



AGENDA
CUYAHOGA COUNTY COUNCIL REGULAR MEETING
TUESDAY, FEBRUARY 9, 2016
CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS
C. ELLEN CONNALLY COUNCIL CHAMBERS – 4TH 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) January 26, 2016 Committee of the Whole Meeting (See Page 11)
 - b) January 26, 2016 Regular Meeting (See Page 13)
- 7. ANNOUNCEMENTS FROM THE COUNCIL PRESIDENT**
- 8. MESSAGES FROM THE COUNTY EXECUTIVE**
- 9. LEGISLATION INTRODUCED BY COUNCIL**
 - a) **CONSIDERATION OF A RESOLUTION OF COUNCIL FOR FIRST READING AND REFERRAL TO COMMITTEE**
 - 1) R2016-0035: A Resolution adopting various changes to the Cuyahoga County Non-bargaining Classification Plan, and

declaring the necessity that this Resolution become immediately effective. (See Page 31)

Sponsors: Councilmember Conwell on behalf of Cuyahoga County Personnel Review Commission

b) COMMITTEE REPORT AND CONSIDERATION OF AN ORDINANCE OF COUNCIL FOR SECOND READING ADOPTION UNDER SUSPENSION OF RULES

- 1) O2016-0003: An Ordinance enacting Chapter 307 of the Cuyahoga County Code establishing the compensation for the Members of Council, and declaring the necessity that this Ordinance become immediately effective. (See Page 62)

Sponsor: Councilmember Germana

Committee Assignment and Chair: Council Operations & Intergovernmental Relations – Miller

10. LEGISLATION INTRODUCED BY EXECUTIVE

a) CONSIDERATION OF A RESOLUTION FOR FIRST READING ADOPTION UNDER SUSPENSION OF RULES

- 1) R2016-0036: A Resolution amending the 2016/2017 Biennial Operating Budget for 2016 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. (See Page 64)

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

b) CONSIDERATION OF RESOLUTIONS FOR FIRST READING AND REFERRAL TO COMMITTEE

- 1) R2016-0037: A Resolution confirming the County Executive's appointment of The Honorable Cyril Kleem to serve on the Cuyahoga County Planning Commission representing the Southwest Region for an unexpired term ending 12/31/2018,

and declaring the necessity that this Resolution become immediately effective. (See Page 77)

Sponsor: County Executive Budish

- 2) R2016-0038: A Resolution authorizing the County Executive, on behalf of the County, to enter into a Memorandum of Understanding among City of Cleveland, Construction Employers Association, Hispanic Roundtable, Hard Hatted Women, Urban League of Greater Cleveland, Greater Cleveland Partnership, Cuyahoga Community College, Cleveland Metropolitan School District and Cleveland Building and Construction Trades Council regarding Community Benefits and Inclusion; authorizing the County Executive to execute the Memorandum of Understanding and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective. (See Page 83)

Sponsors: County Executive Budish and Councilmembers Brady, Brown, Conwell, Hairston, Jones and Miller

- 3) R2016-0039: A Resolution making awards to various municipalities, in the total amount of \$1,486,400.00, for various municipal grant projects for the 2016 Community Development Block Grant Municipal Grant Program for the period 1/1/2016 - 12/31/2016; authorizing the County Executive to execute the agreements and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective: (See Page 95)
- i) City of Berea in the amount not-to-exceed \$150,000.00 for the North Rocky River Drive Corridor Improvement Project.
 - ii) City of Fairview Park in the amount not-to-exceed \$136,400.00 for the Sidewalk Improvement Project.
 - iii) City of Garfield Heights in the amount not-to-exceed \$150,000.00 for the Dressler Avenue Pavement Resurfacing Project.

- iv) Village of Highland Hills in the amount not-to-exceed \$150,000.00 for the Targeted Beautification Program.
- v) City of Maple Heights in the amount not-to-exceed \$150,000.00 for the Stafford Park Entrance Road Resurfacing Project.
- vi) City of Mayfield Heights in the amount not-to-exceed \$150,000.00 for the West Minor Road Repair and Resurfacing Project.
- vii) Village of Newburgh Heights in the amount not-to-exceed \$150,000.00 for the East 44th Street Reconstruction Project.
- viii) City of Parma Heights in the amount not-to-exceed \$150,000.00 for the Pearl Road Corridor ADA Curb Ramp Replacement Program.
- ix) City of University Heights in the amount not-to-exceed \$150,000.00 for the Cedarbrook Road Resurfacing Project.
- x) Village of Woodmere in the amount not-to-exceed \$150,000.00 for the Brainard Road Improvement Project.

Sponsor: County Executive Budish/Department of Development

- 4) R2016-0040: A Resolution making awards on RQ34757 to various providers for staff secure and secure shelter care services for the period 3/1/2016 - 2/28/2018; authorizing the County Executive to execute the contracts and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective: (See Page 102)
 - i) Carrington Youth Academy, LLC in the amount not-to-exceed \$2,038,634.00.
 - ii) The Cleveland Christian Home Incorporated in the amount not-to-exceed \$588,015.00.

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

c) COMMITTEE REPORT AND CONSIDERATION OF A RESOLUTION FOR SECOND READING

- 1) R2016-0030: A Resolution confirming the County Executive's appointment of Evan T. Byron to serve on the Cuyahoga County Debarment Review Board for the term 2/1/2016 - 1/31/2021, and declaring the necessity that this Resolution become immediately effective. (See Page 112)

Sponsor: County Executive Budish

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

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

- 1) R2015-0279: A Resolution authorizing various contracts with Sadler-NeCamp Financial Services, Inc. dba PROWARE, in the total amount not-to-exceed \$13,959,072.00, for general computer system support, software maintenance and support, licensing, training and related services; authorizing the County Executive to negotiate, enter into, and execute the contracts, which include a Master Services Agreement and various Pricing Schedules, each for the period 2/1/2016 - 12/31/2020, and to execute all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective. (See Page 114)

Sponsors: County Executive Budish/Clerk of Courts on behalf of Cuyahoga County Court of Common Pleas/General Division, Cuyahoga County Court of Common Pleas/Probate Division and Cuyahoga County Court of Common Pleas/Domestic Relations Division

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

- 2) R2016-0031: A Resolution making an award on RQ35632 to Fabrizi Recycling, Inc. in the amount not-to-exceed \$3,184,870.00 for the 2016 Sewer Repair Program in various County Sewer Districts for the period 3/1/2016 - 2/28/2018;

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. (See Page 118)

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

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

- 3) R2016-0033: A Resolution authorizing an amendment to Contract No. CE1300529-01 with Woods Services, Inc. for residential services for the period 10/1/2013 - 6/30/2015 to extend the time period to 6/30/2016 and for additional funds in the amount not-to-exceed \$575,000.00; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective. (See Page 120)

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

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

- 4) R2016-0034: A Resolution making awards on RQ34374 to various providers, in the total amount not-to-exceed \$2,541,600.00, for family-centered supportive services for the period 2/1/2016 - 1/31/2018; authorizing the County Executive to execute the master contract and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective: (See Page 122)

- i) Beech Brook in the approximate amount of \$581,287.36.
- ii) Bellefaire Jewish Children's Bureau in the approximate amount of \$269,687.50.
- iii) Catholic Charities Corporation in the approximate amount of \$286,354.16.

- iv) Mental Health Services for Homeless Persons, Inc. in the approximate amount of \$16,666.66.
- v) OhioGuidestone in the approximate amount of \$498,854.16.
- vi) Ohio Mentor, Inc. in the approximate amount of \$229,687.50.
- vii) Specialized Alternatives for Families and Youth of Ohio, Inc. in the approximate amount of \$144,687.50.
- viii) The Bair Foundation in the approximate amount of \$269,687.50.
- ix) The Cleveland Christian Home Incorporated in the approximate amount of \$244,687.66.

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

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

e) CONSIDERATION OF RESOLUTIONS FOR THIRD READING ADOPTION

- 1) R2016-0009: A Resolution making an award on RQ35411 to C & K Industrial Services, Inc. in the amount not-to-exceed \$2,071,670.00 for cleaning, televising and maintaining sanitary and storm sewer systems in various municipalities for the period 1/1/2016 - 12/31/2018; 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. (See Page 125)

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

- 2) R2016-0011: A Resolution making an award on RQ35678 to Neighborhood Housing Services of Greater Cleveland, Inc. in the amount not-to-exceed \$599,888.00 for administration of the Cuyahoga County Down Payment Assistance Program in Cuyahoga Urban County Communities and City of Parma for

the period 3/1/2016 - 2/28/2017; 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. (See Page 128)

Sponsor: County Executive Budish/Department of Development

- 3) R2016-0012: A Resolution authorizing an Economic Development Fund Accelerated Growth Loan in the amount not-to-exceed \$3,000,000.00 to Victory Midtown, LLC for the benefit of a project located at Victory Center, 7012 Euclid Avenue, Cleveland; authorizing the County Executive and/or Director of Development to execute all documents consistent with said loan and this Resolution; and declaring the necessity that this Resolution become immediately effective. (See Page 131)

Sponsor: County Executive Budish/Department of Development

- 4) R2016-0013: A Resolution authorizing an Economic Development Fund Accelerated Growth Loan in the amount not-to-exceed \$1,500,000.00 to HEC Properties LLC for the benefit of a project located at 2700 East 55th Street, Cleveland; authorizing the County Executive and/or Director of Development to execute all documents consistent with said loan and this Resolution; and declaring the necessity that this Resolution become immediately effective. (See Page 134)

Sponsor: County Executive Budish/Department of Development

- 5) R2016-0015: A Resolution authorizing an Economic Development Fund Large Scale Attraction Loan in the amount not-to-exceed \$2,000,000.00 to W25d, LLC for the benefit of a project located at various corners of West 25th Street and Detroit Avenue, Cleveland; authorizing the County Executive and/or Director of Development to execute all documents consistent with said loan and this Resolution; and declaring the necessity that this Resolution become immediately effective. (See Page 137)

Sponsor: County Executive Budish/Department of Development

- 6) R2016-0018: A Resolution making an award on RQ35635 to W.B. Mason Co., Inc. in the amount not-to-exceed \$1,710,000.00 for general office supplies and related services for various County departments for the period 4/1/2016 - 3/31/2018; 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. (See Page 140)

Sponsor: County Executive Budish/Fiscal Officer/Office of Procurement and Diversity

f) CONSIDERATION OF ORDINANCES FOR FIRST READING AND REFERRAL TO COMMITTEE

- 1) O2016-0004: An Ordinance enacting Sections 503.01(A) to 503.01(D) of the Cuyahoga County Code to expand the Small Business Enterprise Program to Allow Small Business Set Asides, and declaring the necessity that this Ordinance become immediately effective. (See Page 143)

Sponsors: County Executive Budish/Office of Procurement and Diversity and Councilmembers Brady, Brown, Conwell, Hairston, Jones and Miller

- 2) O2016-0005: An Ordinance enacting Sections 503.02 to 503.07 of the Cuyahoga County Code to expand the Small Business Enterprise Program; and declaring the necessity that this Ordinance become immediately effective. (See Page 146)

Sponsors: County Executive Budish/Office of Procurement and Diversity and Councilmembers Brady, Brown, Conwell, Hairston, Jones and Miller

- 3) O2016-0006: An Ordinance enacting Chapters 507 and 508 of the Cuyahoga County Code to establish the County's Risk Management procedures and performance bond and insurance requirements, and declaring the necessity that this Ordinance become immediately effective. (See Page 153)

Sponsors: County Executive Budish/Department of Law and Councilmembers Brady, Brown, Conwell, Hairston and Jones

- 4) O2016-0007: An Ordinance enacting Chapter 510 of the Cuyahoga County Code to establish the Cuyahoga County Business Economic Inclusion Program, and declaring the necessity that this Ordinance become immediately effective. (See Page 157)

Sponsors: County Executive Budish/Office of Procurement and Diversity and Councilmembers Brady, Brown, Conwell, Hairston, Jones and Miller

- 11. MISCELLANEOUS COMMITTEE REPORTS
- 12. MISCELLANEOUS BUSINESS
- 13. PUBLIC COMMENT UNRELATED TO AGENDA
- 14. ADJOURNMENT

NEXT MEETINGS

COMMITTEE OF THE WHOLE MEETING:

TUESDAY, FEBRUARY 23, 2016
TBD / COUNCIL CHAMBERS

REGULAR MEETING:

TUESDAY, FEBRUARY 23, 2016
5:00 PM / COUNCIL CHAMBERS

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

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



MINUTES

CUYAHOGA COUNTY COMMITTEE OF THE WHOLE MEETING
TUESDAY, JANUARY 26, 2016
CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS
C. ELLEN CONNALLY COUNCIL CHAMBERS – 4TH FLOOR
4:30 PM

1. CALL TO ORDER

Council President Brady called the meeting to order at 4:32 p.m.

2. ROLL CALL

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

3. PUBLIC COMMENT RELATED TO AGENDA

There were no public comments given related to the agenda.

4. DISCUSSION / EXECUTIVE SESSION:

a) Collective bargaining matters, including:

- i) A Collective Bargaining Agreement between Cuyahoga County and International Union, United Automobile, Aerospace and Agricultural Implement Workers of America, UAW Region 2-B, Local 70, representing approximately 10 employees in the classification of Court Security Officer for the period 1/1/2016 - 12/31/2018.

A motion was made by Mr. Schron, seconded by Mr. Miller and approved by unanimous roll-call vote to move to Executive Session for the purpose of discussing collective bargaining matters and for no other purpose whatsoever. Executive Session was then called to order by Council President Brady at 4:35 p.m. The following Councilmembers were present: Conwell, Brown, Hairston, Simon, Greenspan, Miller, Germana, Gallagher,

Schron and Brady. The following additional attendees were present: Director of Law Robert Triozzi, Interim Director of Human Resources Egdilio Morales and Special Counsel Michael King. At 4:45 p.m., Executive Session was adjourned without objection and Council President Brady then reconvened the meeting.

5. MISCELLANEOUS BUSINESS

There was no miscellaneous business.

6. PUBLIC COMMENT UNRELATED TO AGENDA

Rev. Pamela Pinkney Butts addressed Council regarding various agenda and non-agenda items.

7. ADJOURNMENT

With no further business to discuss and on a motion by Mr. Brady with a second by Ms. Conwell, the meeting was adjourned at 4:47 p.m., without objection.



MINUTES

**CUYAHOGA COUNTY COUNCIL REGULAR MEETING
TUESDAY, JANUARY 26, 2016
CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS
C. ELLEN CONNALLY COUNCIL CHAMBERS – 4TH FLOOR
5:00 PM**

1. CALL TO ORDER

Council President Brady called the meeting to order at 5:04 p.m.

2. ROLL CALL

Council President Brady asked Clerk Schmotzer to call the roll. Councilmembers Jones, Brown, Hairston, Simon, Greenspan, Miller, Germana, Gallagher, Schron, Conwell and Brady were in attendance and a quorum was determined.

3. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

4. SILENT MEDITATION

There was no moment of silent meditation.

5. PUBLIC COMMENT RELATED TO AGENDA

Rev. Pamela Pinkney Butts addressed Council regarding various agenda and non-agenda items.

6. APPROVAL OF MINUTES

- a) January 12, 2016 Committee of the Whole Meeting
- b) January 12, 2016 Regular Meeting

A motion was made by Mr. Hairston, seconded by Ms. Conwell and approved by unanimous vote to approve the minutes of the January 12, 2016 Committee of the Whole and Regular meetings.

7. ANNOUNCEMENTS FROM THE COUNCIL PRESIDENT

There were no announcements from Council President Brady.

8. MESSAGES FROM THE COUNTY EXECUTIVE

County Executive Budish reported the following:

- a) **Attended ribbon cutting ceremony for the re-opening of the Golden Gate Plaza Auto Title Office with Councilmember Schron, Ohio Bureau of Motor Vehicles Administrator Tom Wilson and Auto Title Division Manager David Schaeffer; and**
- b) **Announced that the Medical Examiner's Office is hosting a student leadership forum to address the heroin epidemic in Northeast Ohio on Friday, January 29, 2016 at 12:00 p.m.**

9. LEGISLATION INTRODUCED BY COUNCIL

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

A motion was made by Mr. Gallagher, seconded by Mr. Germana and approved by unanimous vote to suspend Rule 9D and to place on final passage Resolution Nos. R2015-0261 and R2016-0002.

- 1) R2015-0261: A Resolution adopting various changes to the Cuyahoga County Non-bargaining Classification Plan, and declaring the necessity that this Resolution become immediately effective.

Sponsors: Councilmember Conwell on behalf of Personnel Review Commission

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

On a motion by Ms. Conwell with a second by Mr. Germana, Resolution No. R2015-0261 was considered and adopted by unanimous vote.

- 2) R2016-0002: A Resolution approving an adjustment of the municipal boundary between the City of Cleveland and the City of Shaker Heights that bisects eight parcels of land on Van Aken Boulevard at the intersection with Sutton and Onaway Roads, in order to incorporate all of the land within the municipal boundary of the City of Shaker Heights; and declaring the necessity that this Resolution become immediately effective.

Sponsor: Councilmember Brown

Committee Assignment and Chair: Council Operations & Intergovernmental Relations – Miller

On a motion by Ms. Brown with a second by Mr. Miller, Resolution No. R2016-0002 was considered and adopted by unanimous vote.

b) CONSIDERATION OF ORDINANCES OF COUNCIL FOR FIRST READING AND REFERRAL TO COMMITTEE

- 1) O2016-0002: An Ordinance amending Titles 4 and 5 of the Cuyahoga County Code to clarify the ethical rights, responsibilities and prohibitions applicable to elected officials, employees, board members, contractors and lobbyists of Cuyahoga County.

Sponsor: Councilmember Greenspan

Council President Brady referred Ordinance No. O2016-0002 to the Council Operations & Intergovernmental Relations Committee.

- 2) O2016-0003: An Ordinance enacting Chapter 307 of the Cuyahoga County Code establishing the compensation for the Members of Council, and declaring the necessity that this Ordinance become immediately effective.

Sponsor: Councilmember Germana

Council President Brady referred Ordinance No. O2016-0003 to the Council Operations & Intergovernmental Relations Committee.

10. LEGISLATION INTRODUCED BY EXECUTIVE

a) CONSIDERATION OF RESOLUTIONS FOR FIRST READING ADOPTION
UNDER SUSPENSION OF RULES

A motion was made by Mr. Gallagher, seconded by Mr. Germana and approved by unanimous vote to suspend Rules 9D and 12A and to place on final passage Resolution Nos. R2016-0023, R2016-0024, R2016-0025 and R2016-0026.

- 1) R2016-0023: A Resolution appointing Theodore N. Carter to serve as Interim Director of Development from 1/19/2016 through 5/17/2016, and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish

On a motion by Mr. Schron with a second by Mr. Miller, Resolution No. R2016-0023 was considered and adopted by unanimous vote.

- 2) R2016-0024: A Resolution appointing Scot M. Rourke to serve as Interim Chief Information Officer from 1/26/2016 through 5/25/2016, and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish

On a motion by Mr. Brady with a second by Ms. Conwell, Resolution No. R2016-0024 was considered and adopted by unanimous vote.

- 3) R2016-0025: A Resolution approving a Collective Bargaining Agreement between Cuyahoga County and International Union, United Automobile, Aerospace and Agricultural Implement Workers of America, UAW Region 2-B, Local 70, representing approximately 10 employees in the classification of Court Security Officer for the period 1/1/2016 - 12/31/2018; directing that funds necessary to implement the Collective Bargaining Agreement be budgeted and appropriated; authorizing the County Executive to execute the agreement and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

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

On a motion by Mr. Brady with a second by Mr. Miller, Resolution No. R2016-0025 was considered and adopted by unanimous vote.

- 4) R2016-0026: A Resolution amending the 2016/2017 Biennial Operating Budget for 2016 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 Budish/Fiscal Officer/Office of Budget and Management

On a motion by Mr. Greenspan with a second by Mr. Miller, Resolution No. R2016-0026 was considered and adopted by unanimous vote.

b) CONSIDERATION OF RESOLUTIONS FOR FIRST READING AND REFERRAL TO COMMITTEE

- 1) R2016-0027: A Resolution confirming the County Executive's appointment of Scot M. Rourke, upon his taking the oath of office, as Chief Information Officer; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish

Council President Brady referred Resolution No. R2016-0027 to the Committee of the Whole.

- 2) R2016-0028: A Resolution confirming the County Executive's appointment of Douglas M. Dykes, upon his taking the oath of office, as Director of Human Resources; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish

Council President Brady referred Resolution No. R2016-0028 to the Committee of the Whole.

- 3) R2016-0029: A Resolution confirming the County Executive's appointment of Theodore N. Carter, upon his taking the oath of office, as Director of Development; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish

Council President Brady referred Resolution No. R2016-0029 to the Committee of the Whole.

- 4) R2016-0030: A Resolution confirming the County Executive's appointment of Evan T. Byron to serve on the Cuyahoga County Debarment Review Board for the term 2/1/2016 - 1/31/2021, and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish

Council President Brady referred Resolution No. R2016-0030 to the Human Resources, Appointments & Equity Committee.

- 5) R2016-0031: A Resolution making an award on RQ35632 to Fabrizi Recycling, Inc. in the amount not-to-exceed \$3,184,870.00 for the 2016 Sewer Repair Program in various County Sewer Districts for the period 3/1/2016 - 2/28/2018; 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 Budish/Department of Public Works/Division of County Engineer

Council President Brady referred Resolution No. R2016-0031 to the Public Works, Procurement & Contracting Committee.

- 6) R2016-0032: A Resolution approving the appropriation of funds for Year 2016 based on the Statement of Appropriation Status dated 12/31/2015, and declaring the necessity that this Resolution become immediately effective.

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

Council President Brady referred Resolution No. R2016-0032 to the Finance & Budgeting Committee.

- 7) R2016-0033: A Resolution authorizing an amendment to Contract No. CE1300529-01 with Woods Services, Inc. for residential services for the period 10/1/2013 - 6/30/2015 to extend the time period to 6/30/2016 and for additional funds

in the amount not-to-exceed \$575,000.00; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

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

Council President Brady referred Resolution No. R2016-0033 to the Health, Human Services & Aging Committee.

8) R2016-0034: A Resolution making awards on RQ34374 to various providers, in the total amount not-to-exceed \$2,541,600.00, for family-centered supportive services for the period 2/1/2016 - 1/31/2018; authorizing the County Executive to execute the master contract and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective:

- i) Beech Brook in the approximate amount of \$581,287.36.
- ii) Bellefaire Jewish Children's Bureau in the approximate amount of \$269,687.50.
- iii) Catholic Charities Corporation in the approximate amount of \$286,354.16.
- iv) Mental Health Services for Homeless Persons, Inc. in the approximate amount of \$16,666.66.
- v) OhioGuidestone in the approximate amount of \$498,854.16.
- vi) Ohio Mentor, Inc. in the approximate amount of \$229,687.50.
- vii) Specialized Alternatives for Families and Youth of Ohio, Inc. in the approximate amount of \$144,687.50.
- viii) The Bair Foundation in the approximate amount of \$269,687.50.
- ix) The Cleveland Christian Home Incorporated in the approximate amount of \$244,687.66.

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

Council President Brady referred Resolution No. R2016-0034 to the Health, Human Services & Aging Committee.

c) COMMITTEE REPORTS AND CONSIDERATION OF RESOLUTIONS FOR SECOND READING

- 1) R2016-0009: A Resolution making an award on RQ35411 to C & K Industrial Services, Inc. in the amount not-to-exceed \$2,071,670.00 for cleaning, televising and maintaining sanitary and storm sewer systems in various municipalities for the period 1/1/2016 - 12/31/2018; 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 Budish/Department of Public Works/Division of County Engineer

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

Clerk Schmotzer read Resolution No. R2016-0009 into the record.

This item will move to the February 9, 2016 Council meeting agenda for consideration for third reading adoption.

- 2) R2016-0011: A Resolution making an award on RQ35678 to Neighborhood Housing Services of Greater Cleveland, Inc. in the amount not-to-exceed \$599,888.00 for administration of the Cuyahoga County Down Payment Assistance Program in Cuyahoga Urban County Communities and City of Parma for the period 3/1/2016 - 2/28/2017; 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 Budish/Department of Development

Committee Assignment and Chair: Economic Development & Planning – Schron

Clerk Schmotzer read Resolution No. R2016-0011 into the record.

This item will move to the February 9, 2016 Council meeting agenda for consideration for third reading adoption.

- 3) R2016-0012: A Resolution authorizing an Economic Development Fund Accelerated Growth Loan in the amount not-to-exceed \$3,000,000.00 to Victory Midtown, LLC for the benefit of a project located at Victory Center, 7012 Euclid Avenue, Cleveland; authorizing the County Executive and/or Director of Development to execute all documents consistent with said loan and this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish/Department of Development

Committee Assignment and Chair: Economic Development & Planning – Schron

Clerk Schmotzer read Resolution No. R2016-0012 into the record.

This item will move to the February 9, 2016 Council meeting agenda for consideration for third reading adoption.

- 4) R2016-0013: A Resolution authorizing an Economic Development Fund Accelerated Growth Loan in the amount not-to-exceed \$1,500,000.00 to HEC Properties LLC for the benefit of a project located at 2700 East 55th Street, Cleveland; authorizing the County Executive and/or Director of Development to execute all documents consistent with said loan and this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish/Department of Development

Committee Assignment and Chair: Economic Development & Planning – Schron

Clerk Schmotzer read Resolution No. R2016-0013 into the record.

This item will move to the February 9, 2016 Council meeting agenda for consideration for third reading adoption.

- 5) R2016-0015: A Resolution authorizing an Economic Development Fund Large Scale Attraction Loan in the amount

not-to-exceed \$2,000,000.00 to W25d, LLC for the benefit of a project located at various corners of West 25th Street and Detroit Avenue, Cleveland; authorizing the County Executive and/or Director of Development to execute all documents consistent with said loan and this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish/Department of Development

Committee Assignment and Chair: Economic Development & Planning – Schron

Clerk Schmotzer read Resolution No. R2016-0015 into the record.

This item will move to the February 9, 2016 Council meeting agenda for consideration for third reading adoption.

- 6) R2016-0018: A Resolution making an award on RQ35635 to W.B. Mason Co., Inc. in the amount not-to-exceed \$1,710,000.00 for general office supplies and related services for various County departments for the period 4/1/2016 - 3/31/2018; 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 Budish/Fiscal Officer/Office of Procurement and Diversity

Committee Assignment and Chair: Finance & Budgeting – Greenspan

Clerk Schmotzer read Resolution No. R2016-0018 into the record.

This item will move to the February 9, 2016 Council meeting agenda for consideration for third reading adoption.

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

A motion was made by Mr. Gallagher, seconded by Mr. Germana and approved by unanimous vote to suspend Rule 9D and to place on final passage Resolution Nos.

R2016-0008, R2016-0010, R2016-0014, R2016-0016, R2016-0017, R2016-0019, R2016-0020, R2016-0021 and R2016-0022.

- 1) R2016-0008: A Resolution setting parking rates for all County-owned garages and surface lots, effective 2/1/2016; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish/Department of Public Works

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

Mr. Germana introduced a proposed substitute to Resolution No. R2016-0008. Discussion ensued.

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

On a motion by Mr. Germana with a second by Mr. Brady, Resolution No. R2016-0008 was considered and adopted by unanimous vote, as substituted.

- 2) R2016-0010: A Resolution approving revised rates for lease of County-owned equipment to governmental subdivisions, in accordance with Ohio Revised Code Section 307.12(F), and for calculation of Force Account rates for County employees, effective 1/1/2016; 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 Budish/Department of Public Works/Division of County Engineer

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

On a motion by Mr. Germana with a second by Ms. Conwell, Resolution No. R2016-0010 was considered and adopted by unanimous vote.

- 3) R2016-0014: A Resolution authorizing an Economic Development Fund Accelerated Growth Loan in the amount not-to-exceed \$1,077,092.00 to Kanan Enterprises, Inc. for the benefit of a project located at 31900 Solon Road, Solon;

authorizing the County Executive and/or Director of Development to execute all documents consistent with said loan and this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish/Department of Development

Committee Assignment and Chair: Economic Development & Planning – Schron

On a motion by Mr. Schron with a second by Mr. Brady, Resolution No. R2016-0014 was considered and adopted by unanimous vote.

- 4) R2016-0016: A Resolution rescinding Resolution No. R2015-0253 dated 12/8/2015, which made an award on RQ35199 to ReliaStar Life Insurance Company dba Voya Financial, Inc. in the amount not-to-exceed \$3,800,000.00 for stop loss insurance services for County employees and their eligible dependents and Cuyahoga County Benefits Regionalization Program participants' employees and their eligible dependents for the period 1/1/2016 - 12/31/2016; authorizing a contract with Medical Mutual of Ohio in the amount not-to-exceed \$3,724,000.00 for said services and time period; 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 Budish/Department of Human Resources

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

On a motion by Ms. Conwell with a second by Mr. Brady, Resolution No. R2016-0016 was considered and adopted by unanimous vote.

- 5) R2016-0017: A Resolution making an award on RQ35240 to Endicott, Microfilm, Inc. in the amount not-to-exceed \$524,600.04 for County-wide maintenance services on Kodak scanning equipment for the period 3/1/2016 - 2/28/2018; 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 Budish/Department of Information Technology

Committee Assignment and Chair: Finance & Budgeting – Greenspan

On a motion by Mr. Greenspan with a second by Ms. Conwell, Resolution No. R2016-0017 was considered and adopted by unanimous vote.

- 6) R2016-0019: A Resolution authorizing an amendment to Master Contract No. CE1500026-01-18 for traditional residential treatment services for the period 2/1/2015 - 1/31/2017 to change the scope of services, effective 1/12/2016, to change the total amount not-to-exceed from \$3,571,147.73 to \$8,464,245.03, and to authorize funding increases with various previously approved providers; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

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

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

On a motion by Mr. Gallagher with a second by Ms. Conwell, Resolution No. R2016-0019 was considered and adopted by unanimous vote.

- 7) R2016-0020: A Resolution authorizing amendments to contracts with various providers for emergency shelter services at various locations in Cleveland for the period 1/1/2013 - 12/31/2016 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:

- i) No. CE1300098-01 with Mental Health Services for Homeless Persons, Inc. dba Frontline Service for homeless women and families, located at 2227

Payne Avenue, in the amount not-to-exceed \$1,419,034.00.

- ii) No. CE1300099-01 with Lutheran Metropolitan Ministry for homeless men, located at 2100 Lakeside Avenue, in the amount not-to-exceed \$1,701,638.00.

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

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

On a motion by Mr. Jones with a second by Ms. Conwell, Resolution No. R2016-0020 was considered and adopted by unanimous vote.

- 8) R2016-0021: A Resolution authorizing an amendment to Contract No. CE1300126-01 with Emerald Development and Economic Network, Inc. for rapid re-housing assistance, location and stabilization services for the Emergency Solutions Grant Program for the period 10/1/2012 - 12/31/2016 for additional funds in the amount not-to-exceed \$908,000.00; 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 Budish/ Department of Health and Human Services/Division of Community Initiatives/Office of Homeless Services

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

On a motion by Mr. Jones with a second by Ms. Conwell, Resolution No. R2016-0021 was considered and adopted by unanimous vote.

- 9) R2016-0022: A Resolution authorizing an amendment to Agreement No. AG1400113-01 with Department of Workforce Development for operational support of OhioMeansJobs | Cleveland-Cuyahoga County Service Centers and management of the Occupational Skills Training Program and Individual Training Accounts for the period 7/1/2014 - 12/31/2015 to

extend the time period to 6/30/2016 and for additional funds in the amount not-to-exceed \$627,216.00; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

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

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

On a motion by Mr. Jones with a second by Ms. Brown, Resolution No. R2016-0022 was considered and adopted by unanimous vote.

e) CONSIDERATION OF RESOLUTIONS FOR THIRD READING ADOPTION

- 1) R2015-0266: A Resolution confirming the County Executive's appointment of Cheryl Cheatham to serve on the Cuyahoga County Law Library Resources Board for the term 1/1/2016 - 12/31/2020, and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish

On a motion by Ms. Conwell with a second by Mr. Brady, Resolution No. R2015-0266 was considered and adopted by unanimous vote.

- 2) R2015-0269: A Resolution confirming the County Executive's appointment of various individuals to serve on the Cleveland/Cuyahoga County Workforce Development Board for the term 7/1/2015 - 6/30/2018, and declaring the necessity that this Resolution become immediately effective:

- i) LaToya Smith
- ii) Ingrid Angel

Sponsor: County Executive Budish

On a motion by Ms. Conwell with a second by Mr. Schron, Resolution No. R2015-0269 was considered and adopted by unanimous vote.

- 3) R2015-0270: A Resolution confirming the County Executive's reappointment of Harriet Applegate to serve on the Cleveland-Cuyahoga County Port Authority Board of Directors

for the term 1/29/2016 - 1/28/2020, and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish

On a motion by Ms. Conwell with a second by Mr. Hairston, Resolution No. R2015-0270 was considered and adopted by unanimous vote.

- 4) R2015-0277: A Resolution authorizing an amendment to Contract No. CE1500248-01 with Mark Schaffer Excavating & Trucking, Inc. for Cuyahoga County Airport Runway 6/24 Safety Area Improvements Project No. 1 in connection with the Airport Improvement Program for additional funds in the amount not-to-exceed \$3,230,048.00; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

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

On a motion by Mr. Schron with a second by Ms. Simon, Resolution No. R2015-0277 was considered and adopted by unanimous vote.

11. MISCELLANEOUS COMMITTEE REPORTS

Council President Brady reported that the Committee of the Whole will meet on Tuesday, February 9, 2016 and on Tuesday, February 23, 2016. The times of both meetings will be announced at a later date.

Mr. Greenspan reported that the Finance & Budgeting Committee will meet on Monday, February 1, 2016 at 1:00 p.m.

Mr. Miller reported that the Council Operations & Intergovernmental Relations Committee will meet on Friday, January 29, 2016 at 2:00 p.m. and on Tuesday, February 16, 2016 at 3:00 p.m.

Mr. Germana reported that the Public Works, Procurement & Contracting Committee will meet Wednesday, February 3, 2016 at 10:00 a.m.

Ms. Conwell reported that the Human Resources, Appointments & Equity Committee will meet on Tuesday, February 2, 2016 at 10:00 a.m.

Mr. Jones reported that the Health, Human Services & Aging Committee will meet on Wednesday, February 3, 2016 at 1:00 p.m.

Ms. Simon reported that the Education, Environment & Sustainability Committee will meet on Wednesday, February 3, 2016 at 3:00 p.m.

Mr. Gallagher reported that the Public Safety & Justice Affairs Committee will meet on Tuesday, February 2, 2016 at 1:00 p.m.

12. MISCELLANEOUS BUSINESS

Ms. Simon announced that she is working with the Department of Public Works and the Cleveland Metropolitan Bar Association in order to set up a meeting to discuss parking rate changes at the Huntington Park Garage.

13. PUBLIC COMMENT UNRELATED TO AGENDA

Mr. Jovonne Smith addressed Council regarding youth employment programs.

Rev. Pamela Pinkney Butts addressed Council regarding concerns relating to the Division of Children and Family Services.

Mr. Rico Dancy addressed Council regarding the need to implement legislation for rape victims.

Mr. James Lamb addressed Council regarding concerns relating to the County Sheriff's investigation into the death of Tanisha Anderson.

The following citizens addressed Council in opposition to Ordinance No. O2016-0003, an Ordinance enacting Chapter 307 of the Cuyahoga County Code establishing the compensation for the Members of Council:

- a) Ms. Pat Isenstat**
- b) Mr. Don Isenstat**

14. REPORT BY CLERK ON LEGISLATION WITHDRAWN AT REQUEST OF SPONSOR(S)

- a) R2015-0272: A Resolution confirming the County Executive's reappointment of David Crampton to serve on the Cuyahoga County Board of Developmental Disabilities for an unexpired term ending 1/31/2017, and declaring the necessity that this Resolution become immediately effective.**

Clerk Schmotzer reported that Resolution No. R2015-0272 was withdrawn at the request of the Administration.

15. ADJOURNMENT

With no further business to discuss and on a motion by Mr. Hairston with a second by Mr. Jones, the meeting was adjourned at 5:55 p.m., without objection.

County Council of Cuyahoga County, Ohio

Resolution No. R2016-0035

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

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

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

WHEREAS, on February 3, 2016, the Personnel Review Commission met and recommended the classification changes (attached hereto as Exhibits A and B), and recommended to County Council the formal adoption and implementation of the attached changes; and

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

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

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

Proposed Revised Classifications:

Exhibit A: Class Title: *Multi-Media Designer 2*
Number: 1053241
Pay Grade: 10B
*Revise title to *Multi-Media Designer*. Change pay grade from 10B to 11B and revise functions to include additional duties and responsibilities assumed.

Exhibit B: Class Title: *Multi-Media Developer*
Number: 1053243
Pay Grade: 14B
*Revise title to *Multi-Media Manager* to reflect management responsibilities. Change pay grade from 14B to 15B. Revised functions to include additional duties and responsibilities assumed.

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

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

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

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

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

Journal _____
_____, 20__

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 latter 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.

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.

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.

Current

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Multi-Media Designer	Class Number:	1053241
FLSA:	Exempt	Pay Grade:	11B
Dept:	Information Technology		

Classification Function

The purpose of the classification is to capture, direct, and edit video productions including in-studio, on-location, live events, and special projects. This class participates in the design, implementation and maintenance of audio/video (A/V) systems including live streams, video on demand, public service announcements, and other government programming which may include broadcast television. This classification requires technical and creative skills, and contributes to the enhancement of the County's branding efforts through high quality productions.

Distinguishing Characteristics

This is a journey level classification, working under the direction of a Multi-Media Manager. This position receives instruction or assistance only as unusual situations arise and are expected to exercise independent judgment and initiative. 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. This class is distinguished from the Multi-Media Manager 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.

- 35% +/- 10%
- Captures, directs, and edits video productions including in-studio, on-location, live events, and special projects (e.g. - utilizes creative storytelling to drive the conception and development of original content from ideation to storyboarding, to piloting, to multimedia program production; produces, shoots, and edits visual communication projects and optimizes media for various formats; setup lighting; pack and transport necessary audio, video, lighting gear and grip equipment to remote locations; ensures composition, focus, exposure, audio levels and video signals for proper guidelines and results; edits video clips and utilize additional footage, broadcast graphics, music, sound to engage the audience).
- 25% +/- 10%
- Administers technical video engineering and conducts research to stay up to date on current technologies (e.g. – administers functional operation of hardware and software systems; plan and develop custom technical solutions to meet client requirements and requests; research equipment, hardware, software, technology and high-end storage systems).
- 15% +/- 10%
- Designs graphics and animations for print, web, and digital applications (e.g. – produce designs and develops work for web pages; develop video branding and informational slides related to specific projects; design broadcast ready graphics and animations to help the audience visualize complex information and statistics).
- 15% +/- 10%
- Manages client account services (e.g. - communicates, plans, and executes complex projects with various agencies and levels of administration to fulfill their media strategies; develop ideas and communicate opportunities with end clients).

10% +/- 5%

- Captures, directs and edits photography (e.g. – Schedules, plans, and coordinates photography session and photography related projects for marketing, advertising, and communication initiatives; edits and enhances the appearance and level of professionalism in finalized photos).

Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's degree in Visual Communications, Digital Art / Design, Film, or a related field with two (2) years previous experience that includes photography, videography, film editing or a related field; or any equivalent combination of training and experience.

Valid Ohio driver license, proof of automobile insurance, and a reliable vehicle.

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 computer and peripheral equipment and a variety of cameras, lighting equipment and light-board, production equipment, AV equipment, voice recorders, and various other technologies and software utilized by the county.

Mathematical Ability

- Ability to add, subtract, multiply, divide and calculate decimals and percentages, and make use of the principles of algebra, geometry.

Language Ability & Interpersonal Communication

- Ability to comprehend a variety of informational documents including project concepts, agency promotional and operational material, video release forms, billing invoices, and other reports and records.
- Ability to comprehend a variety of reference books and materials including departmental and County policy manual, software manuals, video productions, editing tutorial guides, and various other handbooks and manuals.
- Ability to prepare project ideas, project proposals, project outlines, scripts, customer service requests, project invoices, time-sheets, status reports, budget information, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.

Multi-Media Designer

- Ability to use and interpret marketing, video and audio production, web and network, AV systems, schematic drawings, construction blueprints, renderings, and sound mastering terminology and language.
- Ability to communicate with County Council Members, Executive leadership, staff, clients, vendors, contractors, departmental employees, and administrators.

Environmental Adaptability

- Work is typically performed in an office environment and at field locations.
- Work in the field locations can be exposed to weather conditions.

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.

Proposed

PROPOSED REVISED CLASSIFICATIONS

Class Number	Classification Title	Department	FLSA Status	Pay Grade
1053243	Multi-Media Developer	Information Technology	Exempt	14B

Requested By:	Human Resources
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Rationale:	Result of position audit. The new County Administration Building expanded the roles of the multi-media operations to include a new audio-visual system and live video streams. The expanded duties increased the equipment utilization and level of difficulty resulting in a pay grade increase from 14B to 15B. Where necessary, changes were made throughout the specification to reflect the additional duties and responsibilities. Title of classification changed to "Multi-Media Manager" to reflect management responsibilities.
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No. of Employees Affected:	1
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Dept.(s) Affected:	Information Technology
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Fiscal Impact:	PG 14B \$65,208.00 - \$91,312.00 PG 15B \$68,723.20 - \$96,200.00 Step Placement TBD by Human Resources
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Staffing Implications:	None
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PRC Contact(s):	Albert Bouchahine, Manager of Classification and Compensation
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Human Resources Contact(s):	Kelli Neale, Program Officer 4
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Management Contact(s):	Michael Young, Interim Chief Information Officer Debbie Davtovich, Web & Applications Administrator
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CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Multi-Media Developer	Class Number:	1053243
FLSA:	Exempt	Pay Grade:	14B
Dept:	Information Technology Department		

Classification Function

The purpose of the classification is to coordinate and produce multimedia and video projects for all County agencies. This classification is responsible for overseeing quality and management of project resources, client relations, project creation and dissemination.

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 multi-media and video equipment, systems and programs.

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.

- 25% +/- 10%
- Coordinates initial project meetings; researches project purpose and goals; reviews project messages; meets with clients to define project parameters.
- 20% +/- 10%
- Conducts all steps necessary to produce projects including script writing, casting, location scouting and design, lighting and audio, film editing, setting budgets and deadlines, communicating with all parties involved and directing talent and crew.
- 15% +/- 5%
- 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; prepares employee performance evaluations as scheduled or required; interviews and recommends new hires; identifies opportunities for improvement and makes constructive suggestions; delegates and reviews tasks and project reviews.
- 15% +/- 5%
- Serves as videographer; shoots video or project in studio and on location including proper image composition, lighting and audio equipment use; directs interviews and crews on site.
- 15% +/- 5%
- Serves as film or video editor; assembles the final product by quality control of raw camera footage shots, dialogue, sound effects and graphics.
- 10% +/- 5%
- Resolves day-to-day problems of filming and coordinates other activities including camera, sound, editorial and musical.

Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's degree in communications, video productions or a related field with six (6) years previous experience involving photography, videography, film 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

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 and a variety of cameras, video cameras, lighting equipment 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 project concepts, agency promotional material, video release forms, billing invoices and performance appraisal forms.
- Ability to comprehend a variety of reference books and manuals including departmental and County policy manual, software manuals, video and editing tutorial guides.
- Ability to prepare project ideas, project proposals, project outlines, scripts, customer service requests, project invoices and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.

Multi-Media Developer

- 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, and departmental employees and administrators.
- 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.

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:	Multi-Media Manager	Class Number:	1053242
FLSA:	Exempt	Pay Grade:	15B
Dept:	Information Technology Department		

Classification Function

The purpose of the classification is to manage the technical production of video media activities initiated, generated and produced by County staff. The person in this class is responsible for overseeing internal and external resources, client relations, and content creation and dissemination. This class participates in the design, implementation and maintenance of audio/video (A/V) systems including live streams, video on demand, public service announcements, and other government programming which may include broadcast television. This classification requires technical and creative skills, and contributes to the enhancement of the County's branding efforts through high quality productions.

Distinguishing Characteristics

This is a professional, management-level class working under the direction of a unit administrator. This position is responsible for monitoring the work of outside service vendors as well as supervising and participating with staff. The employee in this class uses interpersonal communication, analytical and problem solving skills, as well as technical skills to demonstrate the ability to think creatively and provide marketable solutions in developing and producing content. Incumbents are responsible for all aspects of the daily management and long-term strategic planning and direction of multimedia development for the county. This class requires extensive knowledge of multimedia, A/V, video equipment, systems and programs.

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%
- Administers projects and manages client relations (e.g. - gathers project requirements, reviews project proposals, prepares status reports, and monitors projects to ensure that they remain on schedule, within budget and are in alignment with current technical standards; effectively communicates business objectives; reviews and researches client concerns and acts as lead collaborative with client, communication team, web designers, and productions staff to ensure brand consistency).

- 30% +/- 10%
- Captures, directs and edits all Cuyahoga County video productions including in-studio, on-location, live events, and special projects (e.g. - produces original client driven multimedia content and AV system solutions; utilizes creative storytelling to drive the conception and development of original content from ideation to storyboarding, to piloting, to multimedia program production; use aesthetic judgment and presentation skills to stylize assigned programs; produces, shoots, and edits high definition video and optimizes media for various formats).

- 25% +/- 10%
- Provides supervision of assigned staff; prioritizes, assigns, reviews, and coordinates work (e.g. - 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; interviews and recommends new hires; identifies opportunities for improvement and makes constructive suggestions; delegates and reviews tasks and project reviews).

15% +/- 10%

- Oversees and maintains production facilities including studio, meeting control rooms, edit stations & equipment rooms to ensure proper setup, use and maintenance of production areas and equipment (e.g. - oversees the work of vendors including A/V installation, configuration and maintenance; monitors and evaluates the efficiency and effectiveness of multimedia delivery methods and procedures, and makes recommendations for improvements; conducts research for production equipment purchases and provides budgetary pricing and purchase recommendations for future needs and advances in technology).

Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's degree in communications, video productions, management, digital media, or a related field with six (6) years previous experience involving photography, videography, digital editing, storytelling, or related experience; or any equivalent combination of training and experience.

Valid Ohio driver license, proof of automobile insurance, and a reliable vehicle.

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 computer and peripheral equipment and a variety of cameras, lighting equipment and light-board, production equipment, AV equipment, voice recorders, and various other technologies and software utilized by the county.

Supervisory Responsibilities

- Ability to assign, review, plan and coordinate the work of other employees and to maintain standards.
- Ability to provide instruction and training to other employees.
- Ability to solve and act on employee problems.
- Ability to recommend the transfer, selection, evaluating, or promotion of employees.
- Ability to recommend and act on the discipline or discharge of employees.

Mathematical Ability

- Ability to add, subtract, multiply, divide and calculate decimals and percentages, and make use of the principles of algebra, geometry.

Language Ability & Interpersonal Communication

- Ability to comprehend a variety of informational documents including project concepts, agency promotional and operational material, video release forms, billing invoices, performance evaluations forms, and other reports and records.
- Ability to comprehend a variety of reference books and materials including departmental and County policy manual, software manuals, video productions, editing tutorial guides, and various other handbooks and manuals.
- Ability to prepare project ideas, project proposals, project outlines, scripts, customer service requests, project invoices, time-sheets, status reports, budget information, 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 use and interpret marketing, video and audio production, web and network, AV systems, schematic drawings, construction blueprints, renderings, and sound mastering terminology and language.
- Ability to communicate with County Council Members, Executive leadership, staff, clients, vendors, contractors, departmental employees, and administrators.

Environmental Adaptability

- Work is typically performed in an office environment and at field locations.
- Work in the field locations can be exposed to weather conditions.

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.




Thomas L. Colaluca, Commissioner
Deborah Southerington, Commissioner
Robert M. Wolff, Commissioner

**CUYAHOGA COUNTY
PERSONNEL REVIEW COMMISSION
MEMORANDUM**

DATE: February 4, 2016

TO: Cuyahoga County Council President Dan Brady
Yvonne Conwell, Chairwoman, Human Resources, Appointments & Equity
Committee
Council Members, Human Resources, Appointments & Equity
Committee

FROM: Chairman Thomas Colaluca, 
Cuyahoga County Personnel Review Commission

RE: Recommending Modifications to Class Plan

Please be advised that on February 3, 2016, the Personnel Review Commission considered and approved recommending modifications to the County's classification plan. In accordance with PRC Rule 4.06, these proposed changes were posted on the PRC's website for twenty (20) days before any formal action was taken on them. Details of the recommended changes are below:

PROPOSED REVISED CLASSIFICATIONS				
Class Number	Classification Title	Department	FLSA Status	Pay Grade
1053241	Multi-Media Designer 2	Information Technology	Exempt	10B
1053243	Multi-Media Developer	Information Technology	Exempt	14B

cc: Deborah Southerington, Commissioner
Robert Wolff, Commissioner
Armond Budish, County Executive
Douglas Dykes, Chief Talent Officer
Egdilio Morales, Interim Director of Human Resources
Robert Triozzi, Law Director
Jeanne Schmotzer, Clerk of Council
Joseph Nanni, Council Chief of Staff
Kelli Neale, Program Officer 4
Melinda Burt, Law Department
Kristen Moore, Paralegal

PROPOSED REVISED CLASSIFICATIONS

Class Number	Classification Title	Department	FLSA Status	Pay Grade
1053241	Multi-Media Designer 2	Information Technology	Exempt	10B

Requested By:	Human Resources
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Rationale:	Result of position audit. The new County Administration Building expanded the roles of the multi-media operations to include a new audio-visual system and live video streams. The expanded duties increased the equipment utilization and level of difficulty resulting in a pay grade increase from 10B to 11B. Where necessary, changes were made throughout the specification to reflect the additional duties and responsibilities.
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No. of Employees Affected:	1
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Dept.(s) Affected:	Information Technology
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Fiscal Impact:	PG 10B \$51,251.20 - \$71,760.00 PG 11B \$54,766.40 - \$76,648.0 Step Placement TBD by Human Resources
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Staffing Implications:	None
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PRC Contact(s):	Albert Bouchahine, Manager of Classification and Compensation
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Human Resources Contact(s):	Kelli Neale, Program Officer 4
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Management Contact(s):	Michael Young, Interim Chief Information Officer Debbie Davtovich, Web & Applications Administrator
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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 latter 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.

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.

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.

Current

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Multi-Media Designer	Class Number:	1053241
FLSA:	Exempt	Pay Grade:	11B
Dept:	Information Technology		

Classification Function

The purpose of the classification is to capture, direct, and edit video productions including in-studio, on-location, live events, and special projects. This class participates in the design, implementation and maintenance of audio/video (A/V) systems including live streams, video on demand, public service announcements, and other government programming which may include broadcast television. This classification requires technical and creative skills, and contributes to the enhancement of the County's branding efforts through high quality productions.

Distinguishing Characteristics

This is a journey level classification, working under the direction of a Multi-Media Manager. This position receives instruction or assistance only as unusual situations arise and are expected to exercise independent judgment and initiative. 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. This class is distinguished from the Multi-Media Manager 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.

- 35% +/- 10%
- Captures, directs, and edits video productions including in-studio, on-location, live events, and special projects (e.g. - utilizes creative storytelling to drive the conception and development of original content from ideation to storyboarding, to piloting, to multimedia program production; produces, shoots, and edits visual communication projects and optimizes media for various formats; setup lighting; pack and transport necessary audio, video, lighting gear and grip equipment to remote locations; ensures composition, focus, exposure, audio levels and video signals for proper guidelines and results; edits video clips and utilize additional footage, broadcast graphics, music, sound to engage the audience).
- 25% +/- 10%
- Administers technical video engineering and conducts research to stay up to date on current technologies (e.g. – administers functional operation of hardware and software systems; plan and develop custom technical solutions to meet client requirements and requests; research equipment, hardware, software, technology and high-end storage systems).
- 15% +/- 10%
- Designs graphics and animations for print, web, and digital applications (e.g. – produce designs and develops work for web pages; develop video branding and informational slides related to specific projects; design broadcast ready graphics and animations to help the audience visualize complex information and statistics).
- 15% +/- 10%
- Manages client account services (e.g. - communicates, plans, and executes complex projects with various agencies and levels of administration to fulfill their media strategies; develop ideas and communicate opportunities with end clients).

10% +/- 5%

- Captures, directs and edits photography (e.g. – Schedules, plans, and coordinates photography session and photography related projects for marketing, advertising, and communication initiatives; edits and enhances the appearance and level of professionalism in finalized photos).

Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's degree in Visual Communications, Digital Art / Design, Film, or a related field with two (2) years previous experience that includes photography, videography, film editing or a related field; or any equivalent combination of training and experience.

Valid Ohio driver license, proof of automobile insurance, and a reliable vehicle.

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 computer and peripheral equipment and a variety of cameras, lighting equipment and light-board, production equipment, AV equipment, voice recorders, and various other technologies and software utilized by the county.

Mathematical Ability

- Ability to add, subtract, multiply, divide and calculate decimals and percentages, and make use of the principles of algebra, geometry.

Language Ability & Interpersonal Communication

- Ability to comprehend a variety of informational documents including project concepts, agency promotional and operational material, video release forms, billing invoices, and other reports and records.
- Ability to comprehend a variety of reference books and materials including departmental and County policy manual, software manuals, video productions, editing tutorial guides, and various other handbooks and manuals.
- Ability to prepare project ideas, project proposals, project outlines, scripts, customer service requests, project invoices, time-sheets, status reports, budget information, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.

Multi-Media Designer

- Ability to use and interpret marketing, video and audio production, web and network, AV systems, schematic drawings, construction blueprints, renderings, and sound mastering terminology and language.
- Ability to communicate with County Council Members, Executive leadership, staff, clients, vendors, contractors, departmental employees, and administrators.

Environmental Adaptability

- Work is typically performed in an office environment and at field locations.
- Work in the field locations can be exposed to weather conditions.

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.

Proposed

PROPOSED REVISED CLASSIFICATIONS

Class Number	Classification Title	Department	FLSA Status	Pay Grade
1053243	Multi-Media Developer	Information Technology	Exempt	14B

Requested By:	Human Resources
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Rationale:	Result of position audit. The new County Administration Building expanded the roles of the multi-media operations to include a new audio-visual system and live video streams. The expanded duties increased the equipment utilization and level of difficulty resulting in a pay grade increase from 14B to 15B. Where necessary, changes were made throughout the specification to reflect the additional duties and responsibilities. Title of classification changed to "Multi-Media Manager" to reflect management responsibilities.
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No. of Employees Affected:	1
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Dept.(s) Affected:	Information Technology
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Fiscal Impact:	PG 14B \$65,208.00 - \$91,312.00 PG 15B \$68,723.20 - \$96,200.00 Step Placement TBD by Human Resources
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Staffing Implications:	None
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PRC Contact(s):	Albert Bouchahine, Manager of Classification and Compensation
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Human Resources Contact(s):	Kelli Neale, Program Officer 4
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Management Contact(s):	Michael Young, Interim Chief Information Officer Debbie Davtovich, Web & Applications Administrator
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CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Multi-Media Developer	Class Number:	1053243
FLSA:	Exempt	Pay Grade:	14B
Dept:	Information Technology Department		

Classification Function

The purpose of the classification is to coordinate and produce multimedia and video projects for all County agencies. This classification is responsible for overseeing quality and management of project resources, client relations, project creation and dissemination.

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 multi-media and video equipment, systems and programs.

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.

- 25% +/- 10%
- Coordinates initial project meetings; researches project purpose and goals; reviews project messages; meets with clients to define project parameters.

- 20% +/- 10%
- Conducts all steps necessary to produce projects including script writing, casting, location scouting and design, lighting and audio, film editing, setting budgets and deadlines, communicating with all parties involved and directing talent and crew.

- 15% +/- 5%
- 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; prepares employee performance evaluations as scheduled or required; interviews and recommends new hires; identifies opportunities for improvement and makes constructive suggestions; delegates and reviews tasks and project reviews.

- 15% +/- 5%
- Serves as videographer; shoots video or project in studio and on location including proper image composition, lighting and audio equipment use; directs interviews and crews on site.

- 15% +/- 5%
- Serves as film or video editor; assembles the final product by quality control of raw camera footage shots, dialogue, sound effects and graphics.

- 10% +/- 5%
- Resolves day-to-day problems of filming and coordinates other activities including camera, sound, editorial and musical.

Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's degree in communications, video productions or a related field with six (6) years previous experience involving photography, videography, film 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

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 and a variety of cameras, video cameras, lighting equipment 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 project concepts, agency promotional material, video release forms, billing invoices and performance appraisal forms.
- Ability to comprehend a variety of reference books and manuals including departmental and County policy manual, software manuals, video and editing tutorial guides.
- Ability to prepare project ideas, project proposals, project outlines, scripts, customer service requests, project invoices and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.

Multi-Media Developer

- 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, and departmental employees and administrators.
- 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.

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:	Multi-Media Manager	Class Number:	1053242
FLSA:	Exempt	Pay Grade:	15B
Dept:	Information Technology Department		

Classification Function

The purpose of the classification is to manage the technical production of video media activities initiated, generated and produced by County staff. The person in this class is responsible for overseeing internal and external resources, client relations, and content creation and dissemination. This class participates in the design, implementation and maintenance of audio/video (A/V) systems including live streams, video on demand, public service announcements, and other government programming which may include broadcast television. This classification requires technical and creative skills, and contributes to the enhancement of the County's branding efforts through high quality productions.

Distinguishing Characteristics

This is a professional, management-level class working under the direction of a unit administrator. This position is responsible for monitoring the work of outside service vendors as well as supervising and participating with staff. The employee in this class uses interpersonal communication, analytical and problem solving skills, as well as technical skills to demonstrate the ability to think creatively and provide marketable solutions in developing and producing content. Incumbents are responsible for all aspects of the daily management and long-term strategic planning and direction of multimedia development for the county. This class requires extensive knowledge of multimedia, A/V, video equipment, systems and programs.

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%
- Administers projects and manages client relations (e.g. - gathers project requirements, reviews project proposals, prepares status reports, and monitors projects to ensure that they remain on schedule, within budget and are in alignment with current technical standards; effectively communicates business objectives; reviews and researches client concerns and acts as lead collaborative with client, communication team, web designers, and productions staff to ensure brand consistency).

- 30% +/- 10%
- Captures, directs and edits all Cuyahoga County video productions including in-studio, on-location, live events, and special projects (e.g. - produces original client driven multimedia content and AV system solutions; utilizes creative storytelling to drive the conception and development of original content from ideation to storyboarding, to piloting, to multimedia program production; use aesthetic judgment and presentation skills to stylize assigned programs; produces, shoots, and edits high definition video and optimizes media for various formats).

- 25% +/- 10%
- Provides supervision of assigned staff; prioritizes, assigns, reviews, and coordinates work (e.g. - 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; interviews and recommends new hires; identifies opportunities for improvement and makes constructive suggestions; delegates and reviews tasks and project reviews).

15% +/- 10%

- Oversees and maintains production facilities including studio, meeting control rooms, edit stations & equipment rooms to ensure proper setup, use and maintenance of production areas and equipment (e.g. - oversees the work of vendors including A/V installation, configuration and maintenance; monitors and evaluates the efficiency and effectiveness of multimedia delivery methods and procedures, and makes recommendations for improvements; conducts research for production equipment purchases and provides budgetary pricing and purchase recommendations for future needs and advances in technology).

Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's degree in communications, video productions, management, digital media, or a related field with six (6) years previous experience involving photography, videography, digital editing, storytelling, or related experience; or any equivalent combination of training and experience.

Valid Ohio driver license, proof of automobile insurance, and a reliable vehicle.

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 computer and peripheral equipment and a variety of cameras, lighting equipment and light-board, production equipment, AV equipment, voice recorders, and various other technologies and software utilized by the county.

Supervisory Responsibilities

- Ability to assign, review, plan and coordinate the work of other employees and to maintain standards.
- Ability to provide instruction and training to other employees.
- Ability to solve and act on employee problems.
- Ability to recommend the transfer, selection, evaluating, or promotion of employees.
- Ability to recommend and act on the discipline or discharge of employees.

Mathematical Ability

- Ability to add, subtract, multiply, divide and calculate decimals and percentages, and make use of the principles of algebra, geometry.

Language Ability & Interpersonal Communication

- Ability to comprehend a variety of informational documents including project concepts, agency promotional and operational material, video release forms, billing invoices, performance evaluations forms, and other reports and records.
- Ability to comprehend a variety of reference books and materials including departmental and County policy manual, software manuals, video productions, editing tutorial guides, and various other handbooks and manuals.
- Ability to prepare project ideas, project proposals, project outlines, scripts, customer service requests, project invoices, time-sheets, status reports, budget information, 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 use and interpret marketing, video and audio production, web and network, AV systems, schematic drawings, construction blueprints, renderings, and sound mastering terminology and language.
- Ability to communicate with County Council Members, Executive leadership, staff, clients, vendors, contractors, departmental employees, and administrators.

Environmental Adaptability

- Work is typically performed in an office environment and at field locations.
- Work in the field locations can be exposed to weather conditions.

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. O2016-0003

Sponsored by: Councilmember Germana	An Ordinance enacting Chapter 307 of the Cuyahoga County Code establishing the compensation for the Members of Council, and declaring the necessity that this Ordinance become immediately effective.
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WHEREAS, Cuyahoga Charter Section 3.08 states “salaries may be changed by ordinance at any time before a primary election for members of the Council, but no change shall be effective until the commencement of the ensuing term,” 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 entity.

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

SECTION 1. Chapter 307 of the Cuyahoga County Code is hereby enacted to read as follows:

Chapter 307

Section 307.01 Compensation of Members of Council

- A. Effective January 1, 2019, the annual salary of each Council member shall be \$52,000.00 and the annual salary of the President of Council shall be \$55,000.00.
- B. Commencing on January 1, 2020, and every year thereafter, the annual salary of each member of Council shall be increased each year by an amount equal to the lesser of the following:
 - 1. The average percentage increase, if any, applied to the salaries of the non-bargaining County employees within the County Executive’s organization and departments;
 - 2. The percentage increase, if any, in the consumer price index over the twelve-month period that ends on the thirtieth day of September of the immediately preceding year, rounded to the nearest one-tenth of one percent.

C. Commencing on January 1, 2020, and every year thereafter, the annual salary of the President of Council shall be \$3,000.00 greater than the salary of each member of Council.

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

SECTION 3. It is found and determined that all formal actions of this Council relating to the adoption of this 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
_____	_____
Clerk of Council	Date

First Reading/Referred to Committee: January 26, 2016
Committee(s) Assigned: Council Operations & Intergovernmental Relations

Journal CC021
February 9, 2016

County Council of Cuyahoga County, Ohio

Resolution No. R2016-0036

Sponsored by: County Executive Budish/Fiscal Officer/Office of Budget and Management	A Resolution amending the 2016/2017 Biennial Operating Budget for 2016 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.
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WHEREAS, on December 8, 2015, the Cuyahoga County Council adopted the Biennial Operating Budget and Capital Improvements Program for 2016/2017 (Resolution No. R2015-0209) establishing the 2016/2017 biennial budget for all County departments, offices and agencies; and

WHEREAS, it is necessary to adjust the Biennial Operating Budget for 2016 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 2016/2017 Biennial Operating Budget for 2016 be amended to provide for the following additional appropriation increases and decreases:

Fund Nos./Budget Accounts

Journal Nos.

A.	21A003 – High Visibility Enforcement OT			BA1601504
	SH350827– High Visibility Enforcement IDEP 2015			
	Personal Services	\$	(1,587.34)	
	Other Expenses	\$	(6.78)	

A decrease in appropriation is requested by the Sheriff’s Department to close out the High Visibility Enforcement Program grant received from the Ohio Traffic Safety Office. The source of funding comes from charges to user agencies for space maintenance services.

B.	20A377 – Probation Supervision Fees			BA1600035
	CO507228 – Probation Supervision Fees			
	Capital Outlays	\$	1,000.00	

Increase appropriations in the Common Pleas special revenue fund Probation Supervision for pending furniture purchase for the west-side probation office. Funding is from fees charged for probation services covering the period January 1, 2016 through December 31, 2016. No request was made during budget preparation for this account and the request is a result of a decision by the Court to upgrade the furniture at the office. Sufficient cash (over \$1 million) exists in the account for this request.

C.	22A794 – US EPA 2008 Brownfield RLF			BA1600036
	DV713404 – US EPA 2008 Brownfield RLF			
	Other Expenses	\$	400,000.00	

Provide additional appropriations for the recent award of for supplemental funding of an existing grant (\$2.2 million). The amendment is for clean-up and marketing of the Revolving Loan Fund (RLF). Funding is from the United State of Environmental Protection Agency covering the period October 1, 2008 through July 31, 2016

D.	21A762 – Port Security Grant			BA1600038
	JA767954 – Port Security Grant FFY11-2011-2014			
	Other Expenses	\$	(44,774.53)	

Reduce appropriations in the Port Security Grant FY211-2011-2014 in preparation for grant closure. The original award was \$1 million of which 95.4% was expended. No funds are being returned to the funding source since the grant was established on a reimbursement basis. Funding was from the United States Department of Homeland Security passed through the Ohio Department of Emergency Management covering the period September 1, 2011 through December 31, 2014.

E.	01A001 – General Fund			BA1600039
	JA050088 – Justice Services-Administration			
	Other Expenses	\$	2,766.71	

Increase appropriations in the Department of Public Safety and Justice Services General Fund Administration account to provide sufficient appropriation to return the duplicate payment (RR1513441) in the amount of \$2,766.71 to the Department of Youth Services. A residual equity transfer was completed on this same agenda (JR1600002) to move the cash to this

account for the approved return to funds as authorized by the Board of Control (BC2016-29) dated January 11, 2016. There is no impact on the General Fund for this transaction.

F.	21A173 – Adult Treatment Drug Court		BA1600040
	CO755454 – Adult Treatment Drug Court Project FY2016		
	Personal Services	\$	292,959.00
	Other Expenses	\$	23,721.00

Provide appropriations for the recent award of the Adult Treatment Drug Court allocation for 2016 to the Common Pleas Court, Corrections Planning Board by the Cuyahoga County Alcohol, Drug Additions and Mental Health Services Board covering the period January 1, 2016 through December 31, 2016. This is a continuation funding in support of the Common Pleas Court Drug Court docket.

G.	21A176 – Treatment Capacity Expansion		BA1600041
	CO755462 – Treatment Capacity Expansion FY2016		
	Personal Services	\$	100,000.00

Provide appropriations for the recent award of the Treatment Capacity Expansion project allocation for 2016 to the Common Pleas Court, Corrections Planning Board by the Cuyahoga County Alcohol, Drug Additions and Mental Health Services Board covering the period January 1, 2016 through December 31, 2016. This is a continuation funding in support substance abuse treatment alternatives for the Common Pleas Court.

H.	20D446 – Brownfield Revolving Loan Fund		BA1600042
	DV520726 – Brownfield Revolving Loan Fund		
	Other Expenses	\$	209,326.93

Provide appropriations in the Department of Development Brownfield Revolving Loan Fund based on the current cash balance less outstanding encumbrances carried forward from 2015 into 2016. Funding is entirely supported by cash from the regular Revolving Loan Fund and there is no General Fund impact covering the period January 1, 2016 through December 31, 2016.

I.	21A598 – State Homeland Security Projects		BA1600043
	JA741736 –FY15 SHSP-Water Rescue Project		
	Other Expenses	\$	81,500.00
	Capital Outlays	\$	55,000.00

Provide appropriations for the recent award of the FY2015 State Homeland Security Program-Water Rescue project Grant awarded to the Department of Public Safety and Justice Services. Funding is from the United States Department of Homeland Security passed through the Ohio Department of Emergency Management covering the period September 1, 2015 through March 31, 2018. The grant was accepted by the Board of Control on October 26, 2015 BC2015-800.

J.	21A598 – State Homeland Security Projects		BA1600044
	JA741744 –SHSP-FY15 USAR Sustainment		
	Other Expenses	\$	32,461.89
	Capital Outlays	\$	19,237.73

Provide appropriations for the recent award of the State Homeland Security Program-FY2015 Urban Search and Rescue (USAR) Sustainment Team awarded to the Department of Public

Safety and Justice Services. Funding is from the United States Department of Homeland Security passed through the Ohio Department of Emergency Management covering the period September 1, 2015 through March 31, 2018. The grant was accepted by the Board of Control on October 26, 2015 BC2015-800.

K.	21A598 – State Homeland Security Projects		BA1600045
	JA741751 –SHSP-FY15 USAR Concrete Breaching		
	Personal Services	\$	1,250.00
	Capital Outlays	\$	25,000.00

Provide appropriations for the recent award of the State Homeland Security Program-FY2015 Urban Search and Rescue (USAR) Concrete Breaching and Breaking Equipment Project awarded to the Department of Public Safety and Justice Services. Funding is from the United States Department of Homeland Security passed through the Ohio Department of Emergency Management covering the period September 1, 2015 through March 31, 2018. The grant was accepted by the Board of Control on October 26, 2015 BC2015-800.

L.	21A598 – State Homeland Security Projects		BA1600046
	JA741728 –SHSP-FY15 HM-Functional CBRNE Exercise		
	Other Expenses	\$	22,050.00

Provide appropriations for the recent award of the State Homeland Security Program-FY2015 Hazmat (HM) Chemical Biological Radiological Nuclear Explosive (CBRNE) Exercise Project awarded to the Department of Public Safety and Justice Services. Funding is from the United States Department of Homeland Security passed through the Ohio Department of Emergency Management covering the period September 1, 2015 through March 31, 2018. The grant was accepted by the Board of Control on October 26, 2015 BC2015-800.

M.	20A059 – Veterans Services Fund		BA1600047
	VF491001 –Veterans Services Fund		
	Other Expenses	\$	69,239.59

Provide appropriations for the budget balance in the Veterans Service Fund at the end of 2015 that was not reserved to be carried over into 2016. This balance is from the 2014 Veterans Services Commission budget balance. The services for this request were identified by legislation in R2014-0204 and R2014-0124. The cash was transferred in 2015 for these services. Funding is from the General Fund covering the period January 1, 2016 through December 31, 2016.

N.	20A059 – Veterans Services Fund		BA1600048
	VF491001 –Veterans Services Fund		
	Other Expenses	\$	355,681.00

Provide appropriations in the Veterans Service Fund for 2016. The amount equals the unused appropriations in the Veterans Services Commission in 2015. The establishment and funding of the Veterans Services Fund is provided under Ordinance 2012-0013. The cash subsidy for this appropriation is seen on JT16000050 on this same agenda. Funding is from the General Fund covering the period January 1, 2016 through December 31, 2016.

O. 01A001 – General Fund **BA1600049**
 SU513416 –Veterans Services Fund Subsidy
 Other Expenses \$ 355,681.00

Establish appropriation in the Veterans Services Fund Subsidy to comply with funding the Veterans Services Fund established under county Council Ordinance O2012-0013 with the specific amount identified under fiscal item document BA1600048 on this same agenda. Funding is from the General Fund covering the period January 1, 2016 through December 31, 2016. See subsidy transfer on document JT1600050 on this same agenda.

P. 24A430 – Executive Office of HHS **BA1606061**
 HS157289 – Executive Office of HHS
 Other Expenses \$ (170,000.00)

An appropriation reduction is requested for the Office of HHS Administration in order to move the 2016 ID Collaboration contract to the Office of Homeless Services. The primary source of funding is the Health & Human Services Levy.

Q. 24A641 – PA - Homeless Services **BA1606062**
 HS158097 – PA - Homeless Services
 Other Expenses \$ 170,000.00

An appropriation increase is requested for the Office of Homeless Services in order to move the 2016 ID Collaboration contract. The primary source of funding is the Health & Human Services Levy.

R. 24A301 – Children & Family Services **BA1609070**
 CF135467 – Administrative Services - CFS
 Capital Outlays \$ (432,000.00)

An appropriation reduction is requested for the Department of Children & Family Services, Administrative Services account due to the consolidation of Human Services information technology to one account. The primary source of funding is the Health & Human Services Levy.

S. 24A601 – Senior & Adult Services **BA1609071**
 SA138321 – Administrative Services - DSAS
 Capital Outlays \$ (207,925.00)

An appropriation reduction is requested for the Department of Senior & Adult Services, Administrative Services account due to the consolidation of Human Services information technology to one account. The primary source of funding is the Health & Human Services Levy.

T. 24A430 – Executive Office of HHS **BA1609072**
 TS157396 – Human Services Applications
 Capital Outlays \$ 639,925.00

An additional appropriation is requested for the Department of Information Technology, Human Services Applications account due to the consolidation of Human Services information

technology to one account. The primary source of funding is the Health & Human Services Levy.

U. 40A069 – Capital Projects **BA1607557**
CC768754 – Airport Runway Overlay Phase II
Capital Outlays \$ 10,500,000.00

Additional appropriation is requested to fund phase II of the Airport’s runway overlay project. Funding for the Airport runway overlay project is 90% Federal Funding and 10% General Fund. The General Fund will fund the entire project as an advance to be reimbursed later with Federal Funding. Temporary and Permanent Use of General Fund Reserves.

V. 40A069 – Capital Projects **BA1607558**
CC768762 – Entrance Consolidation – Virgil E. Brown Building
Personal Services \$ 62,500.00
Other Expenses \$ 55,000.00
Capital Outlays \$ 382,500.00

Appropriation is requested to fund the entrance consolidation at the Virgil E. Brown building. Funding for this project will come from Public Assistance Funds. The Department of Children and Family Services and the Child Support Enforcement Agency will cut public works a check to fund the project. No use of General Fund Reserves.

W. 40A069 – Capital Projects **BA1607571**
CC767285 – Airfield Pavement Rehabilitation - Airport
Capital Outlays \$ 440,804.00

Additional appropriation is requested to fund phase I of the airport runway overlay project. This expenditure request represents task order #5 of the project. Funding for the project will ultimately come from Federal Aviation Administration (FAA) (90%) and the General Fund 10%. The full amount of this appropriation will be advanced by the General Fund and will be reimbursed once the Federal Funding is secure. Temporary and Permanent Use of General Fund Reserves.

X. 01A001 – General Fund **BA1607573**
SU514141 – Capital Improvements – General Fund Subsidy
Other Expenses \$ 10,500,000.00

Appropriation is requested in the General Fund Subsidy account so that the General Fund can subsidize phase II of the County Airport’s pavement rehabilitation project. See the cash transfers below.

Y. 01A001 – General Fund **BA1607574**
SU514141 – Capital Improvements – General Fund Subsidy
Other Expenses \$ 440,804.00

Appropriation is requested in the General Fund Subsidy account so that the General Fund can subsidize phase II of the County Airport’s pavement rehabilitation project. See the cash transfers below.

SECTION 2. That the 2016/2017 Biennial Operating Budget for 2016 be amended to provide for the following appropriation transfers:

<u>Fund Nos./Budget Accounts</u>	<u>Journal Nos.</u>
A. FROM: 21A854 – DNA Backlog Reduction Program	BA1600037
CR754796 –14/16 DNA Backlog Reduction Program	
Capital Outlays	\$ 16,718.49
TO: 21A854 – DNA Backlog Reduction Program	
CR754796 – 14/16 DNA Backlog Reduction Program	
Other Expenses	\$ 16,718.49

Appropriation realignment is requested by the Department of Public Safety and Justice Services for the Medical Examiners 14/16 DNA Backlog Reduction Program grant for anticipated supplies. Funding is from the United States Department of Justice, Office of Justice Programs, National Institute of Justice covering the period October 1, 2014 through September 30, 2016.

B. FROM: 20N306 – Soil & Water Conservation	BA1610558
SW500058 – Soil & Water Conservation	
Other Expenses	\$ 1,000.00
TO: 20N306 – Soil & Water Conservation	
SW500058 – Soil & Water Conservation	
Capital Outlays	\$ 1,000.00

A transfer is requested to provide for the purchase of computer equipment. The Soil & Water Conservation District receives funding from municipalities for pollution prevention technical services, a match from the Ohio Department of Agriculture, and from a General Fund subsidy of \$75,000.

SECTION 3. That the 2016/2017 Biennial Operating Budget for 2016 be amended to provide for the following cash transfers between County funds:

A. FROM: 21A526– JAIBG Block Grant	JR1600001
JA754226 – JAIBG Block Grant 2013	
Transfer Out	\$ 12.26
TO: 01A001 – General Fund	
JA302224 – Justice Services Grants Administration	
Revenue Transfer	\$ 12.26

Transfer cash from the Juvenile Accountability Incentive Block Grant (JAIBG) account in the Department of Public Safety and Justice Services Grants Administration account for the unused portion of the original cash match and in preparation of grant closure. Funding for the cash match came from the General Fund in April 2014, document JT1400010-01 (R2014-0085).

B. FROM: 21A526– JAIBG Block Grant	JR1600002
JA754226 – JAIBG Block Grant	
Transfer Out	\$ 2,766.71

TO: 01A001 – General Fund
 JA050088 – Justice Services-Administration
 Revenue Transfer \$ 2,766.71

Transfer cash from the Juvenile Accountability Incentive Block Grant (JAIBG) account into the Department of Public Safety and Justice Services Administration account from a revenue that was deposited under Revenue Receipt Number 1513441 sent in error by the Ohio Department of Youth Services. The Board of Control item BC2016-29 dated January 11, 2016 authorized the return of these funds. There is a corresponding increase to the General Fund account within the department to return the funds to the State (see appropriation increase on the same agenda, document BA1600039).

C. FROM: 01A001– General Fund **JT1600050**
 SU513416 – Veterans Services Fund Subsidy
 Transfer Out \$ 355,681.00

TO: 20A059 – Veterans Services Fund
 VF491001 – Veterans Services Fund
 Revenue Transfer \$ 355,681.00

Transfer cash from the Veterans Services Fund Subsidy (General Fund subsidy) to the Veterans Services Fund to comply with County Council Ordinance O2012-0013 with the specific additional amount resulting from the 2015 appropriation balance in the Veterans Services Commission account. Funding from the Veterans Services Fund Subsidy covers the period January 1, 2016 through December 31, 2016.

D. FROM: 01A001 – General Fund **JT1607572**
 SU514141 – Capital Improvements – General Fund Subsidy
 Transfer Out \$ 440,804.00

TO: 40A069 – Capital Projects
 CC767285 – Airfield Pavement Rehabilitation - Airport
 Revenue Transfer \$ 440,804.00

A cash transfer is requested from the General Fund to Phase I of the Airport pavement rehabilitation project. This project will ultimately be funded 90% from the Federal Aviation Administration (FAA) and 10% from the General Fund. The General Fund will advance the funds to complete the project and will be reimbursed once the FAA money is secure. Funding for the early stages of the project came from bond proceeds from the 2009 Capital Improvement Bonds. Temporary and permanent use of General Fund Reserves.

E. FROM: 01A001 – General Fund **JT1607569**
 SU514141 – Capital Improvements – General Fund Subsidy
 Transfer Out \$ 10,500,000.00

TO: 40A069 – Capital Projects
 CC768754 – Airport Runway Overlay Phase II
 Revenue Transfer \$ 10,500,000.00



ARMOND BUDISH
Cuyahoga County Executive

TO: Jeanne Schmotzer, Clerk of County Council
FROM: Maggie Keenan, Office of Budget and Management
CC: Dennis Kennedy, Fiscal Office
DATE: February 1, 2016
RE: Fiscal Agenda –Council Meeting

The Office of Budget & Management requests that the members of County Council consider the attached fiscal resolution for approval on first reading at the meeting on **February 9, 2016**. The requested fiscal items, including additional appropriations, appropriation transfers, and cash transfers, meet agency budgetary needs.

This agenda includes requests to appropriate grants awarded to several County agencies, as well as transfers within departments to support spending plans, and a request to appropriate the budget and subsidy for three capital projects: the entrance consolidation at the Virgil E. Brown Building, and both Phase I and Phase II of the Airport Runway project. Additionally, this agenda requests to appropriate the budget and subsidy for the Veterans Services Fund.

The capital project requests included on this agenda are a part of the County's Capital Improvement Plan (CIP), attached for your reference. In 2016, the budget includes \$16 million for General Fund support of capital projects, including a planned use of \$4.7 million in reserves.

- Airport Phase I - \$440,804 – The General Fund is advancing the total project cost, but will ultimately be reimbursed 90% by the Federal Aviation Administration. The remaining 10% represents a planned, permanent use of General Fund reserves. This is not included in the 2016 CIP, but was a project approved and funded in 2015. Last year's projections reflected this project in the General Fund reserves so this does not increase the amount to be drawn down: this only impacts the timing.
- Airport Phase II - \$10,500,000 – This project is included in the 2016 CIP. Again, the General Fund is advancing the total project cost, but will ultimately be reimbursed 90%. The remaining 10% represents a planned, permanent use of General Fund reserves.
- Entrance Consolidation - \$500,000 – This project supports the County's "no wrong door" initiative at the Virgil E. Brown building, which houses both Job and Family Services and the Child Support Enforcement Agency. This project is included in the 2016 CIP and was included in the JFS budget as a planned, permanent use of Public Assistance Fund reserves. The request on this agenda seeks to appropriate the project: this does not increase the amount to be drawn down from reserves.

There are two requests to appropriate the Veterans Services Fund. The first, totaling \$69,239.59 is supported by the existing cash balance in the Veterans Services Fund, carried over from 2015. This funding will support projects initiative, but not completed, in 2015. The second, totaling \$355,681, represents the amount of the 2015 surplus in the budget for the Veterans Services Commission, after taking into consideration a 2015 carryover encumbrance request of \$316,638 that carried into 2016. For comparison, the subsidy to the Veterans Services Fund in 2015 and 2014 totaled \$96,561 and \$241,867, respectively.

A brief summary of the fiscal items submitted for consideration for adoption on first reading at the regular County Council meeting are presented below by agency/department.

Additional Appropriation Summary – Additional appropriation is requested when there is a new or increased revenue source, or to cover expenditures that exceed the original estimate. A reduction in appropriation is requested in conjunction with the close-out of a program, grant, or project or decertification of an encumbrance.

Department	Amount Requested	Funding Source
Capital Projects	\$10,940,804.00	General Fund – Temporary & Permanent Use of Reserves
Common Pleas Court	\$416,680.00	Grant – No Match Required
Common Pleas Court	\$1,000.00	Special Revenue – No General Fund Impact
Development	\$400,000.00	Grant – No Match Required
Development	\$209,326.93	Revolving Loan Fund – No General Fund Impact
Public Safety & Justice Services	\$2,766.71	General Fund– no General Fund Impact
Public Safety & Justice Services	\$191,725.09	Grant
Sheriff’s Department	(\$1,594.12)	Grant
Veteran’s Services Fund	\$424,920.59	Special Revenue – General Fund Impact
TOTAL	\$12,585,629.20	

The following represents the overall changes made to the Annual Appropriation Measure for 2016 since its adoption on December 8, 2015 via Resolution R2015-0209. The changes reflect the Additional Appropriations, Appropriation Transfers and Cash Transfers to the original adopted appropriation resolution.

	<u>Proposed 01/12/2015</u>	<u>Year-To-Date Amendments</u>	<u>R2015-0209</u>	<u>Adjusted Annual Appropriation</u>
General Fund	\$ 2,766.71	\$0.74	\$373,115,578.00*	\$373,115,578.74
HHS Levy Impact	\$ 0.00	\$0.00	\$237,653,893.00	\$237,653,893.00
Other Fund	\$ 12,582,862.49	\$1,361,809.98	\$859,036,267.00	\$860,398,076.98
Total Impact	\$ 12,585,629.20	\$1,361,810.72	\$1,469,805,738.00	\$1,471,167,548.72

*Please note that the General Fund budget reflected above excludes the activity associated with the 0.25% Sales Tax.

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

Department	Amount Transferred	Funding Source
Medical Examiner’s Office	\$16,718.49	Grant – No General Fund Impact
Soil & Water Conservation	\$1,000.00	Special Revenue – General Fund Impact
TOTAL	\$17,718.49	

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.

Department	Amount Transferred	Funding Source
Capital Projects	\$10,940,804.00	General Fund – Temporary and Permanent Use of Reserves
Public Safety & Justice Services	\$2,778.97	Grant
Veterans Services Fund	\$355,681.00	General Fund
TOTAL	\$11,299,263.97	

Thank you for your consideration regarding this matter. Should you have any questions, please do not hesitate to contact me at x8191 or mkeenana@cuyahogacounty.us.

DPW - Facilities Capital Improvement Plan							REVISED 11/07/15					
BUILDING	PROJECT	ESTIMATED PROJECT COST	BALANCE NEEDED	GENERAL FUND	PA FUNDS	OTHER	TOTAL					
	2016											
VEB	EFS CSEA Office Enclosures, Human Resources Renovations, MIS Office Renovations	\$ 297,330.80	297,330.80		297,330.80							
VEB	Replace Boiler and Recirculating Pumps	\$ 624,000.00	624,000.00		624,000.00							
VEB	Entrance Consolidation	\$ 500,000.00	500,000.00		500,000.00							
BOE	Replace Old Fire Alarm System (Parts are Obsolete)	\$ 323,700.00	323,700.00	323,700.00								
OCH	Roof Replacement	\$ 4,000,000.00	4,000,000.00	4,000,000.00								
JC	Fire Dampers Repair and Replacements (Phase III)	\$ 800,000.00	800,000.00	800,000.00								
JC	Fire Protection Upgrades	\$ 1,500,000.00	1,500,000.00	1,500,000.00								
JC	Central Booking	\$ 1,000,000.00	1,000,000.00	1,000,000.00								
JEH	Fire Alarm System Upgrade	\$ 323,700.00	323,700.00		323,700.00							
JEH	Electrical Back-up System Upgrades	\$ 850,000.00	850,000.00		850,000.00							
CTYWD	Painting Contract, Additional Contracts	\$ 242,480.00	242,480.00	242,480.00								
CTYWD	Carpeting Contract, Additional Contracts	\$ 285,000.00	285,000.00	285,000.00								
CTYWD	General Architecture Engineering Services Contract	\$ 280,000.00	280,000.00	280,000.00								
CTYWD	General Mechanical-Electrical-Plumbing AE Services Contract	\$ 200,000.00	200,000.00	200,000.00								
CTYWD	Special Project Request/Emergency	\$ 250,000.00	250,000.00	250,000.00								
CTYWD	Emergency	\$ -	-	-								
JJC	Upgrades to EOC at JJC	\$ 815,000.00	815,000.00	815,000.00								
	SUBTOTAL COST 2016	\$ 12,291,210.80	\$ 12,291,210.80	\$ 9,416,180.00	\$ 2,875,030.80	\$ -	\$ 12,291,210.80					
CoAir	Runway Overlay - Phase 2	\$ 10,500,000.00	10,500,000.00	1,050,000.00		9,450,000.00						
CoAir	Airport Admin Building HVAC/Mech Replacement	\$ 142,709.00	142,709.00	142,709.00								
		\$ 10,642,709.00	\$ 10,642,709.00	\$ 1,192,709.00	\$ -	\$ 9,450,000.00	\$ 1,192,709.00					
	TOTAL COST 2016	\$ 22,933,919.80	\$ 22,933,919.80	\$ 10,608,889.00	\$ 2,875,030.80	\$ 9,450,000.00	\$ 22,933,919.80					

County Council of Cuyahoga County, Ohio

Resolution No. R2016-0037

Sponsored by: County Executive Budish	A Resolution confirming the County Executive’s appointment of The Honorable Cyril Kleem to serve on the Cuyahoga County Planning Commission representing the Southwest Region for an unexpired term ending 12/31/2018, and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, Ohio Revised Code Section 713.22 provides for the organization and maintenance of a county planning commission; and,

WHEREAS, the Cuyahoga County Planning Commission membership consists of three county representatives and representatives of eight separate planning regions. The regional representatives are mayors of one of the communities in each planning region who are appointed by the County Executive, except for the City of Cleveland representative, who is appointed by the Mayor of Cleveland; and,

WHEREAS, members of the Cuyahoga County Planning Commission shall serve three year terms; and,

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

WHEREAS, the County Executive has nominated Mayor Cyril Kleem (Southwest Region) to serve on the Cuyahoga County Planning Commission for an unexpired term ending 12/31/2018; and

WHEREAS, this Council by a vote of at least eight (8) members determines that it is necessary that this Resolution become immediately effective in order that 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 RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:

SECTION 1. That the Cuyahoga County Council hereby confirms the appointment of The Honorable Cyril Kleem to serve on the Cuyahoga County Planning Commission representing the Southwest Region for an unexpired term ending 12/31/2018.

SECTION 2. It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health, or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of eight members of Council, this Resolution shall become immediately effective.

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

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

Yeas:

Nays:

County Council President

Date

Clerk of Council

Date

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

Journal _____
_____, 20__



ARMOND BUDISH
Cuyahoga County Executive

February 2, 2016
Dan Brady, President
Cuyahoga County Council

Re: Cuyahoga County Planning Commission (CCPC)

Dear President Brady:

Pursuant to Ohio Revised Code Section 713.22, I submit the following nominations for service on the CCPC:

- **Mayor Cyril Kleem, of Berea, Cuyahoga County (New Appointment –Southwest Region, Replacing Trustee Sherri Lippus) for an unexpired term beginning 2/2/16 and expiring 12/31/2018**

There are no specific requirements of Executive nominees. Regional members must be a Mayor/Executive representing a community within the designated area.

There are no other candidates on file for this position.

The nomination is for an unexpired 3 year term beginning 2/2/2016 and expiring 12/31/2018.

There are no known conflicts of interest for which an advisory opinion has been requested.

This board is uncompensated.

A biography for Mayor Kleem is attached.

Should you or any of your colleagues have any questions, please feel free to contact Chris Glassburn in my office at cglassburn@cuyahogacounty.us or 216-443-7127.

Sincerely,

Armond Budish
Cuyahoga County Executive

cc: Councilwoman Yvonne Conwell
Sharon Sobol Jordan
Joe Nanni
Jeanne Schmotzer

Kris Moore
Chris Glassburn
Laura Trotter



ARMOND BUDISH
Cuyahoga County Executive



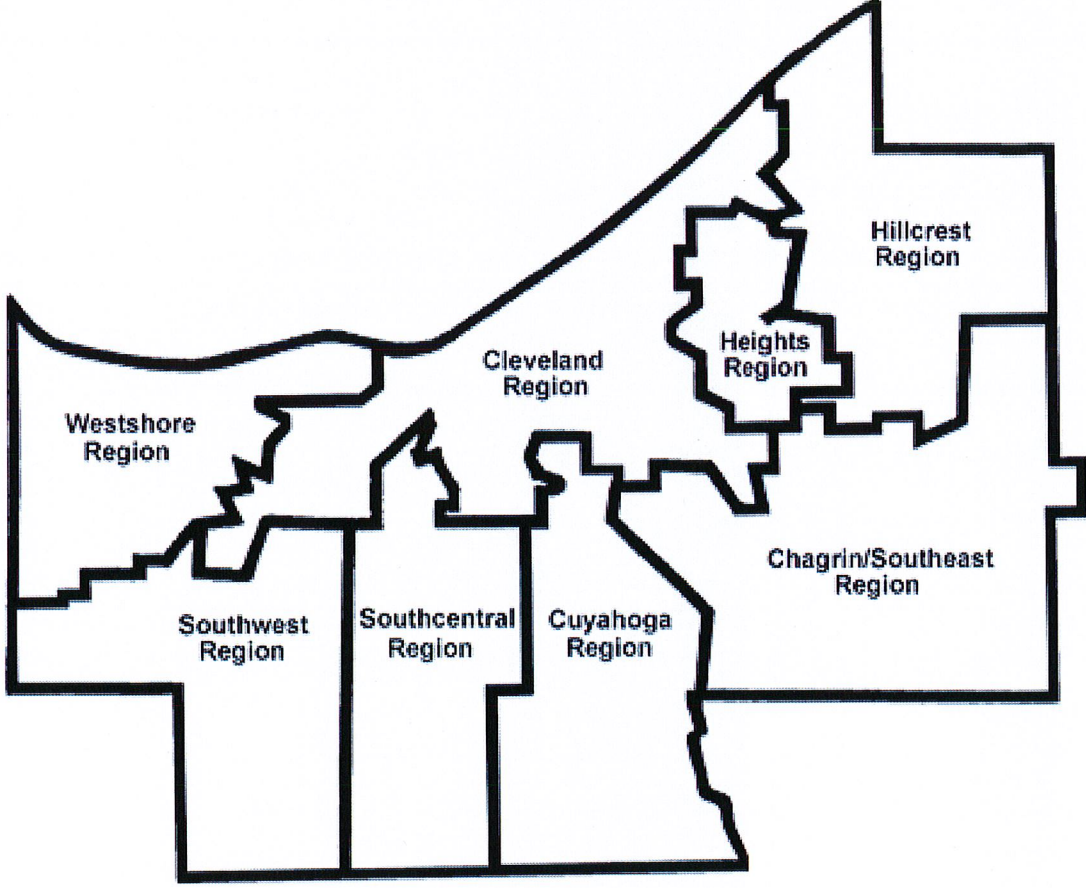
Mayor Cyril Kleem, of Berea

Biographical Highlights:

- Elected to three terms as Mayor (2008-current).
- Founder and Executive Director of the Berea Community Development Corp. (2004-2008).
 - Non-profit that performed urban planning, economic development, community development and grant writing.
- Economic and Community Development Administrator and Executive Assistant to the Mayor, City of Berea (1998-2004).
- Original Board member of the Cuyahoga County Land Reutilization Corporation (Land Bank)
- Mentor for at-risk males with Ohio Boys Town and Guidestone (Berea Children's Home)
- Vice President of Hanson House, a non-profit to assist those with traumatic brain injuries
- Member of the Rotary Club and Kiwanis Club
- Bachelor's Degree in Political Science from Baldwin-Wallace College
- Master's Degree in Political Science from the University of Akron
- Master's Degree in Urban Planning, Design and Development from Cleveland State University



ARMOND BUDISH
Cuyahoga County Executive





ARMOND BUDISH
Cuyahoga County Executive

Chagrin/ Southeast Region	Bedford Bedford Heights Bentleyville Chagrin Falls Chagrin Falls Township Garfield Heights Glenwillow Highland Hills Hunting Valley Maple Heights Moreland Hills North Randall Oakwood Orange Solon Walton Hills Warrensville Heights Woodmere	Cleveland Region	Bratenahl Cleveland Linndale
Cuyahoga Region	Brecksville Broadview Heights Brooklyn Heights Cuyahoga Heights Independence Newburgh Heights Seven Hills Valley View	Heights Region	Cleveland Heights East Cleveland Shaker Heights University Heights
Hillcrest Region	Beachwood Euclid Gates Mills Highland Heights Lyndhurst Mayfield Heights Mayfield Village Pepper Pike Richmond Heights South Euclid	Southcentral Region	Brooklyn North Royalton Parma Parma Heights
Southwest Region	Berea Brook Park Middleburg Heights Olmsted Falls Olmsted Township Strongsville	Westshore Region	Bay Village Fairview Park Lakewood North Olmsted Rocky River Westlake

County Council of Cuyahoga County, Ohio

Resolution No. R2016-0038

<p>Sponsored by: County Executive Budish and Councilmembers Brady, Brown, Conwell, Hairston, Jones and Miller</p>	<p>A Resolution authorizing the County Executive, on behalf of the County, to enter into a Memorandum of Understanding among City of Cleveland, Construction Employers Association, Hispanic Roundtable, Hard Hatted Women, Urban League of Greater Cleveland, Greater Cleveland Partnership, Cuyahoga Community College, Cleveland Metropolitan School District and Cleveland Building and Construction Trades Council regarding Community Benefits and Inclusion; authorizing the County Executive to execute the Memorandum of Understanding and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.</p>
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WHEREAS, Article VII, Section 701 of the Cuyahoga County Charter mandates that the County “shall develop and implement policies, programs and activities for the expansion and enhancement of economic activity in the County so as to create and preserve jobs and employment opportunities for and available to residents 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. That the Cuyahoga County Council hereby authorizes the County Executive, on behalf of the County, to enter into a Memorandum of Understanding among City of Cleveland, Construction Employers Association, Hispanic Roundtable, Hard Hatted Women, Urban League of Greater Cleveland, Greater Cleveland Partnership, Cuyahoga Community College, Cleveland Metropolitan School District and Cleveland Building and Construction Trades Council and other possible entities regarding Community Benefits and Inclusion.

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

Journal _____
_____, 20__

**MEMORANDUM OF UNDERSTANDING
REGARDING COMMUNITY BENEFITS AND INCLUSION**

This Memorandum of Understanding ("MOU"), dated February 26, 2013, is among the Construction Employers Association ("CEA"), Hispanic Roundtable, Hard Hatted Women ("HHW"), the Urban League of Greater Cleveland ("ULGC"), Greater Cleveland Partnership ("GCP"), the City of Cleveland ("City"), Cuyahoga Community College ("Tri-C"), the Cleveland Metropolitan School District ("CMSD"), and the Cleveland Building and Construction Trades Council ("CBCTC") (collectively, the "Parties").

With a goal of reframing the public discourse on economic development in Cleveland to encourage collaboration to fuel economic growth, harness that growth to create a more equitable and inclusive local economy and create shared prosperity, the Parties agree as follows:

1. **Demand Driven Workforce Study**—The Parties will use their good-faith efforts to raise funds for a study of public and private sector real estate owners, developers, contractors, subcontractors, and others to determine near- and long-term demand for construction tradespersons (by trade discipline), construction administration and technology personnel (e.g., construction office, secretarial, accounting, safety, CAD, and support), and facilities maintenance personnel. This demand study will provide the basis for future pre-apprenticeship, apprenticeship, and other training in the Northeast Ohio area's high schools, community colleges, and workforce training programs. The Parties will consult with the Governor's office, Team NEO, GCP, foundations, and other parties that can support this important research effort.

2. **Pre-Apprenticeship and School-To-Registered-Apprenticeship Programs**—

- a. Following completion of the workforce demand study and based upon its findings, the Parties, through CEA, will hire a qualified third-party (e.g., the Ohio State University College of Education and Human Ecology) to design a curriculum and high-school course of study for persons seeking careers in the trades, construction administration/technology, and facilities management.

The selected third-party will design the curriculum for review and approval by CMSD, Ohio Department of Education, Ohio State Apprenticeship Council, Tri-C, and/or other necessary approving authorities for high

school, pre-apprenticeship, and school-to-registered-apprenticeship curricula.

b. Once the Parties and necessary approving authorities have approved the curricula and course of study:

i. **Adult Pre-Apprenticeship Program**— The Parties will take reasonable and necessary steps to obtain approval for an adult pre-apprenticeship program operated by one or more qualified administrators or an administrative collaboration comprised of organizations such as the ULGC, Helmets to Hardhats, HHW, Cleveland Job Corps, Esperanza, Tri-C and/or Union Construction Industry Partnership-Apprenticeship Skill Achievement Program (“UCIP-ASAP”).

ii. **High School School-to-Apprenticeship Program**— The Parties will assist CMSD in forming and operating a new high school school-to-registered-apprenticeship program. Assistance will include:

1. provision of industry-specific training, as need and funding permit;

2. facilitated staffing of industry-specific volunteer working committees within CMSD; and

3. provision of technical advice to CMSD regarding the program’s structure, formation, and process of complying with and/or gaining recognition from the Ohio Department of Education and the Ohio State Apprenticeship Council.

iii. CMSD shall implement the school-to-registered-apprenticeship program at Max Hayes and other high schools by formally adopting the curriculum and courses of study and through articulation agreements with Tri-C and others, including, but not limited to, interested union apprenticeship training councils.

iv. Once the pre-apprentice programs described in paragraphs 2(b)(i) and (ii) are formed and operational, the Parties shall take reasonable and necessary steps to designate them, along with UCIP-ASAP to the extent it remains a stand-alone program, as preferred first-source pre-apprenticeship programs.

3. **Funding**— The demand study and program development services described in paragraphs 1 and 2(a) will be obtained through outside funding. GCP shall work in conjunction with the other Parties to mobilize funding for these items. The Committee (as defined in paragraph 7(a) hereinbelow), working within the framework of the GCP Commission on Economic Inclusion (“GCP/Commission”), shall apply for and receive the outside funding.

4. **Workforce Reporting**—

- a. The Parties shall use good-faith efforts to encourage private owners and developers of major construction and development projects (“Major Projects”) to enter into community benefits agreements (“CBAs”) with their contractors and appropriate constituency organizations relevant to the Major Project that include reporting of workforce information to the Committee (as defined in paragraph 7(a) hereinbelow). Within ninety days of the date of this MOU, the Committee shall determine the project-size threshold for defining a Major Project, as that phrase is used in this MOU. At least yearly, the Committee will review and determine whether to change the project-size threshold.
- b. The Parties’ goal is that the private owners and developers will use CBAs that contain provisions requiring contractors (and the contractors’ subcontractors) working on the Major Projects to report project-size information and certain monthly payroll information to the private owner/developer and the Committee. In that regard, the Parties shall use good-faith efforts to encourage inclusion of these paragraph 4 reporting requirements in the project-specific CBAs.
- c. The information to be reported monthly should include:
 - i. the number and percentage of all construction worksite hours performed by Cleveland residents;
 - ii. the number and percentage of all construction worksite hours performed by low-income persons who are Cleveland residents (with low-income status determined by reference to relevant guidelines established by the United States Department of Housing and Urban Development);
 - iii. the number and percentage of all work hours performed by minorities, broken out by race;
 - iv. the number and percentage of all work hours performed by women;

- v. usage of minority business enterprises, including, without limitation, the value of all contracts performed by minority business enterprises and the percentage of the total project cost represented by the value of the contracts performed by minority business enterprises;
- vi. usage of female business enterprises, including, without limitation, the value of all contracts performed by female business enterprises and the percentage of the total project cost represented by the value of the contracts performed by female business enterprises; and
- vii. apprenticeship utilization per trade, broken out by race and gender.

The Committee shall review from time to time the type of workforce information that it wishes to have reported.

- d. The Parties' goal is for the collected workforce data to be available to the public. The GCP/Commission shall develop the standards and guidelines under which the workforce data reported to the Committee will be made available to the public.
- e. GCP hereby expressly endorses the use of CBAs and the reporting of workforce data on Major Projects as defined herein. In that regard, GCP will require the use of CBAs and the above-referenced reporting as a condition of funding from Cleveland Development Advisors for any Major Project.

5. Mentor Protégé; MBE/FBE/SBE Contracting; Residential Workforce—

- a. Working together, the Parties shall use good-faith efforts to obtain the commitment of owners/developers, contractors, subcontractors, and design professionals to provide mentor-protégé and contract opportunities for MBE, FBE, and SBE contractors, design professionals, and others as determined by the owner/developer. The aspirational goals of the Parties are 15% MBE, 7% FBE, 8% SBE, and, for projects in the City of Cleveland, 20% Cleveland residents.

- b. When a private owner/developer establishes contracting goals for minority, female, or resident contractors, the Parties shall use good-faith efforts to secure the private owner/developer's commitment to:
 - i. pay all undisputed construction invoices within 30 days of the private owner/developer's receipt of a properly-submitted and correct invoice;
 - ii. incorporate the following into project bid specification documents and contracts for construction contractors at every tier:
 - 1. workforce reporting (as set forth in paragraph 4 of this MOU) by each prime contractor, in a manner that will be enforceable through the private owner/developer's contractual remedies;
 - 2. contractor and sub-contractor participation in a bona fide mentor-protégé program, in a manner that will be enforceable through the private owner/developer's contractual remedies; and
 - iii. take reasonable steps to relax contractual retainage and performance bonding requirements to assist MBE/FBE/SBE contractors.

6. Assistance to Contractors; Apprenticeship; and Pre-Apprenticeship Utilization—

- a. The Parties agree to use good-faith efforts to encourage private owners/developers of Major Projects to incorporate the following concepts into their CBAs:
 - i. Designation of the CMSD high-school-to-apprenticeship programs referenced in paragraph 2(b)(ii), the adult pre-apprenticeship programs referenced in paragraph 2(b)(i), and any other programs approved by the Committee (as defined in paragraph 7(a) hereinbelow) as preferred first-source pre-apprenticeship programs.
 - ii. When a contractor's request for employees to meet the private owner/developer's goals for minority, female, or resident employees cannot be or is not being met, or as otherwise required to meet the terms, conditions, and goals of this MOU, the private owner/developer shall have the right to direct the contractor to employ new apprentices who have completed one of the

pre-apprenticeship programs described in paragraph 2(b) above to meet the private owner/developer's goals or the terms, conditions, and goals of this MOU.

- iii. Requiring the contractor to provide eligible pre-apprentices the opportunities for apprenticeships as required to meet the terms, conditions, and goals of this MOU.
 - iv. With respect to each construction trade working on the Major Project, requiring contractors to utilize apprentices in amounts developed on a per-trade basis to fit the unique needs and circumstances of the Major Project. (The Parties note that the Ohio State Apprenticeship Council sets ratios of journeypersons to apprentices in the apprenticeship standards of apprenticeship programs registered with it, which may be consulted relative to the circumstance above.)
- b. CEA shall work with the pre-apprenticeship groups identified in paragraph 2(b) hereinabove and their respective registered apprenticeship programs to meet the goals of this MOU.
 - c. The Parties agree to use good faith efforts to encourage private owners/developers of Major Projects to work with qualified apprenticeship training organizations to meet the goals of this MOU.
 - d. At least quarterly, the Committee shall meet to evaluate compliance with the terms and conditions of this paragraph 6.

7. Construction Diversity & Inclusion Committee—

- a. The GCP/Commission shall form and facilitate a committee to monitor diversity and inclusion in the construction industry (the "Committee"). The Committee shall include representatives of each Party, other non-CBCTC unions signatory to CBAs, and others designated by the GCP/Commission, including other non-GCP private owners and developers signatory to CBAs.
- b. The Committee shall meet not less than quarterly and shall:
 - i. Review the data gathered pursuant to paragraph 4 of this MOU;

- ii. Discuss, agree upon and publish recommended best practices for improving diversity and inclusion in construction, such as:
 - 1. Workforce affirmative action measures to meet future market demand;
 - 2. Community benefit agreement terms to assist project owners and developers and small, minority, and female contractor businesses;
 - 3. Transparency; and
 - 4. Challenges faced by project owners/developers and contractors.
 - iii. Discuss and agree upon metrics from which the GCP/Commission shall publish an annual report card for Major Projects, participating owners/developers, and participating contractors.
 - iv. Monitor and assess pre-apprenticeship supply and demand as defined in the demand study set forth in paragraph 1 as well as similar demand studies in the future. The Committee also shall monitor and assess the progress of the pre-apprenticeship utilization efforts outlined in this MOU.
8. **Term and Termination**— Any Party may terminate its agreement to be bound by this MOU upon not less than thirty (30) days' written notice to all other Parties who, at the time of such notice, are still bound by this MOU.
9. **Signatures**— The parties to this MOU need not all sign on the same page. Signatures on separate pages and executed at different times will not affect the validity of the MOU. Original signatures and signatures provided by facsimile are equally valid.

[Signatures on next page]

CITY OF CLEVELAND, OHIO

[Signature]
Printed Name: Frank J. Taylor
Title: City Engineer
Date: 2/22/13

CLEVELAND METROPOLITAN SCHOOL DISTRICT

[Signature]
Printed Name: Eric S. Gresh
Title: Chief Executive Officer
Date: 2/22/13

GREATER CLEVELAND PARTNERSHIP

[Signature]
Printed Name: Edlie Taylor
Title: CEO
Date: 2/20/13

URBAN LEAGUE OF GREATER CLEVELAND

[Signature]
Printed Name: MARSHA MCKAY
Title: President
Date: 2/26/13

CONSTRUCTION EMPLOYERS ASSOCIATION

[Signature]
Printed Name: Tony Panzera
Title: President
Date: 2/20/13

HISPANIC ROUNDTABLE

[Signature]
Printed Name: Jose Delicario
Title:
Date: 2/20/13

CUYAHOGA COMMUNITY COLLEGE

[Signature]
Printed Name: Robert A. Verhoff
Title: Director of Construction Program
Date: 2/26/2013

HARD HATTED WOMEN

[Signature]
Printed Name: Terri B. Sandu
Title: President
Date: 2.25.13

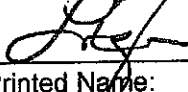
CLEVELAND BUILDING AND CONSTRUCTION TRADES COUNCIL

[Signature]
Printed Name: David O'Donoghue
Title: Executive Secretary
Date: 2/20/13

ENDORSEMENTS

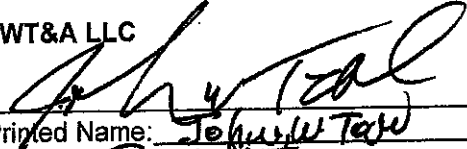
We, the undersigned African-American contractors, wholeheartedly endorse the terms and goals of the foregoing Memorandum of Understanding dated February 26, 2013.

COLEMAN-SPOHN CORPORATION



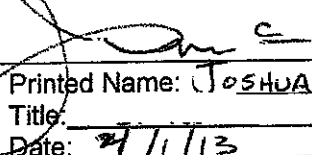
Printed Name: _____
Title: _____
Date: 3-13-2013

JWT&A LLC



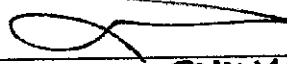
Printed Name: John W. Taylor
Title: PRESIDENT
Date: 3/19/2013

McTECH CORPORATION



Printed Name: JOSHUA PERKINS
Title: _____
Date: 3/11/13

OZANNE CONSTRUCTION COMPANY



Printed Name: POMILU OZANNE
Title: CEO
Date: 3/14/13

County Council of Cuyahoga County, Ohio

Resolution No. R2016-0039

Sponsored by: County Executive Budish/Department of Development	A Resolution making awards to various municipalities, in the total amount of \$1,486,400.00, for various municipal grant projects for the 2016 Community Development Block Grant Municipal Grant Program for the period 1/1/2016 - 12/31/2016; authorizing the County Executive to execute the agreements and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Executive/Department of Development has recommended awards to various municipalities, in the total amount of \$1,486,400.00, for various municipal grant projects for the 2016 Community Development Block Grant (“CDBG”) Municipal Grant Program for the period 1/1/2016 - 12/31/2016; and

WHEREAS, the participants of the 2016 CDBG Municipal Grant Program have been chosen from the fifty one (51) communities that are members of the Cuyahoga Urban County; and

WHEREAS, each of those 51 communities are eligible to apply to receive a grant in an amount not-to-exceed \$150,000.00; and

WHEREAS, the Department of Development reviews and analyzes each of the applications based on scoring criteria which evaluates participants based on project description, proposed project feasibility, and implementation plan; and

WHEREAS, based on the scoring criteria, the following is a list of the municipal grant projects recommended for awards:

- a) City of Berea in the amount not-to-exceed \$150,000.00 for the North Rocky River Drive Corridor Improvement Project.
- b) City of Fairview Park in the amount not-to-exceed \$136,400.00 for the Sidewalk Improvement Project.
- c) City of Garfield Heights in the amount not-to-exceed \$150,000.00 for the Dressler Avenue Pavement Resurfacing Project.
- d) Village of Highland Hills in the amount not-to-exceed \$150,000.00 for the Targeted Beautification Program.

- e) City of Maple Heights in the amount not-to-exceed \$150,000.00 for the Stafford Park Entrance Road Resurfacing Project.
- f) City of Mayfield Heights in the amount not-to-exceed \$150,000.00 for the West Minor Road Repair and Resurfacing Project.
- g) Village of Newburgh Heights in the amount not-to-exceed \$150,000.00 for the East 44th Street Reconstruction Project.
- h) City of Parma Heights in the amount not-to-exceed \$150,000.00 for the Pearl Road Corridor ADA Curb Ramp Replacement Program.
- i) City of University Heights in the amount not-to-exceed \$150,000.00 for the Cedarbrook Road Resurfacing Project.
- j) Village of Woodmere in the amount not-to-exceed \$150,000.00 for the Brainard Road Improvement Project.

WHEREAS, the awards are funded 100% from federal Community Development Block Grant Funds; and

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

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

SECTION 1. That the Cuyahoga County Council hereby makes awards to various municipalities, in the total amount of \$1,486,400.00, for various municipal grant projects for the 2016 Community Development Block Grant Municipal Grant Program for the period 1/1/2016 - 12/31/2016:

- a) City of Berea in the amount not-to-exceed \$150,000.00 for the North Rocky River Drive Corridor Improvement Project.
- b) City of Fairview Park in the amount not-to-exceed \$136,400.00 for the Sidewalk Improvement Project.
- c) City of Garfield Heights in the amount not-to-exceed \$150,000.00 for the Dressler Avenue Pavement Resurfacing Project.
- d) Village of Highland Hills in the amount not-to-exceed \$150,000.00 for the Targeted Beautification Program.
- e) City of Maple Heights in the amount not-to-exceed \$150,000.00 for the Stafford Park Entrance Road Resurfacing Project.
- f) City of Mayfield Heights in the amount not-to-exceed \$150,000.00 for the West Minor Road Repair and Resurfacing Project.
- g) Village of Newburgh Heights in the amount not-to-exceed \$150,000.00 for the East 44th Street Reconstruction Project.
- h) City of Parma Heights in the amount not-to-exceed \$150,000.00 for the Pearl Road Corridor ADA Curb Ramp Replacement Program.
- i) City of University Heights in the amount not-to-exceed \$150,000.00 for the Cedarbrook Road Resurfacing Project.

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

Journal _____
_____, 2016



MEMORANDUM

DATE: February 2, 2016
TO: Cuyahoga County Council
FROM: Sara Parks Jackson
SUBJECT: 2016 CDBG Competitive Muni Grant Recommendations
CC:

The 2016 CDBG competitive Municipal Grant process began August 27, 2015 with applications due to the Department of Development by October 30, 2015 by 4:00 pm. At the end of the day 25 communities submitted applications for consideration for total requests of \$3,577,368.

The review committee consisted of representatives from the Department of Development (3), Public Works and the County Planning Commission. The team reviewed all 25 of the applications submitted. After reviewing each application thoroughly the committee recommends the following communities receive 2016 municipal grant funding:

City	Activity	Amount Recommend
Berea	North Rocky River Drive Corridor Improvement Project	\$150,000.00
Fairview Park	Sidewalk Improvement Project to make repairs to unsafe and deteriorating sidewalks and curb ramps	\$136,400.00
Garfield Heights	Dressler Avenue Pavement Resurfacing Project	\$150,000.00
Highland Hills	Targeted Beautification Program to install Curb Ramps, Repair or Replace Sidewalks, remove trees and provide assistance to make repair and exterior maintenance improvements to properties of qualifying homeowners.	\$150,000.00
Maple Heights	Road Resurfacing Project for the Entrance to Stafford Park	\$150,000.00
Mayfield Heights	Repair and Resurfacing of West Minor Road	\$150,000.00
Newburgh Heights	East 44th Street Reconstruction	\$150,000.00
Parma Heights	Pearl Road Corridor ADA Curb Ramp Replacement Program	\$150,000.00
University Heights	Cedarbrook Road Resurfacing Project	\$150,000.00
Woodmere	Brainard Road Improvement Project	\$150,000.00
		\$1,486,400.00

February 9, 2016 Additional Council item

County Executive/Department of Development, recommending awards to various municipalities in the total amount of \$1,486,400.00 for various municipal grant projects for the FY2016 Community Development Block Grant Municipal Grant program for the period 1/1/2016 - 12/31/2016:

- a) City of Berea in the amount not-to-exceed \$150,000.00 for the North Rocky River Drive Corridor Improvement Project.
- b) City of Fairview Park in the amount not-to-exceed \$136,400.00 for the Sidewalk Improvement Project to make repairs to unsafe and deteriorating sidewalks and curb ramps.
- c) City of Garfield Heights in the amount not-to-exceed \$150,000.00 for the Dressler Avenue Pavement Resurfacing Project.
- d) Village of Highland Hills in the amount not-to-exceed \$150,000.00 for the Targeted Beautification Program to install curb ramps, repair or replace sidewalks, remove trees and provide assistance to make repair and exterior maintenance improvements to properties of qualifying homeowners.
- e) City of Maple Heights in the amount not-to-exceed \$150,000.00 for the Road Resurfacing Project for the entrance to Stafford Park.
- f) City of Mayfield Heights in the amount not-to-exceed \$150,000.00 for the Repair and Resurfacing of West Minor Road.
- g) Village of Newburgh Heights in the amount not-to-exceed \$150,000.00 for the East 44th Street Reconstruction Project.
- h) City of Parma Heights in the amount not-to-exceed \$150,000.00 for the Pearl Road Corridor ADA Curb Ramp Replacement Program.
- i) City of University Heights in the amount not-to-exceed \$150,000.00 for the Cedarbrook Road Resurfacing Project.
- J) Village of Woodmere in the amount not-to-exceed \$150,000.00 for the Brainard Road Improvement Project.

Funding Source: 100% Federal Community Development Block Grant funds

A. Scope of Work

1. Department of Development, recommending awards to various municipalities in the total amount of \$1,486,400.00 for various municipal grant projects for the FY2016. Community Development Block Grant Municipal Grant program for the period 4/1/2016 - 12/31/2016.

2. The allocation of 40% of the annual CDBG entitlement funding for the purpose of a Competitive Municipal Grant Program, is a requirement of the Cooperation Agreement that each of the 51 communities signed with Cuyahoga County. 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. The procurement method was informal RFP.

The total value of the informal RFP was \$1,500,000.00.

Communities can be awarded a grant in an amount not to exceed \$150,000. All Urban County communities are informed of the Competitive Municipal Grant program, the scoring criteria and the timeline. Each is invited to submit applications for consideration and scoring.

2. A review committee makes the funding recommendations.

C. Contractor and Project Information

1. 51 Cuyahoga Urban County communities

D. Project Status and Planning

1. The Competitive Municipal Grant process reoccurs annually in accordance with the Urban County Cooperation Agreement.

E. Funding

1. The awards are funded 100% with federal Community Development Block Grant funds.

2. Payments are made on a reimbursement basis.

County Council of Cuyahoga County, Ohio

Resolution No. R2016-0040

Sponsored by: County Executive Budish on behalf of Cuyahoga County Court of Common Pleas/Juvenile Division	A Resolution making awards on RQ34757 to various providers for staff secure and secure shelter care services for the period 3/1/2016 - 2/28/2018; authorizing the County Executive to execute the contracts and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Executive on behalf of Cuyahoga County Court of Common Pleas/Juvenile Division has recommended awards on RQ34757 to various providers, in the total amount not-to-exceed \$2,626,649.00, for staff secure and secure shelter care services for the period 3/1/2016 - 2/28/2018; as follows:

- a) Carrington Youth Academy, LLC in the amount not-to-exceed \$2,038,634.00;
- b) The Cleveland Christian Home Incorporated in the amount not-to-exceed \$588,015.00; and

WHEREAS, the primary goal of the program is to provide Staff Secure Shelter Care services to Court-involved youth as an alternative to secure detention; and

WHEREAS, this project is funded as follows: (a) 52% from Health and Human Services Levy funds and (b) 48% with Title IV-E funds; and

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

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

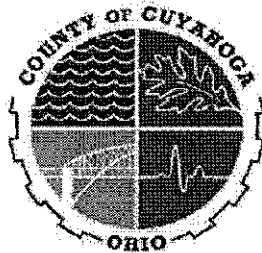
SECTION 1. That the Cuyahoga County Council hereby makes awards on RQ34757 to various providers for staff secure and secure shelter care services for the period 3/1/2016 - 2/28/2018 as follows:

- a) Carrington Youth Academy, LLC in the amount not-to-exceed \$2,038,634.00; and

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

Journal _____
_____, 20__

NovusAGENDA



2

Item Details:

Agency/Dept. Name:	Juvenile Court	Agency/Dept. Head Name:	Kristin W. Sweeney
Type of Request:	Contract/Amendment		
Request Prepared by:	Sarah Baker	Telephone No.	443-8268
SUMMARY OF REQUESTED ACTION:			
<p>A. Scope of Work Summary 1. Juvenile Court is requesting approval of award recommendation and Contracts for Staff Secure Shelter Care Services for the time period of March 1, 2016 through February 28, 2018 with the not-to-exceed amounts as listed below: Carrington Youth Academy, LLC with a not-to-exceed amount of \$2,038,634.00·The Cleveland Christian Home, Inc. with a not-to-exceed amount of \$588,015.002. The primary goal of the program is to provide Staff Secure Shelter Care services to Court-involved youth as an alternative to secure Detention.3. N/AB. Procurement 1. The procurement method for this project was an RFP. The total value of the RFP is \$5,061,006.52.2. The RFP closed on September 14, 2015. 3. When the RFP closed, a total of two (2) vendors submitted proposals. The Court chose to Contract with both of the vendors for services. C. Contractor and Project Information 1. The address of the vendors and/or contractor is:a. Carrington Youth Academy, LLC 2114 Noble Road Cleveland, Ohio 44112 Council District: 10b. The Cleveland Christian Home, Inc. 1400 West 25th Street, 2nd Floor Cleveland, Ohio 44113 Council District: 32. The Cleveland Christian Home, Inc. CEO is James McCaffertyCarrington Youth Academy, LLC Principal Owner is Bernard Pawlikosky2a. The address or location of the project is: a. Carrington Youth Academy, LLC 2114 Noble Road Cleveland, Ohio 44112b. The Cleveland Christian Home, Inc.11401 Lorain Avenue Cleveland, Ohio 441113.b. N/A D. Project Status and Planning 1. The project is an ongoing project for the Court.2. N/A3. N/A4. N/A5. N/AE. Funding 1. The project is 52% Health & Human Services Levy Funds and 48% Title IV-E Funds.2. The schedule of payments is by invoice on a monthly basis.3. N/A.</p>			
PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):			
The primary goal of the program is to provide Staff Secure Shelter Care services to Court-involved youth as an alternative to secure Detention.			

Explanation for late submittal:

Contract/Agreement Information:

Procurement Method:

RFP (Request for Proposal)

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

The decrease in funds for this request is due to this request being for only one year of dollars.

Financial Information:

Funding source: Explanation:

Other 52% Health & Human Services Levy Funds and 48% Title IV-E Funds

Total Amount Requested:

\$2,626,649.00

ATTACHMENTS:

Click to download

- [Final RFP 34757](#)
- [Carrington Award Letter](#)
- [Carrington MVCF](#)
- [Carrington Department Acknowledgement](#)
- [Carrington Proposal Part1 \(Back Up Material\)](#)
- [Carrington Proposal Part 2 \(Back Up Material\)](#)
- [Carrington Financials \(Confidential\)](#)
- [Carrington Principal Owner](#)
- [Carrington Non-Collusion](#)
- [Carrington Signature Authorization](#)
- [Carrington Certificate of Liability Insurance](#)
- [Carrington Worker's Compensation](#)
- [Carrington W9](#)
- [Carrington Auditor of State](#)
- [Carrington Secretary of State](#)
- [Carrington Evaluation](#)
- [Cleveland Christian Award Letter](#)
- [Cleveland Christian MVCF & Non-Collusion](#)
- [Cleveland Christian Contract \(Part1of1\) TAB](#)
- [Cleveland Christian Department Acknowledgement](#)
- [Cleveland Christian Proposal \(Back Up Material\)](#)
- [Cleveland Christian Financials \(Confidential\)](#)
- [Cleveland Christian Principal Owner](#)
- [Cleveland Christian Signature Authorization](#)
- [Cleveland Christian Certificate of Liability Insurance](#)
- [Cleveland Christian Worker's Compensation](#)
- [Cleveland Christian W9](#)
- [Cleveland Christian Auditor of State](#)
- [Cleveland Christian Secretary of State](#)
- [Cleveland Christian Evaluation](#)
- [Contract History](#)
- [Completed TAB Sheet](#)

CONTRACT/AGREEMENT EVALUATION FORM
(To be completed in its entirety by user department for
all contract/agreement renewals or amendments.)

Contractor: Carrington Youth Academy, LLC

Contract/Agreement No.: CE1400010 **Time Period:** 3/1/14 – 2/29/16

Service Description: The primary goal of the program is to provide Staff Secure Shelter Care services for Court- involved youth as an alternative to secure Detention.

Original Contract/Agreement Amount: \$2,110,419.85

Prior Amendment(s) Amount(s): The first amendment to this Contract added an additional \$1,960,579.55, for a new not-to-exceed amount of \$4,070,999.40.

Performance Indicators:
1. 75% of youth admitted to the program during the contract period will successfully complete the program.
2. 95% of the youth will not have new charges filed while assigned to the program.

Actual performance versus performance indicators (include statistics):
The vendor received 880 referrals during the Contract time period, and some referrals may have been the same youth referred again. Of those referrals, there were 756 successful terminations, 113 unsuccessful terminations, and 11 youth that remain at the facility.

Rating of Overall Performance of Contractor (Check One):

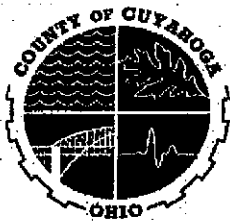
- Superior
- Above Average
- Average
- Below Average
- Poor

Justification of Rating: The vendor works with the Court's difficult youth population and abides by the terms and conditions of the Contract.

Sarah Baker
User Department

1.7.16
Date

s: evaluation



Principal Owner Form

(Required Document for Award Recommendations/Purchases/Contracts)

VENDOR: Please complete the following information and return it to the Cuyahoga County "Requestor"

Company Name (Legal name of the business):	Carrington Youth Academy, LLC
Principal Owner's Name (The legal name of the owner(s) of the business):	(*) Bernard F. Pawlikowsky
Owner/Officer's Title:	Administrator
Business Address:	2114 Noble Road, Cleveland, OH 44112
Phone Number:	216-268-2400
Name of Person Completing Form:	Rebecca Meyer
Signature:	<i>Rebecca Meyer</i>
Title:	Compliance Coordinator / CRO

(*) If there is more than one (1) principal owner, complete information for that / those person(s) as well. If a corporation, identify the CEO, President or other officers of the Corporation representing shareholders. The document **MUST** identify an individual(s) name.

CUYAHOGA COUNTY STAFF:

I certify that I have checked the Debarment/Suspension lists on the Cuyahoga County Inspector General's (IG) website and the Debarment/Suspension lists did not contain the above detailed vendor and/or principal owner.

(Form is to be dated within 60 days from the Department approval (NOVUS and/or BuySpeed) for the current purchase.)

Signature: *Sara W Baker*

Date: 1.7.16

Printed Name: Sara W Baker

IG Number: 12-0746

Cuyahoga County
(Principal Owner Form, 01-16-2015)

CONTRACT/AGREEMENT EVALUATION FORM
(To be completed in its entirety by user department for all contract/agreement renewals or amendments.)

Contractor: The Cleveland Christian Home, Inc.

Contract/Agreement No.: CE1400011 **Time Period:** 3/1/14 – 2/29/16

Service Description: The primary goal of the program is to provide Staff Secure Shelter Care services for Court- involved youth as an alternative to secure Detention.

Original Contract/Agreement Amount: \$1,163,432.15

Prior Amendment(s) Amount(s): The first amendment to this Contract added an additional \$543,521.50, for a new not-to-exceed amount of \$1,706,953.65.

Performance Indicators:
1. 75% of youth admitted to the program during the contract period will successfully complete the program.
2. 95% of the youth will not have new charges filed while assigned to the program.

Actual performance versus performance indicators (include statistics):
The vendor received 269 referrals during the Contract time period, and some of those referrals may have been the same youth referred again. Of those referrals, there were 229 successful terminations, 30 unsuccessful terminations, and 10 youth that remain at the facility.

Rating of Overall Performance of Contractor (Check One):

- Superior
- Above Average
- Average
- Below Average
- Poor

Justification of Rating: The vendor works with the Court's difficult youth population and abides by the terms and conditions of the Contract.

Sarah Baker
User Department

1.8.16
Date

s: evaluation



Principal Owner Form

(Required Document for Award Recommendations/Purchases/Contracts)

VENDOR: Please complete the following information and return it to the Cuyahoga County "Requestor"

Company Name (Legal name of the business):	The Cleveland Christian Home, Inc.
Principal Owner's Name (The legal name of the owner(s) of the business):	(*) James McCafferty
Owner/Officer's Title:	CEO
Business Address:	1400 W. 25th St. 2nd floor Cleveland, OH 44113
Phone Number:	216) 688-7214
Name of Person Completing Form:	Mary Manik
Signature:	<i>Marysmanik</i>
Title:	Executive Administrative Assistant

(*) If there is more than one (1) principal owner, complete information for that / those person(s) as well. If a corporation, identify the CEO, President or other officers of the Corporation representing shareholders. The document **MUST** identify an individual(s) name.

CUYAHOGA COUNTY STAFF:

I certify that I have checked the Debarment/Suspension lists on the Cuyahoga County Inspector General's (IG) website and the Debarment/Suspension lists did not contain the above detailed vendor and/or principal owner.

(Form is to be dated within 60 days from the Department approval (NOVUS and/or BuySpeed) for the current purchase.)

Signature: Saran Baker

Date: 1.8.16

Printed Name: Saran Baker

IG Number: 12-0940

Cuyahoga County
(Principal Owner Form, 01-16-2015)

Date sent to Dept: 9/17/15
 Date Received from Dept: _____
 (OPD Use Only)



**CUYAHOGA COUNTY
 TABULATION OF PROPOSALS RECEIVED**

DEPARTMENT NAME: Juvenile Court **PROPOSAL DUE DATE:** September 14, 2015

Number of Proposals Sent/Returned: 13/2

RFP TITLE: Staff Secure and Secure Shelter Services **RFP #:** 34757 **SBE:** 0%

TO BE COMPLETED BY OPD		TO BE COMPLETED BY SBE CONTRACT COMPLIANCE OFFICER					USER DEPT.
VENDOR NAME & ADDRESS	IS / ETHICS REGISTRATION COMPLETE	SBE SUBCONTRACTOR NAME AMOUNT & PERCENTAGE	SBE PRIME %	TOTAL SBE %	COMPLY Y/N	COMMENTS & INITIALS	AWARD Y/N
Carrington Youth Academy 2114 Noble Road Cleveland, OH 44112	IG# - 12-0746 PH - Yes NCA - OK VCF - OK Coop - Yes						Dec
Cleveland Christian Home 1400 West 25 th Street, 2 nd Floor Cleveland, OH 44113	IG# - 12-0640 PH - Yes NCA - OK VCF - OK Coop - Yes	0% NP					Dec

Justin Sweeney
 Administrative Judge Name
[Signature]
 Administrative Judge Signature of Approval
10/30/15
 Date

County Council of Cuyahoga County, Ohio

Resolution No. R2016-0030

Sponsored by: County Executive Budish	A Resolution confirming the County Executive's appointment of Evan T. Byron to serve on the Cuyahoga County Debarment Review Board for the term 2/1/2016 - 1/31/2021, and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the Cuyahoga County Debarment Law and Procedures and Review Board were established pursuant to Ordinance No O2012-0026; and

WHEREAS, County Code Section 205.06 provides for the creation of the Cuyahoga County Debarment Review Board and the means by which appointments are made; and

WHEREAS, members of the Cuyahoga County Debarment Review Board who are appointed by the County Executive and confirmed by the Cuyahoga County Council shall be appointed to serve a five (5) year staggered term; and

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

WHEREAS, County Executive Budish has nominated Evan T. Byron to be appointed to serve on the Cuyahoga County Debarment Review Board for the term 2/1/2016 - 1/31/2021; and

WHEREAS, this Council by a vote of at least eight (8) members determines that it is necessary that this Resolution become immediately effective in order that 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 RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:

SECTION 1. That the Cuyahoga County Council hereby confirms the appointment of Evan T. Byron to serve on the Cuyahoga County Debarment Review Board for the term 2/1/2016 - 1/31/2021.

SECTION 2. It is necessary that this Resolution become immediately effective for the usual daily operation of the County, the preservation of public peace, health or safety in the County, and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight (8) members of Council, this Resolution shall become immediately effective.

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

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

Yeas:

Nays:

County Council President

Date

Clerk of Council

Date

First Reading/Referred to Committee: January 26, 2016

Committee(s) Assigned: Human Resources, Appointments & Equity

Committee Report/Second Reading: February 9, 2016

Journal _____
_____, 20__

County Council of Cuyahoga County, Ohio

Resolution No. R2015-0279

<p>Sponsored by: County Executive Budish/Clerk of Courts on behalf of Cuyahoga County Court of Common Pleas/General Division, Cuyahoga County Court of Common Pleas/Probate Division and Cuyahoga County Court of Common Pleas/Domestic Relations Division</p>	<p>A Resolution authorizing various contracts with Sadler-NeCamp Financial Services, Inc. dba PROWARE, in the total amount not-to-exceed \$13,959,072.00, for general computer system support, software maintenance and support, licensing, training and related services; authorizing the County Executive to negotiate, enter into, and execute the contracts, which include a Master Services Agreement and various Pricing Schedules, each for the period 2/1/2016 - 12/31/2020, and to execute 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 Budish/Clerk of Courts on behalf of Cuyahoga County Court of Common Pleas/General Division, Cuyahoga County Court of Common Pleas/Probate Division and Cuyahoga County Court of Common Pleas/Domestic Relations Division has recommended a Master Services Agreement and various Pricing Schedules with Sadler-NeCamp Financial Services, Inc., dba PROWARE, in the total amount not-to-exceed \$13,959,072.00, for general computer system support, software maintenance and support, licensing, training and related services; and

WHEREAS, the Master Services Agreement will establish the general terms and conditions for general computer system support, software maintenance and support, licensing, training and related services pursuant to individual Pricing Schedules for Cuyahoga County; and

WHEREAS, the Criminal and Civil Justice Information System Pricing Schedule will provide general computer system support, software maintenance and support, licensing, training and related services for February 1, 2016 through December 31, 2020 for the Cuyahoga County Clerk of Courts and the Cuyahoga County Court of Common Pleas/General Division; and

WHEREAS, the Probate Pricing Schedule will provide general computer system support, software maintenance and support, licensing, training and related services for

February 1, 2016 through December 31, 2020 for the Cuyahoga County Court of Common Pleas/Probate Division; and

WHEREAS, the Cuyahoga County Court of Common Pleas/Domestic Relations Pricing Schedule will provide general computer system support, software maintenance and support, licensing, training and related services for February 1, 2016 through December 31, 2020 for the Cuyahoga County Court of Common Pleas/Domestic Relations Division; and

WHEREAS, the funding for the Master Services Agreement and various Pricing Schedules will come from the General Fund, the Court Computerization Fund and the Probate Court Computerization Fund.

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

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

SECTION 1. That the Cuyahoga County Council hereby authorizes various contracts with Sadler-NeCamp Financial Services, Inc. dba PROWARE, in the total amount not-to-exceed \$13,959,072.00, for general computer system support, software maintenance and support, licensing, training and related services.

SECTION 2. That the Cuyahoga County Council hereby authorizes the County Executive to negotiate, enter into, and execute the contracts, which include a Master Services Agreement and various Pricing Schedules, each for the period 2/1/2016 - 12/31/2020, and to execute all other documents consistent with this Resolution.

SECTION 3. That the Cuyahoga County Council hereby authorizes the Criminal and Civil Justice Information System Pricing Schedule for general computer system support, software maintenance and support, licensing, training and related services for February 1, 2016 through December 31, 2020 for the Cuyahoga County Clerk of Courts and the Cuyahoga County Court of Common Pleas/General Division.

SECTION 4. That the Cuyahoga County Council hereby authorizes the Probate Pricing Schedule for general computer system support, software maintenance and support, licensing, training and related services for February 1, 2016 through December 31, 2020 for the Cuyahoga County Court of Common Pleas/Probate Division.

SECTION 5. That the Cuyahoga County Council hereby authorizes the Domestic Relations Pricing Schedule for general computer system support, software maintenance and support, licensing, training and related services for February 1, 2016

through December 31, 2020 for the Cuyahoga County Court of Common Pleas/
Domestic Relations Division.

SECTION 6. To the extent that any exemptions, if any, are necessary under the County Code and contracting procedures, they shall be deemed approved by the adoption of this Resolution. The final negotiated terms of the contract, including the maximum not to exceed amount and risk management protections, shall be subject to the approval of the Law Director, but in no event shall the maximum amount exceed the herein authorized.

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

SECTION 8. It is found and determined that all formal actions of this Council 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: December 8, 2015
Committee(s) Assigned: Public Safety & Justice Affairs

Journal CC021
February 9, 2016

County Council of Cuyahoga County, Ohio

Resolution No. R2016-0031

Sponsored by: County Executive Budish/Department of Public Works/Division of County Engineer	A Resolution making an award on RQ35632 to Fabrizi Recycling, Inc. in the amount not-to-exceed \$3,184,870.00 for the 2016 Sewer Repair Program in various County Sewer Districts for the period 3/1/2016 - 2/28/2018; 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.
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WHEREAS, the County Executive/Department of Public Works/Division of County Engineer has recommended an award on RQ35632 to Fabrizi Recycling, Inc. in the amount not-to-exceed \$3,184,870.00 for the 2016 Sewer Repair Program in various County Sewer Districts for the period 3/1/2016 - 2/28/2018; and

WHEREAS, the primary goal of this project is to provide sewer repairs as needed in various sewer districts within Cuyahoga County for two (2) years; and

WHEREAS, the funding for this project is Sewer District Cash Balances; and

WHEREAS, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue.

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

SECTION 1. That the Cuyahoga County Council hereby makes an award on RQ35632 to Fabrizi Recycling, Inc. in the amount not-to-exceed \$3,184,870.00 for the 2016 Sewer Repair Program in various County Sewer Districts for the period 3/1/2016 - 2/28/2018.

SECTION 2. That the County Executive is authorized to execute a contract in connection with said award and all other documents consistent with this Resolution.

SECTION 3. It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health, or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council,

County Council of Cuyahoga County, Ohio

Resolution No. R2016-0033

Sponsored by: County Executive Budish/Department of Health and Human Services/Division of Children and Family Services	A Resolution authorizing an amendment to Contract No. CE1300529-01 with Woods Services, Inc. for residential services for the period 10/1/2013 - 6/30/2015 to extend the time period to 6/30/2016 and for additional funds in the amount not-to-exceed \$575,000.00; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.
---	---

WHEREAS, the County Executive/Department of Health and Human Services/ Division of Children and Family Services has recommended an amendment to Contract No. CE1300529-01 with Woods Services, Inc. for residential services for the period 10/1/2013 – 6/30/2015 to extend the time period to 6/30/2016 and for additional funds in the amount not-to-exceed \$575,000.00; and

WHEREAS, Board and Care contracts for children are mandated by Ohio Administrative Code (OAC) Section 5101:2-42-05; and

WHEREAS, the primary goal of this project is to provide foster care, residential care, emergency shelter, independent living and group home services; and

WHEREAS, this amendment is being funded 100% by funds from the Health and Humans Services Levy; and

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

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

SECTION 1. That the Cuyahoga County Council hereby authorizes an amendment to Contract No. CE1300529-01 with Woods Services, Inc. for residential services for the period 10/1/2013 – 6/30/2015 to extend the time period to 6/30/2016 and for additional funds in the amount not-to-exceed \$575,000.00.

County Council of Cuyahoga County, Ohio

Resolution No. R2016-0034

Sponsored by: County Executive Budish/Department of Health and Human Services/Division of Children and Family Services	A Resolution making awards on RQ34374 to various providers, in the total amount not-to-exceed \$2,541,600.00, for family-centered supportive services for the period 2/1/2016 - 1/31/2018; authorizing the County Executive to execute the master contract and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Executive/Department of Health and Human Services/ Division of Children and Family Services has recommended awards on RQ34374 to various providers, in the total amount not-to-exceed \$2,541,600.00, for family-centered supportive services for the period 2/1/2016 - 1/31/2018; and

WHEREAS, the primary goals of this project are to: (a) provide family focused and community based services, (b) provide stabilization for families by providing clients with service referrals and resources to continue successful family preservation, and (c) provide services to enhance family functioning thereby reducing safety threats to children and the risk of child abuse and neglect; and

WHEREAS, this project is funded as follows: (a) 53% with HHS Levy funds and (b) 47% from Federal TANF; and

WHEREAS, the service provider and amounts are as follows:

- i) Beech Brook in the approximate amount of \$581,287.36.
- ii) Bellefaire Jewish Children's Bureau in the approximate amount of \$269,687.50.
- iii) Catholic Charities Corporation in the approximate amount of \$286,354.16.
- iv) Mental Health Services for Homeless Persons, Inc. in the approximate amount of \$16,666.66.
- v) OhioGuidestone in the approximate amount of \$498,854.16.
- vi) Ohio Mentor, Inc. in the approximate amount of \$229,687.50.
- vii) Specialized Alternatives for Families and Youth of Ohio, Inc. in the approximate amount of \$144,687.50.
- viii) The Bair Foundation in the approximate amount of \$269,687.50.
- ix) The Cleveland Christian Home Incorporated in the approximate amount of \$244,687.66.

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

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

SECTION 1. That the Cuyahoga County Council hereby makes awards on RQ34374 to various providers, in the total amount not-to-exceed \$2,541,600.00, for family-centered supportive services for the period 2/1/2016 - 1/31/2018 as follows:

- i) Beech Brook in the approximate amount of \$581,287.36.
- ii) Bellefaire Jewish Children's Bureau in the approximate amount of \$269,687.50.
- iii) Catholic Charities Corporation in the approximate amount of \$286,354.16.
- iv) Mental Health Services for Homeless Persons, Inc. in the approximate amount of \$16,666.66.
- v) OhioGuidestone in the approximate amount of \$498,854.16.
- vi) Ohio Mentor, Inc. in the approximate amount of \$229,687.50.
- vii) Specialized Alternatives for Families and Youth of Ohio, Inc. in the approximate amount of \$144,687.50.
- viii) The Bair Foundation in the approximate amount of \$269,687.50.
- ix) The Cleveland Christian Home Incorporated in the approximate amount of \$244,687.66.

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

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

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

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

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

First Reading/Referred to Committee: January 26, 2016
Committee(s) Assigned: Health, Human Services & Aging

Journal CC021
February 9, 2016

County Council of Cuyahoga County, Ohio

Resolution No. R2016-0009

<p>Sponsored by: County Executive Budish/Department of Public Works/Division of County Engineer</p>	<p>A Resolution making an award on RQ35411 to C & K Industrial Services, Inc. in the amount not-to-exceed \$2,071,670.00 for cleaning, televising and maintaining sanitary and storm sewer systems in various municipalities for the period 1/1/2016 - 12/31/2018; 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.</p>
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WHEREAS, the County Executive/Department of Public Works recommended an award on RQ35411 to C & K Industrial Services, Inc. in the amount not-to-exceed \$2,071,670.00 for cleaning, televising and maintaining sanitary and storm sewer systems in various municipalities for the period 1/1/2016 – 12/31/2018; and

WHEREAS, the goal of this project is to provide cleaning, televising and maintenance of sanitary and storm sewers in various communities in various Council Districts; and

WHEREAS, the funding for this project is from Sewer District Cash Balances; and

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

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

SECTION 1. That the Cuyahoga County Council hereby makes an award on RQ35411 to C & K Industrial Services, Inc. in the amount not-to-exceed \$2,071,670.00 for cleaning, televising and maintaining sanitary and storm sewer systems in various municipalities for the period 1/1/2016 - 12/31/2018.

SECTION 2. That the Cuyahoga County Executive is authorized to execute a contract in connection with said award and all other documents consistent with this Resolution.

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

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

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

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

First Reading/Referred to Committee: January 12, 2016

Committee(s) Assigned: Public Works, Procurement & Contracting

Committee Report/Second Reading: January 26, 2016

Journal CC021
February 9, 2016

County Council of Cuyahoga County, Ohio

Resolution No. R2016-0011

Sponsored by: County Executive Budish/Department of Development	A Resolution making an award on RQ35678 to Neighborhood Housing Services of Greater Cleveland, Inc. in the amount not-to-exceed \$599,888.00 for administration of the Cuyahoga County Down Payment Assistance Program in Cuyahoga Urban County Communities and City of Parma for the period 3/1/2016 - 2/28/2017; 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.
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WHEREAS, the County Executive/Department Development has recommended an award on RQ35678 to Neighborhood Housing Services of Greater Cleveland, Inc. in the amount not-to-exceed \$599,888.00 for administration of the Cuyahoga County Down Payment Assistance Program in Cuyahoga Urban County Communities and City of Parma for the period 3/1/2016 - 2/28/2017; and

WHEREAS, the primary goal of this project is the administration of the Cuyahoga County Down Payment Assistance Program in Cuyahoga Urban County Communities and City of Parma; and

WHEREAS, the funding for this project is from federal Home Investments Partnership Program (HOME Program); and

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

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

SECTION 1. That the Cuyahoga County Council hereby makes an award on RQ35678 to Neighborhood Housing Services of Greater Cleveland, Inc. in the amount not-to-exceed \$599,888.00 for administration of the Cuyahoga County Down Payment Assistance Program in Cuyahoga Urban County Communities and City of Parma for the period 3/1/2016 - 2/28/2017.

Committee Report/Second Reading: January 26, 2016

Journal CC021
February 9, 2016

County Council of Cuyahoga County, Ohio

Resolution No. R2016-0012

Sponsored by: County Executive Budish/Department of Development	A Resolution authorizing an Economic Development Fund Accelerated Growth Loan in the amount not-to-exceed \$3,000,000.00 to Victory Midtown, LLC for the benefit of a project located at Victory Center, 7012 Euclid Avenue, Cleveland; authorizing the County Executive and/or Director of Development to execute all documents consistent with said loan and this Resolution; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Executive/Department of Development recommended an Economic Development Fund Accelerated Growth Loan in the amount not-to-exceed \$3,000,000.00 to Victory Midtown, LLC for the benefit of a project located at Victory Center, 7012 Euclid Avenue, Cleveland; and

WHEREAS, this project is anticipated to retain approximately 450 jobs and create 125 new jobs within three (3) years of project completion; and

WHEREAS, the total cost of this project is \$10,000,000.00 of which the County will loan \$3,000,000.00 with a term of 20 years at an interest rate of three percent (3%); and

WHEREAS, the proposed funding source for the loan is the Cuyahoga County Western Reserve Fund; and

WHEREAS, the project will be subject to the following, as applicable, and without limitation: the County's SBE Policy, adopted October 29, 2009; execution of a Workforce Development Agreement; submission of annual job creation/retention reporting, and payment of prevailing wages for that portion of the project funded by the County loan/grant authorized herein, if applicable; and

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

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

SECTION 1. That the Cuyahoga County Council authorizes an Economic Development Fund Accelerated Growth Loan in the amount not-to-exceed \$3,000,000.00 to Victory Midtown, LLC for the benefit of a project located at Victory Center, 7012 Euclid Avenue, Cleveland.

SECTION 2. That the County Executive and/or Director of Development are authorized to execute all documents consistent with said loan and this Resolution.

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

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

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

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

First Reading/Referred to Committee: January 12, 2016
Committee(s) Assigned: Economic Development & Planning

Committee Report/Second Reading: January 26, 2016

Journal CC021
February 9, 2016

County Council of Cuyahoga County, Ohio

Resolution No. R2016-0013

Sponsored by: County Executive Budish/Department of Development	A Resolution authorizing an Economic Development Fund Accelerated Growth Loan in the amount not-to-exceed \$1,500,000.00 to HEC Properties LLC for the benefit of a project located at 2700 East 55 th Street, Cleveland; authorizing the County Executive and/or Director of Development to execute all documents consistent with said loan and this Resolution; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Executive/Department of Development recommended an Economic Development Fund Accelerated Growth Loan in the amount not-to-exceed \$1,500,000.00 to HEC Properties LLC for the benefit of a project located at 2700 East 55th Street, Cleveland; and

WHEREAS, the project is anticipated to retain 130 existing jobs and create 50 new jobs over the next three (3) years; and

WHEREAS, the total cost of this project is estimated at \$5,519,164.00 of which the County will loan HEC Properties LLC \$1,500,000.00 at an interest rate of three percent (3%); and

WHEREAS, the proposed funding source for the loan is the Cuyahoga County Western Reserve Fund; and

WHEREAS, the project will be subject to the following, as applicable, and without limitation: the County's SBE Policy, adopted October 29, 2009; execution of a Workforce Development Agreement; submission of annual job creation/retention reporting, and payment of prevailing wages for that portion of the project funded by the County loan/grant authorized herein, if applicable; and

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

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

SECTION 1. That the Cuyahoga County Council hereby authorizes an Economic Development Fund Accelerated Growth Loan in the amount not-to-exceed \$1,500,000.00 to HEC Properties LLC for the benefit of a project located at 2700 East 55th Street, Cleveland.

SECTION 2. That the County Executive and/or Director of Development are authorized to execute all documents consistent with said loan and this Resolution.

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

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

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

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

First Reading/Referred to Committee: January 12, 2016
Committee(s) Assigned: Economic Development & Planning

Committee Report/Second Reading: January 26, 2016

Journal CC021
February 9, 2016

County Council of Cuyahoga County, Ohio

Resolution No. R2016-0015

Sponsored by: County Executive Budish/Department of Development	A Resolution authorizing an Economic Development Fund Large Scale Attraction Loan in the amount not-to-exceed \$2,000,000.00 to W25d, LLC for the benefit of a project located at various corners of West 25 th Street and Detroit Avenue, Cleveland; authorizing the County Executive and/or Director of Development to execute all documents consistent with said loan and this Resolution; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Executive/Department of Development recommended an Economic Development Fund Large Scale Attraction Loan in the amount not-to-exceed \$2,000,000.00 to W25d, LLC (The Snavelly Group) for the benefit of a project located at various corners of West 25th Street and Detroit Avenue, Cleveland; and

WHEREAS, the mixed-use development project includes approximately 50,000 square feet of commercial space, apartments, parking spaces and community park improvements located at West 25th Street and Detroit Avenue, Cleveland; and

WHEREAS, this project is anticipated to create 55 new jobs over the next three (3) years as well as 447 new construction jobs during the construction phase; and

WHEREAS, the total cost of this project is estimated at \$60,260,296.00 of which the County will loan W25d, LLC – The Snavelly Group \$2,000,000.00 at an interest rate of 2.50%; and

WHEREAS, the proposed funding source for the loan is the Cuyahoga County Western Reserve Fund; and

WHEREAS, the project will be subject to the following, as applicable, and without limitation: the County's SBE Policy, adopted October 29, 2009; execution of a Workforce Development Agreement; submission of annual job creation/retention reporting, and payment of prevailing wages for that portion of the project funded by the County loan/grant authorized herein, if applicable; and

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

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

SECTION 1. That the Cuyahoga County Council hereby authorizes an Economic Development Fund Large Scale Attraction Loan in the amount not-to-exceed \$2,000,000.00 to W25d, LLC (The Snavely Group) for the benefit of a project located at various corners of West 25th Street and Detroit Avenue, Cleveland.

SECTION 2. That the County Executive and/or Director of Development are authorized to execute all documents consistent with said loan and this Resolution.

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

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

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

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

First Reading/Referred to Committee: January 12, 2016
Committee(s) Assigned: Economic Development & Planning

Committee Report/Second Reading: January 26, 2016

Journal CC021
February 9, 2016

County Council of Cuyahoga County, Ohio

Resolution No. R2016-0018

Sponsored by: County Executive Budish/Fiscal Officer/Office of Procurement and Diversity	A Resolution making an award on RQ35635 to W.B. Mason Co., Inc. in the amount not-to-exceed \$1,710,000.00 for general office supplies and related services for various County departments for the period 4/1/2016 - 3/31/2018; 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.
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WHEREAS, the County Executive/Fiscal Officer/Office of Procurement and Diversity has recommended an award on RQ35635 to W.B. Mason Co., Inc. in the amount not-to-exceed \$1,710,000.00 for general office supplies and related services for various County departments for the period 4/1/2016 - 3/31/2018; and

WHEREAS, the primary goal of this project is to supply and deliver general office supplies and related products to various County departments, agencies, elected officials, and other local government agencies; and

WHEREAS, the funding for this project was included in the annual budget of the various departments listed below and is funded 100% by general fund dollars as follows: (a) \$390,051.00 (22.81%) Cuyahoga Job and Family Services; (b) \$89,946.00 (5.26%) Division of Senior and Adult Services; (c) \$229,995.00 (13.45%) Division of Children and Family Services; and (d) \$1,000,008.00 (58.48%) Fiscal Office.

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

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

SECTION 1. That the Cuyahoga County Council hereby makes an award on RQ35635 to W.B. Mason Co., Inc. in the amount not-to-exceed \$1,710,000.00 for general office supplies and related services for various County departments for the period 4/1/2016 - 3/31/2018.

Committee Report/Second Reading: January 26, 2016

Journal CC021
February 9, 2016

County Council of Cuyahoga County, Ohio

Ordinance No. O2016-0004

Sponsored by: County Executive Budish/Office of Procurement and Diversity and Councilmembers Brady, Brown, Conwell, Hairston, Jones and Miller	An Ordinance enacting Sections 503.01(A) to 503.01(D) of the Cuyahoga County Code to expand the Small Business Enterprise Program to Allow Small Business Set Asides, and declaring the necessity that this Ordinance become immediately effective.
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WHEREAS, Article VII, Section 701 of the Cuyahoga County Charter mandates that the County “shall develop and implement policies, programs and activities for the expansion and enhancement of economic activity in the County so as to create and preserve jobs and employment opportunities for and available to residents of the County”; and

WHEREAS, it is necessary that this Ordinance become immediately effective in order that critical services provided by the County can continue; and

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

SECTION 1. Section 503.01(A) of the Cuyahoga County Code is hereby enacted to read as follows:

Section 503.01(A)

“Set Asides for Small Business Enterprises” are defined as the reserving of some or all of a Request for Bid, Request for Proposal, Request for Qualifications or contract exclusively for participation by Small Business Enterprises as determined by the Cuyahoga County Office of Procurement and Diversity.

Section 503.01(B)

The Small Business Enterprise Program set forth in Cuyahoga County Code Section 501.01 is hereby expanded to allow Requests for Bids, Requests for Proposals, Requests for Qualifications, and contracts to contain Set Asides for Small Business Enterprises exclusively for participation by Small Business Enterprises.

Section 503.01(C)

OPD may prepare and/or amend forms to carry out the actions described herein. The forms shall be similar to those that other governments, like the State and City of Cleveland, already have in place in an effort to make it simple and easy and encourage greater participation from SBEs.

Section 503.01(D)

The Director of the Cuyahoga County Office of Procurement and Diversity or designee reserves the right and discretion to reject any and/or all bids or proposals for any reason or no reason at all without incurring any liability.

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

SECTION 3. It is found and determined that all formal actions of this Council relating to the adoption of this 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

Clerk of Council

Date

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

Journal _____
_____, 20__

County Council of Cuyahoga County, Ohio

Ordinance No. O2016-0005

Sponsored by: County Executive Budish/Office of Procurement and Diversity and Councilmembers Brady, Brown, Conwell, Hairston, Jones and Miller	An Ordinance enacting Sections 503.02 to 503.07 of the Cuyahoga County Code to expand the Small Business Enterprise Program; and declaring the necessity that this Ordinance become immediately effective.
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WHEREAS, Article VII, Section 701 of the Cuyahoga County Charter mandates that the County “shall develop and implement policies, programs and activities for the expansion and enhancement of economic activity in the County so as to create and preserve jobs and employment opportunities for and available to residents of the County”; and

WHEREAS, it is necessary that this Ordinance become immediately effective in order that critical services provided by the County can continue; and

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

SECTION 1. Section 503.02 of the Cuyahoga County Code is hereby enacted to read as follows:

Section 503.02

The Small Business Enterprise Program is hereby expanded to allow the Cuyahoga County Office of Procurement and Diversity (“OPD”) to set aspirational Minority Business Enterprise and /or Women Business Enterprise subcontractor participation goals for every Request for Bid, Request for Proposal, and Request for Qualifications issue by the County based upon available information including, but not limited to, the disparity study.

“Minority Business Enterprise” or “MBE” means an individual, domestic corporation, sole proprietorship, partnership, joint venture, entity or company that is at least 51% owned by one or more individuals who are African American, Hispanic American, Native American, Asian-Pacific American or Asian-Indian American; and whose management and daily business operations are controlled by one or more of these owners as determined by OPD.

“Women Business Enterprise” or “WBE” means an individual, domestic corporation, sole proprietorship, partnership, joint venture, entity or company that is at least 51% owned by one or more women and whose management and daily business operations are controlled by one or more of these owners as determined by OPD.

Section 503.03

In consideration of the right and privilege to submit a bid or proposal on construction projects and other contracts with Cuyahoga County, at the time of submitting a proposal or bid, each participant shall be required to present appropriate documentation. The documents described below must be completed and signed by each Participant before a proposal or bid can be considered responsive:

- (1) Covenant of Non-Discrimination: Each Participant must submit a duly executed and attested Covenant of Non-Discrimination (MBE/WBE-1) on a form prescribed by OPD. This written instrument shall contain promises, declarations and/or affirmations made by the Participant. The completed document must contain an original signature and date of signature.
- (2) MBE/WBE Subcontractor Participation Plan: Each Participant must submit a duly executed, affirmed, and certified Subcontractor Participation Plan (MBE/WBE-2) on a form prescribed by OPD for each MBE/WBE subcontractor proposed. Copies and/or facsimiles of MBE/WBE-2 submitted with bids/proposals are acceptable BUT all required signatures must be dated as indicated. Also, please note the following:
 - (a) Certified MBE/WBEs who are bidding as prime contractors **MUST** complete and submit the top portion of Form MBE/WBE-2 to guarantee MBE/WBE credit.
 - (b) MBE/WBEs with multiple geographical locations shall enter the Cuyahoga County address and contact information on Form MBE/WBE-2.
 - (c) Prime vendors are **PROHIBITED** from using MBE/WBE(s) with whom the prime vendor has a familial relationship, joint or co-ownership, common partners, officers, or a shareholder relationship to meet the MBE/WBE Participation Goal. Hence, on Cuyahoga County projects/contracts, any portion of work subcontracted to a MBE/WBE vendor by a prime vendor that meets the above-mentioned criteria will **NOT** count towards the achievement of the established MBE/WBE Participation Goal.

Use of 2nd Tier Subcontractors: In the event that a subcontractor portions out work and utilizes the services of a sub-subcontractor or vendor, the prime contractor shall be required to report this use to OPD. For reporting purposes, the prime

contractor shall report statistical data for the sub-subcontractor or sub-vendor, including race, gender, business size, area of specialization, dollar value, description of services or products purchased, and contact information. No MBE/WBE subcontractor will be permitted to subcontract more than 25% of their subcontract work (based on dollar value) without prior approval by OPD.

Other Information and Data: OPD may request additional information and data prior to a contract award. This information may include, but is not limited to, information regarding business ownership of all subcontractors to be utilized on the project, all of which shall reflect the race, gender, location, size, and area of specialization and structure of the identified businesses.

Aggressive “Good Faith Efforts” to include MBE/WBEs in the procurement process are required of all Participants. These Good Faith Efforts should be in addition to the Participant’s regular and customary solicitation process of contact with potential subcontractors and/or vendors.

Written Notice to MBE/WBEs: To demonstrate good faith efforts, a Participant shall deliver written or electronic notice to potential, MBE/WBEs. MBE/WBEs should be contacted not less than one (1) week before the bid or proposal due date. Names, addresses, and telephone numbers for available MBE/WBEs may be obtained by contacting OPD or reviewing the database on the website at <http://opd.cuyahogacounty.us/>.

The written or electronic notice sent to potential subcontractors or vendors shall contain the following:

- (1) Sufficient information about the plans, specifications, and relevant terms and conditions of the solicitation. This should include information about the work which will be subcontracted or the goods which will be obtained from subcontractors and suppliers;
- (2) A contact person knowledgeable of the project scope documents, within the Participant’s office, to answer questions about the conditions of the contract;
- (3) Information as to the Participant’s bonding requirements; and
- (4) The deadline for price quotations.

Evaluation of Good Faith Efforts: In evaluating good faith efforts, OPD will determine whether the Participant has made reasonable good faith efforts to obtain MBE/WBE participation as part of its bid or proposal. OPD may evaluate not only the different kinds of efforts made by a Participant, but also the quantity and intensity of those efforts. One method of evaluation will be whether the MBE/WBE goal has been met. Prime Contractors and any Participant herein shall be required to affirm and certify that information is correct in their

bid/proposal and that they will meet or exceed the MBE/WBE Subcontractor Plan submitted with their bid/proposal. Prime Contractors also shall be required to report statistical data for its employees and proposed subcontractors that include race, gender, business size, area of specialization, dollar value, description of services or products purchased and contact information. Such information shall be certified and affirmed by the Prime Contractor when it submits the bid/proposal.

OPD will consider a completed Good Faith Effort Certification (MBE/WBE-3) as evidence of a Participant's good faith in trying to obtain MBE/WBE participation in a bid or proposal.

Required Documentation: To demonstrate good faith efforts, Participants shall keep detailed records of all correspondence and responses thereto, logs of all telephone calls made and received regarding the project or contract, confirmation receipts for fax transmissions, receipts from registered or certified mail, copies of advertisements in publications and other media, and other relevant papers required by this Program.

Good Faith Effort Certification: Participant must submit a completed Good Faith Certification (MBE/WBE-3) ONLY if the MBE/WBE Participation Goal is not met. In the MBE/WBE-3 form, Participant must certify that it interviewed and seriously considered MBE/WBEs and provide supporting documentation of that fact. Additional documentation demonstrating a good faith effort must accompany this document. The completed document must contain an original signature, notarizations, and date of signature.

Award of Contract: Proposals/ bids may be rejected and projects re-submitted for the sole purpose of attaining goals where inadequate "good faith effort" has been demonstrated. Cuyahoga County reserves the right to determine the action to be taken on the contract if a goal is not met, including rejecting any or all bids or proposals. If an awarded contract is later amended for additional dollars, MBE/WBE subcontractor participation should still reflect the percentage of dollars originally contracted for.

When evaluating a bid to determine the lowest and best bid, the County may consider, in addition to all of the other factors, whether a bid is MBE/WBE compliant; provided, however, that such MBE/WBE compliance shall not be considered if the difference between the MBE/WBE-compliant bid and the lowest responsive bid is more than the price preference specified below.

Lowest Bid Received Range (\$)	Price Preference (%) & Limit	Price Preference (\$)
0 – 500,000	10%	0 – 50,000
500,001 – 1,000,000	10% up to max \$80,000 (10-8)	50,000 – 80,000
1,000,0001 – 3,000,000	8% up to max \$210,000 (8-7)	80,000 – 210,000
3,000,001 – 5,000,000	7% up to max \$250,000 (7-5)	210,000 – 250,000
>5,000,000	\$250,000 maximum (≤ 5)	250,000 maximum

Section 503.04

All participants are subject to the Monitoring and Post-Award Reporting, Grievance Process, Sanctions and Penalties for Non-Compliance provisions of Cuyahoga County Code Section 503.01.

Section 503.05

Exclusions: This policy shall not apply to the following:

- (1) “Sole Source” procurements under the Cuyahoga County ordinances which by their very nature limit the source of supply to one vendor.
- (2) County purchases from political subdivisions/government entities;
- (3) County purchases off state contracts, off federal contracts, and from joint purchasing programs.
- (4) The acquisition of any interest in real property including lease holdings.
- (5) Direct and indirect employee payments including payroll expenditures, pensions and unemployment compensation and other employee-related expenditures;
- (6) Any other categories and subcategories of goods and services Cuyahoga County may from time to time establish as excluded contracts upon recommendation of the Director of the Office of Procurement & Diversity and approval by the Cuyahoga County Executive and Cuyahoga County Council.

Application for Waiver. If the Contractor, consultant, supplier or vendor does not meet the project goal, the bidder or offer or may seek a partial or total waiver of the project goal. The application for waiver of all or part of the project goal shall include full documentary evidence of the Participant’s good faith efforts to meet the project goal and why the request for waiver should be granted. The application shall be notarized and submitted as a part of the bid or offer. Additional explanation, affidavits, exhibits or other materials may be required by the MBE/WBE Program to substantiate good faith efforts. Waivers may also be granted by OPD for an acceptable explanation as to why the goals should be waived.

Waiver for Detriment to Public Health, Safety or Financial Welfare. The MBE/WBE goal may be waived if the same causes a detriment to public health, safety or the

financial welfare of the County. The MBE/WBE may also be waived by OPD in the event available MBE/WBEs provide price quotes which are unreasonably high in that they exceed competitive levels beyond amounts which can be attributed to cost, overhead and profit.

Section 503.06

OPD may prepare and/or amend forms to carry out the actions described herein. The forms shall be similar or the same as those that other governments, like the State and City of Cleveland, already have in place in an effort to make it simple and easy and encourage greater participation.

Section 503.07

The Director of the Cuyahoga County Office of Procurement and Diversity or designee reserves the right and discretion to reject any and/or all bids or proposals for any reason or no reason at all without incurring any liability.

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

SECTION 3. It is found and determined that all formal actions of this Council relating to the adoption of this 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

Clerk of Council

Date

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

Journal _____
_____, 20__

County Council of Cuyahoga County, Ohio

Ordinance No. O2016-0006

Sponsored by: County Executive Budish/Department of Law and Councilmembers Brady, Brown, Conwell, Hairston and Jones	An Ordinance enacting Chapters 507 and 508 of the Cuyahoga County Code to establish the County's Risk Management procedures and performance bond and insurance requirements, and declaring the necessity that this Ordinance become immediately effective.
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WHEREAS, the Department of Law's Risk Management Division has been working on developing risk management practices, including performance bond requirements, to simultaneously promote the County's interest in contracting with small businesses and protect the County against risk; and

WHEREAS, it is necessary to enact legislation to deviate from the rigid performance bond requirements under state law and to provide the Law Department with the flexibility to make performance bond and insurance determinations as appropriate for each individualized case; and

WHEREAS, it is necessary that this Ordinance become immediately effective in order that critical services provided by the County can continue; and

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

SECTION 1. Chapters 507 and 508 of the Cuyahoga County Code are hereby enacted to read as follows:

Chapter 507: Risk Management Procedures

The Law Department, through its Risk Management Division, in coordination with the Office of Procurement and Diversity, shall determine the appropriate risk management protections for county contracts, including but not limited to, all insurance and performance bond requirements. All such risk management protections shall be subject to the review and approval of the contract approval authority that has jurisdiction over the award of the contract. Unless otherwise provided in the Cuyahoga County Code, insurance and bonding requirements shall be determined as set forth in Chapter 508 of the Cuyahoga County Code.

Section 507.01: Small Business Considerations

In formulating the appropriate risk management protections applicable to County contracts, the Law Department, through its Risk Management Division, shall give deference to the County's interest in contracting with small businesses without causing undue risk to the County or the small businesses. The County shall establish a process to pre-qualify contractors and vendors for Performance Bond Waivers under Section 508.02 of the Cuyahoga County Code.

Chapter 508: County's Performance Bond and Insurance Requirements

Section 508.01: Performance Bond Requirements

Notwithstanding any provisions in the Ohio Revised Code, Ohio Administrative Code, or any other law or regulation to the contrary, the County hereby asserts its home rule powers to determine bonding requirements in formulating the appropriate risk management measures for County contracts.

Section 508.02: When Performance Bonds Are Not Required

(A) Performance Bond Waivers on Construction Contracts

Unless otherwise prohibited by federal, state or local law, or as a condition of funding or unless otherwise provided in the Cuyahoga County Code, Performance and Payment Bond requirements for construction contracts in the amount of \$250,000.00 or less may be waived for contractors or vendors who pre-qualify. This waiver does not include projects that include federal funding.

(B) Performance Bond Waivers for Construction Contracts with Federal Funds

Unless otherwise prohibited by federal, state or local law, or as a condition of funding, Performance and Payment Bond requirements for construction contracts in the amount of \$150,000.00 or less which involve federal funds may be waived for contractors and vendors who pre-qualify.

(C) Performance Bond Waivers for Non-construction Projects

Performance and Payment Bond requirements for non-construction contracts may be waived at the discretion of the Law Department, through its Risk Management Division, as set forth herein.

Section 508.03: County’s Insurance Requirements

The Law Department, through its Risk Management Division, shall determine the County’s insurance needs and requirements, including all insurance requirements related to County contracts.

Notwithstanding any provisions in the Ohio Revised Code, Ohio Administrative Code, or any other law or regulation to the contrary, the County shall have the discretion to determine the appropriate insurance requirements, as well as the amount of the insurance coverages, on a contract-by-contract basis, including all construction contracts, in formulating the appropriate risk management measures for county contracts.

Section 508.04: Updates to County’s Insurance Requirements

The Law Department, through its Risk Management Division, shall continually update the County’s insurance requirements as necessary to protect the County’s interests.

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

SECTION 3. It is found and determined that all formal actions of this Council relating to the adoption of this 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

Clerk of Council

Date

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

Journal _____
_____, 20__

County Council of Cuyahoga County, Ohio

Ordinance No. O2016-0007

Sponsored by: County Executive Budish/Office of Procurement and Diversity and Councilmembers Brady, Brown, Conwell, Hairston, Jones and Miller	An Ordinance enacting Chapter 510 of the Cuyahoga County Code to establish the Cuyahoga County Business Economic Inclusion Program, and declaring the necessity that this Ordinance become immediately effective.
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WHEREAS, Article VII, Section 701 of the Cuyahoga County Charter mandates that the County “shall develop and implement policies, programs and activities for the expansion and enhancement of economic activity in the County so as to create and preserve jobs and employment opportunities for and available to residents of the County”; and

WHEREAS, it is necessary that this Ordinance become immediately effective in order that critical services provided by the County can continue; and

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

SECTION 1. Chapter 510 of the Cuyahoga County Code is hereby enacted to read as follows:

Chapter 510: Cuyahoga County Business Economic Inclusion Program

Section 510.01

There is hereby created a Cuyahoga County Business Economic Inclusion Program.

Section 510.02

For the purposes of Chapter 510 of the Cuyahoga County Code:

“Minority Business Enterprise” means an individual, domestic corporation, sole proprietorship, partnership, joint venture, entity or company that is at least 51% owned by one or more individuals who are African American, Hispanic American, Native American, Asian-Pacific American or Asian-Indian American; and whose management and daily business operations are controlled by one or more of these owners as determined by the Cuyahoga County Office of Procurement and Diversity.

“Women Business Enterprise” means an individual, domestic corporation, sole proprietorship, partnership, joint venture, entity or company that is at least 51% owned by one or more women and whose management and daily business operations are controlled by one or more of these owners as determined by the Cuyahoga County Office of Procurement and Diversity.

“Inclusive Business” means:

- A. An individual, domestic corporation, sole proprietorship, partnership, joint venture, entity or company that demonstrated a commitment to utilizing Minority Business Enterprises and/or Female Business Enterprises as subcontractors on three projects within the past two years as determined by the Cuyahoga County Office of Procurement and Diversity; or
- B. An individual, domestic corporation, sole proprietorship, partnership, joint venture, entity or company that demonstrated that it hired and employed a diverse workforce based on payroll records within the past two years as determined by the Cuyahoga County Office of Procurement and Diversity.

Section 510.03

Unless otherwise prohibited by state, federal or local law, or condition of said funding, when the County has solicited bids and is determining the lowest price or the lowest evaluated price for purposes of awarding a purchase, agreement or a contract, and the lowest price or lowest evaluated price is submitted by a non-Inclusive Business, an Inclusive Business whose bid is within two (2) percent of the lowest bid submitted by a non- Inclusive Business shall be given the option to match the lowest bid. The option to match shall remain open for five (5) business days. If there is more than one bid from an Inclusive Business within the two (2) percent, the opportunity to match shall go to the lower priced bid by the Inclusive Business. If there is more than one bid from an Inclusive Business within the two (2) percent that are equal in price, the County shall allow all bidders to provide a new bid price within two (2) business days, and the evaluation will proceed based on the new pricing.

Section 510.04

- A. The Office of Procurement and Diversity is directed to create a Cuyahoga County Business Economic Inclusion Program form, which shall be submitted by any entity desiring to participate in the Cuyahoga County Business Economic Inclusion Program. Where appropriate and applicable, the form shall be the same or similar to those that other governments, like the State and City of Cleveland, already have in place in an effort to make it simple and easy and to encourage greater participation.
- B. An entity desiring to participate in the Cuyahoga County Business Economic Inclusion Program must submit, with and at the time of the bid, proposal or

qualifications, a completed, signed and notarized Cuyahoga County Business Economic Inclusion Program form.

Section 510.05

The Director of the Office of Procurement and Diversity or designee is hereby authorized to investigate and verify any information submitted with the Cuyahoga County Business Economic Inclusion Program form and may reject the designation of an Inclusive Business if he or she believes the information on the form is inaccurate or the entity is ineligible to be designated as an Inclusive Business. The Director of the Office of Procurement and Diversity or designee may request additional information prior to approving or rejecting the Inclusive Business designation.

Section 510.06

If an Inclusive Business designation is denied by the Office of Procurement and Diversity, the entity may submit a written complaint or appeal to the Director of the Office of Procurement and Diversity who shall notify the SBE Grievance Hearing Board. The written complaint or appeal by the entity shall be made within five (5) days to the Director of the Office of Procurement and Diversity upon receipt of the Director of the Office of Procurement and Diversity's decision. The SBE Grievance Hearing Board shall make every effort to hold the hearing no more than twenty (20) days from the date of receipt of the written complaint or appeal from the entity.

Section 510.07

If an Inclusive Business designation is denied by the Office of Procurement and Diversity and/or the SBE Grievance Hearing Board, the entity cannot reapply for designation as an Inclusive Business for a period of one (1) year from the date of the notice of denial.

Section 510.08

The Director of the Cuyahoga County Office of Procurement and Diversity or designee reserves the right and discretion to reject any and/or all bids or proposals for any reason or no reason at all without incurring any liability.

SECTION 2. It is necessary that this Ordinance become immediately effective for the usual daily operation of the County; the preservation of public peace, health, or safety in the County; and any additional reasons set forth in the preamble. Provided that this Ordinance receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive

under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

SECTION 3. It is found and determined that all formal actions of this Council relating to the adoption of this 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

Clerk of Council

Date

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

Journal _____
_____, 20__