and Experience Required to Perform Essential Job Functions

Associate's degree in computer science, communications system infrastructure, or a related field with three years of experience in configuration, installation, maintenance, repair of data communication systems infrastructure; or any equivalent combination of education, training, and experience.

Communications Analyst 2

Additional Requirements for all levels

No special license or certification is required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Data Utilization

- Ability to perform mid-level analysis including the ability to audit, deduce, assess, conclude and appraise. Requires discretion in determining and referencing such to established criteria to define consequences and develop alternatives.

Physical Requirements

- Ability to operate a variety of automated office machines including computers and peripheral equipment and voice equipment.

Supervisory Responsibilities

- No supervisory requirements

Mathematical Ability

- Ability to add, subtract, multiply, divide and calculate decimals and percentages.

Language Ability & Interpersonal Communication

- Ability to comprehend a variety of informational documents including problem log, service cards, purchase orders, customer service requests, status reports, and technical information documents.
- Ability to comprehend a variety of reference materials and manuals including repair manuals, hardware manuals, policy and procedure manuals, research materials and documentation, and technical information documents.
- Ability to prepare equipment drawings, time schedules, purchase orders, emails and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to record and deliver information, to explain procedures, to follow instructions.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department including users, WAN group, colleagues, vendors, and departmental employees.
- Ability to use and interpret computer, data communications and infrastructure terminology and language.

Communications Analyst 2

Environmental Adaptability

- Work is typically performed in an office environment.

Cuyahoga County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer.

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Web Designer 1	Class Number:	1053231
FLSA:	Exempt	Pay Grade:	8 B
Dept:	Information Services Center		

Classification Function

The purpose of the classification is to build and launch websites for client agencies using technologies that conform to ISC standards while ensuring that the site is organized, easy to navigate, and is designed according to client requests and requirements.

Distinguishing Characteristics

This is an entry level classification, working under general supervision from a division administrator or unit manager. Employees in this class work under more immediate supervision and perform most of the duties required of the positions at the journey level, but are not expected to function at the same level of expertise. It is expected that employees will exercise less independent discretion and judgment in matters related to work procedures and methods. Work is usually supervised while in progress and fits a more established structure or pattern. Exceptions or changes in procedures are explained in detail as they arise. This class requires less extensive experience than at the journey level.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- 60% +/- 15%
- Builds websites for County agencies; meets with clients to determine project objectives and requirements; researches project topic; provides time estimates for project development; creates sample designs; meets with developers to discuss possible custom application; creates print ready sample designs if project is for print; for web projects, organizes content and ensure site is user friendly.
- 30% +/- 15%
- Troubleshoots and debugs errors on sites and applications; performs maintenance and updates on existing websites; creates or modifies photographs, images and graphics.
- 10% +/- 15%
- Provides clients with Synapse training so that they can take control of the site to update or change designs in their entirety without interfering with features or existing content.

Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's degree in marketing, advertising, graphic art/design, film, photography or a related field with two years experience that includes website or print design and various software used for website design and photo editing; or an equivalent combination of education, training, and experience.

Additional Requirements

No special license or certification is required.

Web Designer 1

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Data Utilization

- Ability to perform mid-level level of data analysis including the ability to review, classify, categorize, prioritize and/or reference data, statutes and/or guidelines and/or group, rank, investigate and diagnose. Requires discretion in determining and referencing such to established standards to recognize interactive effects and relationships.

Physical Requirements

- Ability to operate a variety of automated office machines including computers and peripheral equipment and a variety of cameras, video cameras and peripheral equipment.

Supervisory Responsibilities

No supervisory responsibilities. May lead projects, as assigned.

Mathematical Ability

- Ability to add, subtract, multiply, and divide; may require basic algebra, geometry and trigonometry.

Language Ability & Interpersonal Communication

- Ability to comprehend a variety of informational documents including statement of work, website maintenance requests, meeting minutes and agendas, requests for proposal, requests for qualification, press releases, video, and photography.
- Ability to comprehend a variety of reference books and manuals including reference developed by colleagues for website development and modification, websites, and books regarding website design.
- Ability to prepare timesheets, training manuals, website documentation, status reports, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department including clients, peers, supervisor, design staff, and video production staff.
- Ability to use and interpret videography and audio visual terminology and language.

Environmental Adaptability

- Work is typically performed in an office environment.

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CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Web Designer 2	Class Number:	1053232
FLSA:	Exempt	Pay Grade:	10 B
Dept:	Information Services Center		

Classification Function

The purpose of the classification is to build and launch websites for client agencies using technologies that conform to ISC standards while ensuring that the site is organized, easy to navigate, and is designed according to client requests and requirements.

Distinguishing Characteristics

This is journey level classification, working under direction from a division administrator. The employee in this class is expected to be fully aware of the operating policies and procedures of the work unit and to perform the full range of duties assigned. Positions at this level receive instruction or assistance only as unusual situations arise and are expected to exercise independent judgment and initiative.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- 60% +/- 15%
 - Builds websites for County agencies; meets with clients to determine project objectives and requirements; researches project topic; provides time estimates for project development; creates sample designs; meets with developers to discuss possible custom application; creates print ready sample designs if project is for print; for web projects, organizes content and ensures site is user friendly.
- 30% +/- 15%
 - Troubleshoots and debugs errors on sites and applications; performs maintenance and updates on existing websites; creates or modifies photographs, images and graphics.
- 10% +/- 15%
 - Provides clients with Synapse training so that they can take control of the website and update or change designs in their entirety without interfering with features or existing content.

Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's degree in marketing, advertising, graphic art / design, film, photography or a related field with three years experience that includes website or print design and various software used for website design and photo editing; or an equivalent combination of education, training, and experience.

Additional Requirements

No special license or certification is required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Web Designer 2

Data Utilization

- Ability to perform mid-level level of data analysis including the ability to review, classify, categorize, prioritize and/or reference data, statutes and/or guidelines and/or group, rank, investigate and diagnose. Requires discretion in determining and referencing such to established standards to recognize interactive effects and relationships.

Physical Requirements

- Ability to operate a variety of automated office machines including computers and peripheral equipment and a variety of cameras, video cameras and peripheral equipment.

Supervisory Responsibilities

No supervisory responsibilities. May lead projects, as assigned.

Mathematical Ability

- Ability to add, subtract, multiply, and divide; may require basic algebra, geometry and trigonometry.

Language Ability & Interpersonal Communication

- Ability to comprehend a variety of informational documents including statement of work, website maintenance requests, meeting minutes and agendas, requests for proposal, requests for qualification, press releases, video, and photography.
- Ability to comprehend a variety of reference books and manuals including reference developed by colleagues for website development and modification, websites, and books regarding website design.
- Ability to prepare timesheets, training manuals, website documentation, status reports, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department including clients, peers, supervisor, and work groups members.
- Ability to use and interpret computer systems and electrical circuits terminology and language.

Environmental Adaptability

- Work is typically performed in an office environment.

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CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Web Development & Applications Development Administrator	Class Number:	1053247
FLSA:	Exempt	Pay Grade:	19 B
Dept:	Information Services Center		

Classification Function

The purpose of the classification is to plan, direct, supervise, coordinate and manage the activities, operations, procedures and goals of the Web, Video, Application Development and GIS departments.

Distinguishing Characteristics

This is a second-level management classification, responsible for evaluating, developing and maintaining standards and best practices for system design and development. Under administrative direction of the Chief Technology Officer, the incumbent is responsible for evaluating effectiveness of information systems, developing short and long goals and overall vision. The employee is expected to exercise discretion in applying policies and procedures to resolve organizational and service delivery problems and to ensure that assigned projects and activities are completed in a timely and efficient manner. This class is responsible for direct and general supervision over management, professional, and line staff.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- 30% +/- 10%
- Designs and directs project plans, project tasks lists and action plans for individual systems being designed or developed; gathers the requirements for new systems; proposes options and project cost estimates; ensures systems support agency business strategy are user friendly, intuitive, proper testing plans are in place and that execution is completed on time and within budget; ensures effective system maintenance plans are in place.

- 20% +/- 10%
- Provides supervision of assigned staff and oversees the work of consultants; prioritizes, assigns, reviews, and coordinates work; consults with staff to review work requirements, status, and problems; assists staff with complex or problem situations; defines education and training needs and promotes employee development by providing training and professional development opportunities; conducts staff meetings; prepares employee performance evaluations as scheduled or required; responds to employee issues and concerns; interviews and recommends new hires; recommends the discipline, discharge, salary increases, transfers and promotions; reviews/approves time sheets, travel requests and leave requests.

- 20% +/- 10%
- Researches, develops and implements policies, procedures and best practices for application development and business process integration; develops vision, short term and long term goals from a technical and business process perspective; evaluates effectiveness of software systems being used; researches current trends and technologies on the web and various trade publications; assesses usability and effectiveness of systems being developed.

- 20% +/- 10%
- Analyzes requirements of clients and their agency's mission; understands business requirements; explains technical methods, procedures and protocols; maintains effective working relationships with a variety of individuals both within and without the department.

Web Development & Applications Development Administrator

10% +/- 5%

- Conducts staff meetings; facilitates collaboration design sessions; ensures the client agency is being effectively served; prepares routine status reports, cost estimates and statements of work; develops contracts. Attends and participates in professional group meetings, conferences, seminars and training.

Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's degree in computer science or business administration with six years previous management experience including planning, supervision, budgeting, contract negotiation and computer proficiency; or an equivalent combination of education, training, and experience.

Additional Requirements

No special license or certification is required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Data Utilization

- Requires the ability to perform upper-level data analysis, including the ability to hypothesize, theorize and assimilate, to modify or adapt existing policies/ methods to meet unusual conditions within the context of existing theories and management principles.

Physical Requirements

- Ability to operate a variety of automated office machines including computers and peripheral equipment.

Supervisory Responsibilities

- Ability to assign, review, plan and coordinate the work of other employees and to maintain standards.
- Ability to provide instruction to other employees and to act on employee problems.
- Ability to prepare employee performance evaluations.
- Ability to recommend the discipline or discharge of employees.
- Ability to recommend the transfer, promotion or salary increase of other employees.

Mathematical Ability

- Ability to add, subtract, multiply, divide and calculate decimals and percentages; may require the ability to perform mathematical operations involving basic algebra.

Web Development & Applications Development Administrator

Language Ability & Interpersonal Communication

- Ability to comprehend a variety of informational documents including proposals, contracts, statements of work, project requests, customer service requests, technical documentation, performance reviews, documentation, product specifications and manuals.
- Ability to comprehend a variety of reference books and manuals including departmental and County policy manual, computer books and manuals, communications software, hardware, network, architecture and operation manuals.
- Ability to prepare status and progress reports, project analysis, annual reports, performance reviews, requests for proposals and for bid, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to manage, supervise and counsel employees, convince and influence others, to record and deliver information, to explain procedures, to follow instructions.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department including staff, clients, vendors, contractors, and departmental employees and administrators.
- Ability to use and interpret computer information, project management and legal terminology and language.

Environmental Adaptability

- Work is typically performed in an office environment.

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CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Web Development and Applications Development Manager	Class Number:	1053246
FLSA:	Exempt	Pay Grade:	16 B
Dept:	Information Services Center		

Classification Function

The purpose of the classification is to plan, supervise, direct, and lead the development team in day to day activities and operations. The incumbent is responsible for providing technical direction for the development, design, and systems integration from project definition phase through implementation.

Distinguishing Characteristics

This is a first-level management classification that provides direct supervision to Web developers, and combines technical and managerial duties. This class works under general direction of the Chief Technology Officer, and is expected to exercise discretion in applying policies and procedures to resolve organizational and service delivery problems and to ensure that assigned projects and activities are completed in a timely and efficient manner. The employee is responsible for coordinating the development of strategic and tactical plans for web development, and ensuring staff understands and delivers the appropriate technology to user agencies.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- 40% +/- 10%
- Acts as a project manager to ensure that requirements are met and that projects are completed on time and on budget; assesses client needs and requests and recommends solutions; prepares statement of work for project plans; performs software and technology assessment; creates and executes development plans and revises as necessary in order to meet changing needs and requirements; keeps administration informed of status of projects; facilitates client meetings; facilitates end user testing and issue resolutions.
- 30% +/- 10%
- Provides supervision of assigned staff; prioritizes, assigns, reviews, and coordinates work; consults with staff to review work requirements, status, and problems; assists staff with complex or problem situations; defines education and training needs and promotes employee development; conducts staff meetings; promotes teamwork; prepares employee performance evaluations as scheduled or required; interviews and recommends new hires; manages the development team by ensuring that project tasks are in line with each employee's skill level; identifies opportunities for improvement and makes constructive suggestions; reviews the status reports of team members and addresses issues as appropriate; keeps track of lessons learned and shares those lessons with team members.
- 10% +/- 10%
- Provides technical direction for development, design, and system integration; performs technology and software assessment; studies and recommends new development technologies; creates and maintains procedures for production and test environments; develops and recommends best practices, policies and procedures; applies knowledge of industry trends and developments to improve applications and processes.

Web Development and Applications Development Manager

20% +/- 10%

- Performs a variety of technical work including coding web pages, creating databases, coding database stored procedures, coding data loads, solving user and public problems, providing information to the public, collecting business requirements, performing technical analysis, and performing system design and testing.

10% +/- 10%

- Attends and participates in professional group meetings, conferences, seminars and training; stays abreast of new trends and innovations in the field of computer operations.

Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's degree in computer science or related field with five years experience in a programming environment, including object oriented programming and relational database management. Must have knowledge of at least two (2) web programming languages used by the Division; or any equivalent combination of education, training and experience.

Additional Requirements

No special license or certification is required.

Experience with the following programming technologies is desirable: SAP-ABAP, COBOL, Delphi, HTML, ASP, VB Script, Java Script, .NET, CSS

Experience or understanding of Microsoft SQL Server and Oracle databases. The ability to create and maintain stored procedures, packages and jobs in both databases.

Experience in the following technologies is desirable: Visual Basic, Delphi, Java, Access, FTP, XML and Crystal Reports and/or COM.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Data Utilization

- Requires the ability to perform mid to upper-level data analysis including the ability to coordinate, strategize, systemize and correlate, using discretion in determining time, place and/or sequence of operations within an organizational framework. Requires the ability to implement decisions based on such data, and overseeing the execution of these decisions.

Physical Requirements

- Ability to operate a variety of automated office machines including computers and peripheral equipment.

Supervisory Responsibilities

- Ability to assign, review, plan and coordinate the work of other employees and to maintain standards.
- Ability to provide instruction to other employees and to act on employee problems.

Web Development and Applications Development Manager

- Ability to prepare employee performance evaluations.
- Ability to recommend the discipline or discharge of employees.
- Ability to recommend the transfer, promotion or salary increase of other employees.

Mathematical Ability

- Ability to add, subtract, multiply, divide and calculate decimals and percentages; may require the ability to perform mathematical operations involving basic algebra and geometry.

Language Ability & Interpersonal Communication

- Ability to comprehend a variety of informational documents including employee timesheets, requirement statements, Customer Service Requests, entity relationship diagrams, technical documentation, issue logs and technical forums.
- Ability to comprehend a variety of reference materials and manuals including departmental and county policy manual, requirement statements, coding book and websites, entity relationship diagrams, technical documentation, issue logs and technical forums.
- Ability to prepare statement of work, requirement statements, web applications and sites, databases, files, system documentation, user manuals, status reports, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to supervise and counsel employees, convince and influence others, to record and deliver information, to explain procedures, to follow instructions.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department and to communicate with staff, users, vendors, and departmental employees and administrators.
- Ability to use and interpret terminology and language including computer language.

Environmental Adaptability

- Work is typically performed in an office environment.

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CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Pharmacist- Corrections	Class Number:	1059311
FLSA:	Exempt	Pay Grade:	19
Dept:	Sheriff's Office		

Classification Function

The purpose of this classification is manage an on-site pharmacy according to all applicable Ohio and federal laws; to fill all prescriptions ordered by physicians and /or dentists for the patient population; to interact with physicians regarding quality of care issues including drug incompatibilities and formulary compliance issues; to act as a positive and cooperative team member and resource within the Correctional Institution.

Distinguishing Characteristics

This is a professional level classification, performing responsible and specialized professional functions and tasks in a very independent manner. Administrative direction is received from the Medical Director. Employees in these job classes may provide administrative direction to contractors and/or private service providers as well as assigned County staff. This class may have programmatic, clinical, and administrative responsibilities, and requires a high degree of professional level knowledge and expertise as well as excellent organizational and communication skills. The employee in this class may chair a Pharmacy and Therapeutic committee and serve as a consultant for the medical, dental, and nursing staff.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- 40% +/- 15%
- Interprets and dispenses medical prescriptions and pharmaceutical supplies prescribed by a licensed practitioner; counsels patients on how to use prescription and over-the-counter medications, healthcare supplies and medical equipment; advises patients and answer questions about prescription drugs, including questions about possible side effects and interactions among different drugs.
- 30% +/- 5%
- Consults with doctors about medication therapy; works closely with doctors and medical personnel in selecting drugs and managing their effects; advises physicians and other health practitioners on the selection, dosages, interactions, and side effects of medications; provides night, weekend and holiday medical triage and authorizations via telephone.
- 10% +/- 5%
- Keeps computerized records of patients' medications to prevent harmful drug interactions.
- 10% +/- 5%
- May chair a Pharmacy and Therapeutic committee; participates in a variety of meetings and conferences with other staff members/service providers regarding client care, services, and other administrative matters; acts as professional resource to other staff, service providers, and/or programs regarding illness, treatment, and drug interactions.
- 10% +/- 5%
- Supervises pharmacy technicians and may train students serving as interns; supervises, oversees, monitors, and participates in the establishment and maintenance of sensitive and confidential

Pharmacist - Corrections

medical records, prepares a variety of reports and records, and maintains documentation of client contact in accordance with departmental and statutory regulations and procedures; maintains compliance with confidentiality requirements.

Minimum Training and Experience Required to Perform Essential Job Functions

Licensed by the Ohio State Board of Pharmacy as a Registered Pharmacist with one year experience in pharmacy operations including working with clients from diverse cultural and ethnic backgrounds.

Additional Requirements

Possession of a valid Pharmacist license to in the State of Ohio.

Requires current, valid CPR certification.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including computers and peripheral equipment; mobility to work in office settings; strength to lift, carry and position supplies and equipment.

Supervisory Responsibilities

- Ability to assign, review, plan and coordinate the work of other employees and to maintain standards.
- Ability to provide instruction to other employees and to act on employee problems.
- Ability to recommend the discipline of employees.
- Ability to prepare employee performance evaluations.

Mathematical Ability

- Ability to add, subtract, multiply, divide and calculate ratios and percentages.

Language Ability & Interpersonal Communication

- Ability to perform upper-level data analysis requiring managing of data and people deciding the time, sequence of operations or events within the context of a process, system or organization. Involves development of goals, objectives, policies, procedures or functions based on the analysis of data/information and includes performance reviews pertinent to such objectives, functions and requirements.
- Ability to comprehend a variety of reference books and manuals including those related to pharmacology, local, state and federal rules, regulations and laws, county and department policies, procedures, rules and regulations, professional association newsletters, textbooks, and journal articles.
- Ability to prepare documentation, records, prescriptions, notes, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.

Pharmacist - Corrections

- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department including various cultural and ethnic groups in a tactful and effective manner.
- Ability to use and interpret medical and pharmacological terminology and language.
- Ability to communicate with patients, working groups, and employees of own department and with outside departmental employees and administrators.

Pharmacist - Corrections

Environmental Adaptability

- Work is typically performed in an indoor/office environment in a County jail.

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CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Pharmacy Technician- Corrections	Class Number:	1034111
FLSA:	Non-Exempt	Pay Grade:	4
Dept:	Sheriff's Office		

Classification Function

The purpose of this classification is to assist a Pharmacist at an on-site pharmacy according to all applicable Ohio and federal laws; to fill prescriptions ordered by physicians and /or dentists for the patient population; to manage inventory, perform data entry and to restock drugs and supplies; to act as a positive and cooperative team member and resource within the Correctional Institution.

Distinguishing Characteristics

This is a technical level classification, performing responsible functions and tasks under supervision of a Pharmacist. This class requires some technical knowledge and excellent organizational and communication skills.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- 50% +/- 15%
- Assists in filling prescriptions ordered by physicians; counts dosages of medications and fills containers; answers basic questions about over-the-counter drugs.
- 20% +/- 5%
- Enters data and keeps computerized records of patients' medications to prevent harmful drug interactions; labels containers and assists in pre-packaging operations.
- 10% +/- 5%
- Assists in managing inventory so that frequently prescribed drugs are on-hand and easily available; restocks drugs and supplies.
- 10% +/- 5%
- Keeps the pharmacy clean and orderly; maintains compliance with confidentiality requirements.
- 10% +/- 5%
- Reviews pharmacy invoices for accuracy prior to payment; maintains compliance with confidentiality requirements.

Minimum Training and Experience Required to Perform Essential Job Functions

High School Diploma or equivalent supplemented by technical school coursework including relevant laws, pharmacy and healthcare ethics, pharmacy practice, medical terminology, human physiology and diseases, pharmacy therapeutics, customer care, related software systems, inventory management, and infection control are desirable; one year of customer service experience including working with clients from diverse cultural and ethnic backgrounds.

Additional Requirements

Completion of a Pharmacy Technician Certification Program, accredited by the National Commission for Certifying Agencies (NCCA) and Certification as a Pharmacy Technician (CPhT) is preferred.

Pharmacy Technician - Corrections

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including computers and peripheral equipment; mobility to work in office settings; strength to lift, carry and position supplies and equipment.

Supervisory Responsibilities

No supervisory responsibilities. Participates in the maintenance of sensitive and confidential medical records.

Mathematical Ability

- Ability to add, subtract, multiply, divide and calculate ratios and percentages.

Language Ability & Interpersonal Communication

- Requires the ability to perform basic level of data analysis including the ability to review, classify, categorize, prioritize and/or reference data, statutes and/or guidelines and/or group, rank, investigate and problem solve. Requires discretion in determining and referencing such to established standards to recognize interactive effects and relationships.
- Ability to comprehend a variety of reference books and guides including those related to pharmacology, local, state and federal rules, regulations and laws, county and department policies, procedures, rules and regulations, professional association newsletters, textbooks, and journal articles.
- Ability to prepare documentation, records, prescriptions, notes, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department including various cultural and ethnic groups in a tactful and effective manner.
- Ability to use and interpret medical/pharmacological terminology and language.
- Ability to communicate with patients, working groups, and employees of own department and with outside departmental employees and administrators.

Environmental Adaptability

- Work is typically performed in an indoor/office environment in a County jail.

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CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Physician - Corrections	Class Number:	1059611
FLSA:	Exempt	Pay Grade:	26
Dept:	Sheriff's Office		

Classification Function

The purpose of this classification is to perform medical evaluations and diagnoses of assigned patients; to develop, monitor, and evaluate appropriate treatment plans and follow-up care; to perform minor operative procedures including suturing and casting uncomplicated fractures; to perform and monitor a variety of administrative tasks/functions in support of assigned services; and to act as a positive and cooperative team member and resource within the Correctional Institution.

Distinguishing Characteristics

This is a professional level classification, performing highly responsible and specialized professional functions and tasks in a very independent manner. Administrative direction is received from the Medical Director. Employees in these job classes may provide administrative direction to professional level contractors and/or private service providers as well as assigned County staff. This class may have programmatic, clinical, and administrative responsibilities, and requires a high degree of professional level knowledge and expertise as well as excellent organizational and communication skills.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- 60% +/- 15%
- Performs medical and physical evaluations of patients' health status; makes diagnoses and develops and prescribes medical and rehabilitative treatment/therapy plans based on diagnoses of symptoms; prescribes medications; monitors patients' reactions, relief of symptoms, and degree of side effects on a regular and on-going schedule.
- 20% +/- 5%
- Provides clinical supervision to mid-level practitioners reviewing success and appropriateness of treatment plans and prescribed medications; modifying treatment plans and prescribed medications in response to patients' needs and symptoms; provides night, weekend, and holiday medical triage and authorizations via telephone.
- 10% +/- 5%
- Participates in a variety of meetings and conferences with other staff members/service providers regarding client care, services, and other administrative matters; acts as professional resource to other staff, service providers, and/or programs regarding illness, diagnosis, treatment, and services available.
- 5% +/- 5%
- Supervises, oversees, monitors, and participates in the establishment and maintenance of sensitive and confidential medical records, prepares a variety of reports and records, and maintains documentation of client contact in accordance with departmental and statutory regulations and procedures.
- 5% +/- 5%
- Counsels assigned patients; discusses treatment options with patients and provides necessary information for educated decision-making process; maintains compliance with confidentiality requirements.

Physician - Corrections

Minimum Training and Experience Required to Perform Essential Job Functions

Graduation from an accredited medical school as an M.D or D.O. in the United States or Canada approved by a recognized accrediting body in the year of the applicant's graduation; a Doctor of Medicine or equivalent degree from a foreign medical school that provided education and medical knowledge substantially equivalent to accredited schools in the United States may be demonstrated by permanent certification by the Educational Commission for Foreign Medical Graduates (ECFMG); two years of professional experience; some professional level experience performing responsible patient evaluations and treatment of patients from diverse cultural and ethnic backgrounds.

Additional Requirements

Possession of a valid license to practice medicine in the State of Ohio issued by the Board of Medical Examiners.

Requires current, valid CPR certification.

Board Certification

Board certification in internal medicine, family practice or urgent care is preferred.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including computers and peripheral equipment.; sit at a desk and in meetings for long periods of time; mobility to work in both office and clinical settings and to travel to various sites; strength to lift, carry and position supplies and equipment; touch in order to conduct physical health assessments.

Supervisory Responsibilities

No supervisory responsibilities. Oversees, monitors, and participates in the establishment and maintenance of sensitive and confidential medical records,

Mathematical Ability

- Ability to add, subtract, multiply, divide and calculate ratios and percentages.

Language Ability & Interpersonal Communication

- Ability to perform upper-level data analysis requiring managing of data and people deciding the time, sequence of operations or events within the context of a process, system or organization. Involves development of goals, objectives, policies, procedures or functions based on the analysis of data/information and includes performance reviews pertinent to such objectives, functions and requirements.
- Ability to comprehend a variety of reference books and manuals including Diagnostic and Statistical Manual, Physician's Desk Reference, local, state and federal rules, regulations and laws, county and department policies, procedures, rules and regulations, professional association newsletters, textbooks, and journal articles.
- Ability to prepare documentation, medical records, prescriptions, notes, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.

Physician - Corrections

- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department including various cultural and ethnic groups in a tactful and effective manner.
- Ability to use and interpret medical terminology and language.
- Ability to communicate with patients, working groups, and employees of own department and with outside departmental employees and administrators.

Environmental Adaptability

- Work is typically performed in an indoor/office environment in a County jail.

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CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Psychiatrist - Corrections	Class Number:	1059811
FLSA:	Exempt	Pay Grade:	29
Dept:	Sheriff's Office		

Classification Function

The purpose of this classification is to perform psychiatric evaluations, diagnoses and treatment of patients with psychiatric illnesses and substance abuse disorders; to develop, monitor, and evaluate appropriate treatment plans including psychotherapy and/or psychotropic medication strategies; to perform short-term crisis counseling and routine mental health assessments on patients referred by nursing, medical professional and correctional staff and social workers; to perform and monitor a variety of administrative tasks/functions in support of assigned services and providing facility coverage as scheduled including on-call coverage and weekend coverage; and to act as a positive and cooperative team member and resource within the Correctional Institution.

Distinguishing Characteristics

This is a professional level classification, performing highly responsible and specialized professional functions and tasks in a very independent manner. Requires thorough knowledge of methods and principles of behavioral health medicine and current principles and methods of assessment and treatment of patients with psychiatric illnesses and substance abuse disorders. Administrative direction is received from the Medical Director. Employees in these job classes may provide administrative direction to professional level contractors and/or private service providers as well as assigned County staff. This class may have programmatic, clinical, and administrative responsibilities, and requires a high degree of professional level knowledge and expertise as well as excellent organizational and communication skills.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- 40% +/- 15%
- Performs psychiatric evaluations of patients' mental and emotional health status and develops appropriate treatment/therapy plans based on diagnoses of symptoms and behaviors.
- 20% +/- 5%
- Prescribes appropriate psychotropic medications based on patients' diagnoses and psychiatric evaluations; monitors patients' reactions, relief of symptoms, and degree of side effects on a regular and on-going schedule; provides night, weekend and holiday medical triage and authorizations via telephone.
- 20% +/- 5%
- Supervises psychologist and mental health nurse practitioner; reviews success and appropriateness of treatment plans and prescribed medications; modifying treatment plans and prescribed medications in response to patients' needs and symptoms; develops and implements QA and/or QI process improvement initiatives; performs utilization review and management functions.

10% +/- 5%

Psychiatrist - Corrections

- Participates in a variety of meetings and conferences with other staff members/service providers regarding client care, services, and other administrative matters; acts as professional resource to other staff, service providers, and/or programs regarding psychiatric illness, diagnosis, treatment, and services available; participates in peer review, grievance procedures, mortality review; attends court hearings as an expert witness.

5% +/- 5%

- Supervises, oversees, monitors, and participates in the establishment and maintenance of sensitive and confidential medical records, prepares a variety of reports and records, and maintains documentation of client contact in accordance with departmental and statutory regulations and procedures; maintains compliance with HIPAA and confidentiality requirements.

5% +/- 5%

- Counsels assigned patients; discusses treatment options with patients and provides necessary information for educated decision-making process; maintains compliance with confidentiality requirements.

Minimum Training and Experience Required to Perform Essential Job Functions

Graduation from an accredited medical school as an M.D or D.O. in the United States or Canada approved by a recognized accrediting body in the year of the applicant's graduation; a Doctor of Medicine or equivalent degree from a foreign medical school that provided education and medical knowledge substantially equivalent to accredited schools in the United States may be demonstrated by permanent certification by the Educational Commission for Foreign Medical Graduates (ECFMG); two years of professional experience providing psychiatric counseling and evaluations of patients; two years of professional level experience performing responsible patient evaluations and treatment of patients in forensic psychiatry or a community mental health setting including treatment of people of diverse cultural and ethnic backgrounds.

Additional Requirements

Successful completion of a three or four year psychiatry residency program that is accredited by the

Accreditation Council for Graduate Medical Education (ACGME)

Possession of a valid license as a physician and surgeon issued by the state of Ohio

Requires current, valid CPR certification.

Additional Requirements

Board Certification in psychiatry is preferred.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including computers and peripheral equipment.; sit at a desk and in meetings for long periods of time; mobility to work in both office and clinical settings and to travel to various sites; strength to lift, carry and position supplies and equipment.

Psychiatrist - Corrections

Supervisory Responsibilities

- Ability to assign, review, plan and coordinate the work of other employees and to maintain standards.
- Ability to provide instruction to other employees and to act on employee problems.
- Ability to recommend the discipline of employees.
- Ability to prepare employee performance evaluations.

Mathematical Ability

- Ability to add, subtract, multiply, divide and calculate ratios and percentages.

Language Ability & Interpersonal Communication

- Ability to perform upper-level data analysis requiring managing of data and people deciding the time, sequence of operations or events within the context of a process, system or organization. Involves development of goals, objectives, policies, procedures or functions based on the analysis of data/information and includes performance reviews pertinent to such objectives, functions and requirements.
- Ability to comprehend a variety of reference books and manuals including Diagnostic and Statistical Manual of Mental Disorders, Practice Guidelines for the Treatment of Psychiatric Disorders, local, state and federal rules, regulations and laws, county and department policies, procedures, rules and regulations, laboratory reports, medical and psychological reports and findings, professional association newsletters, textbooks, and journal articles.
- Ability to prepare documentation, medical records, prescriptions, notes, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department including various cultural and ethnic groups in a tactful and effective manner.
- Ability to use and interpret medical terminology and language.
- Ability to communicate with patients, working groups, and employees of own department and with outside departmental employees and administrators.

Environmental Adaptability

- Work is typically performed in an office environment in a County jail.

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CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Psychologist - Corrections	Class Number:	1059111
FLSA:	Exempt	Pay Grade:	14
Dept:	Sheriff's Office		

Classification Function

The purpose of this classification is to perform psychological evaluations and therapeutic treatment of assigned patients; to develop, monitor, and evaluate appropriate treatment plans designed to assist in offender rehabilitation and reintegration; to evaluate patients as to readiness for parole and release; to perform and monitor a variety of administrative tasks/functions in support of assigned services; and to act as a positive and cooperative team member and resource within the Correctional Institution.

Distinguishing Characteristics

This is a professional level classification, performing highly responsible and specialized professional functions and tasks in a very independent manner. Administrative direction is received from a member of senior management. Employees are required to balance their role as both a therapist and evaluator for parole and release. Employees in these job classes may provide administrative direction to professional level contractors and/or private service providers as well as assigned County staff. This class may have programmatic, clinical, and administrative responsibilities, and requires a high degree of professional level knowledge and expertise as well as excellent organizational and communication skills.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- 60% +/- 15%
- Performs individual and group therapy psychological evaluations of patients' mental, emotional, and behavioral status and develops appropriate treatment/therapy plans based on symptoms and behaviors; applies direct psychological services with patients, evaluation of the jail population, patient management, and release evaluation and recommendations.
- 20% +/- 5%
- Oversees and monitors the work of in-house and contract clinicians and therapists; refers patients to a Psychiatrist for prescribing of psychotropic medications, as necessary; reviewing success and appropriateness of treatment plans; modifying treatment plans in response to patients' needs and symptoms.
- 10% +/- 5%
- Participates in a variety of meetings and conferences with other staff members/service providers regarding patient care, services, and other administrative matters; acts as professional resource to other staff, service providers, and/or programs regarding psychological treatment, and services available; provides night, weekend and holiday medical triage and authorizations via telephone.

Psychologist - Corrections

5% +/- 5%

- Supervises, oversees, monitors, and participates in the establishment and maintenance of sensitive and confidential patient records, prepares a variety of reports and records, and maintains documentation of patient contact in accordance with departmental and statutory regulations and procedures.

5% +/- 5%

- Counsels assigned patients; discusses treatment options with patients and provides necessary information for educated decision-making process; maintains compliance with confidentiality requirements.

Minimum Training and Experience Required to Perform Essential Job Functions

Graduation from an accredited graduate school with a Doctorate in Psychology (Ph.D.) in the United States or Canada approved by a recognized accrediting body in the year of the applicant's graduation; two years of professional experience providing psychological counseling and evaluations of patients; some professional level experience performing responsible patient evaluations and treatment of patients from diverse cultural and ethnic backgrounds.

Additional Requirements

Possession of a valid license as a Psychologist issued by the state of Ohio.

Requires current, valid CPR certification.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including computers and peripheral equipment.; sit at a desk and in meetings for long periods of time; mobility to work in both office and clinical settings and to travel to various sites; strength to lift, carry and position supplies and equipment.

Supervisory Responsibilities

No supervisory responsibilities. Oversees, monitors and participates in the establishment and maintenance of sensitive and confidential medical records.

Mathematical Ability

- Ability to add, subtract, multiply, divide and calculate ratios and percentages.

Language Ability & Interpersonal Communication

- Ability to perform upper-level data analysis requiring managing of data and people deciding the time, sequence of operations or events within the context of a process, system or organization. Involves development of goals, objectives, policies, procedures or functions based on the analysis of data/information and includes performance reviews pertinent to such objectives, functions and requirements.

Psychologist - Corrections

- Ability to comprehend a variety of reference books and manuals including Diagnostic and Statistical Manual of Mental Disorders, Practice Guidelines for the Treatment of Psychiatric Disorders, local, state and federal rules, regulations and laws, county and department policies, procedures, rules and regulations, professional association newsletters, textbooks, and journal articles.
- Ability to prepare documentation, records, notes, recommendations and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department including various cultural and ethnic groups in a tactful and effective manner.
- Ability to use and interpret medical and psychological terminology and language.
- Ability to communicate with patients, working groups and employees of own department and with outside departmental employees and administrators.

Environmental Adaptability

- Work is typically performed in an office environment in a County jail.

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CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Dentist - Corrections	Class Number:	1059411
FLSA:	Exempt	Pay Grade:	22
Dept:	Sheriff's Office		

Classification Function

The purpose of this classification is to diagnose and treat acute problems with a patient's teeth, gums, and other parts of the mouth; to perform professional dental services including extractions, exams, amalgams, anterior composites, and root canals with a minimum of referrals for surgical intervention; to act as a positive and cooperative team member and resource within the Correctional Institution.

Distinguishing Characteristics

This is a professional level classification, performing highly responsible and specialized professional functions and tasks in a very independent manner. Administrative direction is received from the Medical Director. Employees in these job classes may provide administrative direction to professional level contractors and/or private service providers as well as assigned County staff. This class may have programmatic, clinical, and administrative responsibilities, and requires a high degree of professional level knowledge and expertise as well as excellent organizational and communication skills.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- 50% +/- 15%
- Performs examinations of patients' teeth and mouth tissue in order to diagnose and treat problems; examine patients' mouths for cavities, sores, swelling, or other signs of disease; fill cavities, pull teeth that cannot be saved, or replace missing teeth.
- 20% +/- 5%
- Administer and prescribes local or general anesthetics to alleviate pain and antibiotics to treat infection; may take x-rays and clean patients' teeth, as necessary.
- 10% +/- 5%
- Supervises dental assistants, dental hygienists and EFDA (Expanded Function Dental Assistants) practitioners; reviews success and appropriateness of treatment plans and prescribed medications; modifying treatment plans and prescribed medications in response to patients' needs and symptoms.
- 10% +/- 5%
- Participates in a variety of meetings and conferences with other staff members/service providers regarding client care, services, and other administrative matters; acts as professional resource to other staff, service providers, and/or programs regarding illness, diagnosis, treatment, and services available; provides night, weekend and holiday medical triage and authorizations via telephone.

Dentist - Corrections

5% +/- 5%

- Supervises, oversees, monitors, and participates in the establishment and maintenance of sensitive and confidential medical records, prepares a variety of reports and records, and maintains documentation of client contact in accordance with departmental and statutory regulations and procedures.

5% +/- 5%

- Counsels assigned patients; discusses treatment options with patients and provides necessary information for educated decision-making process; maintains compliance with confidentiality requirements.

Minimum Training and Experience Required to Perform Essential Job Functions

Graduation from an accredited dental school as either a doctor of dental surgery (DDS) or a doctor of dental medicine (DMD) degree; a DDS or equivalent degree from a foreign medical school that provided education and dentistry knowledge substantially equivalent to accredited schools in the United States may be demonstrated by permanent certification by the Educational Commission for Foreign Medical Graduates (ECFMG); two years professional level experience performing responsible patient evaluations and treatment of patients from diverse cultural and ethnic backgrounds.

Additional Requirements

Possession of a valid license to practice dentistry in the State of Ohio issued by the Ohio State Dental Board.

Requires current, valid CPR certification.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including computers and peripheral equipment.; use hand and power tools and equipment; mobility to work in both office and clinical settings and to travel to various sites; strength to lift, carry and position supplies and equipment; touch in order to conduct dental assessments and treatments.

Supervisory Responsibilities

- Ability to assign, review, plan and coordinate the work of other employees and to maintain standards.
- Ability to provide instruction to other employees and to act on employee problems.
- Ability to recommend the discipline of employees.
- Ability to prepare employee performance evaluations.

Mathematical Ability

- Ability to add, subtract, multiply, divide and calculate ratios and percentages.

Language Ability & Interpersonal Communication

Dentist - Corrections

- Ability to perform upper-level data analysis requiring managing of data and people deciding the time, sequence of operations or events within the context of a process, system or organization. Involves development of goals, objectives, policies, procedures or functions based on the analysis of data/information and includes performance reviews pertinent to such objectives, functions and requirements.
- Ability to comprehend a variety of reference books and manuals including Reference Guide to Dentistry, Dental Drug Reference, reference on oral soft tissue diseases, local, state and federal rules, regulations and laws, county and department policies, procedures, rules and regulations, professional association newsletters, textbooks, and journal articles.
- Ability to prepare documentation, dental records, prescriptions, notes, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department including various cultural and ethnic groups in a tactful and effective manner.
- Ability to use and interpret medical/dental terminology and language.
- Ability to communicate with patients, working groups, and employees of own department and with outside departmental employees and administrators.

Environmental Adaptability

- Work is typically performed in an indoor/office environment in a County jail.

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CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Nurse Practitioner - Corrections	Class Number:	1059211
FLSA:	Exempt	Pay Grade:	16
Dept:	Sheriff's Office		

Classification Function

The purpose of this classification is to perform physical assessments, psycho-social assessment and management of patient primary health care; to examine patients with acute and chronic medical conditions, and develop a plan of care; and to act as a positive and cooperative team member and resource within the Correctional Institution.

Distinguishing Characteristics

This is a professional level classification, performing responsible and specialized professional functions and tasks under medical direction from a licensed physician and administrative direction from the Medical Director. Nurse Practitioners provide primary health care services and other clinical procedures that require possession of advanced knowledge and skills and the exercise of a high degree of clinical judgment in the assessment, diagnosis and treatment of patients. Work is performed with considerable independence and is guided by internal policies and protocols and physician-approved guidelines. Work is evaluated through chart review, consultations, conferences and the observation of the results.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

60% +/- 15%

- In collaboration with and under the general direction of a designated physician and in accordance with standardized procedures and licensure requirements, assesses client health by obtaining medical/health history, performing physical examinations, and initiating appropriate diagnostic and screening tests; evaluates findings and results and prescribes medical treatment, referring complex or emergent cases as appropriate.

20% +/- 5%

- Interprets data, develops and implements therapeutic plans and follows through on the continuous care of patients; provides night, weekend and holiday medical triage and authorizations via telephone.

10% +/- 5%

- Participates in a variety of meetings and conferences with other staff members/service providers regarding client care, services, and other administrative matters; acts as professional resource to other staff, service providers, and/or programs regarding illness, diagnosis, treatment, and services available.

5% +/- 5%

- Maintains accurate records of assessments, evaluations, treatments and follow-up; participates in development of programs and administrative procedures.

Nurse Practitioner - Corrections

5% +/- 5%

- Counsels assigned patients; discusses treatment options with patients and provides necessary information for educated decision-making process; maintains compliance with confidentiality requirements.

Minimum Training and Experience Required to Perform Essential Job Functions

Master's of Science Degree in Nursing with one year of clinical practice experience performing responsible patient evaluations and treatment of patients from diverse cultural and ethnic backgrounds;

Additional Requirements

Possession of a valid license to practice as a Registered Nurse and certification as a Nurse Practitioner issued by the Ohio Board of Registered Nursing.

DEA certificate.

Requires current, valid CPR certification.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

Ability to operate a variety of automated office machines including computers and peripheral equipment; sit at a desk and in meetings for long periods of time; mobility to work in both office and clinical settings and to travel to various sites; strength to lift, carry and position supplies and equipment; touch in order to conduct physical health assessments.

Supervisory Responsibilities

No supervisory responsibilities. Oversees, monitors, and participates in the establishment and maintenance of sensitive and confidential medical records,

Mathematical Ability

- Ability to add, subtracts, multiply, divide and calculate ratios and percentages.

Language Ability & Interpersonal Communication

- Ability to perform mid to high level data analysis requiring managing of data and people deciding the time, sequence of operations or events within the context of a process, system or organization. Involves determining the necessity for revising goals, objectives, policies, procedures or functions based on the analysis of data/information and includes performance reviews pertinent to such objectives, functions and requirements.
- Ability to comprehend a variety of reference books and manuals including Manual of Clinical Skills, Physician's Desk Reference, local, state and federal rules, regulations and laws, county and department policies, procedures, rules and regulations, professional association newsletters, textbooks, and journal articles.
- Ability to prepare documentation, medical records, prescriptions, notes, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.

Nurse Practitioner - Corrections

- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department including various cultural and ethnic groups in a tactful and effective manner.
- Ability to use and interpret medical terminology and language.
- Ability to communicate with patients, working groups, administrators and employees of own department and with outside departmental employees and administrators.

Environmental Adaptability

- Work is typically performed in an indoor/office environment in a County jail.

Cuyahoga County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer.

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Obstetrician/Gynecologist - Corrections	Class Number:	1059511
FLSA:	Exempt	Pay Grade:	26
Dept:	Sheriff's Office		

Classification Function

The purpose of this classification is to perform prevention, diagnosis, and treatment of gynecologic conditions including sexually transmitted disease; to perform obstetrical services including pregnancy, prenatal and postpartum management; to perform and monitor a variety of administrative tasks/functions in support of assigned services; and to act as a positive and cooperative team member and resource within the Correctional Institution.

Distinguishing Characteristics

This is a professional level classification, performing highly responsible and specialized professional functions and tasks in a very independent manner. Administrative direction is received from the Medical Director. Employees in these job classes may provide administrative direction to professional level contractors and/or private service providers as well as assigned County staff. This class may have programmatic, clinical, and administrative responsibilities, and requires a high degree of professional level knowledge and expertise as well as excellent organizational and communication skills.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

55% +/- 15%

- Performs medical and physical evaluations of patients' health status; provides pregnancy management, prenatal, labor, and puerperium care; exams patients for breast, cervical and ovarian cancers, treats urinary tract and pelvic and hormonal disorders; performs Pap smears and treats sexually transmitted disease; makes diagnoses and develops and prescribes medical and rehabilitative treatment/therapy plans based on diagnoses of symptoms; prescribes medications; monitors patients' reactions, relief of symptoms, and degree of side effects on a regular and on-going schedule.

20% +/- 5%

- Provides clinical supervision to mid-level practitioners reviewing success and appropriateness of treatment plans and prescribed medications; modifying treatment plans and prescribed medications in response to patients' needs and symptoms; provides night, weekend, and holiday medical triage and authorizations via telephone.

10% +/- 5%

- Participates in a variety of meetings and conferences with other staff members/service providers regarding client care, services, and other administrative matters; acts as professional resource to other staff, service providers, and/or programs regarding illness, diagnosis, treatment, and services available.

Obstetrician/Gynecologist - Corrections

10% +/- 5%

- Supervises, oversees, monitors, and participates in the establishment and maintenance of sensitive and confidential medical records, prepares a variety of reports and records, and maintains documentation of client contact in accordance with departmental and statutory regulations and procedures.

5% +/- 5%

- Counsels assigned patients; discusses treatment options with patients and provides necessary information for educated decision-making process; maintains compliance with confidentiality requirements.

Minimum Training and Experience Required to Perform Essential Job Functions

Graduation from an accredited medical school in the United States or Canada approved by a recognized accrediting body in the year of the applicant's graduation; a Doctor of Medicine or equivalent degree from a foreign medical school that provided education and medical knowledge substantially equivalent to accredited schools in the United States may be demonstrated by permanent certification by the Educational Commission for Foreign Medical Graduates (ECFMG); two years of professional experience; five years of residency training in the specialty of the position to be filled (OBGYN) or equivalent experience and training.

Additional Requirements

Possession of a valid license as a physician and surgeon issued by the state of Ohio.

Requires current, valid CPR certification.

Board Certification

Board Certification as an Obstetrician is required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including computers and peripheral equipment.; sit at a desk and in meetings for long periods of time; mobility to work in both office and clinical settings and to travel to various sites; strength to lift, carry and position supplies and equipment; touch in order to conduct physical health assessments.

Supervisory Responsibilities

No supervisory responsibilities. Oversees, monitors, and participates in the establishment and maintenance of sensitive and confidential medical records,

Mathematical Ability

- Ability to add, subtract, multiply, divide and calculate ratios and percentages.

Language Ability & Interpersonal Communication

Obstetrician/Gynecologist - Corrections

- Ability to perform upper-level data analysis requiring managing of data and people deciding the time, sequence of operations or events within the context of a process, system or organization. Involves development of goals, objectives, policies, procedures or functions based on the analysis of data/information and includes performance reviews pertinent to such objectives, functions and requirements.
- Ability to comprehend a variety of reference books and manuals including Diagnostic and Statistical Manual, Physician's Desk Reference, local, state and federal rules, regulations and laws, county and department policies, procedures, rules and regulations, professional association newsletters, textbooks, and journal articles.
- Ability to prepare documentation, medical records, prescriptions, notes, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department including various cultural and ethnic groups in a tactful and effective manner.
- Ability to use and interpret medical terminology and language.
- Ability to communicate with patients, working groups, and employees of own department and with outside departmental employees and administrators.

Environmental Adaptability

- Work is typically performed in an office environment in a County jail.

Cuyahoga County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer.

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Orthopedist - Corrections	Class Number:	1059611
FLSA:	Exempt	Pay Grade:	26
Dept:	Sheriff's Office		

Classification Function

The purpose of this classification is to perform medical evaluations, diagnoses and treatment of the musculoskeletal complaints of patients with disorders of the bones, joints, muscles, ligaments, tendons, nerves, and skin; to perform suturing, casting, reductions and splinting of fractures; to develop, monitor, and evaluate appropriate treatment plans; to make referrals, as appropriate; to perform and monitor a variety of administrative tasks/functions in support of assigned services; and to act as a positive and cooperative team member and resource within the Correctional Institution.

Distinguishing Characteristics

This is a professional level classification, performing highly responsible and specialized professional functions and tasks in a very independent manner. Administrative direction is received from the Medical Director. Employees in these job classes may provide administrative direction to professional level contractors and/or private service providers as well as assigned County staff. This class may have programmatic, clinical, and administrative responsibilities, and requires a high degree of professional level knowledge and expertise as well as excellent organizational and communication skills.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

30% +/- 15%

- Provides medical management of injuries or disease, particularly in relation to the musculoskeletal system; makes diagnoses and develops and prescribes medical and rehabilitative treatment/therapy plans based on diagnoses of symptoms; prescribes medications; monitors patients' reactions, relief of symptoms, and degree of side effects on a regular and on-going schedule.

30% +/- 10%

- May perform surgery to restore function lost as a result of injury or disease of bones, joint, muscles, tendons, ligaments, nerves, or skin; performs suturing, casting, reductions and splinting of fractures; read x-rays and make appropriate diagnosis and plan of care; make appropriate referrals, when necessary.

20% +/- 5%

- Provides clinical supervision to mid-level practitioners reviewing success and appropriateness of treatment plans and prescribed medications; modifies treatment plans and prescribed medications in response to patients' needs and symptoms; provides night, weekend, and holiday medical triage and authorizations via telephone.

10% +/- 5%

- Participates in a variety of meetings and conferences with other staff members/service providers regarding client care, services, and other administrative matters; acts as professional resource to other staff, service providers, and/or programs regarding illness, diagnosis, treatment, and services available.

Orthopedist - Corrections

5% +/- 5%

- Supervises, oversees, monitors, and participates in the establishment and maintenance of sensitive and confidential medical records, prepares a variety of reports and records, and maintains documentation of client contact in accordance with departmental and statutory regulations and procedures

5% +/- 5%

- Counsels assigned patients; discusses treatment options with patients and provides necessary information for educated decision-making process; maintains compliance with confidentiality requirements.

Minimum Training and Experience Required to Perform Essential Job Functions

Graduation from an accredited medical school as an M.D or D.O. in the United States or Canada approved by a recognized accrediting body in the year of the applicant's graduation; a Doctor of Medicine or equivalent degree from a foreign medical school that provided education and medical knowledge substantially equivalent to accredited schools in the United States may be demonstrated by permanent certification by the Educational Commission for Foreign Medical Graduates (ECFMG); two years of professional experience; some professional level experience performing responsible patient evaluations and treatment of patients from diverse cultural and ethnic backgrounds.

Additional Requirements

Possession of a valid license to practice medicine in the State of Ohio issued by the Board of Medical Examiners.

Completion of an orthopedic residency program, or fourth year residents, including four years of training in orthopedic surgery and an additional year of training in a broad-based accredited residency program such as general surgery or internal medicine.

Requires current, valid CPR certification.

Board Certification

Board Certification in Orthopedic medicine preferred.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including computers and peripheral equipment.; sit at a desk and in meetings for long periods of time; mobility to work in both office and clinical settings and to travel to various sites; strength to lift, carry and position supplies and equipment; touch in order to conduct physical health assessments; stand for long periods of time in performing medical assessments and surgery.

Supervisory Responsibilities

No supervisory responsibilities. Oversees, monitors, and participates in the establishment and maintenance of sensitive and confidential medical records,

Mathematical Ability

- Ability to add, subtract, multiply, divide and calculate ratios and percentages.

Orthopedist - Corrections

Language Ability & Interpersonal Communication

- Ability to perform upper-level data analysis requiring managing of data and people deciding the time, sequence of operations or events within the context of a process, system or organization. Involves development of goals, objectives, policies, procedures or functions based on the analysis of data/information and includes performance reviews pertinent to such objectives, functions and requirements.
- Ability to comprehend a variety of reference books and manuals including Diagnostic and Statistical Manual, Physician's Desk Reference, local, state and federal rules, regulations and laws, county and department policies, procedures, rules and regulations, professional association newsletters, textbooks, and journal articles.
- Ability to prepare documentation, medical records, prescriptions, notes, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department including various cultural and ethnic groups in a tactful and effective manner.
- Ability to use and interpret medical terminology and language.
- Ability to communicate with patients, working groups, and employees of own department and with outside departmental employees and administrators.

Environmental Adaptability

- Work is typically performed in an indoor/office environment in a County jail.

Cuyahoga County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer.

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Staff Auditor	Class Number:	1055131
FLSA:	Exempt	Pay Grade:	10
Dept:	Internal Auditing		

Classification Function

The purpose of this classification is to assist the Internal Audit Manager conduct preliminary financial and performance auditing of selected County departments.

Distinguishing Characteristics

This is a journey level classification with responsibility for performing technical activities in the Internal Auditing Department. This class works under direction from the Internal Audit Manager, and is responsible for performing timely and accurate financial and performance audits. The employee works within a framework of established regulations, policies, and procedures and is expected to use judgment in performing work.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- Conducts risk assessments to assess financial controls, operational efficiencies and compliance with applicable policies, procedures and regulations. 25% +/- 10%
- Gathers financial and operational data for internal audits through a variety of accepted methods including interviews and observations. 25% +/- 10%
- Conducts control, substantive and compliance audit testing of specified financial and operational areas using acceptable audit techniques including vouching and reconciliation. 25% +/- 10%
- Drafts preliminary audit findings and recommendations based on testing results; submits findings and recommendations to Internal Audit Manager for review and comment. 15% +/- 10%
- Manages audit segment budgets for identified audits; communicates results of internal audit with stakeholders; assists Internal Audit Manager plan audits in accordance with the annual audit plan and applicable auditing standards. 10% +/- 5%

Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's degree in accounting or a related field with two (2) years previous experience in accounting, auditing or a related field; or an equivalent combination of education, training, and experience.

Additional Requirements

No certificates or licenses required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions**Physical Requirements**

- Ability to operate a variety of automated office machines including computers and peripheral equipment.

Supervisory Responsibilities

- Ability to provide instruction to other employees.

Mathematical Ability

- Ability to add, subtracts, multiply, divide and calculate decimals and percentages; to use descriptive statistics.

Language Ability & Interpersonal Communication

- Requires the ability to perform mid-level data analysis including the ability to coordinate, strategize, systemize and correlate, using discretion in determining time, place and/or sequence of operations within an organizational framework. Requires the ability to implement decisions based on such data, and overseeing the execution of these decisions.
- Ability to comprehend a variety of informational documents including FAMIS reports, trial reports, cash financial statements, grants, CAFR reports, vouchers, receipts, purchase orders, invoices and operational documents and reports.
- Ability to comprehend a variety of reference books and manuals including the GAAFR, GAGAS, Auditor of State website, Ohio Revised Code (ORC), County Policy Handbook, Code of Federal Regulations, International Standards for the Professional Practice of Internal Auditing, program manuals and procedures.
- Ability to prepare flowcharts, diagrams, process narratives, audit programs, spreadsheets, audit findings and recommendations and related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to record and deliver information, to explain procedures, to follow instructions.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department.
- Ability to use and interpret accounting and auditing terminology and language.
- Ability to communicate with staff, external auditors, and employees from outside agencies and departments and the general public.

Environmental Adaptability

- Work is typically performed in an office environment.

Cuyahoga County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer.

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Veterinarian Technician	Class Number:	1022411
FLSA:	Non - Exempt	Pay Grade:	5
Dept:	Public Works		

Classification Function

The purpose of this classification is to assist higher-level Kennel staff with surgery, various medical procedures, vaccinations and medications.

Distinguishing Characteristics

This is a technical classification with responsibility for assisting supervisory and medical staff with various procedures at the Kennel. This classification works under a framework of well-defined procedures and regulations. Employees in this classification have specialized knowledge and experience related to animal shelter and basic veterinarian procedures. Limited exercise of judgment is required on details of work and performing job duties.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- 30% +/- 10%
- Assists with animal cage sterilization and cleaning, examination of impounded dogs, preparation and administration of dog vaccinations and determination of breed, age and temperament.

- 30% +/- 10%
- Sterilizes surgery room and instruments; schedules surgeries; assists with surgical preparation for dogs, premedicate, induction agent, and intubate; provides technical assistance during veterinarian and medical procedures per established procedures; monitors vitals and anesthesia; monitors status of surgery recovery and isolation wards; prepares operational reports and logs.

- 25% +/- 10%
- Prepares medications for dispensing; administers oral, topical and injectible medications; performs and prepares laboratory work.

- 15% +/- 5%
- Lifts dogs for weighing, bathing and surgical procedures; maintains adoption medical information; maintains adequate inventory of necessary veterinarian equipment, supplies, vaccines and medications.

Experience Required to Perform Essential Job Functions

High school diploma or equivalent supplemented with technical training with two (2) years of related experience; or any combination of education and experience that provides equivalent knowledge, skills and abilities.

Additional Requirements

Must be a State of Ohio Registered Veterinarian Technician.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions**Physical Requirements**

- Ability to operate a variety of medical and surgical tools such as anesthesia machine, microscope, autoclave, cautery, clippers, needles, syringes and other tools.
- Ability to operate a variety of automated office machines including computers and peripheral equipment.

Supervisory Responsibilities

No supervisory responsibilities.

Mathematical Ability

- Ability to understand and apply addition, subtraction, multiplication, and division.

Language Ability & Interpersonal Communication

- Ability to perform basic level of data analysis including the ability to review, classify, categorize, prioritize and/or reference data, statutes and/or guidelines and/or group, rank, investigate and problem solve. Requires discretion in determining and referencing such to established standards to recognize interactive effects and relationships.
- Ability to comprehend a variety of informational documents including applications, blood work, impound cards, intake records, treatment cards and medical records.
- Ability to comprehend a variety of reference books and manuals including diagnostic reports, parasitological manual, shelter operations manual County policies and dog breed book.
- Ability to prepare adoption policy forms, intake records, drug records, surgery appointments, rabies certificates and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to record and deliver information, to explain procedures, to follow instructions.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the department.
- Ability to use and interpret basic veterinary terminology and language.
- Ability to communicate with supervisor, veterinarians, vendors, customers, co-workers, and the general public.

Environmental Adaptability

- Work is typically performed under exposure to strong odors, noise extremes, blood, bodily fluids, wetness, angry or rabid animals.

Cuyahoga County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer.

County Council of Cuyahoga County, Ohio

Ordinance No. O2012-0024

Sponsored by: County Executive FitzGerald on behalf of Human Resource Commission	An Ordinance providing for adoption of various changes to the Cuyahoga County Non-Bargaining Salary Schedules; and declaring the necessity that this Ordinance become immediately effective.
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WHEREAS, Section 9.01 of the Charter of Cuyahoga County states that the County's human resources policies and systems shall be established by ordinance and shall be administered in such a manner as will eliminate unnecessary expense and duplication of effort, while ensuring that persons will be employed in the public service without discrimination on the basis of race, color, religion, sex, national origin, sexual orientation, disability, age or ancestry; and,

WHEREAS, Section 9.03 of the Charter of Cuyahoga County states that the Cuyahoga County Human Resource Commission shall administer a clear, countywide classification and salary administration system for technical, specialist, administrative and clerical functions with a limited number of broad pay ranges within each classification; and,

WHEREAS, Section 2.10 of the Cuyahoga County Personnel Policies and Procedures Manual (Ordinances No. O2011-0015 and O2011-0028) states that the employment of all classified County employees is subject to the provisions of the Ohio Revised Code, the Ohio Administrative Code, the Cuyahoga County Administrative Rules and the Policies and Procedures Manual; and,

WHEREAS, the Director of Human Resources submitted several proposed changes to the Cuyahoga County Non-Bargaining Salary Schedule to the Human Resource Commission; and,

WHEREAS, the unique functions and labor market associated with the Sheriff's Department Medical Unit, the Medical Examiner's Office and the Information Services Center, necessitate the modification of the current non-bargaining Salary Schedule to include higher pay ranges ("Schedule A"); and,

WHEREAS, the creation of a new Non-Bargaining Salary for all information technology positions is also required ("Schedule B"); and,

WHEREAS, Schedule A includes all classified positions with the exception of information technology which will expand from 19 pay grades to 30 due to the creation of professional classifications such as Physician, Dentist, Forensic Pathologist and Psychiatrist; and,

WHEREAS, Schedule B is required because labor market conditions in the computer industry are restricting the County's ability to maintain and recruit employees. These same market conditions are still increasing pay ranges for computer-related classifications at a higher percentage rate than other County classifications; and,

WHEREAS, the Human Resource Commission held several public meetings on this matter and has undergone significant review, evaluation and modification of such submitted changes to the Cuyahoga County Non-Bargaining Salary Schedules; and,

WHEREAS, on July 5, 2012, the Human Resource Commission met for their final review of the salary schedules for non-bargaining employees (attached hereto as Non-Bargaining 2012 Salary Schedule A and Non-Bargaining 2012 Salary Schedule B), and recommend to County Council the formal adoption and implementation of the attached changes; and,

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

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

SECTION 1. Council hereby adopts the changes made to the Cuyahoga County Non-Bargaining 2012 Salary Schedule A and the new Non-Bargaining 2012 Salary Schedule B (attached hereto).

SECTION 2. It is necessary that this Ordinance become immediately effective in order that critical services provided by Cuyahoga County can continue, and to continue the usual and daily operation of a County department. Provided that this Ordinance receives the affirmative vote of eight members of Council, this Ordinance shall become immediately effective upon the signature of the County Executive.

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

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

Yeas:

Nays:

County Council President

Date

County Executive

Date

Deputy Clerk of Council

Date

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

Journal _____
_____, 2012

Non-Bargaining Salary Schedule A

Range	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14	Step 15	Step 16	Step 17
1	\$21,590.40	\$22,214.40	\$22,838.40	\$23,441.60	\$24,065.60	\$24,689.60	\$25,292.80	\$25,916.80	\$26,539.20	\$27,163.20	\$27,787.20	\$28,411.20	\$29,035.20	\$29,659.20	\$30,283.20	\$30,907.20	\$31,531.20
2	\$10.98	\$10.68	\$10.98	\$11.27	\$11.57	\$11.87	\$12.16	\$12.46	\$12.69	\$12.92	\$13.15	\$13.38	\$13.62	\$13.84	\$14.07	\$14.31	\$14.53
3	\$24,279.60	\$24,960.00	\$25,637.20	\$26,353.60	\$27,040.00	\$27,747.20	\$28,439.60	\$29,140.80	\$29,861.60	\$30,201.60	\$30,742.40	\$31,283.20	\$31,824.00	\$32,364.80	\$32,905.60	\$33,446.40	\$33,987.20
4	\$11.67	\$12.00	\$12.34	\$12.67	\$13.00	\$13.34	\$13.67	\$14.01	\$14.27	\$14.52	\$14.78	\$15.04	\$15.30	\$15.56	\$15.82	\$16.08	\$16.34
5	\$26,956.80	\$27,726.40	\$28,496.00	\$29,265.60	\$30,035.20	\$30,804.80	\$31,574.40	\$32,344.00	\$32,947.20	\$33,529.60	\$34,132.80	\$34,736.00	\$35,318.40	\$35,921.60	\$36,524.80	\$37,128.00	\$37,721.20
6	\$12.96	\$13.33	\$13.70	\$14.07	\$14.44	\$14.81	\$15.18	\$15.55	\$15.84	\$16.12	\$16.41	\$16.70	\$16.98	\$17.27	\$17.56	\$17.85	\$18.14
7	\$29,619.20	\$30,472.00	\$31,324.80	\$32,166.80	\$33,009.80	\$33,852.80	\$34,715.20	\$35,568.00	\$36,212.80	\$36,878.40	\$37,544.00	\$38,168.00	\$38,833.60	\$39,489.20	\$40,144.80	\$40,800.40	\$41,475.20
8	\$14.24	\$14.55	\$15.06	\$15.46	\$15.87	\$16.28	\$16.69	\$17.10	\$17.41	\$17.73	\$18.05	\$18.35	\$18.67	\$18.99	\$19.31	\$19.62	\$19.94
9	\$32,302.40	\$33,238.40	\$34,153.60	\$35,058.80	\$35,964.00	\$36,920.00	\$37,835.20	\$38,771.20	\$39,478.40	\$40,206.40	\$40,913.60	\$41,641.60	\$42,348.80	\$43,076.80	\$43,794.00	\$44,512.00	\$45,219.20
10	\$15.53	\$15.98	\$16.42	\$16.86	\$17.30	\$17.75	\$18.19	\$18.64	\$18.98	\$19.33	\$19.67	\$20.02	\$20.36	\$20.71	\$21.05	\$21.40	\$21.74
11	\$34,985.60	\$35,984.00	\$36,982.40	\$37,980.80	\$39,000.00	\$39,977.60	\$40,976.00	\$41,995.20	\$42,764.80	\$43,534.40	\$44,304.00	\$45,094.40	\$45,864.00	\$46,633.60	\$47,424.00	\$48,214.40	\$48,984.00
12	\$16.82	\$17.30	\$17.78	\$18.26	\$18.75	\$19.22	\$19.70	\$20.19	\$20.56	\$20.93	\$21.30	\$21.68	\$22.05	\$22.42	\$22.80	\$23.18	\$23.55
13	\$37,668.80	\$38,729.60	\$39,811.20	\$40,892.80	\$41,974.40	\$43,095.20	\$44,116.80	\$45,177.60	\$46,030.40	\$46,883.20	\$47,715.20	\$48,547.20	\$49,379.20	\$50,211.20	\$51,043.20	\$51,896.00	\$52,728.00
14	\$18.11	\$18.62	\$19.14	\$19.66	\$20.18	\$20.69	\$21.21	\$21.72	\$22.13	\$22.54	\$22.94	\$23.34	\$23.74	\$24.14	\$24.54	\$24.95	\$25.35
15	\$40,331.20	\$41,496.00	\$42,640.00	\$43,784.00	\$44,948.80	\$46,113.60	\$47,257.60	\$48,401.60	\$49,296.00	\$50,190.40	\$51,105.80	\$52,000.00	\$52,894.40	\$53,788.80	\$54,683.20	\$55,577.60	\$56,472.00
16	\$19.39	\$19.95	\$20.50	\$21.05	\$21.61	\$22.17	\$22.72	\$23.27	\$23.70	\$24.13	\$24.57	\$25.00	\$25.43	\$25.86	\$26.29	\$26.72	\$27.15
17	\$43,014.40	\$44,241.60	\$45,489.60	\$46,696.00	\$47,923.20	\$49,171.20	\$50,398.40	\$51,604.80	\$52,582.40	\$53,539.20	\$54,475.20	\$55,452.80	\$56,409.60	\$57,345.60	\$58,323.20	\$59,259.20	\$60,216.00
18	\$20.68	\$21.27	\$21.87	\$22.45	\$23.04	\$23.64	\$24.23	\$24.81	\$25.28	\$25.74	\$26.19	\$26.66	\$27.12	\$27.57	\$28.04	\$28.49	\$28.95
19	\$45,697.60	\$47,008.00	\$48,318.40	\$49,608.00	\$50,918.40	\$52,228.80	\$53,539.20	\$54,828.80	\$55,948.00	\$56,867.20	\$57,868.40	\$58,884.80	\$59,904.00	\$60,923.20	\$61,942.40	\$62,961.60	\$63,980.80
20	\$21.97	\$22.60	\$23.23	\$23.85	\$24.48	\$25.11	\$25.74	\$26.36	\$26.85	\$27.34	\$27.83	\$28.31	\$28.80	\$29.29	\$29.78	\$30.27	\$30.76
21	\$48,380.80	\$49,753.60	\$51,147.20	\$52,520.00	\$53,992.80	\$55,265.60	\$56,659.20	\$58,032.00	\$59,134.40	\$60,195.20	\$61,276.80	\$62,337.60	\$63,419.20	\$64,480.00	\$65,562.40	\$66,644.80	\$67,724.80
22	\$23.26	\$23.92	\$24.59	\$25.25	\$25.91	\$26.57	\$27.24	\$27.90	\$28.43	\$28.94	\$29.46	\$29.97	\$30.49	\$31.00	\$31.53	\$32.04	\$32.56
23	\$51,043.20	\$52,520.00	\$53,976.00	\$55,492.00	\$56,988.00	\$58,344.00	\$59,800.00	\$61,256.00	\$62,579.20	\$63,523.20	\$64,867.20	\$65,790.40	\$66,934.40	\$68,057.60	\$69,201.60	\$70,324.80	\$71,468.80
24	\$24.54	\$25.25	\$25.95	\$26.65	\$27.35	\$28.05	\$28.75	\$29.45	\$29.99	\$30.54	\$31.09	\$31.63	\$32.18	\$32.72	\$33.27	\$33.81	\$34.36
25	\$53,726.40	\$55,244.80	\$56,804.80	\$58,344.00	\$59,962.40	\$61,401.60	\$62,940.80	\$64,459.20	\$65,666.60	\$66,872.00	\$68,057.60	\$69,243.20	\$70,449.60	\$71,655.20	\$72,841.60	\$74,027.20	\$75,212.80
26	\$25.83	\$26.56	\$27.31	\$28.05	\$28.78	\$29.52	\$30.26	\$30.99	\$31.57	\$32.15	\$32.72	\$33.29	\$33.87	\$34.44	\$35.02	\$35.59	\$36.16
27	\$56,409.60	\$58,011.20	\$59,612.80	\$61,256.00	\$62,957.60	\$64,459.20	\$66,081.60	\$67,683.20	\$68,952.00	\$70,179.20	\$71,448.00	\$72,686.00	\$73,964.80	\$75,192.00	\$76,460.80	\$77,708.80	\$78,977.60
28	\$27.12	\$27.89	\$28.66	\$29.45	\$30.22	\$30.99	\$31.77	\$32.54	\$33.15	\$33.74	\$34.35	\$34.95	\$35.56	\$36.16	\$36.76	\$37.36	\$37.97
29	\$60,424.00	\$62,150.40	\$63,956.00	\$65,603.20	\$67,329.60	\$69,066.00	\$70,782.40	\$72,508.80	\$73,840.00	\$75,192.00	\$76,523.20	\$77,875.20	\$79,227.20	\$80,558.40	\$81,910.40	\$83,262.40	\$84,572.80
30	\$28.05	\$29.88	\$30.70	\$31.54	\$32.37	\$33.20	\$34.03	\$34.86	\$35.50	\$36.15	\$36.79	\$37.44	\$38.09	\$38.73	\$39.38	\$40.03	\$40.68
31	\$65,769.60	\$67,662.40	\$69,534.40	\$71,406.40	\$73,299.20	\$75,171.20	\$77,064.00	\$78,936.00	\$80,412.80	\$81,868.80	\$83,324.80	\$84,780.80	\$86,236.80	\$87,713.60	\$89,169.60	\$90,625.60	\$92,081.60
32	\$31.62	\$32.53	\$33.43	\$34.33	\$35.24	\$36.14	\$37.05	\$37.95	\$38.66	\$39.36	\$40.06	\$40.76	\$41.46	\$42.17	\$42.87	\$43.57	\$44.27
33	\$71,136.00	\$73,133.60	\$75,192.00	\$77,230.40	\$79,268.80	\$81,307.20	\$83,324.80	\$85,363.20	\$86,944.00	\$88,524.80	\$90,105.60	\$91,655.60	\$93,267.20	\$94,848.00	\$96,428.80	\$98,009.60	\$99,589.60
34	\$34.20	\$35.17	\$36.15	\$37.13	\$38.11	\$39.09	\$40.06	\$41.04	\$41.80	\$42.56	\$43.32	\$44.07	\$44.84	\$45.60	\$46.36	\$47.12	\$47.87
35	\$76,481.60	\$78,665.60	\$80,849.60	\$83,033.60	\$85,217.60	\$87,401.60	\$89,585.60	\$91,790.40	\$93,496.00	\$95,180.80	\$96,868.40	\$98,582.00	\$100,276.80	\$101,982.40	\$103,688.00	\$105,393.60	\$107,078.40
36	\$36.77	\$37.82	\$38.87	\$39.92	\$40.97	\$42.02	\$43.07	\$44.13	\$44.95	\$45.76	\$46.58	\$47.40	\$48.21	\$49.03	\$49.85	\$50.67	\$51.48
37	\$81,948.00	\$84,177.60	\$86,528.00	\$88,857.60	\$91,208.00	\$93,557.60	\$95,867.20	\$98,217.60	\$100,027.20	\$101,857.60	\$103,687.20	\$105,497.60	\$107,307.20	\$109,137.60	\$110,947.20	\$112,756.80	\$114,566.40
38	\$39.35	\$40.47	\$41.60	\$42.72	\$43.85	\$44.97	\$46.09	\$47.22	\$48.09	\$48.97	\$49.84	\$50.72	\$51.59	\$52.47	\$53.34	\$54.21	\$55.08
39	\$87,199.68	\$89,691.28	\$92,182.71	\$94,674.13	\$97,165.56	\$99,656.98	\$102,148.41	\$104,639.83	\$106,577.60	\$108,515.38	\$110,453.15	\$112,390.93	\$114,328.70	\$116,266.48	\$118,204.25	\$120,142.03	\$122,079.80
40	\$41.92	\$43.12	\$44.32	\$45.52	\$46.71	\$47.91	\$49.11	\$50.31	\$51.24	\$52.17	\$53.10	\$54.03	\$54.97	\$55.90	\$56.83	\$57.76	\$58.69

Non-Bargaining Salary Schedule A

21	\$92,555.35	\$95,199.79	\$97,844.23	\$100,488.67	\$103,133.10	\$105,777.54	\$108,421.98	\$111,066.42	\$113,722.21	\$115,179.99	\$117,296.78	\$119,299.56	\$121,350.35	\$123,407.13	\$125,463.92	\$127,520.70	\$129,577.49
	\$44.50	\$45.77	\$47.04	\$48.31	\$49.58	\$50.85	\$52.13	\$53.40	\$54.39	\$55.37	\$56.36	\$57.35	\$58.34	\$59.33	\$60.32	\$61.31	\$62.30
22	\$97,910.84	\$100,708.29	\$103,505.75	\$106,303.20	\$109,100.65	\$111,898.10	\$114,695.56	\$117,493.01	\$119,688.81	\$121,844.80	\$124,020.40	\$126,196.20	\$128,371.99	\$130,547.79	\$132,723.59	\$134,899.39	\$137,075.18
	\$47.07	\$48.42	\$49.76	\$51.11	\$52.45	\$53.80	\$55.14	\$56.49	\$57.53	\$58.58	\$59.63	\$60.67	\$61.72	\$62.76	\$63.81	\$64.86	\$65.90
23	\$103,266.33	\$106,216.80	\$109,167.26	\$112,117.73	\$115,068.19	\$118,018.66	\$120,969.12	\$123,919.59	\$126,214.40	\$128,509.21	\$130,804.01	\$133,098.82	\$135,393.63	\$137,688.44	\$139,983.24	\$142,278.05	\$144,572.86
	\$49.65	\$51.07	\$52.48	\$53.90	\$55.32	\$56.74	\$58.16	\$59.58	\$60.68	\$61.78	\$62.89	\$63.99	\$65.09	\$66.20	\$67.30	\$68.40	\$69.51
24	\$108,621.82	\$111,725.30	\$114,828.78	\$117,932.26	\$121,035.74	\$124,139.22	\$127,242.70	\$130,346.18	\$132,760.00	\$135,173.82	\$137,587.64	\$140,001.46	\$142,415.27	\$144,829.09	\$147,242.91	\$149,656.73	\$152,070.55
	\$52.22	\$53.71	\$55.21	\$56.70	\$58.19	\$59.68	\$61.17	\$62.67	\$63.83	\$64.99	\$66.15	\$67.31	\$68.47	\$69.63	\$70.79	\$71.95	\$73.11
25	\$113,977.31	\$117,283.80	\$120,490.30	\$123,746.79	\$127,003.29	\$130,259.78	\$133,516.28	\$136,772.77	\$139,305.60	\$141,838.43	\$144,371.26	\$146,904.09	\$149,436.91	\$151,969.74	\$154,502.57	\$157,035.40	\$159,568.23
	\$54.80	\$56.36	\$57.93	\$59.49	\$61.06	\$62.62	\$64.19	\$65.76	\$66.97	\$68.19	\$69.41	\$70.63	\$71.84	\$73.06	\$74.28	\$75.50	\$76.72
26	\$119,332.80	\$122,742.31	\$126,151.82	\$129,561.33	\$132,970.83	\$136,380.34	\$139,789.85	\$143,199.36	\$145,851.20	\$148,503.04	\$151,154.88	\$153,806.72	\$156,458.56	\$159,110.40	\$161,762.24	\$164,414.08	\$167,065.92
	\$57.37	\$59.01	\$60.65	\$62.29	\$63.93	\$65.57	\$67.21	\$68.85	\$70.12	\$71.40	\$72.67	\$73.95	\$75.22	\$76.50	\$77.77	\$79.05	\$80.32
27	\$124,688.29	\$128,250.81	\$131,813.34	\$135,375.86	\$138,938.38	\$142,500.90	\$146,063.43	\$149,625.95	\$152,396.80	\$155,167.65	\$157,998.50	\$160,709.35	\$163,480.21	\$166,251.06	\$169,021.91	\$171,792.76	\$174,563.61
	\$59.95	\$61.68	\$63.37	\$65.08	\$66.80	\$68.51	\$70.22	\$71.94	\$73.27	\$74.60	\$75.93	\$77.26	\$78.60	\$79.93	\$81.26	\$82.59	\$83.92
28	\$130,043.78	\$133,759.32	\$137,474.85	\$141,190.39	\$144,905.92	\$148,621.46	\$152,336.99	\$156,052.53	\$158,942.39	\$161,832.25	\$164,722.12	\$167,611.98	\$170,501.84	\$173,391.70	\$176,281.57	\$179,171.43	\$182,061.29
	\$62.52	\$64.31	\$66.09	\$67.88	\$69.67	\$71.45	\$73.24	\$75.03	\$76.41	\$77.80	\$79.19	\$80.58	\$81.97	\$83.36	\$84.75	\$86.14	\$87.53
29	\$135,398.27	\$139,267.82	\$143,136.37	\$147,004.92	\$150,873.47	\$154,742.02	\$158,610.57	\$162,479.12	\$165,487.99	\$168,496.87	\$171,505.74	\$174,514.61	\$177,523.49	\$180,532.36	\$183,541.23	\$186,550.11	\$189,558.99
	\$65.10	\$66.96	\$68.82	\$70.68	\$72.54	\$74.40	\$76.26	\$78.11	\$79.56	\$81.01	\$82.45	\$83.90	\$85.35	\$86.79	\$88.24	\$89.69	\$91.13
30	\$140,754.76	\$144,776.32	\$148,797.89	\$152,819.45	\$156,841.02	\$160,862.59	\$164,884.15	\$168,905.71	\$172,033.59	\$175,161.48	\$178,289.36	\$181,417.24	\$184,545.13	\$187,673.01	\$190,800.89	\$193,928.78	\$197,056.66

Non-Bargaining 2012 Salary Schedule B (Information Technology Positions)

Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14	Step 15	Step 16	Step 17
1	\$19,094.33	\$19,571.89	\$20,049.05	\$20,526.40	\$21,003.76	\$21,481.12	\$21,958.48	\$22,435.84	\$22,913.20	\$23,390.55	\$23,867.91	\$24,345.27	\$24,822.63	\$25,299.99	\$25,777.34	\$26,254.70	\$26,732.06
2	\$22,447.23	\$23,008.41	\$23,569.59	\$24,130.77	\$24,691.95	\$25,253.13	\$25,814.31	\$26,375.49	\$26,936.68	\$27,497.86	\$28,059.04	\$28,620.22	\$29,181.40	\$29,742.58	\$30,303.76	\$30,864.94	\$31,426.12
3	\$25,800.14	\$26,445.14	\$27,090.15	\$27,735.15	\$28,380.16	\$29,025.16	\$29,670.16	\$30,315.17	\$30,960.18	\$31,605.19	\$32,250.19	\$32,895.19	\$33,540.19	\$34,185.19	\$34,830.19	\$35,475.19	\$36,120.20
4	\$29,153.05	\$29,861.88	\$30,570.72	\$31,279.55	\$31,988.38	\$32,697.22	\$33,406.05	\$34,114.88	\$34,823.72	\$35,532.55	\$36,241.39	\$36,950.22	\$37,659.05	\$38,367.88	\$39,076.72	\$39,785.55	\$40,494.38
5	\$32,505.96	\$33,318.61	\$34,131.26	\$34,943.91	\$35,756.56	\$36,569.21	\$37,381.86	\$38,194.51	\$39,007.16	\$39,819.81	\$40,632.46	\$41,445.11	\$42,257.76	\$43,070.41	\$43,883.06	\$44,695.71	\$45,508.36
6	\$35,858.87	\$36,755.34	\$37,651.81	\$38,548.28	\$39,444.75	\$40,341.22	\$41,237.69	\$42,134.16	\$43,030.63	\$43,927.10	\$44,823.57	\$45,720.04	\$46,616.51	\$47,513.01	\$48,409.48	\$49,305.95	\$50,202.42
7	\$39,211.78	\$40,192.07	\$41,172.37	\$42,152.66	\$43,132.96	\$44,113.25	\$45,093.55	\$46,073.84	\$47,054.14	\$48,034.43	\$49,014.72	\$49,995.02	\$50,975.31	\$51,955.61	\$52,935.90	\$53,916.20	\$54,896.50
8	\$42,564.68	\$43,628.80	\$44,692.91	\$45,757.03	\$46,821.15	\$47,885.26	\$48,949.38	\$50,013.50	\$51,077.62	\$52,141.73	\$53,205.85	\$54,269.97	\$55,334.08	\$56,398.20	\$57,462.32	\$58,526.43	\$59,590.55
9	\$45,917.59	\$47,065.53	\$48,213.47	\$49,361.41	\$50,509.35	\$51,657.29	\$52,805.23	\$53,953.17	\$55,101.11	\$56,249.05	\$57,396.99	\$58,544.93	\$59,692.87	\$60,840.81	\$61,988.75	\$63,136.69	\$64,284.63
10	\$49,270.49	\$50,502.25	\$51,734.02	\$52,965.78	\$54,197.54	\$55,429.30	\$56,661.07	\$57,892.83	\$59,124.59	\$60,356.35	\$61,588.12	\$62,819.88	\$64,051.64	\$65,283.40	\$66,515.17	\$67,746.93	\$68,978.69
11	\$52,623.40	\$53,938.99	\$55,254.57	\$56,570.16	\$57,885.74	\$59,201.33	\$60,516.91	\$61,832.50	\$63,148.08	\$64,463.67	\$65,779.25	\$67,094.84	\$68,410.42	\$69,726.01	\$71,041.59	\$72,357.18	\$73,672.76
12	\$55,976.31	\$57,375.72	\$58,775.13	\$60,174.54	\$61,573.94	\$62,973.35	\$64,372.76	\$65,772.17	\$67,171.57	\$68,571.00	\$69,970.43	\$71,369.86	\$72,769.29	\$74,168.71	\$75,568.14	\$76,967.57	\$78,367.00
13	\$59,329.22	\$60,812.45	\$62,295.68	\$63,778.91	\$65,262.14	\$66,745.37	\$68,228.60	\$69,711.83	\$71,195.07	\$72,678.30	\$74,161.53	\$75,644.76	\$77,128.00	\$78,611.22	\$80,094.45	\$81,577.68	\$83,060.91
14	\$62,682.13	\$64,249.18	\$65,816.24	\$67,383.29	\$68,950.34	\$70,517.39	\$72,084.45	\$73,651.50	\$75,218.56	\$76,785.61	\$78,352.66	\$79,919.71	\$81,486.77	\$83,053.82	\$84,620.87	\$86,187.93	\$87,754.98
15	\$66,035.03	\$67,685.91	\$69,336.78	\$70,987.66	\$72,638.53	\$74,289.41	\$75,940.28	\$77,591.16	\$79,242.04	\$80,892.91	\$82,543.79	\$84,194.66	\$85,845.54	\$87,496.41	\$89,147.29	\$90,798.16	\$92,449.04
16	\$69,387.94	\$71,122.64	\$72,857.34	\$74,592.04	\$76,326.74	\$78,061.43	\$79,796.13	\$81,530.83	\$83,265.53	\$85,000.23	\$86,734.93	\$88,469.63	\$90,204.33	\$91,939.02	\$93,673.72	\$95,408.42	\$97,143.12
17	\$72,740.85	\$74,559.57	\$76,378.29	\$78,196.99	\$80,015.70	\$81,834.41	\$83,653.12	\$85,471.83	\$87,290.54	\$89,109.25	\$90,927.96	\$92,746.67	\$94,565.38	\$96,384.09	\$98,202.80	\$100,021.51	\$101,840.22
18	\$76,093.76	\$77,998.45	\$79,898.45	\$81,800.79	\$83,703.14	\$85,605.48	\$87,507.82	\$89,410.17	\$91,312.51	\$93,214.85	\$95,117.20	\$97,019.54	\$98,921.89	\$100,824.23	\$102,726.57	\$104,628.92	\$106,531.26
19	\$79,446.66	\$81,432.83	\$83,418.99	\$85,405.16	\$87,391.33	\$89,377.49	\$91,363.66	\$93,349.82	\$95,335.99	\$97,322.16	\$99,308.32	\$101,294.49	\$103,280.66	\$105,266.82	\$107,252.99	\$109,239.15	\$111,225.32
20	\$82,799.57	\$84,869.58	\$86,939.55	\$89,009.54	\$91,079.53	\$93,149.52	\$95,219.51	\$97,289.50	\$99,359.49	\$101,429.47	\$103,499.46	\$105,569.45	\$107,639.44	\$109,709.43	\$111,779.42	\$113,849.41	\$115,919.40
21	\$86,152.48	\$88,304.85	\$90,457.22	\$92,609.59	\$94,761.96	\$96,914.33	\$99,066.70	\$101,219.07	\$103,371.44	\$105,523.81	\$107,676.18	\$109,828.55	\$111,980.92	\$114,133.29	\$116,285.66	\$118,438.03	\$120,590.40
22	\$89,505.39	\$91,742.88	\$94,000.38	\$96,257.87	\$98,515.36	\$100,772.85	\$103,030.34	\$105,287.83	\$107,545.32	\$109,802.81	\$112,060.30	\$114,317.79	\$116,575.28	\$118,832.77	\$121,090.26	\$123,347.75	\$125,605.24
23	\$92,858.30	\$95,180.81	\$97,503.32	\$99,825.83	\$102,148.34	\$104,470.85	\$106,793.36	\$109,115.87	\$111,438.38	\$113,760.89	\$116,083.40	\$118,405.91	\$120,728.42	\$123,050.93	\$125,373.44	\$127,695.95	\$130,018.46
24	\$96,211.21	\$98,618.72	\$101,026.23	\$103,433.74	\$105,841.25	\$108,248.76	\$110,656.27	\$113,063.78	\$115,471.29	\$117,878.80	\$120,286.31	\$122,693.82	\$125,101.33	\$127,508.84	\$129,916.35	\$132,323.86	\$134,731.37
25	\$100,564.12	\$103,056.63	\$105,549.14	\$108,041.65	\$110,534.16	\$113,026.67	\$115,519.18	\$118,011.69	\$120,504.20	\$123,000.71	\$125,497.22	\$128,000.73	\$130,504.24	\$133,007.75	\$135,511.26	\$138,014.77	\$140,518.28

County Council of Cuyahoga County, Ohio

Ordinance No. O2012-0025

Sponsored by: **County Executive
FitzGerald/Fiscal Officer/
Department of Human Resources**

An Ordinance amending Ordinance No. O2011-0028, which adopted the Cuyahoga County Human Resources Personnel Policies and Procedures Manual, to amend Section 6.12 to mandate the use of direct deposit for paying employees' compensation, effective 8/14/2012; and declaring the necessity that this Ordinance becomes immediately effective.

WHEREAS, the County Executive/Fiscal Office/Department of Human Resources on behalf of the Human Resource Commission has recommended to amend Ordinance No. O2011-0028, which adopted the Cuyahoga County Human Resources Personnel Policies and Procedures Manual, to amend Section 6.12 to mandate the use of direct deposit for paying employees' compensation, effective 8/14/2012; and,

WHEREAS, Ohio Revised Code Section 124.15(B)(1) provides for mandatory direct deposit for the compensation of all employees hired on or after June 5, 2002:

The compensation of any employee who is paid by warrant of the director of budget and management shall be paid by direct deposit. Each such employee shall provide to the appointing authority a written authorization for payment by direct deposit. The authorization shall include the designation of a financial institution equipped to accept direct deposits and the number of the account into which the deposit is to be made. The authorization shall remain in effect until withdrawn in writing by the employee or until dishonored by the financial institution. The director of administrative services shall provide by rule adopted under Chapter 119. of the Revised Code for the direct deposit in a financial institution of the compensation of an employee who fails to provide to the appointing authority a written authorization for payment by direct deposit; and,

WHEREAS, Ohio Administrative Code Section 123:1-35-05 also mandates the use of direct deposit for certain employees; and,

Whereas, in addition to the State, most public and private employers mandate the use of direct deposit for paying employee compensation; and,

WHEREAS, the County has negotiated with its largest union, AFSCME 1746, to provide for mandatory direct deposit of employees' compensation; and,

WHEREAS, Section 6.12 in its current format may be confusing to employees in making it appear that the use of direct deposit is not mandatory; and,

WHEREAS, it is necessary to clarify Section 6.12 to make it make the use of direct deposit mandatory to comply with ORC 124.15(B)(1) and OAC 123:1-35-05 and to standardize benefits with the County's unionized employees who are now subject to mandatory direct deposit requirements; and,

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

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

SECTION 1. Ordinance No. O2011-0028, adopting the Cuyahoga County Human Resources Personnel Policies and Procedures Manual, is hereby amended to modify Section 6.12 to read as follows:

Direct Deposit Program: Effective 8/14/2012, in lieu of paper paychecks, the County shall electronically transfer net pay into an employee's checking or savings account at the financial institution of the employee's choice. Employees shall contact the Payroll Division at (216) 443-7380 for more information to complete a Direct Deposit Authorization Form on the County's electronic system (currently MyHR) and submit it to the Payroll Division.

SECTION 2. It is hereby found and determined necessary for this Ordinance to become immediately effective, for the reason that this Ordinance provides for the usual daily and necessary operations of Cuyahoga County government in accordance with the requirements of the Cuyahoga County Charter; therefore, this Ordinance, provided it receives the affirmative vote of at least eight members of County Council, shall become effective immediately; otherwise it shall be in full force and effect from and immediately after the earliest time permitted by law.

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

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

Yeas:

Nays:

County Council President

Date

County Executive

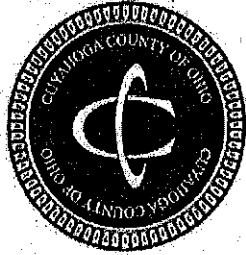
Date

Deputy Clerk of Council

Date

First Reading/Referred to Committee:
Committee Assigned:

Journal _____
_____, 2012



Item Details:

Agency/Dept. Name:	County Auditor	Agency/Dept. Head Name:	Fiscal Steen	Office/Wade
Type of Request:	Other			
Request Prepared by:	Kathy Goepert	Telephone No.	443-6905	
SUMMARY OF REQUESTED ACTION:				
Requesting a Cuyahoga County Council Ordinance amending Section 6.12 of the County's Human Resources Personnel Policies and Procedures Manual to make it mandatory for the County to use direct deposits for paying employees' compensation, and declaring the necessity that this Ordinance become immediately effective.				
Sponsored by County Executive FitzGerald/Department of Human Resources/Fiscal Department.				
RE: ORC9.37(G)				
PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):				
Explanation for late submittal:				

Contract/Agreement Information:

Procurement Method:
Explanation for Increase/Decrease in \$ Amount for current request:

Financial Information:

Funding source:	Explanation:
Total Amount Requested:	
\$	

ATTACHMENTS:

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County Council of Cuyahoga County, Ohio

Ordinance No. O2012-0019

Sponsored by: County Executive FitzGerald/Department of Public Works	An Ordinance amending Ordinance No. O2011-0039, as amended, which established procedures governing the use by the County of alternate construction project delivery methods, including construction manager-at-risk, design-build and general contracting project delivery methods for public construction projects; and declaring the necessity that this Ordinance become immediately effective.
---	---

WHEREAS, the Cuyahoga County Council adopted Ordinance No. O2011-0039, as amended, to establish alternate construction delivery methods; and,

WHEREAS, it is necessary to amend Ordinance No. O2011-0039 to clarify certain provisions in the Ordinance, to remove the cap on the County's ability to use general contracting, to enable the County to utilize a 1-step design build process on non-complex projects, and to empower the Director of Public Works to make the initial decisions on the choice of construction delivery methods.

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

SECTION 1. Ordinance No. O2011-0039, as amended, is hereby amended as per the attached exhibit (deletions are stricken out; additions are underlined and bolded).

SECTION 2. It is necessary that this Ordinance become immediately effective in order that critical services being provided by Cuyahoga County can continue without interruption, and to continue the usual daily operation of the County. Provided that this Ordinance receives the affirmative vote of eight members of Council, this Ordinance shall become immediately effective upon the signature of the County Executive.

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

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

Yeas:

Nays:

County Council President

Date

County Executive

Date

Deputy Clerk of Council

Date

First Reading/Referred to Committee: July 10, 2012

Committee(s) Assigned: Economic Development & Planning Committee

Second Reading: August 14, 2012

Journal _____
_____, 2012

EXHIBIT A

County Council of Cuyahoga County, Ohio

Ordinance No. O2011-0039

<p>Sponsored by: Councilmembers Schron, Miller, Germana, Jones, Conwell, Simon, Gallagher, Connally and Greenspan and County Executive FitzGerald</p>	<p>An Ordinance establishing procedures governing the use by the County of alternate construction project delivery methods, including construction manager-at-risk, design-build and general contracting project delivery methods for public construction projects; and declaring the necessity that this Ordinance become immediately effective.</p>
--	--

WHEREAS, Article 3, Section 9, Subsections 4 and 9 of the Cuyahoga County Charter empowers the Cuyahoga County Council to establish procedures governing the making of County contracts and to establish the procedures for making public improvements; and

WHEREAS, procedures used for contracting and procurement should enable Cuyahoga County to be efficient, flexible, and transparent.

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

SECTION 1: Notwithstanding the competitive bidding procedures or any other procedures or requirements provided for **in the Ohio Revised Code, including, but not limited to** in Chapter 153 and Sections 307.86 through 307.921 of the Ohio Revised Code, **the Ohio Administrative Code, or any other law or regulation, pursuant to the County's home rule powers,** the policies and procedures of Cuyahoga County, Ohio relating to construction contracts employing alternate project delivery methods are established as follows:

Section 1. As used in Sections 1 to 13, inclusive, the following words shall have the following meanings unless indicated otherwise or unless the context in which they are used requires a different meaning:

(a) "Architect of record" means the professional design firm that serves as the final signatory on the plans and specifications for a design-build project.

(b) "Board of Control" means the Cuyahoga County Board of Control.

(c) "Building project" means the design, construction, reconstruction, improvement, alteration, installation, demolition or repair of any public building or improvement, **including, but not limited to, roadway, bridges, and sewerage.**

(d) "Consultant Selection Committee" means the Cuyahoga County Department of Public Works' Consultant Selection Committee.

(e) "Construction management-at-risk" or "construction management-at-risk services" means a construction method wherein a construction management-at-risk firm provides a range of preconstruction services and construction management services that may include cost estimating and consultation regarding the design of the building project, scheduling, the preparation and coordination of bid packages, cost control, value engineering, detailing the subcontractor scope of work, prequalifying and evaluating subcontractors, and holding the subcontracts.

(f) "Construction manager-at-risk" or "Construction management-at-risk firm" means an individual, corporation, partnership, sole proprietorship, joint venture, limited liability company or other legal entity that provides construction management-at-risk services.

(g) "Construction manager-at-risk contract" means a contract between the County and a construction manager-at-risk that obligates the construction manager-at-risk to provide construction management-at-risk services for a guaranteed maximum price.

~~"Contracts and Purchasing Board" means the Cuyahoga County Contracts and Purchasing Board.~~

(h) "County's project manager" means an individual, corporation, partnership, sole proprietorship, joint venture, limited liability company or other legal entity engaged to provide project management services on behalf of the County for the design and construction of a building project. The County's project manager may be an employee of the County whose assigned responsibility is the management of design and construction of a building project.

(i) "Criteria architect or engineer" means the professional design firm retained by the County to prepare conceptual plans and specifications **or a design professional who is an employee of the County,** to assist the County in connection with the establishment of the design criteria for a design-build project, and, if requested by the County, to serve as the representative of the County and provide, during the design-build project, other design and construction administration services on behalf of the County, including but not limited to, confirming that the design prepared by the design-build firm reflects the original design intent established in the design criteria package.

(j) "Design-build contract" means a contract between the County and a design-build firm that obligates the design-build firm to provide design-build services ~~for a guaranteed maximum price.~~

(k) "Design-build firm" means any individual, corporation, partnership, sole proprietorship, joint venture, limited liability company or other legal entity that provides design-build services.

(l) "Design-build services" means services that form an integrated delivery system for which a design-build firm is responsible to the County for both the design and construction, demolition, alteration, repair, or reconstruction of a building project.

(m) "General contracting" means a construction method wherein a general contracting firm is responsible for constructing and managing a building project under the award of a single aggregate lump sum or guaranteed maximum price contract.

(n) "General contracting firm" means a person that provides general contracting services.

(o) "Guaranteed maximum price" or "GMP" means the agreed maximum dollar amount to be paid by the County for the building project, including the cost of the work, the general conditions, agreed construction contingency and the fees charged by the construction management-at-risk firm, design-build firm or general contracting firm.

(p) "non-complex building project" means a building project (1) which has limited opportunity for innovation; (2) where work is within the existing right of way or requires minimal temporary right of way on road or bridge projects; (3) for simple maintenance of traffic; (4) for general refurbishing of building space, including, but not limited to, painting, carpeting, addition of walls and doors and minor electrical and venting; or (5) for the rehabilitation of existing sewer lines.

(q) "one-step design build process" means a construction delivery method in which the County procures the entirety of the design build services in one step using a single request for bidding ("RFB") or request for proposals ("RFP") evaluated by the Department of Public Works' Consultant Selection Committee.

(r) "Professional design firm" shall have the same meaning as set forth in Section 153.65 of the Ohio Revised Code.

(s) "Subcontractor" means any individual, corporation, partnership, sole proprietorship, joint venture, limited liability company, or other legal entity that undertakes to provide any part of the labor, equipment or material of a building project under a contract with the construction management-at-risk firm, design-build firm or general contracting firm.

(t) "two-phase selection process" means a procurement process in which the first phase consists of creating a short list of prequalified firms as determined by responses to a request for qualifications and the second phase consists of inviting firms prequalified in the first phase to submit responses to a request for proposals or a request for bids.

Section 2. For each contract for ~~the construction, reconstruction, improvement, alteration, installation, demolition or repair~~ of any building project, ~~the Contracts and Purchasing Board~~, upon the recommendation of the Director of Public Works, may elect to use the construction management-at-risk delivery method, pursuant to Sections 3 to 6, inclusive.

Section 3. (a) ~~The Contracts and Purchasing Board~~ **Director of Public Works** shall utilize a two-phase selection process as provided in this section to select a construction management-at-risk firm to provide construction management-at-risk services.

(b) Before issuing a request for qualifications, hereinafter called RFQ, the ~~Contracts and Purchasing Board~~ **Director of Public Works** shall establish a prequalification committee for the purpose of reviewing and evaluating responses submitted by a construction manager-at-risk to the RFQ. The prequalification committee shall be comprised of the Consultant Selection Committee, one (1) representative of the professional design firm, the County's project manager if the project manager is not a member of the Consultant Selection Committee, and any additional representatives of the County as may be deemed appropriate by the **Director of Public Works** ~~Contracts and Purchasing Board~~.

(c) The first phase of the two-phase selection process shall begin once the County gives public notice of the building project and solicits responses to an RFQ from construction management-at-risk firms. The public notice and solicitation section shall be advertised in a newspaper of general circulation in the County or on the County's website. The public notice and solicitation shall be given not less than two (2) weeks before the deadline for submitting responses to the RFQ. The public notice and solicitation shall include:

- (1) the time and date of the deadline for receipt of responses to the RFQ and the address of the office to which the responses are to be delivered;
- (2) a general description of the project and key factors important to the final selection of the construction management-at-risk firm;
- (3) a general description of the scope of services expected of the selected construction management-at-risk firm during the design, pre-construction, and construction, and post construction phases of the project;

- (4) a general description of the anticipated schedule and estimated construction cost for the building project; and
 - (5) the criteria for the selection of the construction management-at-risk firm, including minimum experience, requirements for presentations/interviews, and the schedule for the selection process.
- (d) The County shall require interested construction management-at-risk firms to submit a statement of qualifications in response to the RFQ. The statement of qualifications shall include the following:
- (1) a cover letter or executive summary detailing the key elements and factors that differentiate the firm from other potential qualified responders;
 - (2) completion of a statement of qualifications similar in form to AIA Document A305 (latest edition), listing general business information and financial capacity such as organizational structure, licensing, experience, references and financial statement;
 - (3) a list of all convictions or fines assessed against the construction manager-at-risk firm or any of its officers or directors for violations of state or federal law;
 - (4) submission of a project organization chart with specific information on key project personnel or consultants;
 - (5) a letter from a surety company licensed to do business in the State and whose name appears on United States Treasury Department Circular 570 confirming the ability to provide performance and payment bonds for the building project;
 - (6) submission of information on the firm's safety record including its workers' compensation experience modifier for the prior three (3) years;
 - (7) submission of information on and evidence of the firm's compliance record with respect to small business enterprise inclusion goals and workforce inclusion goals, if applicable;
 - (8) submission of information regarding the firm's experience on similar projects including contact information of the architects and owners of the projects;
 - (9) submission of specific examples of the firm's project management reports or other illustrations of the company's operating philosophy; and
 - (10) any other relevant information that the County determines desirable.
- (e) The prequalification committee established pursuant to Subsection (b) of this section, shall evaluate each statement of qualifications submitted by the construction management-at-risk firms. The evaluation shall take into account the following

factors: (i) competence to perform the required construction management-at-risk services as indicated by the technical training, education, and experience of the construction management-at-risk firm's personnel and key consultants, especially the technical training, education, and experience of the employees and consultants of the construction management-at-risk firm who would be assigned to perform the services; (ii) ability of the firm in terms of its workload and the availability of qualified personnel, equipment, and facilities to perform the required preconstruction and construction services competently and expeditiously; (iii) past performance of the firm as reflected by the evaluations of previous clients with respect to such factors as control of costs, quality of work, and meeting of deadlines; and (iv) any other relevant factors as determined by the County. The prequalification committee shall select a minimum of three (3) qualified construction management-at-risk firms to receive the request for proposals, unless less than three (3) firms responded to the RFQ, in which event the prequalification committee may select less than three (3) qualified construction management-at-risk firms to receive the request for proposals. The decision of the prequalification committee shall be posted on the County's web site. Once posted on the County's web site, the decision of the prequalification committee is final and shall not be subject to appeal except to the Board of Control on grounds of fraud or collusion. The written Notice of Appeal shall be filed with the Clerk of the Board of Control during business hours on a working day no later than five (5) calendar days of the posting of the prequalification committee's decision on the County's web site. If the fifth calendar day falls on a weekend or a legal holiday on which the County Administration Building is closed, the Notice of Appeal shall be filed no later than 4:00 p.m. on the first day following the weekend or the holiday. The Notice of Appeal shall include the appellant's allegations of fraud or collusion with specificity. The failure to timely file the Notice of Appeal with the Clerk of the Board of Control shall be considered a subject-matter jurisdictional defect, which may not be remedied. The Board of Control's determination of the appeal shall not be subject to any further appeals or any other challenges.

Section 4. (a) Before issuing a request for proposals, hereinafter referred to as RFP, the **Director of Public Works** ~~Contracts and Purchasing Board~~ shall establish a selection committee for the purpose of reviewing and evaluating responses submitted to the RFP. The selection committee shall be comprised of the Consultant Selection Committee, one (1) representative of the professional design firm, the County's project manager if the project manager is not a member of the Consultant Selection Committee, and any additional representatives of the County as may be deemed appropriate by the **Director of Public Works** ~~Contracts and Purchasing Board~~. Nothing herein shall prohibit the County from appointing the same individuals who served as the prequalification committee to serve as the selection committee.

(b) The County shall issue an RFP to each construction management-at-risk firm selected to receive an RFP pursuant to Section 3. The RFP shall include:

(1) the date, time and place for submission of proposals;

- (2) a clear description of the submission requirements including separate price and technical components;
- (3) the small business enterprise inclusion goals and workforce inclusion goals for the building project, if applicable;
- (4) the form of construction management-at-risk contract; and
- (5) any other relevant information that the County determines desirable.

(c) The RFP shall require the submission of separate price and technical components as part of the proposal submitted in response to the RFP.

(1) The price component shall include: (i) the fee for preconstruction services with appropriate detail, (ii) the fee for construction services with explanation of the basis, (iii) the estimated cost of general conditions with appropriate detail, and (iv) the estimated construction contingency requirements regarding development of the GMP.

(2) The technical component shall include: (i) a detailed project approach, including preconstruction services, (ii) supplemental relevant project references, (iii) the project team members with position descriptions and relevant time commitments and billing rates of said team members during the project, and (iv) the construction management plan indicating their approach to controlling cost, schedule, quality, documents and claims.

Upon receipt of the responses to the RFP, the selection committee shall evaluate all proposals and rank firms based on the selection committee's evaluation of each firm's pricing proposal and qualifications. If the selection committee elects to conduct an interview with a construction management-at-risk firm who submits a proposal in response to the RFP, then the selection committee shall conduct interviews with each construction management-at-risk firm that submits a proposal to the RFP. The decision of the selection committee shall be posted on the County's web site. Once posted on the County's web site, the decision of the selection committee is final and not subject to appeal except to the Board of Control on the grounds of fraud or collusion. The written Notice of Appeal shall be filed with the Clerk of the Board of Control during business hours on a working day no later than five (5) calendar days of the posting of the selection committee's decision on the County's web site. If the fifth calendar day falls on a weekend or a legal holiday on which the County Administration Building is closed, the Notice of Appeal shall be filed no later than 4:00 p.m. on the first day following the weekend or the holiday. The Notice of Appeal shall include the appellant's allegations of fraud or collusion with specificity. The failure to timely file the Notice of Appeal with the Clerk of the Board of Control shall be considered a subject-matter jurisdictional defect, which may not be remedied. The Board of Control's determination of the appeal shall not be subject to any further appeals or any other challenges.

(d) The selection committee shall commence negotiations with the highest ranked construction management-at-risk firm. If the selection committee determines that negotiations with the highest ranked construction management-at-risk firm will not result in a contract acceptable to the County, then the selection committee shall terminate negotiations with the highest ranked construction management-at-risk firm and shall commence negotiations with the next highest ranked construction management-at-risk firm. The process shall continue until the selection committee has reached an acceptable contract with one of the prequalified construction management-at-risk firms. The list and ranking of proposed construction management-at-risk firms shall be certified by the County's project manager and made available as a public record after the contract award.

Section 5. (a) Each contract for a building project procured pursuant to Sections 3 to 6, inclusive, shall utilize a cost-plus, not-to-exceed guaranteed maximum price form of contract in which the County shall be entitled to monitor and audit all project costs.

(b) In establishing the schedule and process for determining a guaranteed maximum price, the contract between the County and the construction management-at-risk firm shall comply with the following:

(1) The guaranteed maximum price shall be based on design documents that are no less developed than a percentage determined by the **Director of Public Works Contracts and Purchasing Board**;

(2) The guaranteed maximum price shall be agreed to as an amendment to the contract between the County and the construction management-at-risk firm;

(3) The guaranteed maximum price amendment shall be executed before the commencement of any construction work; except that the County, before the execution of the guaranteed maximum price amendment, may commence construction, so long as the County executes a separate amendment to the contract with the construction manager-at-risk detailing the scope of work selected to commence before execution of the guaranteed price amendment, and provided that each subcontractor performing work shall provide a payment and performance bond in the amount of its subcontract, which bond shall name the County and the construction manager-at-risk as co-obligees. The separate amendment shall state the sum for the scope of work, which shall include the cost of the work, the general conditions and additional fee, if any, for the construction manager-at-risk; but, any class of work included in the scope of work selected to commence before the execution of the guaranteed maximum price amendment shall be subject to the subcontractor selection process set forth in Section 6. If a guaranteed maximum price cannot be successfully negotiated between the County and the construction manager-at-risk, then any subcontractor agreement between the construction manager-at-risk and a subcontractor for work selected to commence before execution of the

guaranteed maximum price amendment may be assigned to the County or to another construction manager-at-risk designated by the County, without the assent of the subcontractor, and the County or the designated construction manager-at-risk and the subcontractor shall be bound by the terms of the subcontractor agreement; and

(4) The guaranteed maximum price amendment to the contract between the County and the construction management-at-risk firm shall include a detailed line item cost breakdown by trade, including any cost for work selected to commence before the execution of the guaranteed maximum price amendment; dollar amounts for the construction management-at-risk firm's construction contingency; dollar amounts for the general conditions and fees, including any amounts related to work selected to commence before the execution of the guaranteed maximum price amendment; a list of all the drawings, specifications and other information on which the guaranteed maximum price is based; a list of allowances and statement of their basis; a list of any assumptions or clarifications on which the guaranteed maximum price is based; the dates for substantial and final completion on which the guaranteed maximum price is based; and a schedule of applicable alternates and unit prices.

(5) The construction management-at-risk firm shall provide all required performance and payment bonds in the amount of the guaranteed maximum price within five (5) business days after the execution of the guaranteed maximum price amendment.

(c) If a guaranteed maximum price cannot be successfully negotiated between the County and the construction management-at-risk firm, then the selection committee may commence negotiations with an additional proposer starting with the next highest ranked proposer. If a contract and guaranteed maximum price amendment cannot be successfully negotiated between the selection committee and the next highest ranked proposer, then the County shall terminate the procurement process and may instead procure the building project under any other project delivery method permitted by law.

Section 6. (a) Each construction manager-at-risk with a construction manager-at-risk shall include terms that require the following procedures to be observed in connection with the award of subcontracts under the construction manager-at-risk:

(1) Prior to the award of any subcontract with an estimated subcontract value, selected by the Contracting and Purchasing Board at the time of approving the use of the alternate construction delivery method, the construction manager-at-risk shall submit to the County for approval the qualifications that a subcontractor must have in order to perform the work of the subcontract and a list of at least three (3) subcontracting firms that the construction manager-at-risk believes meets the qualifications. The County may eliminate from the list persons or firms that the County believes are not qualified, **based on the criteria mentioned in the scope of services**, or to which the County has other reasonable objections.. The construction

manager-at-risk shall revise the list- in accordance with the County's eliminations. The County shall inform the construction manager-at-risk of its elimination of any persons or firms proposed by the construction manager-at-risk, within ten (10) working days after the County's receipt of the list. If the County disapproves of a proposed bidder, the written notice to the construction manager-at-risk shall set forth the County's objections of the proposed bidder(s). The construction manager-at-risk shall not solicit bids or proposals from any person or firm to whom the County has made objections.

(2) The County's elimination of any proposed bidder(s) under Section 6(a)(1) herein is final and not subject to appeal except to the Board of Control on grounds of fraud or collusion. The written Notice of Appeal shall be filed with the Clerk of the Board of Control during business hours on a working day no later than five (5) calendar days of the construction manager-at-risk's receipt of the County's objections. If the fifth calendar day falls on a weekend or a legal holiday on which the County Administration Building is closed, the Notice of Appeal shall be filed no later than 4:00 p.m. on the first day following the weekend or the holiday. The Notice of Appeal shall include the appellant's allegations of fraud or collusion with specificity. The failure to timely file the Notice of Appeal with the Clerk of the Board of Control shall be considered a subject-matter jurisdictional defect, which may not be remedied. The Board of Control's determination of the appeal shall not be subject to any further appeals or any other challenges.

(3) After the construction manager-at-risk and the County have agreed upon an acceptable list of potential subcontractors, the construction manager-at-risk shall solicit at least three (3) competitive bids or proposals (including design-assist bids or proposals) from subcontractors on the list of approved subcontractors. All bids or proposals submitted shall be sealed and shall not be opened before the bid opening date set forth in the solicitation.

(4) On the date set forth in the solicitation, the construction manager-at-risk shall open, in the presence of the County, all bids or proposals. The County shall have the right to be present at all post-opening scope review meetings of the construction manager-at-risk and the proposed subcontractors.

(5) Giving consideration to the price and the qualifications of each person or firm submitting a bid or proposal, the construction manager-at-risk shall recommend for award the subcontractor whose bid or proposal represents the best value, and such recommendation shall be submitted to the County with a written report setting forth the reasons supporting the recommendation. The County shall have the right to object to the proposed award if it determines that the person or firm proposed does not represent the best value. If the County objects to the proposed award, it shall do so by sending written notice of such objection within ten (10) days after the County's receipt of the construction manager-at-risk's recommendation report, and such written notice shall set forth the County's reasons for objecting. If the County does not

disapprove the bidder recommended by the construction manger at risk, then the construction manager-at-risk shall award the subcontract to the recommended bidder.

(6) Notwithstanding the foregoing, subcontracts with an award value that does not exceed the threshold sum as identified in Subsection (a)(1) of this section, may be awarded by the construction manager-at-risk using any selection method selected by the construction manager-at-risk with the approval of the County.

(7) Regardless of any monetary thresholds, each subcontract shall expressly name the County as an intended third-party beneficiary with the right to sue and recover under said subcontract.

Section 7. (a) For each contract for ~~the construction, reconstruction, improvement, alteration, installation, demolition or repair~~ of any building project, the **Director of Public Works** ~~Contracts and Purchasing Board~~ may elect to use the design-build delivery method, pursuant to Sections 7 to ~~13-12~~, inclusive.

(b) For every design-build contract, the County shall first obtain the services of a criteria architect or engineer by either contracting for the services consistent with Sections 153.65 to 153.70 of the Ohio Revised Code or by obtaining the services through a design professional who is an employee of the County. After the County has retained a criteria architect or engineer, the County shall develop with the assistance of the criteria architect or engineer a scope of work statement that defines the building project and provides prospective design-build firms with sufficient information regarding the County's objectives and requirements. The scope of work statement shall include criteria and preliminary design, general budget parameters, and general schedule requirements to enable prospective design-build firms to submit proposals in response to the RFP issued under Section 9. The criteria architect or engineer retained by the County for a building project shall not be eligible to participate in any way as a member of the design-build team competing for the award of the design-build contract for the building project.

Section 8. (a) ~~Except as provided in Section 12 hereof, The~~ **the Director of Public Works** ~~Contracts and Purchasing Board~~ shall utilize a two-phase selection process as provided in this section to select a design-build firm to provide design-build services.

(b) Before issuing a request for qualifications, hereinafter called RFQ, the **Director of Public Works** ~~Contracts and Purchasing Board~~ shall establish a prequalification committee for the purpose of reviewing and evaluating responses submitted by a design-build firm to the RFQ. The prequalification committee shall be comprised of the Consultant Selection Committee, one (1) representative of the criteria architect or engineer, the County's project manager if the project manager is not a member of the Consultant Selection Committee, and any additional representatives of the County as may be deemed proper by the **Director of Public Works** ~~Contracts and Purchasing Board~~.

(c) The first phase of the two-phase selection process shall begin once the County gives public notice of the building project and solicits responses to an RFQ from design-build firms. The public notice and solicitation required shall be advertised in a newspaper of general circulation in the County or on the County's website. The public notice and solicitation shall be given not less than two (2) weeks before the deadline for submitting responses to the RFQ. The public notice and solicitation shall include:

(1) the time and date of the deadline for receipt of responses to the RFQ and the address of the office to which the responses are to be delivered;

(2) a general description of the project and key factors important to the final selection of the design-build firm;

(3) a general description of the scope of services expected of the selected design-build firm during the design, pre-construction and construction phases of the project;

(4) a general description of the anticipated schedule and estimated construction cost for the building project; and

(5) the criteria for the selection of the design-build firm, including minimum experience, requirements for presentations/interviews, and the schedule for the selection process.

(d) The County shall require interested design-build firms to submit a statement of qualifications in response to the RFQ. The statement of qualifications shall include the following:

(1) a cover letter or executive summary detailing the key elements and factors that differentiate the firm from other potential qualified responders;

(2) completion of a statement of qualifications similar in form to AIA Document A305 (latest edition), listing general business information and financial capacity such as organizational structure, licensing, experience, references and financial statement;

(3) a list of all convictions or fines assessed against the design-build firm or any of its officers or directors for violations of state or federal law;

(4) submission of a project organization chart with specific information on key project personnel or consultants, including the architect of record;

(5) a letter from a surety company licensed to do business in the State and whose name appears on United States Treasury Department Circular 570 confirming the ability to provide performance and payment bonds for the building project;

- (6) submission of information on the firm's safety record including its workers' compensation experience modifier for the prior three (3) years;
- (7) submission of information on and evidence of the firm's compliance record with respect to small business enterprise inclusion goals and workforce inclusion goals, if applicable;
- (8) submission of information regarding the experience of the design-build firm and the architect of record on similar projects, including contact information of owners of the projects;
- (9) submission of specific examples of the firm's project management reports or other illustrations of the company's operating philosophy; and
- (10) any other relevant information that the County determines desirable.

The prequalification committee established pursuant to Subsection (b) of this section shall evaluate each statement of qualifications submitted by design-build firms. The evaluation shall take into account the following factors: (i) competence to perform the required design-build services as indicated by the technical training, education, and experience of the design-build firm's personnel and key consultants, especially the technical training, education, and experience of the employees and consultants of the design-build firm who would be assigned to perform the services, including the proposed architect of record; (ii) ability of the firm in terms of its workload and the availability of qualified personnel, equipment, and facilities to perform the required professional design services or design-build services competently and expeditiously; (iii) past performance of the firm as reflected by the evaluations of previous clients with respect to such factors as control of costs, quality of work, and meeting of deadlines; and (iv) any other relevant factors as determined by the County. The prequalification committee shall select a minimum of three (3) qualified design-build firms to receive the request for proposals, unless less than three (3) firms responded to the RFQ, in which event prequalification committee may select less than three (3) qualified design-build firms to receive the request for proposals. The decision of the prequalification committee shall be posted on the County's web site. Once posted on the County's web site, the decision of the prequalification committee is final and shall not be subject to appeal except to the Board of Control on grounds of fraud or collusion. The written Notice of Appeal shall be filed with the Clerk of the Board of Control during business hours on a working day no later than five (5) calendar days of the posting of the prequalification committee's decision on the County's web site. If the fifth calendar day falls on a weekend or a legal holiday on which the County Administration Building is closed, the Notice of Appeal shall be filed no later than 4:00 p.m. on the first day following the weekend or the holiday. The Notice of Appeal shall include the appellant's allegations of fraud or collusion with specificity. The failure to timely file the Notice of Appeal with the Clerk of the Board of Control shall be considered a subject-matter jurisdictional defect, which may not be remedied. The Board of Control's determination of the appeal shall not be subject to any further appeals or any other challenges.

Section 9. (a) Before issuing a request for proposals, hereinafter referred to as RFP, the **Director of Public Works Contracts and Purchasing Board** shall establish a selection committee for the purpose of reviewing and evaluating responses submitted to the RFP issued pursuant to Subsection (b) of this section. The selection committee shall be comprised of the Consultant Selection Committee, one (1) representative of the criteria architect or engineer, the County's project manager if the project manager is not a member of the Consultant Selection Committee, and any additional representatives of the County as may be deemed appropriate by the **Director of Public Works Contracts and Purchasing Board**. Nothing herein shall prohibit the County from appointing the same individuals who served as the prequalification committee to serve as the selection committee.

(b) The County shall issue an RFP to each design-build firm selected to receive an RFP pursuant to Section 8. The RFP shall include:

- (1) the date, time and place for submission of proposals;
- (2) a clear description of the submission requirements including separate price and technical components;
- (3) the design criteria produced by the criteria architect or engineer;
- (4) the small business enterprise inclusion goals and workforce inclusion goals for the building project, if applicable;
- (5) the form of design-build services contract; and
- (6) any other relevant information that the County determines desirable.

(c) The RFP shall require the submission of separate price and technical components as part of the proposal submitted in response to the RFP.

(1) The price component shall, **in a separate sealed submission**, include: (i) the fee for design services, including the fee of the architect of record, with appropriate detail, (ii) the fee for preconstruction services, with appropriate detail, (iii) the fee for design-build services with explanation of the basis, (iv) the estimated cost of general conditions, with appropriate detail, and (v) the estimated design and contingency requirements regarding development of the GMP.

(2) The technical component shall include: (i) a detailed project approach, including preconstruction and design services, (ii) supplemental relevant project references, (iii) the project team members with position descriptions and relevant time commitments and billing rates of said team members during the project, and (iv) the construction management plan indicating their approach to controlling cost, schedule, quality, documents and claims.

(d) Upon receipt of the responses to the RFP issued pursuant to Subsection (c) of this section, the selection committee shall evaluate all proposals and rank firms based on the selection committee's evaluation of each firm's pricing proposal and qualifications. If the selection committee elects to conduct an interview with a design-build firm who submits a proposal in response to the RFP, then the selection committee shall conduct interviews with each design-build firm that submits a proposal to the RFP. The decision of the selection committee shall be posted on the County's web site. Once posted on the County's web site, the decision of the selection committee is final and not subject to appeal except to the Board of Control on the grounds of fraud or collusion. The written Notice of Appeal shall be filed with the Clerk of the Board of Control during business hours on a working day no later than five (5) calendar days of the posting of the selection committee's decision on the County's web site. If the fifth calendar day falls on a weekend or a legal holiday on which the County Administration Building is closed, the Notice of Appeal shall be filed no later than 4:00 p.m. on the first day following the weekend or the holiday. The Notice of Appeal shall include the appellant's allegations of fraud or collusion with specificity. The failure to timely file the Notice of Appeal with the Clerk of the Board of Control shall be considered a subject-matter jurisdictional defect, which may not be remedied. The Board of Control's determination of the appeal shall not be subject to any further appeals or any other challenges.

(e) The selection committee shall commence negotiations with the highest ranked design-build firm. If the selection committee determines that negotiations with the highest ranked design-build firm will not result in a contract acceptable to the County, then the selection committee shall terminate negotiations with the highest ranked design-build firm and shall commence negotiations with the next highest ranked design-build firm. The process shall continue until the selection committee has reached an acceptable contract with one of the prequalified design-build firms. The list and ranking of proposed design-build firms shall be certified by the County's project manager and made available as a public record after the contract award.

Section 10. (a) Each contract for a building project procured pursuant to Sections 7 to ~~13~~12, inclusive, shall utilize a cost-plus, not-to-exceed guaranteed maximum price form of contract in which the County shall be entitled to monitor and audit all project costs.

(b) In establishing the schedule and process for determining a guaranteed maximum price, the contract between the County and the design-build firm shall comply with the following:

(1) The guaranteed maximum price shall be based on design documents that are no less developed than a percentage determined by the **Director of Public Works Contracts and Purchasing Board**;

(2) The guaranteed maximum price shall be agreed to as an amendment to the contract between the County and the design-build firm;

(3) The guaranteed maximum price amendment shall be executed before the commencement of any construction work; except that the County, before the execution of the guaranteed maximum price amendment, may commence construction, so long as the County executes a separate amendment to the contract with the design-build firm detailing the scope of work selected to commence before execution of the guaranteed price amendment, and provided that each subcontractor performing work shall provide a payment and performance bond in the amount of its subcontract, which such bond shall name the County and the design-build firm as obligees. The separate amendment shall state the sum for the scope of work, which shall include the cost of the work, the general conditions and additional fee, if any, for the design-build firm; but, any class of work included in the scope of work selected to commence before the execution of the guaranteed maximum price amendment shall be subject to the subcontractor selection process set forth in Section 11. If a guaranteed maximum price cannot be successfully negotiated between the County and the design-build firm, then any subcontractor agreement between the design-build firm and a subcontractor for work selected to commence before execution of the guaranteed maximum price amendment may be assigned to the County or to another design-build firm designated by the County, without the assent of the subcontractor, and the County or the designated design-build firm and the subcontractor shall be bound by the terms of the subcontractor agreement; and

(4) The guaranteed maximum price amendment to the contract between the County and the design-build firm shall include a detailed line item cost breakdown by trade, including any cost for work selected to commence before the execution of the guaranteed maximum price amendment; dollar amounts for the design-build firm's design and construction contingencies; dollar amounts for the general conditions and fees, including any amounts related to work selected to commence before the execution of the guaranteed maximum price amendment; a list of all the drawings, specifications and other information on which the guaranteed maximum price is based; a list of allowances and statement of their basis; a list of any assumptions or clarifications on which the guaranteed maximum price is based; the dates for substantial and final completion on which the guaranteed maximum price is based; and a schedule of applicable alternates and unit prices.

(5) The design-build firm shall provide all required performance and payment bonds in the amount of the guaranteed maximum price within five (5) business days after the execution of the guaranteed maximum price amendment.

(c) If a guaranteed maximum price cannot be successfully negotiated between the County and the design-build firm, then the selection committee may commence negotiations with an additional proposer starting with the next highest ranked proposer. If a contract and guaranteed maximum price amendment cannot be successfully negotiated between the selection committee and the next highest ranked

proposer, then the County shall terminate the procurement process and may instead procure the building project under any other project delivery method permitted by law.

Section 11. (a) Each design-build contract with a design-build firm shall include terms that require the following procedures to be observed in connection with the award of subcontracts under the design-build contract:

(1) Prior to the award of any subcontract with an estimated subcontract value, selected by the ~~Contracting and Purchasing Board~~ **the Director of Public Works** at the time of approving the use of the alternate construction delivery method, the design-build firm shall submit to the County for approval the qualifications that a subcontractor must have in order to perform the work of the subcontract and a list of at least three (3) subcontracting firms that the design-build firm believes meets the qualifications. The County may eliminate from the list persons or firms that the County believes are not qualified, **based on the criteria mentioned in the scope of services**, or to which the County has other reasonable objections. The design-build firm shall revise the list unless in accordance with the County's eliminations. The County shall inform the design-build firm of its eliminations of any persons or firms proposed by the design-build firm, within ten (10) working days after the County's receipt of the list. If the County disapproves of a proposed bidder, the written notice to the design-build firm shall set forth the County's objections of the proposed bidder(s). The design-build firm shall not solicit bids or proposals from any person or firm to whom the County has made objections.

(2) The County's elimination of any proposed bidder(s) under Section 11(a)(1) herein is final and not subject to appeal except to the Board of Control on grounds of fraud or collusion. The written Notice of Appeal shall be filed with the Clerk of the Board of Control during business hours on a working day no later than five (5) calendar days of the design-build firm's receipt of the County's objections. If the fifth calendar day falls on a weekend or a legal holiday on which the County Administration Building is closed, the Notice of Appeal shall be filed no later than 4:00 p.m. on the first day following the weekend or the holiday. The Notice of Appeal shall include the appellant's allegations of fraud or collusion with specificity. The failure to timely file the Notice of Appeal with the Clerk of the Board of Control shall be considered a subject-matter jurisdictional defect, which may not be remedied. The Board of Control's determination of the appeal shall not be subject to any further appeals or any other challenges.

(3) After the design-build firm and the County have agreed upon an acceptable list of potential subcontractors, the design-build firm shall solicit at least three (3) competitive bids or proposals (including design-assist bids or proposals) from subcontractors on the list of approved subcontractors. All bids or proposals submitted shall be sealed and shall not be opened before the bid opening date set forth in the solicitation.

(4) On the date set forth in the solicitation, the design-build firm shall open, in the presence of the County, all bids or proposals. The County shall have the right to be present at all post-opening scope review meetings of the design-build firm and the proposed subcontractors.

(5) Giving consideration to the price and the qualifications of each person or firm submitting a bid or proposal, the design-build firm shall recommend for award the subcontractor whose bid or proposal represents the best value, and such recommendation shall be submitted to the County with a written report setting forth the reasons supporting the recommendation. The County shall have the right to object to the proposed award if it determines that the person or firm proposed does not represent the best value. If the County objects to the proposed award, it shall do so by sending written notice of such objection within ten (10) days after the County's receipt of the design-build firm's recommendation report, and such written notice shall set forth the County's reasons for objecting. If the County does not disapprove the bidder recommended by the design-build firm, then the design-build firm shall award the subcontract to the recommended bidder.

(6) Notwithstanding the foregoing, subcontracts with an award value that does not exceed the threshold sum as identified in Subsection (a)(1) of this section, may be awarded by the design-build firm using any selection method selected by the design-build firm with the approval of the County.

(7) Regardless of any monetary thresholds, each subcontract shall expressly name the County as an intended third-party beneficiary with the right to sue and recover under said subcontract.

Section 12. For non-complex building projects as determined by the Director of Public Works, the Director of Public Works may opt to utilize a one-step design build process, including, if deemed appropriate, a selection process through an RFB.

Section 13. The Department of Public Works, with the approval of the **Director of Law Contracts and Purchasing Board**, may adopt rules proscribing additional terms and provisions to be included in each construction manager-at-risk or design-build contract, including procedures and criteria for pre-qualification of subcontractors under Sections 6 and 12 41.

Section 14. (a) For each contract for the construction, reconstruction, improvement, alteration, installation, demolition or repair of any building project estimated to cost not more than \$200,000.00, the **Director of Public Works Contracts and Purchasing Board** may elect to use the general contracting method, pursuant to this Section 14 13.

(b) The County shall give public notice of the building project and shall solicit bids from general contracting firms. The public notice and solicitation shall be

advertised in a newspaper of general circulation in the County or on the County's website. The public notice and solicitation shall be given not less than two (2) weeks before the deadline for submitting bids. The public notice and solicitation shall include the time and date of the deadline for receipt of bids, the address of the office to which the responses are to be delivered, a general description of the project, and a general description of the anticipated schedule and estimated construction cost for the building project.

(c) The County shall require interested general contracting firms to submit a pricing proposal and statement of qualifications in response to the bid request. The statement of qualifications shall include the following:

- (1) a cover letter or executive summary detailing the key elements and factors that differentiate the firm from other potential qualified responders;
- (2) completion of a statement of qualifications similar in form to AIA Document A305 (latest edition), listing general business information and financial capacity such as organizational structure, licensing, experience, references and financial statement;
- (3) a list of all convictions or fines assessed against the general contraction firm or any of its officers or directors for violations of state or federal law;
- (4) submission of a project organization chart with specific information on key project personnel or consultants;
- (5) a letter from a surety company licensed to do business in the State and whose name appears on United States Treasury Department Circular 570 confirming the ability to provide performance and payment bonds for the building project;
- (6) submission of information on the firm's safety record including its workers' compensation experience modifier for the prior three (3) years;
- (7) submission of information on and evidence of the firm's compliance record with respect to small business enterprise inclusion goals and workforce inclusion goals, if applicable;
- (8) submission of information regarding the firm's experience on similar projects including contact information of the architects and owners of the projects;
- (9) submission of specific examples of the firm's project management reports or other illustrations of the company's operating philosophy;
- (10) submission of either a single aggregate lump sum price or a single aggregate cost-plus, not-to-exceed guaranteed maximum price, as required by the bid documents; and

(11) any other relevant information that the County determines desirable.

(d) The contract for general contracting services shall be awarded to the firm whose bid is determined by the lowest and best.

Section 15. For purposes of the Jail Kitchen Project, the Board of Control may grant exemptions from any of the requirements or monetary thresholds provided for in this Ordinance if it determines that such action is advantageous to the County.

(Amended on 3/27/2012 by Ordinance No. O2012-0010)

Section 16. In determining whether to accept any recommendation for a contract award or in determining the lowest and best bid for any contract under this ordinance, the County may consider any or all of the factors provided for in Section 4.7 of the Contracting and Purchasing Procedures Ordinance for Cuyahoga County.

Section 17. At the time of execution of any contract under this ordinance, any successful bidder or respondent to an RFP **contractor** shall make all of the certifications provided for in Section 4.8 of the Contracting and Purchasing Procedures Ordinance of Cuyahoga County.

Section 18. The County shall have the right to take measures to encourage fair and equitable participation by all segments of the County's residents in county construction projects.

SECTION 2. The policies and procedures established in Section 1, subsections 1 through 18, are intended to provide the County with alternate construction project delivery methods in addition to those available under the Ohio Revised Code. The County shall still have to option to operate under the Ohio Revised Code if it deems it advantageous to do so.

SECTION 3. Awards of contracts under this Ordinance, and the approval of expenditure of funds therefor, shall be made by the appropriate County approval authority based on the monetary thresholds established in the County's Contracting and Purchasing Procedures Ordinance.

SECTION 4 3. The Contracts and Purchasing Board Director of Public Works, with the approval of the Director of Law, shall determine the appropriate bonding requirements for all contracts entered under this Ordinance.

SECTION 5 4. The Department of Development is hereby directed to investigate alternative possible programs, including funding sources, to provide bonding guarantees to small businesses and to report back to Council no later than October 30, 2011, with its findings and proposals for the adoption of such a program by the County.

SECTION 6 5. If any conflict arises between the procedures, requirements, or any other terms of the Ohio Revised Code, Ohio Administrative Code, or any other law or regulation, and this Ordinance, the procedures, requirements, and terms of this Ordinance shall prevail.

SECTION 7 6. It is necessary that this Ordinance become immediately effective in order that critical services being provided by Cuyahoga County can continue without interruption, and to continue the usual daily operation of the County. Provided that this Ordinance receives the affirmative vote of eight members of Council, this Ordinance shall become immediately effective upon the signature of the County Executive.

SECTION 8 7. It is found and determined that all formal actions of this County Council meeting relating to the adoption of this ordinance were adopted in an open meeting of the County Council and that all deliberations of this County Council and any of its committees that resulted in such formal actions took place 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 Mr. Schron, seconded by Mr. Miller, the foregoing Ordinance was duly enacted.

Yeas: Brady, Germana, Gallagher, Schron, Conwell, Jones, Rogers, Simon, Greenspan, Miller and Connally

Nays: None

County Council President Date

County Executive Date

Clerk of Council Date

First Reading/Referred to Committee: August 9, 2011
Committee(s) Assigned: Economic Development & Planning

Additional Sponsorship Requested on the Floor: August 9, 2011

Second Reading/Referred to Committee: August 23, 2011
Committee(s) Assigned: Economic Development & Planning

Additional Sponsorship Requested on the Floor: October 25, 2011

Journal CC004
October 25, 2011

County Council of Cuyahoga County, Ohio

Ordinance No. O2012-0021

Sponsored by: County Executive FitzGerald and Councilmember Rogers	An Ordinance reorganizing the Board of the Cuyahoga County Solid Waste Management District to enable its members to attend through alternates; and declaring the necessity that this Ordinance become immediately effective.
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WHEREAS, Section 6.03 of the Cuyahoga County Charter provides that any “board or commission of the County and any joint board or commission in which the County is a participant that is in existence when this Charter becomes effective, but not provided for in this Charter, shall continue to exist until reorganized or discontinued by action of Council, unless its continuance is required by general law”; and,

WHEREAS, Section 3.09(2) of the Cuyahoga County Charter also provides for the power of the Cuyahoga County Council “to establish departments, and divisions and sections within departments, under the supervision of the County Executive, and such boards, agencies, commissions, and authorities, in addition to or as part of those provided for in this Charter, as the Council determines to be necessary for the efficient administration of the County”; and,

WHEREAS, the Board of the Cuyahoga County Solid Waste District consists of the County Executive, a member of Council, and the Public Works Director; and,

WHEREAS, it is necessary to reorganize the Board of the Solid Waste District to enable its members to attend meetings through designees; and,

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

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

SECTION 1. The Board of the Cuyahoga County Solid Waste Management District shall be composed of the County Executive, a member of Council appointed by the President of Council, and the Director of Public Works.

SECTION 2. Each member of the Board of the Solid Waste Management District shall have an alternate who may attend board meetings and act in place of the board member as follows:

- (a) The County Executive shall ~~have~~ **designate** an alternate from the Office of the County Executive to act in his or her place on the Board of the Solid Waste Management District and attend board meetings, with full voting rights, if the Executive is unavailable;
- (b) The Director of Public Works shall ~~have~~ **designate** an alternate from the Department of Public Works to act in his or her place on the Board of the Solid Waste Management District and attend board meetings, with full voting rights, if the Director is unavailable; and
- (c) The President of Council shall appoint two members of Council to serve as a pool of alternates to act in place of the Council board member on the Board of the Solid Waste Management District and attend board meetings, with full voting rights, if the member is unavailable.

SECTION 3. The Board of the Solid Waste Management District shall continue to govern the operations of the District, including, but not limited to, having the final approval authority over its contracts.

SECTION 4. It is necessary that this Ordinance become immediately effective in order to that critical services provided by Cuyahoga County can continue. Provided that this Ordinance receives the affirmative vote of eight members of Council, this Ordinance shall become immediately effective upon the signature of the County Executive.

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

Yeas:

Nays:

County Council President

Date

County Executive

Date

Deputy Clerk of Council

Date

First Reading/Referred to Committee: July 24, 2012
Committee(s) Assigned: Environment & Sustainability

Journal CC007
August 14, 2012