



AGENDA
CUYAHOGA COUNTY COUNCIL REGULAR MEETING
TUESDAY, FEBRUARY 14, 2017
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 24, 2017 Committee of the Whole Meeting (See Page 12)
 - b) January 24, 2017 Regular Meeting (See Page 14)
- 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) R2017-0020: 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 26)

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

10. LEGISLATION INTRODUCED BY EXECUTIVE

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

- 1) R2017-0021: A Resolution amending the 2016/2017 Biennial Operating Budget for 2017 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 119)

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

- 2) R2017-0022: A Resolution approving an amendment to a Collective Bargaining Agreement between Cuyahoga County and Teamsters Local 436, affiliated with International Brotherhood of Teamsters, representing approximately 38 employees in 17 classifications at the Department of Public Works/Division of Maintenance for the period 1/1/2015 - 12/31/2017 to establish terms of the wage re-opener and to modify Article XXXI; directing that funds necessary to implement the amendment be budgeted and appropriated; 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 145)

Sponsor: County Executive Budish/Departments of Law and Public Works

- 3) R2017-0010: A Resolution approving wages for a Collective Bargaining Agreement between Cuyahoga County and Laborers' International Union of North America, Local 860, representing approximately 129 employees in various classifications at Juvenile Court, Detention Center for the period 1/10/2016 - 12/31/2016; directing that funds necessary to implement wages for the Collective Bargaining

Agreement be budgeted and appropriated; and declaring the necessity that this Resolution become immediately effective. (See Page 148)

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

- 4) R2017-0011: A Resolution approving wages for a Collective Bargaining Agreement between Cuyahoga County and Laborers' International Union of North America, Local 860, representing approximately 110 employees in various classifications at Juvenile Court, Probation for the period 1/10/2016 - 12/31/2016; directing that funds necessary to implement wages for the Collective Bargaining Agreement be budgeted and appropriated; and declaring the necessity that this Resolution become immediately effective. (See Page 151)

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

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

- 1) R2017-0023: A Resolution confirming the County Executive's appointment of The Honorable Anthony J. DiCicco to serve on the Cuyahoga County Planning Commission representing the Hillcrest Region for the term 1/1/2017 - 12/31/2019, and declaring the necessity that this Resolution become immediately effective. (See Page 154)

Sponsor: County Executive Budish

- 2) R2017-0024: A Resolution confirming the County Executive's reappointment of The Honorable Timothy J. DeGeeter to serve on the Northeast Ohio Regional Sewer District Board of Trustees for the term 3/1/2017 - 2/28/2022, and declaring the necessity that this Resolution become immediately effective. (See Page 158)

Sponsor: County Executive Budish

- 3) R2017-0025: A Resolution confirming the County Executive's reappointment of various individuals to serve on the Cuyahoga Community College Board of Trustees for various

terms, and declaring the necessity that this Resolution become immediately effective: (See Page 162)

- i) J. David Heller for the term 3/27/2017 - 3/26/2022.
- ii) Victor A. Ruiz for the term 1/18/2017 - 1/17/2022.

Sponsor: County Executive Budish

- 4) R2017-0026: A Resolution making an award on RQ38497 to Perk Company, Inc. in the amount not-to-exceed \$6,913,335.59 for resurfacing Turney Road from Warner Road to Hathway Road in the Cities of Cleveland and Garfield Heights; authorizing the County Executive to execute the contract and all other documents consistent with said award and this Resolution; authorizing the County Engineer, on behalf of the County Executive, to make an application for allocation from County Motor Vehicle \$5.00 License Tax Funds in the amount of \$3,111,001.02 to fund said contract; and declaring the necessity that this Resolution become immediately effective. (See Page 175)

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

- 5) R2017-0027: A Resolution making an award on RQ37349 to Mott MacDonald, LLC in the amount not-to-exceed \$2,143,423.00 for design engineering services for repair and resurfacing of Sprague Road from Webster Road to York Road in the Cities of Middleburg Heights, North Royalton, Parma and Strongsville; 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 182)

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

- 6) R2017-0028: A Resolution making an award on RQ38634 to J.D. Williamson Construction Co., Inc. in the amount not-to-exceed \$1,696,926.45 for replacement of Avery Road Bridge No. 01.16 over Chippewa Creek in the City of Broadview Heights; authorizing the County Executive to execute the contract and all other documents consistent with said award and this Resolution; authorizing the County Engineer, on behalf of the County Executive, to make an application for

allocation from County Motor Vehicle \$7.50 License Tax Funds in the amount of \$339,385.29 to fund said contract; and declaring the necessity that this Resolution become immediately effective. (See Page 199)

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

- 7) R2017-0029: A Resolution amending the 2016/2017 Biennial Operating Budget and Capital Improvements Program for 2017 by revising projects, estimated costs and schedule; and declaring the necessity that this Resolution become immediately effective. (See Page 205)

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

- 8) R2017-0030: A Resolution authorizing the issuance and sale of one or more series of County revenue bonds, in an aggregate principal amount that will generate net proceeds of \$140,000,000.00, for the purpose of paying or reimbursing the costs of reconstructing, refurbishing, renovating, upgrading, improving and equipping Quicken Loans Arena, together with appurtenances and work incidental thereto, and for the purpose of paying any capitalized interest on the bonds and paying the costs of issuance in connection therewith; authorizing the preparation and use of one or more preliminary official statements and the preparation, execution and use of one or more official statements; approving and authorizing the execution of one or more trust indentures or supplemental trust indentures and one or more continuing disclosure agreements; authorizing other contracts and other actions related to and necessary for the issuance of the bonds; and declaring the necessity that this Resolution become immediately effective. (See Page 208)

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

Bond Counsel: Squire Patton Boggs (US) LLP and Forbes, Fields & Associates Co., L.P.A.

- 9) R2017-0031: A Resolution making awards on RQ36437 to various providers, in the total amount not-to-exceed \$650,000.00, for environmental consulting services for the

period 10/1/2016 - 9/30/2019; authorizing the County Executive to execute the Master Environmental Services Agreement and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective: (See Page 229)

- i) HzW Environmental Consultants, LLC
- ii) Hull & Associates, Inc.
- iii) Partners Environmental Consulting, Inc.

Sponsor: County Executive Budish/Department of Development

- 10) R2017-0032: A Resolution authorizing an agreement with Chagrin Valley Dispatch Council in the amount not-to-exceed \$2,545,000.00 for Countywide Criminal Justice Data Sharing System services for the period 3/1/2017 - 2/28/2022; 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. (See Page 242)

Sponsor: County Executive Budish/Department of Public Safety and Justice Services

- 11) R2017-0033: A Resolution authorizing amendments to contracts with various providers for staff secure and secure shelter care services for the period 3/1/2016 - 2/28/2018 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: (See Page 245)

- i) No. CE1600015-01 with Carrington Youth Academy, LLC in the amount not-to-exceed \$2,038,634.00.
- ii) No. CE1600016-01 with 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

12) R2017-0034: A Resolution authorizing an amendment to Master Contract No. CE1600056-01-07 for various services for the Cuyahoga Tapestry System of Care for the period 3/1/2016 - 12/31/2018 to change the total amount not-to-exceed from \$5,700,000.00 to \$8,102,048.20 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: (See Page 253)

i) for community wraparound care coordination and family/youth advocacy and support services:

- a) Applewood Centers, Inc. in the approximate amount of \$460,324.48.
- b) Beech Brook in the approximate amount of \$418,476.80.
- c) Bellefaire Jewish Children's Bureau no approximate amount anticipated.
- d) Catholic Charities Corporation (Parmadale) in the approximate amount of \$1,185,042.51.
- e) OhioGuidestone no approximate amount anticipated.
- f) Pressley Ridge in the approximate amount of \$338,204.41.

ii) for evaluation, fidelity and monitoring services:

- a) Case Western Reserve University no approximate amount anticipated.

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

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

1) R2017-0015: A Resolution authorizing a sole source contract with Manatron, Inc. in the amount not-to-exceed \$536,429.92 for support and maintenance services for the Manatron Visual Property Tax System and Sigma CAMA Software System for the period 1/1/2017 - 12/31/2017; 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. (See Page 271)

Sponsor: County Executive Budish/Fiscal Officer

Committee Assignment and Chair: Finance & Budgeting – Miller

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

- 1) R2017-0012: A Resolution confirming the County Executive’s appointment of Dean E. DePiero to serve on the Cuyahoga County Public Library Board of Trustees for the term 2/1/2017 - 1/31/2024, and declaring the necessity that this Resolution become immediately effective. (See Page 273)

Sponsor: County Executive Budish

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

- 2) R2017-0013: A Resolution authorizing an amendment to Contract No. CE1300551-01 with Schindler Elevator Corporation for elevator maintenance and repair services for various County facilities for the period 12/1/2013 - 11/30/2016 to extend the time period to 11/30/2017 and for additional funds in the amount not-to-exceed \$655,000.00; 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 275)

Sponsor: County Executive Budish/Department of Public Works

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

- 3) R2017-0014: A Resolution making an award on RQ38463 to The C.A. Agresta Construction Co. in the amount not-to-exceed \$2,947,728.00 for the 2016 Operations Resurfacing Program for resurfacing Noble Road from the Cleveland Heights North Corporation Line to Mayfield Road in the City of Cleveland Heights; authorizing the County Executive to

execute the contract and all other documents consistent with said award and this Resolution; authorizing the County Engineer, on behalf of the County Executive, to make an application for allocation from County Motor Vehicle \$5.00 License Tax Funds in the amount of \$2,033,932.32 to fund said contract; and declaring the necessity that this Resolution become immediately effective. (See Page 277)

Sponsors: County Executive Budish/Department of Public Works/Division of County Engineer and Councilmember Hairston

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

- 4) R2017-0016: A Resolution authorizing an agreement with The MetroHealth System in the amount not-to-exceed \$1,382,750.00 for Pediatric Foster Care Joint Program services, toxicology services and psychotropic medication review services for the period 1/1/2017 - 12/31/2018; 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. (See Page 280)

Sponsors: County Executive Budish/Department of Health and Human Services/Division of Children and Family Services and Councilmember Hairston

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

- 5) R2017-0017: 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 to extend the time period to 4/30/2017 and for additional funds; authorizing the County Executive to execute the amendments and all other documents consistent with this Resolution, and declaring the necessity that this Resolution become immediately effective: (See Page 283)
- 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 \$482,260.00.

- ii) No. CE1300099-01 with Lutheran Metropolitan Ministry for homeless men, located at 2100 Lakeside Avenue, in the amount not-to-exceed \$567,212.00.

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

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

- 6) R2017-0018: A Resolution amending Resolution No. R2015-0247 dated 12/8/2015, which amended Resolution No. R2014-0258 dated 12/9/2014, which made an award on RQ30390 to CaremarkPCS Health, L.L.C. for group healthcare benefits including pharmacy benefit management services for County employees and their eligible dependents and Cuyahoga County Benefits Regionalization Program participants' employees and their eligible dependents for the period 1/1/2015 - 12/31/2017, by changing the total amount not-to-exceed from \$42,989,733.00 to \$60,652,540.67; authorizing the County Executive to execute all documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective. (See Page 286)

Sponsor: County Executive Budish/Department of Human Resources

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

- 7) R2017-0019: A Resolution amending Resolution No. R2015-0095 dated 5/26/2015, which amended Resolution No. R2014-0259 dated 12/9/2014, which made an award on RQ30390 to Medical Mutual of Ohio dba Medical Mutual Services, L.L.C. for group healthcare benefits including medical and pharmacy benefit management services for County employees and their eligible dependents and Cuyahoga County Benefits Regionalization Program participants' employees and their eligible dependents for the period 1/1/2015 - 12/31/2017, by changing the total amount not-to-exceed from

\$141,636,022.00 to \$211,868,212.78; authorizing the County Executive to execute all documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective. (See Page 289)

Sponsor: County Executive Budish/Department of Human Resources

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

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

NEXT MEETINGS

<u>COMMITTEE OF THE WHOLE:</u>	TUESDAY, FEBRUARY 21, 2017 2:00 PM / COUNCIL CHAMBERS
<u>COMMITTEE OF THE WHOLE (if necessary):</u>	TUESDAY, FEBRUARY 28, 2017 2:00 PM / COUNCIL CHAMBERS
<u>REGULAR MEETING:</u>	TUESDAY, FEBRUARY 28, 2017 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 24, 2017
CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS
C. ELLEN CONNALLY COUNCIL CHAMBERS – 4TH FLOOR
4:00 PM

1. CALL TO ORDER

Council President Brady called the meeting to order at 4:03 p.m.

2. ROLL CALL

Council President Brady asked Clerk Schmotzer to call the roll. Councilmembers Tuma, Gallagher, Schron, Jones, Hairston, Simon, Baker, Miller and Brady were in attendance and a quorum was determined. Councilmember Brown entered the meeting shortly after the roll call was taken. Councilmember Conwell 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:

- 1) a Collective Bargaining Agreement between Cuyahoga County and Teamsters Local 436, affiliated with International Brotherhood of Teamsters, representing approximately 6 employees in the classifications of Airport Technician II and III at the Department of Public Works/Cuyahoga County Regional Airport for the period 12/1/2016 - 11/30/2019.
- 2) wages for a Collective Bargaining Agreement between Cuyahoga County and Laborers' International Union of North America, Local 860, representing approximately 129 employees in multiple

classifications at Juvenile Court, Detention Center for the period 1/10/2016 - 12/31/2016.

- 3) wages for a Collective Bargaining Agreement between Cuyahoga County and Laborers' International Union of North America, Local 860, representing approximately 110 employees in multiple classifications at Juvenile Court, Probation for the period 1/10/2016 - 12/31/2016.

A motion was made by Mr. Miller, seconded by Mr. Schron 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 4:06 p.m. The following Councilmembers were present: Tuma, Gallagher, Schron, Jones, Brown, Hairston, Simon, Baker, Miller and Brady. The following additional attendees were present: Director of Law Robert Triozzi, Deputy Chief Law Director Nora Hurley, Special Counsel Michael King, Legislative Budget Advisor Trevor McAleer and Director of the Department of Public Works Michael Dever. 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

There were no public comments given unrelated to the agenda.

7. ADJOURNMENT

With no further business to discuss, Council President Brady adjourned the meeting at 4:46 p.m., without objection.



MINUTES

**CUYAHOGA COUNTY COUNCIL REGULAR MEETING
TUESDAY, JANUARY 24, 2017
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 5:00 p.m.

2. ROLL CALL

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

A motion was then made by Mr. Schron, seconded by Mr. Gallagher and approved by unanimous vote to excuse Ms. Conwell from the meeting.

3. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

4. SILENT MEDITATION

Council President Brady requested that a moment of silent meditation be dedicated in memory of The Honorable Raymond Pianka, Cleveland Municipal Housing Court Judge, who recently passed away.

5. PUBLIC COMMENT RELATED TO AGENDA

Mr. William Denihan, Chief Executive Officer of the Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County, addressed Council in support of a proposed \$250,000.00 fiscal appropriation for heroin and opioid addiction treatment services.

In accordance with Rule 6B of the County Council Rules, a motion was made by Mr. Brady, seconded by Mr. Miller and approved by unanimous vote to add Resolution Nos. R2017-0018 and R2017-0019 to the agenda as additional items under No. 10.b) for consideration for first reading and referral to committee.

6. APPROVAL OF MINUTES

- a) January 10, 2017 Regular Meeting

A motion was made by Mr. Schron, seconded by Mr. Hairston and approved by unanimous vote to approve the minutes of the January 10, 2017 Regular meeting.

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) **Announced that the Administration is working with various organizations to develop a comprehensive strategy to combat the heroin and opioid epidemic and thanked Mr. Denihan and the Alcohol, Drug Addiction and Mental Health Services Board for their support.**

9. LEGISLATION INTRODUCED BY COUNCIL

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

A motion was made by Mr. Gallagher, seconded by Mr. Miller and approved by unanimous vote to suspend Rules 9D and 12A and to place on final passage Resolution No. R2017-0007.

- 1) **R2017-0007: A Resolution appointing Jack H. Schron, Jr. to serve on the Cuyahoga County Economic Development Commission for the term 1/1/2017 - 12/31/2018; designating Nan A. Baker to serve as alternate to Jack H. Schron, Jr.; and**

declaring the necessity that this Resolution become immediately effective.

Sponsor: Council President Brady

On a motion by Mr. Brady with a second by Mr. Hairston, Resolution No. R2017-0007 was considered and adopted by unanimous vote.

b) CONSIDERATION OF A RESOLUTION OF COUNCIL FOR THIRD READING ADOPTION

- 1) R2016-0232: 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 Cuyahoga County Personnel Review Commission

On a motion by Mr. Brady with a second by Mr. Schron, Resolution No. R2016-0232 was considered and adopted by unanimous vote.

c) CONSIDERATION OF AN ORDINANCE OF COUNCIL FOR THIRD READING ADOPTION

- 1) O2016-0013: An Ordinance enacting Title 14: Animals and Chapter 1401: Animal Abuse Registry of the Cuyahoga County Code to require violators of specified statutes of the State of Ohio's animal cruelty law to register with the Cuyahoga County Sheriff; to require the Sheriff to establish and maintain a registry of those violators; and to prohibit registrants from adopting, harboring or acting as custodian or caretaker of a companion animal.

Sponsors: Councilmembers Simon, Hairston, Miller **and** Gallagher

On a motion by Ms. Simon with a second by Mr. Hairston, Ordinance No. O2016-0013 was considered and adopted by unanimous vote.

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. Miller and approved by unanimous vote to suspend Rules 9D and 12A and to place on final passage Resolution Nos. R2017-0008 and R2017-0009.

- 1) R2017-0008: A Resolution amending the 2016/2017 Biennial Operating Budget for 2017 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.

Sponsors: County Executive Budish/Fiscal Officer/Office of Budget and Management **and Councilmember Gallagher**

On a motion by Mr. Miller with a second by Mr. Gallagher, Resolution No. R2017-0008 was considered and adopted by unanimous vote.

- 2) R2017-0009: A Resolution approving a Collective Bargaining Agreement between Cuyahoga County and Teamsters Local 436, affiliated with International Brotherhood of Teamsters, representing approximately 6 employees in the classifications of Airport Technician II and III at the Department of Public Works/Cuyahoga County Regional Airport for the period 12/1/2016 - 11/30/2019; 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.

Sponsors: County Executive Budish/Departments of Law and Public Works

On a motion by Ms. Brown with a second by Mr. Hairston, Resolution No. R2017-0009 was considered and adopted by unanimous vote.

- 3) R2017-0010: A Resolution approving wages for a Collective Bargaining Agreement between Cuyahoga County and Laborers' International Union of North America, Local 860, representing approximately 129 employees in multiple classifications at Juvenile Court, Detention Center for the period 1/10/2016 - 12/31/2016; directing that funds necessary to implement wages for 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.

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

[Clerk's Note: Resolution No. R2017-0010 was tabled by Council President Brady. No further legislative action was taken on this item.]

- 4) R2017-0011: A Resolution approving wages for a Collective Bargaining Agreement between Cuyahoga County and Laborers' International Union of North America, Local 860, representing approximately 110 employees in multiple classifications at Juvenile Court, Probation for the period 1/10/2016 - 12/31/2016; directing that funds necessary to implement wages for 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.

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

[Clerk's Note: Resolution No. R2017-0011 was tabled by Council President Brady. No further legislative action was taken on this item.]

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

- 1) R2017-0012: A Resolution confirming the County Executive's appointment of Dean E. DePiero to serve on the Cuyahoga County Public Library Board of Trustees for the term 2/1/2017 - 1/31/2024, and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish

Council President Brady referred Resolution No. R2017-0012 to the Human Resources, Appointments & Equity Committee.

- 2) R2017-0013: A Resolution authorizing an amendment to Contract No. CE1300551-01 with Schindler Elevator Corporation for elevator maintenance and repair services for various County facilities for the period 12/1/2013 - 11/30/2016 to extend the time period to 11/30/2017 and for additional funds in the amount not-to-exceed \$655,000.00; 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 Public Works

Council President Brady referred Resolution No. R2017-0013 to the Public Works, Procurement & Contracting Committee.

- 3) R2017-0014: A Resolution making an award on RQ38463 to The C.A. Agresta Construction Co. in the amount not-to-exceed \$2,947,728.00 for the 2016 Operations Resurfacing Program for resurfacing Noble Road from the Cleveland Heights North Corporation Line to Mayfield Road in the City of Cleveland Heights; authorizing the County Executive to execute the contract and all other documents consistent with said award and this Resolution; authorizing the County Engineer, on behalf of the County Executive, to make an application for allocation from County Motor Vehicle \$5.00 License Tax Funds in the amount of \$2,033,932.32 to fund said contract; and declaring the necessity that this Resolution become immediately effective.

Sponsors: County Executive Budish/Department of Public Works/Division of County Engineer **and Councilmember Hairston**

Council President Brady referred Resolution No. R2017-0014 to the Public Works, Procurement & Contracting Committee.

- 4) R2017-0015: A Resolution authorizing a sole source contract with Manatron, Inc. in the amount not-to-exceed \$536,429.92 for support and maintenance services for the Manatron Visual Property Tax System and Sigma CAMA Software System for the period 1/1/2017 - 12/31/2017; 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/Fiscal Officer

Council President Brady referred Resolution No. R2017-0015 to the Finance & Budgeting Committee.

- 5) R2017-0016: A Resolution authorizing an agreement with The MetroHealth System in the amount not-to-exceed \$1,382,750.00 for Pediatric Foster Care Joint Program services, toxicology services and psychotropic medication review services for the period 1/1/2017 - 12/31/2018; authorizing the County Executive to execute the agreement and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsors: County Executive Budish/Department of Health and Human Services/Division of Children and Family Services **and Councilmember Hairston**

Council President Brady referred Resolution No. R2017-0016 to the Health, Human Services & Aging Committee.

- 6) R2017-0017: 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 to extend the time period to 4/30/2017 and for additional funds; authorizing the County Executive to execute the amendments and all other documents consistent with this Resolution, and declaring the necessity that this Resolution become immediately effective:
- 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 \$482,260.00.
 - ii) No. CE1300099-01 with Lutheran Metropolitan Ministry for homeless men, located at 2100 Lakeside Avenue, in the amount not-to-exceed \$567,212.00.

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

Council President Brady referred Resolution No. R2017-0017 to the Health, Human Services & Aging Committee.

[Note: In accordance with Rule 6B of the County Council Rules, the following items were added to the agenda and read into the record by the Clerk of Council.]

R2017-0018: A Resolution amending Resolution No. R2015-0247 dated 12/8/2015, which amended Resolution No. R2014-0258 dated 12/9/2014, which made an award on RQ30390 to CaremarkPCS Health, L.L.C. for group healthcare benefits including pharmacy benefit management services for County employees and their eligible dependents and Cuyahoga County Benefits Regionalization Program participants' employees and their eligible dependents for the period 1/1/2015 - 12/31/2017, by changing the total amount not-to-exceed from \$42,989,733.00 to \$60,652,540.67; authorizing the County Executive to execute all documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

Council President Brady referred Resolution No. R2017-0018 to the Human Resources, Appointments & Equity Committee.

R2017-0019: A Resolution amending Resolution No. R2015-0095 dated 5/26/2015, which amended Resolution No. R2014-0259 dated 12/9/2014, which made an award on RQ30390 to Medical Mutual of Ohio dba Medical Mutual Services, L.L.C. for group healthcare benefits including medical and pharmacy benefit management services for County employees and their eligible dependents and Cuyahoga County Benefits Regionalization Program participants' employees and their eligible dependents for the period 1/1/2015 - 12/31/2017, by changing the total amount not-to-exceed from \$141,636,022.00 to \$211,868,212.78; authorizing the County Executive to execute all documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

Council President Brady referred Resolution No. R2017-0019 to the Human Resources, Appointments & Equity Committee.

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

A motion was made by Mr. Gallagher, seconded by Ms. Brown and approved by unanimous vote to suspend Rule 9D and to place on final passage Resolution Nos. R2017-0003, R2017-0004, R2017-0005 and R2017-0006.

- 1) R2017-0003: A Resolution confirming the County Executive's reappointment of Michael Abouserhal to serve on the Cuyahoga County Audit Committee for the term 1/1/2017 - 12/31/2020, and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish

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

On a motion by Ms. Brown with a second by Mr. Hairston, Resolution No. R2017-0003 was considered and adopted by unanimous vote.

- 2) R2017-0004: A Resolution confirming the County Executive's appointment and reappointment of various individuals to serve on the Cuyahoga County Board of Developmental Disabilities for various terms, and declaring the necessity that this Resolution become immediately effective:

- i) Appointment for the term 2/1/2017 - 1/31/2021:

- a) Cynthia Schulz

- ii) Reappointments for the term 3/1/2017 - 2/28/2021:

- a) Steven Licciardi

- b) Tania Younkin

Sponsor: County Executive Budish

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

**Ms. Brown introduced a proposed substitute to Resolution No. R2017-0004.
Discussion ensued.**

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

On a motion by Ms. Brown with a second by Mr. Hairston, Resolution No. R2017-0004 was considered and adopted by unanimous vote, as substituted.

- 3) R2017-0005: A Resolution making an award on RQ38269 to Fabrizi Recycling, Inc. in the amount not-to-exceed \$6,973,651.30 for the 2016 Operations Resurfacing Program for Bagley Road from Olmsted Township West Corporation Line to Fitch Road in Olmsted Township; authorizing the County Engineer, on behalf of the County Executive, to make an application for allocation from County Motor Vehicle \$7.50 License Tax Funds in the amount of \$2,859,197.03 to fund said contract; 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.

Sponsors: County Executive Budish/Department of Public Works/Division of County Engineer and Councilmember Gallagher

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

On a motion by Mr. Tuma with a second by Mr. Miller, Resolution No. R2017-0005 was considered and adopted by unanimous vote.

- 4) R2017-0006: A Resolution making an award on RQ38075 to Oriana House, Inc. in the amount not-to-exceed \$1,800,000.00 for operation of a one-stop Re-entry Resource Center for the period 1/1/2017 - 12/31/2019; 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 Health and Human Services/Division of Community Initiatives/Office of Re-entry

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

On a motion by Mr. Brady with a second by Ms. Brown, Resolution No. R2017-0006 was considered and adopted by unanimous vote.

d) CONSIDERATION OF A RESOLUTION FOR THIRD READING ADOPTION

- 1) R2016-0235: A Resolution confirming the County Executive's appointment of The Honorable Pamela E. Bobst to serve on the Cuyahoga County Planning Commission representing the Westshore Region for an unexpired term ending 12/31/2019, and declaring the necessity that this Resolution become immediately effective.

Sponsors: County Executive Budish and Councilmember Baker

On a motion by Ms. Brown with a second by Mr. Miller, Resolution No. R2016-0235 was considered and adopted by unanimous vote.

11. MISCELLANEOUS COMMITTEE REPORTS

Ms. Brown reported that the Human Resources, Appointments & Equity Committee will meet on Tuesday, January 31, 2017 at 10:00 a.m.

Mr. Miller reported that the Finance & Budgeting Committee will meet on Monday, February 6, 2016 at 10:00 a.m.

12. MISCELLANEOUS BUSINESS

There was no miscellaneous business.

13. PUBLIC COMMENT UNRELATED TO AGENDA

Mr. Norman Edwards addressed Council regarding hiring minorities to work on the Quicken Loans Arena Transformation Project.

Mr. Rico Dancy addressed Council regarding the City of Cleveland's proposed dirt bike track.

Mr. William Isaac addressed Council regarding concerns relating to the men's shelter.

Ms. Loh addressed Council regarding concerns relating to the women's shelter.

14. ADJOURNMENT

With no further business to discuss and on a motion by Mr. Hairston with a second by Ms. Brown, the meeting was adjourned at 5:44 p.m., without objection.

County Council of Cuyahoga County, Ohio

Resolution No. R2017-0020

Sponsored by: Councilmember Brown 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 2.01 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 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 1, 2017, the Personnel Review Commission met and recommended the classification changes (attached hereto as Exhibits A through M) and recommends 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:

Modification of the following Classifications: (See Attached Classification Specifications)

Proposed Revised Classifications:

- Exhibit A: Class Title: *Account Clerk*
Class Number: 1013211
Pay Grade: 3
*Revised functions to better reflect the current duties; updated specification to new format to include distinguishing characteristics, FLSA status and percentages of time for essential functions.
- Exhibit B: Class Title: *Account Clerk Supervisor*
Class Number: 1013214
Pay Grade: 6
*Revised functions to better reflect current duties; updated specification to new format to include distinguishing characteristics, FLSA status and percentages of time for essential functions.
- Exhibit C: Class Title: *Custodial Worker Supervisor*
Class Number: 1031111
Pay Grade: 5
* Revised functions to better reflect current duties; updated specification to new format to include distinguishing characteristics, FLSA status and percentages of time for essential functions.
- Exhibit D: Class Title: *Examiner*
Class Number: 1055121
Pay Grade: 6
* Revised functions to better reflect current duties; updated specification to new format to include distinguishing characteristics, FLSA status and percentages of time for essential functions.
- Exhibit E: Class Title: *Executive Officer*
Class Number: 1056318
Pay Grade: 19
* Revised functions to better reflect current duties; updated specification to new format to include distinguishing

characteristics, FLSA status and percentages of time for essential functions.

Exhibit F: Class Title: *Records Management Supervisor*
Class Number: 1052223
Pay Grade: 9
* Revised to add a certificate to the minimum qualifications as well as to update the essential job functions.

Exhibit G: Class Title: *Service Desk Analyst*
Class Number: 1011241
Pay Grade: 6B
* Revised to remove a certification that is no longer needed from the minimum qualifications; changed name from *Service Desk Analyst I* because it is a stand-alone classification not part of a series.

Exhibit H: Class Title: *Volunteer Coordinator*
Class Number: 1022421
Pay Grade: 6
* Revised functions to better reflect current duties; updated specification to new format to include distinguishing characteristics, FLSA status and percentages of time for essential functions.

Proposed Deleted Classification:

Exhibit I: Class Title: *Radio Dispatcher*
Number: 1041211
Pay Grade: 1

Proposed New Classifications:

Exhibit J: Class Title: *Compensation Analyst*
Number: 1053721
Pay Grade: 13

Exhibit K: Class Title: *Forensic Scientist 3 – Firearms & Toolmarks*
Number: 1071283
Pay Grade: 12

Exhibit L: Class Title: *Forensic Scientist 3 - Fingerprints*
Number: 1071233
Pay Grade: 12

Exhibit M: Class Title: *Senior GIS Analyst*
 Number: 1053193
 Pay Grade: 12B

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:	Account Clerk	Class Number:	1013211
FLSA:	Non-Exempt	Pay Grade:	3
Dept:	All departments		

Classification Function

The purpose of this classification is to prepare and process routine financial documents and maintain related records.

Distinguishing Characteristics

This is an entry level classification. Employees at this level are expected to become fully aware of operating procedures and policies of the work unit. The incumbents receive immediate supervision progressing to general supervision as experience is gained. This class works under a well-defined framework of policies and procedures.

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.

80% +/- 10%

- Prepares and processes routine financial documents and maintains related records; prepares, processes and maintains requisitions and purchase orders; maintains accounts payable and/or receivable; prepares and maintains vouchers for payment of supplies and equipment; processes contracts and networks; generates and processes billing rosters; processes various invoices; audits and processes payments; researches and processes refunds; maintains census records; prepares and maintains payroll accounts and attendance records; maintains benefits records; maintains petty cash records for disbursements; issues receipts for money received; prepares revenue receipts; processes chargebacks for County office supply contracts.

20% +/- 10%

- Performs related administrative duties; prepares various reports, records and other documents; enters and maintains data in databases; files documents in appropriate record; responds to emails and phone calls; mails department documents; maintains office inventory and orders supplies; assists vendors with bidding registration; coordinates placement of legal advertisements.

Minimum Training and Experience Required to Perform Essential Job Functions

High school diploma or equivalent and one (1) year of experience or coursework in accounting or bookkeeping; or any equivalent combination of training and experience.

Additional Requirements for all levels

No special license or certification is required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including computer and copier.

Account Clerk

Mathematical Ability

- Ability to add, subtract, multiply, divide and calculate decimals and percentages.

Language Ability & Interpersonal Communication

- Ability to perform basic level of data analysis including the ability to review, classify, categorize, prioritize and/or reference data, statutes and/or guidelines and/or group, rank, investigate and problem solve. Requires discretion in determining and referencing such to established standards to recognize interactive effects and relationships.
- Ability to comprehend a variety of informational documents including invoices (i.e. – billing invoices and network invoices), forms (i.e. - refund claim form and completed remission forms), letters (i.e. - refund request letter, and auditor refund letter), reports (i.e. – expense report and refund report), receipts, purchase orders, W-9, employee mileage, and checks.
- Ability to comprehend a variety of reference books and manuals including computer applications handbooks and Personnel Policies and Procedures Manual.
- Ability to prepare purchase orders, forms (i.e.- partial payment forms, auditor refund form, penalty interest abate form, estimate bill request form, and transfer form), letters (i.e. - rejection letters), reports (i.e. – employee expense report and employee batching report), memos, vouchers, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to follow instructions, to record and deliver information, and to explain procedures.
- Ability to use and interpret basic accounting terminology and language.
- Ability to communicate with the vendors, outside companies, attorneys, supervisors, co-workers, other county personnel, attorneys, and the general public.

Environmental Adaptability

- Work is typically performed in an office environment.

Cuyahoga County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer.

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Account Clerk Supervisor	Class Number:	1013214
FLSA:	Non-Exempt	Pay Grade:	6
Dept:	All departments		

Classification Function

The purpose of this classification is to supervise entry level account clerks and to analyze, prepare, review, assign, and approve various documents and reports.

Distinguishing Characteristics

This is a supervisory level classification, responsible for the management of Account Clerks. This class works under general supervision and the incumbents perform duties within a framework of policies and procedures. Employees are expected to ensure that assigned activities are completed in a timely and efficient manner. This class is distinguished from the Account Clerk class that is an entry level classification and receives supervision from employees in this class.

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%
- Supervises lower level account clerks; plans, assigns and reviews work; provides job training and instruction; approves employee leave requests and attendance records; prepares performance evaluations; recommends disciplinary procedures; recommends selections of new employees; meets with staff to determine work expectations, department policies, and establish goals; assigns and tracks new clients cases.
- 50% +/- 10%
- Analyzes, prepares, reviews, assigns and approves various documents and reports; reviews and signs off on Union Activity Logs; prepares billing reports; approves billing rosters; assigns and approves referrals and forms.
- 15% +/- 10%
- Performs administrative functions; creates presentations for various community programs; analyzes policy and procedural documentation for contracts; holds and participates in meetings with staff and other management personnel; reviews and evaluates proposals; serves as a liaison with contracted providers; informs new applicants for county programs about the rules and regulations; enters data accurately into databases; participates in various training sessions; maintains records according to established procedures and retention schedules.

Minimum Training and Experience Required to Perform Essential Job Functions

High school diploma or equivalent and three (3) years of clerical/administrative experience; or any equivalent combination of training and experience.

Additional Requirements for all levels

No special license or certification is required.

Account Clerk Supervisor

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including computer and copier.

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.

Language Ability & Interpersonal Communication

- Ability to perform basic level of data analysis including the ability to review, classify, categorize, prioritize and/or reference data, statutes and/or guidelines and/or group, rank, investigate and problem solve. Requires discretion in determining and referencing such to established standards to recognize interactive effects and relationships.
- Ability to comprehend a variety of informational documents including invoices, letters, correspondence, attendance records, performance evaluations, sheets (i.e. - referral tracking sheet, batch sheets) forms (i.e. - options provider request form, disenrollment forms, community registration forms (CRF), case processing/inspection forms), union activity log and other reports and records.
- Ability to comprehend a variety of reference books and manuals including Personnel Policies and Procedures Manual and computer manuals.
- Ability to prepare CSSP client billing rosters, supervisory log sheet report, options/bed bug service units utilization sheet, contract maintenance report, billing roster report, taxonomy, CCLIF, Type B provider registration report, correspondence. performance evaluations and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to supervise employees, to convince and influence others, to record and deliver information, to explain procedures, to follow instructions.
- Ability to use and interpret basic accounting/bookkeeping terminology and language.
- Ability to communicate effectively with supervisor, managers, other county employees, providers, license specialist, agency clients, and interns.

Account Clerk Supervisor

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:	Custodial Worker Supervisor	Class Number:	1031111
FLSA:	Non-Exempt	Pay Grade:	5
Dept:	Public Works		

Classification Function

The purpose of this classification is to supervise Custodial Workers and coordinate custodial work in County building(s).

Distinguishing Characteristics

This is a supervisor classification with responsibility for supervising a unit of Custodial Workers in the daily operations of performing general custodial work in County buildings. Employees in this classification work under direction of the Building Maintenance Supervisor. Incumbents in this classification exercise discretion in following and ensuring adherence to protocol, procedures, laws and regulations in the performance of duties.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- 35% +/- 10%
- Supervises Custodial Workers; directs staff to ensure work completion and maintenance of standards; plans, assigns and reviews work; provides training and instruction; evaluates employee performance; conducts staff meetings; responds to employee questions and concerns; prepares employee work schedules; signs employee time adjustments and overtime forms and approves leave requests; recommends personnel actions including selection, promotion, transfer, discipline or discharge.
- 35% +/- 10%
- Coordinates custodial work in County building(s) and performs general supervision and maintenance duties; inspects building and grounds for cleanliness and maintenance issues; responds to customer complaints, inquiries and work orders; transports managers and staff members to other County facilities; coordinates with contractors and tradesmen providing contracted repairs, inspections and services; coordinates event scheduling and room set up.
- 10% +/- 5%
- Maintains and operates building maintenance equipment; operates custodial equipment to perform custodial tasks or to demonstrate proper operation of equipment; inspects and maintains equipment.
- 20% +/- 10%
- Performs related administrative duties; prepares various reports, records and other documents; responds to emails and phone calls; attends various trainings and meetings; prepares and reviews documents related to payroll, attendance, time adjustments, requests for leave and overtime; orders and stocks equipment and supplies; oversees delivery of equipment and supplies; prepares and reviews work orders; maintains records of completed work orders.

Custodial Worker Supervisor

Minimum Training and Experience Required to Perform Essential Job Functions

- High school diploma or equivalent with two (2) years of custodial experience; or any equivalent combination of training and experience.
- Valid Ohio driver license and proof of automobile insurance.

Additional Requirements for all levels

No special license or certification is required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including computer and copier.
- Ability to operate a variety of custodial equipment including floor buffer, floor scrubber, pressure washer, carpet cleaner, extractor, vacuums, snow blower, steam cleaners, trash compactor, pallet jack, fire extinguishers and a variety of automated and manual hand tools.
- Ability to stand and walk for prolonged period of time, ability to bend or twist; ability to climb; ability to push, pull and lift up to 50lbs.

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 employees problems
- Ability to recommend the transfer, selection, evaluating or promotion of employees.
- Ability to recommend the discipline or discharge of employees.

Mathematical Ability

- Ability to add, subtract, multiply, divide and calculate decimals and percentages.

Language Ability & Interpersonal Communication

- 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.
- Ability to comprehend a variety of informational documents including time sheets, payroll documents, work orders, incident reports, inspection reports, delivery slips, invoices, correspondence and other reports and records.
- Ability to comprehend a variety of reference books and manuals including union contracts, materials safety data sheets, equipment manuals, OSHA regulation manual, and Personnel Policies and Procedures Manual.

Custodial Worker Supervisor

- Ability to prepare payroll documents, incident reports, attendance records, time adjustment forms, AWOL reports, work orders, supply orders, accident reports, supply inventory, equipment inventory, costing sheets, variety of logs, inspection reports, correspondence 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, to convince and influence others, to explain procedures, to record and deliver information, to follow instructions.
- Ability to communicate with supervisors, custodial staff, building tradesmen, sheriff's department staff, contractors, other County employees and the general public.

Environmental Adaptability

- Work is typically performed in an office environment and outdoors.
- Work may involve exposure to temperature/weather extremes; strong odors, disease or bodily fluids, machinery and traffic hazards.

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:	Examiner	Class Number:	1055121
FLSA:	Non-Exempt	Pay Grade:	6
Dept:	All departments		

Classification Function

The purpose of this classification is to review and analyze information to assist with audit functions.

Distinguishing Characteristics

This is an entry level classification with responsibility for conducting audits. This class works under direction from senior management of the Department, and is responsible for performing timely and accurate work. The employee works within a framework of established regulations, policies, and procedures and is expected to use judgment in performing work.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- 65% +/- 10%
- Reviews and analyzes information to assist with audit functions; complete, calculate, approve exemptions; select a random sample of clients for audit and examine each file to verify all necessary documents are on file; review files to insure compliance with contract agreement; train vendor staff on program requirements; create queries through Access; discuss audit outcomes with audit supervisor prior to preparing the audit report; apply payments; review and evaluate vendors' Request for Proposal (RFP) for various programs.
- 35% +/- 10%
- Performs related administrative duties; coordinate audit appointments; schedule weekly hearings; prepare and fax audit notice and confirmation letter; prepare the necessary documents required for the audit (i.e.- invoices, client profile, service plan, progress notes, referral report); conduct an exit conference with individuals involved in the audit; prepare and distribute audit reports; attend hearings; update the roster with results from the hearing; file appropriate paperwork; answer phones, emails, faxes; complete Public Record Requests; generate spreadsheets; generate daily, monthly, quarterly reports; enter foreclosure orders; generate duplicate tax bills.

Minimum Training and Experience Required to Perform Essential Job Functions

Associate's degree in accounting, business administration or a related field with two (2) years of related experience; or any equivalent combination of training and experience.

Additional Requirements for all levels

No special license or certification is required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Data Utilization

- Ability to operate a variety of computer software including Microsoft Word, Microsoft Excel, Microsoft PowerPoint, Microsoft Access, and Microsoft Outlook.

Examiner

Physical Requirements

- Ability to operate a variety of automated office machines including computer and copier.

Mathematical Ability

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

Language Ability & Interpersonal Communication

- Ability to perform basic level of data analysis including the ability to review, classify, categorize, prioritize and/or reference data, statutes and/or guidelines and/or group, rank, investigate and problem solve. Requires discretion in determining and referencing such to established standards to recognize interactive effects and relationships.
- Ability to comprehend a variety of informational documents including contracts, attendance records, activity calendars, driver manifest, client invoices, disenrollment, referrals, utilization, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including contracts, Ohio Administrative Code (OAC), Ohio Revised Code (ORC), Personnel Policies and Procedures Manual, vendor proposals, etc.
- Ability to prepare Confirmation letters, audit reports, tax reports, foreclosure report, zero balance report, contracts, memos, correspondence, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to record and deliver information, maintain confidentiality of restricted information, and to follow instructions.
- Ability to use and interpret accounting and audit terminology and language.
- Ability to communicate effectively with co-workers, supervisors, other County employees, clients, vendors, PCS staff, and the general public.

Environmental Adaptability

- Work is typically performed in an office environment.

Cuyahoga County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer.

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Executive Officer	Class Number:	1056318
FLSA:	Exempt	Pay Grade:	19
Dept:	Health and Human Services		

Classification Function

The purpose of this classification is to direct a quasi-independent, County-based organization or manage day to day operations of county department and report directly to the Department Director.

Distinguishing Characteristics

This is a senior management level classification is expected to exercise discretion in applying goal and policy statements, in resolving service delivery problems, and in supervising assigned staff. The employee is responsible for establishing and maintaining quality control, and ensuring proper preservation and documentation of evidence. Employees provide instruction and assistance to staff as new technology becomes available, and is expected to remain up-to-date in methods, protocols, procedures, applicable regulations, and methods for the analysis of data and reporting of results.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- 35% +/- 10%
- Directs a quasi-independent, County-based organization or manage day to day operations of county department; directs all operational functions and activities; ensures quality service for program participants; develops strategy and processes; creates policies and procedures; leads the development of partnerships; provides interpretation and clarification of applicable regulations, policy, rules, and procedures.
- 35% +/- 10%
- Supervises, assigns, reviews, and monitors subordinate staff; conducts performance evaluations; conducts staff meetings; reviews and approves employee leave requests; ensure staffing resources are equally distributed across work units; assigns work and establishes priorities; sets standards and goals; makes recommendations and gives approval in personnel actions relating to staff selections, transfers, removals and hires; ensures compliance with organizational standards and procedures; responds to employee complaints and union grievances.
- 20% +/- 10%
- Represents department in meetings; acts as liaison between state, federal, and divisions regarding program functions; communicates regularly with business leaders and civic service communities; present at local and national conferences and meetings; serve on job related boards and subcommittees; plan and oversee community events and initiatives; represents administrator at meetings.
- 10% +/- 5%
- Performs related administrative functions; prepares annual reports, budgets, and work plans; tracks expenditures; oversees contract development; prepares reports for state and agency; responds to telephone and written inquiries about programs.

Minimum Training and Experience Required to Perform Essential Job Functions

Master's degree in social work, public administration, business, early childhood development, psychology, education or related field with nine (9) years of related experience; or any equivalent combination of training and experience.

Additional Requirements for all levels

No special license or certification is required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Data Utilization

- Ability to operate a variety of computer software including Microsoft Word, Microsoft Excel, Microsoft Access, Microsoft Publisher, Microsoft Visio, and Microsoft PowerPoint.

Physical Requirements

- Ability to operate a variety of automated office machines including computer and copier.

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, calculate decimals and percentages, routine statistics, moderate math, advanced statistics

Language Ability & Interpersonal Communication

- Ability to perform mid to high level data analysis requiring managing of data and people deciding the time, sequence of operations or events within the context of a process, system or organization. Involves determining the necessity for revising goals, objectives, policies, procedures or functions based on the analysis of data/information and includes performance reviews pertinent to such objectives, functions and requirements.
- Ability to comprehend a variety of informational documents including requests for information, requests for quotes, agreements, contracts, budget invoices, vendor invoices, productivity reports, various monthly, semi-annual and annual reports, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including Personnel Policies and Procedures Manual, Supervisor's Policy Manuals, and various other policies and procedures manuals.

Executive Officer

- Ability to prepare annual and quarterly reports, budgetary recommendations and reports, management reports, press releases and statements, presentations, policies and procedures, performance evaluation forms, memos, correspondence, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to manage programs and people, to supervise and counsel employees, to convince and influence others, to negotiate, to record and deliver information, to explain procedures, and to follow instructions.
- Ability to use and interpret accounting, medical, legal, counseling, personnel, marketing, and regulatory terminology and language.
- Ability to communicate effectively with directors, county employees, department administrators, service providers, state and federal agencies, media, civic leaders, local union officials, Ohio Department of Medicaid, Ohio Department of Jobs and Family Services and the general public.

Environmental Adaptability

- Work is typically performed in an office environment.

Cuyahoga County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer.

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Records Management Supervisor	Class Number:	1052223
FLSA:	Exempt	Pay Grade:	9
Dept:	Sheriff's Department		

Classification Function

The purpose of this classification is to supervise records management staff and to develop and maintain a system of record collection, storage and maintenance for all records.

Distinguishing Characteristics

This is a supervisor level classification that provides direct supervision to the medical records unit of the Cuyahoga County Corrections Center. This position oversees and participates in operations as well as leading the unit work. The incumbent exercises discretion in following and ensuring adherence to protocol, procedures, laws and regulations in the performance of duties.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- 40% +/- 10%
- Supervises records management staff; assigns work and prioritizes work for completion; directs and trains employees responsibly in the proper handling of medical records according to HIPPA requirements for Protected Health Information (PHI); coordinates proper training (privacy training, electronic medical record registration and discharge process training) for all medical records staff, volunteers, professional staff, contractors, alliances business associates, and other third parties as needed; adjusts employee grievances; recommends discipline or discharge.
- 30% +/- 10%
- Develops and maintains a system of record collection, storage and maintenance for all records for assigned County department; manages patient health information and medical records; administers computer information systems; collects and analyzes patient data using classification systems and medical terminologies; maintains system of data collection and maintenance for particular statewide program of agency such as vital statistics, and personnel records; coordinates storage of records; controls distribution of records; recommends procedures for maintenance and storage; researches retention schedule of records based upon their administrative, legal and fiscal value and obtains approval from appropriate sources; provides advice and consultation on records management to department administrators, local government officials or private agencies and other department personnel; coordinates work with other divisions, departments and/or other governmental jurisdictions; works with Risk Management team to develop/review and maintain appropriate privacy and confidentiality consent, authorization forms, information notices and materials reflecting current system legal practices and requirements.
- 30% +/- 10%
- Performs administrative duties related to records management; supervises/manages the electronic medical record registration process and discharge process in EPIC; audits registration and discharge process to assure completeness and accuracy; prepares special reports; orders supplies

Records Management Supervisor

and equipment; controls expenditures; monitors requests for filing space and determines if requests are cost-effective and efficient; receives, sorts, and distributes mail.

Minimum Training and Experience Required to Perform Essential Job Functions

Associate's degree in records management or related field with three (3) years of records management experience; or any equivalent combination of training and experience.

Additional Requirements for all levels

Registered Health Information Technician (RHIT) or Registered Health Information Administrator (RHIA) certification

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including a personal computer utilizing departmental software and copier.

Supervisory Responsibilities

- Ability to assign, review, plan and coordinate the work of other employees.
- Ability to provide instruction to other employees.
- Ability to recommend the discipline or discharge of other 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, and perform routine statistics.

Language Ability & Interpersonal Communication

- 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.
- Ability to comprehend a variety of informational documents including time sheets, statistics, job applications, evaluations and other reports and records.
- Ability to comprehend a variety of reference books and manuals including personnel policy manuals.

Records Management Supervisor

- Ability to prepare supply requests, statistical reports, job procedure reports, correspondence, memos, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to record and deliver information, to explain procedures, to follow instructions.
- Ability to use and interpret legal, medical, administrative, and ethical terminology and language as related to healthcare delivery and the privacy of protected patient information.
- Ability to communicate effectively with Director, managers, supervisors, other County employees and the general public.

Environmental Adaptability

- Work is typically performed in an office environment.

Cuyahoga County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer.

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Service Desk Analyst	Class Number:	1011241
FLSA:	Non - Exempt	Pay Grade:	6B
Dept:	Information Technology		

Classification Function

The purpose of the classification is to provide assistance to County end users who have issues or questions regarding hardware, software or applications supported by the County Department of Information Technology (IT).

Distinguishing Characteristics

This is a technical, entry level classification. Employees in this work under general supervision. Employees in this class are expected to become fully aware of the operating policies and procedures of the work unit and to perform the full range of duties assigned. It is expected that employees will exercise general independent discretion and judgment in matters related to work procedures and methods.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

40% +/- 15%

- Develops an understanding and relationship of the core business applications and the associated technologies within nine months on the job; communicates effectively with County staff, technical support staff and vendors; manages Severity 1 incidents including communications to technicians; provides Service Desk and general technical support to all employees; determines and differentiates between user application and infrastructure incidents; researches and develops solutions for incidents; achieves full understanding of Service Desk escalation protocols.

40% +/- 15%

- Develops an understanding of the County's infrastructure; assists users in accessing and utilizing office technology; provides technical support and operating instructions on applications and hardware devices; provides hardware related training; develops training materials; leads Root Cause Analysis (RCA) for specific incidents; ensures that all documentation is complete.

20% +/- 5%

- Keeps users informed of status of problem resolutions; complete application training within one year; attend other training as required; performs miscellaneous clerical duties.

Minimum Training and Experience Required to Perform Essential Job Functions

Associate's degree in computer science or related field and six (6) months of experience that includes troubleshooting and resolving computer problems; or an equivalent combination of education, training, and experience.

Service Analyst

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Data Utilization

- Requires the ability to perform basic level of data analysis including the ability to review, classify, categorize, prioritize and/or reference data, statutes and/or guidelines and/or group, rank, investigate and diagnose. Requires discretion in determining and referencing such to established standards to recognize interactive effects and relationships.

Physical Requirements

- Ability to operate a variety of automated office machines including computers and peripheral equipment.

Supervisory Responsibilities

No supervisory responsibilities.

Mathematical Ability

- Ability to add, subtract, multiply, and divide and calculate decimals and percentages.

Language Ability & Interpersonal Communication

- Ability to comprehend a variety of informational documents including emails, problem cards, training requests, vendor service reports, calendars, webpages, network diagrams, and other documentation.
- Ability to comprehend a variety of reference books and manuals including technical reference manuals, informational documents, business and information technology procedures, computer software manuals and County policies and procedures.
- Ability to prepare training manuals, procedures; solutions, status reports, documentation related to incidents and solutions and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Requires the ability to persuade, convince, influence, train and monitor, in favor of a desired outcome.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department including client users, peers, and supervisor.
- Ability to use and interpret computer terminology and language.

Environmental Adaptability

- Work is typically performed in an office environment.

Service Analyst

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:	Volunteer Coordinator	Class Number:	1022421
FLSA:	Non-Exempt	Pay Grade:	7
Dept:	Public Works		

Classification Function

The purpose of this classification is to develop and implement all aspects of a volunteer program to participate in various County Animal Shelter projects, assist with coordination of assigned staff, promote public awareness of the County shelter and seek donations and sponsorships.

Distinguishing Characteristics

This is a supervisor classification, working under direction from the Animal Shelter Administrator. This class provides direct supervision to volunteers and combines technical and supervisory duties. The employee in this class is expected to exercise discretion in applying policies and procedures to resolve organizational and service delivery problems and to ensure that assigned activities are completed in a timely and efficient manner.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- 40% +/- 10%
- Develops and implements all aspects of a volunteer program to participate in various County Animal Shelter projects; recruits, trains, schedules, and supervises volunteer staff; determines shelter's volunteer needs and implements volunteer programs to meet those needs.
- 40% +/- 10%
- Plans and coordinates events to increase public awareness and generate funds for public education campaigns; networks with businesses, celebrities, and the general public to generate funds and sponsorships for shelter activities; assists in maintaining shelter website and volunteer social media pages; assists in development and implementation of public service announcements, advertising, outreach tables and displays; assists in design and distribution of literature; makes public and media appearances for communicating the County animal shelter's policies, mission and adoption/volunteer opportunities; seeks donations.
- 10% +/- 5%
- Coordinates the work of assigned County Animal Shelter personnel and volunteers; assigns work and reviews completed work assignments; assists with work schedules; assists with job training and instruction.
- 10% +/- 5%
- Performs related administrative duties; assists in organizing, creating and updating records and resource inventory; performs data entry functions.

Minimum Training and Experience Required to Perform Essential Job Functions

Associate's Degree in business, marketing, public relations or related degree and two years of event coordinator or volunteer recruitment experience, including one year of supervisory experience; or any equivalent combination of training and experience.

Volunteer Coordinator

Valid Ohio driver license and proof of automobile insurance.

Additional Requirements for all levels

No special license or certification is required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including computer and copier.
- Ability to stand and walk for prolonged periods of time, bend, twist, and push, pull and lift up 50 pounds with or without assistance.

Supervisory Responsibilities

- Ability to assign, review, plan and coordinate the work of other employees and volunteers.
- Ability to provide instruction and training to other employees and volunteers.

Mathematical Ability

- Ability to add, subtract, multiply, divide, calculate decimals, calculate percentages, and perform routine statistics

Language Ability & Interpersonal Communication

- 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.
- Ability to comprehend a variety of informational documents including weekly dog reports, bite/scratch reports, volunteer applications, license forms, adoption questionnaires, adoption contracts, statistical reports, humane education reports, waivers, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including Shelter Operations Manual, Breed Rescue Manual, Volunteer Barkbook, Personnel Policies and Procedures Manual, standard operating procedures manual, Ohio Revised Code, pet care manuals and training manuals.
- Ability to prepare correspondence, event sheets, sponsorship lists, volunteer hours, weekly newsletter, work schedules, pamphlets, flyers, brochures, public service announcements, trip sheets, department activity reports, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to convince and influence others, to record and deliver information, to explain procedures, to follow instructions.
- Ability to use and interpret marketing, basic legal, and medical terminology.
- Ability to communicate effectively with media personnel, supervisor, shelter staff, volunteers, external vendors, other County employees, and the general public.

Volunteer Coordinator

Environmental Adaptability

- Work is typically performed in an office environment and in the animal shelter.
- Work may involve exposure to animals, strong odors, noise extremes, wetness, humidity, weather extremes, temperature extremes, diseases, and bodily fluids.

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CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Radio Dispatcher	Class Number:	1041211
		Pay Grade:	1

Departments:	Central Services, Development, only
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Classification Function

The purpose of this classification is to receive and transmit all messages to and from various sources through operation of radio, telephone or teletype in accordance with County and FCC rules and regulations.

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.

- Receives and transmits all messages to and from various sources through operation of radio, telephone or teletype in accordance with County and FCC rules and regulations (e.g.- transmits and receives FM (voice) transmission; dispatches patrols and maintenance personnel; relays emergency information or verbal instructions to and from mobile and base radio units of all divisions of department; relays emergency road condition information from other governmental agencies and private citizens to appropriate departmental supervisor for action; controls transmissions to county garages and vehicles).
- Maintains various work related documentation (e.g.- maintains logs of all radio traffic received and transmitted ; maintains logs of telephone or teletype messages received; maintains files of arrest records, fire calls or police operational records/reports; prepares, files and posts instructions, schedules or correspondence; prepares towed vehicle forms; orders forms and supplies).

Minimum Training and Experience Required to Perform Essential Job Functions

High school diploma or equivalent with five months of radio operation experience; or any equivalent combination of training and experience.

Additional Requirements

No special license or certification is required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including typewriter, telephone and copier.
- Ability to operate communications equipment including two-way radio and teletype machine.

Mathematical Ability

- Ability to add, subtract, multiply and divide.

Language Ability & Interpersonal Communication

- Ability to comprehend a variety of informational documents including transmission logs, telephone and teletype logs, work schedules, correspondence and other reports and records.
- Ability to comprehend a variety of reference books and manuals including FCC rules and regulations, and personnel policy manuals.
- Ability to prepare telephone and teletype logs, radio transmission logs, messages and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to record and deliver information, to explain procedures, to follow instructions.
- Ability to use and interpret telecommunications terminology and language.
- Ability to communicate effectively with supervisor, other County employees and the general public.

Environmental Adaptability

- Work is typically performed in an office environment.

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CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Compensation Analyst	Class Number:	1053721
FLSA:	Exempt	Pay Grade:	13
Dept:	Human Resources		

Classification Function

The purpose of this classification is to develop job descriptions for unclassified and bargaining unit positions and to evaluate unclassified jobs to assign appropriate pay, ensuring internal equity and market competitiveness. This position assists the HR Compensation Manager by analyzing information to ensure and recommend that compensation practices and related activities for unclassified positions are in legal compliance.

Distinguishing Characteristics

This is a journey level classification with responsibility for developing and leading compensation projects under a well-defined framework of policies, procedures, regulations and guidelines. The incumbents exercise discretion in applying procedures to resolve issues.

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%
- Develops job descriptions for unclassified positions; including the establishment of minimum requirements and related knowledge, skills and abilities (KSA's); performs job analysis, interviews personnel, and conducts on-site observation to audit job functions.
- 15% +/- 10%
- Evaluates unclassified jobs to assign appropriate pay to ensure internal equity and market competitiveness; completes job evaluations and market analysis; audits compensation practices for legal compliance including Fair Labor Standards (FLSA) testing; updates salary structures, analyzes survey data, develops and presents detailed analyses for management; reviews and makes recommendations regarding the creation of new or revision of existing jobs.
- 25% +/- 10%
- Performs analysis and recommends base pay for new hires, transfers and promotions; reviews requests for merit and equity-based salary adjustments and makes recommendations; leads annual compensation planning activities.
- 10% +/- 5%
- Assists in the development, implementation, maintenance, analysis, and administration of compensation programs, policies, procedures and best practices to support the strategic objectives of the County; assists in the coordination and consolidation of compensation data for reporting; performs compensation studies; participates in salary surveys.
- 10% +/- 5%
- Provides consulting to human resources staff and strategic business partners; assists in making recommendations for organizational design, reorganizations, integrity of job levels, and job design; assists management in union negotiations and provides analysis of pertinent salary information.

Compensation Analyst

5% +/- 2%

- Advises managers and employees on state and federal employment regulations, compensation policies, personnel procedures and classification programs; provides advice on the resolution of classification and salary complaints; provides education and various compensation presentations as needed.

5% +/- 2%

- Performs salary survey analysis including linear regression analysis and uses appropriate job evaluation methodology to develop and define job evaluation process for unclassified positions; performs cost analysis.

5% +/- 2%

- Identifies, implements and administers job assessments for selection; oversees the assessment administration process; trains other Human Resources staff regarding various processes and procedures; ensures all assessors are using proper procedures; sets priorities for utilizing resources and ensures efficient coordination of resources and activities in order to meet objectives; arranges for location, equipment and supplies to be available for assessment administration; develops and administers assessment instruments; ensures instruments are reliable and properly validated; creates methods for documenting information and results; proctors and scores assessment instruments; maintains integrity of assessment scoring reports, records and data; provides assessment results and objective feedback to managers and internal candidates regarding results; offers suggestions for improvement.

Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's degree in preferably Human Resources, Human Relations, Labor Relations, or related field with four (4) years of administering and facilitating compensation program experience.

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

Additional Requirements for all levels

No special license or certification is required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including personal computer, copier, calculator, and telephone.

Mathematical Ability

- Ability to add, subtract, multiply, divide, calculate decimals and percentages, and perform statistics.

Language Ability & Interpersonal Communication

- 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.

Compensation Analyst

- Ability to comprehend a variety of informational documents including SAP data extracts, salary survey reports, classification specifications, job descriptions, Comprehensive Position Questionnaire (CPQ), personnel request forms, request for salary analysis form, salary survey reports, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including Ohio Revised Code, personnel policy manuals, Fair Labor Standards Act (FLSA) duties test, and County's Compensation Philosophy.
- Ability to prepare request for salary analysis, salary survey questionnaires, white papers, cost analysis reports, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to convince and influence others, to record and deliver information, to explain procedures, and to follow instructions.
- Ability to use and interpret compensation terminology.
- Ability to communicate effectively with HR staff, department management, other County employees, external peers, and outside vendors.

Environmental Adaptability

- Work is typically performed in an office environment.

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CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Forensic Scientist 3 – Firearms & Toolmarks	Class Number:	1071283
FLSA:	Exempt	Pay Grade:	12
Dept:	Medical Examiner's Office		

Classification Function

The purpose of this classification is to examine and interpret firearms/toolmarks evidence associated with alleged criminal acts; to inspect and test fire all kinds of firearms and examine fired ammunition recovered from a crime scene to determine if it was fired by a particular firearm, interpret results and prepare reports for assigned casework and testify in the court of law.

Distinguishing Characteristics

This is an advanced journey-level classification working under general supervision. Positions in this class are expected to independently perform recurring, well-precedented projects using standard methods and techniques. Incumbents establish and maintain quality control, and ensure proper preservation and documentation of evidence. Employees receive instruction or assistance as new or unusual situations arise, and are expected to become fully aware of methods, protocols, procedures, applicable regulations, and of methods for the analysis of data and results. They may also supervise and review the work of less experienced analysts. This position is differentiated from that of the Forensic Scientist 2. A single person with the designation of Forensic Scientist 3 will be assigned the additional task of Quality Assurance Officer. The person who is made QA Officer is responsible for maintaining instruments, validating procedures, and ensuring the requirements for laboratory accreditation by ISO17025 are met. This is a dedicated position in some laboratories.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- 40% +/- 10%
- Conducts examinations and comparisons of firearms, bullets, shells, casings, tool marks and other related items; applies instrumental, physical, and/or chemical techniques in the examination of firearm and tool mark evidence; disassembles, reassembles, renders safe, and tests firearms to determine operability, safety, and accuracy; documents unique characteristics and records physical parameters using measuring projections, micrometers, etc.; performs distance determination and examination of gunshot patterns with test standards; uploads into and reviews data from NIBIN, the National Integrated ballistic Information Network; prepares findings and issues reports based on the results of the examination.
- 15% +/- 10%
- Reviews/compiles case files and firearm evidence; testifies as firearm expert witness in court as required.
- 10% +/- 5%
- Cleans and maintains worksite and laboratory equipment; transfers and maintains evidence in storage.
- 10% +/- 5%
- Testifies in court as an expert witness; communicates with attorneys and law enforcement personnel; attends meetings.

Forensic Scientist 3 – Firearms & Toolmarks

- Ensures overall quality of results; develops and validates standards, controls and methods for analysis; troubleshoots analytical methods; improves software for use. 5% +/- 2%
- Assists with the training of new employees, student interns and student shadows; reviews data generated by other staff members; supervises and reviews work of less experienced technicians. 5% +/- 2%
- Communicates with attorneys and law enforcement personnel regarding scientific analysis; Prepares for court testimony and testifies in court as an expert witness; 5% +/- 2%
- Attends and participates in professional group meetings, conferences, seminars and trainings; stays abreast of new trends and information in the field, presents results of research at national meetings, and publishes in peer-reviewed scientific journals. 5% +/- 2%
- Performs other duties as assigned by the Laboratory Supervisor. 5% +/- 2%

Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's degree in Natural/Physical Science, Forensic Science, or related field and five (5) years of laboratory experience performing firearm and toolmark comparisons and analysis; or an equivalent combination of education, training, and experience.

Additional Requirements

No certifications required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including computers and peripheral equipment; ability to use a variety of laboratory tools and equipment including camera, tubes, and a variety of microscopes.

Mathematical Ability

- Ability to add, subtract, multiply, divide and calculate decimals and percentages and perform statistical analysis and college level algebra.

Language Ability & Interpersonal Communication

- 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.
- Ability to comprehend a variety of informational documents including chain of custody records, case history forms, firearm/toolmark reports, NIBIN data and reports, case history information, and police reports and photos.
- Ability to comprehend a variety of reference books and manuals including standard operating procedures, forensic science books and journals, training manual, instrument/equipment manual, safety manual, quality assurance manual, and hazardous materials records.

Forensic Scientist 3 – Firearms & Toolmarks

- Ability to prepare firearm/toolmark case report, case forms and charts, maintenance documents, purchase orders, chain of custody, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to record and deliver information, to explain procedures, to follow instructions.
- Ability to use and interpret medical/scientific terminology and language.
- Ability to communicate and to develop and maintain effective working relationships with other departmental employees, supervisor, police department personnel, attorneys, and sales representatives.

Environmental Adaptability

- Work is typically performed in an office/laboratory environment with some exposure to strong odors, toxic agents, bodily fluids, electrical currents and laboratory equipment/machinery.

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:	Forensic Scientist 3 – Fingerprints	Class Number:	1071233
FLSA:	Exempt	Pay Grade:	12
Dept:	Medical Examiner's Office		

Classification Function

The purpose of this classification is to examine and process physical evidence suspected of bearing finger, palm and foot prints; evaluate and conduct comparison of questioned prints to known standards; fingerprint deceased individuals for identification purposes, assist local agencies with requests for identification; prepare and enter latent print evidence into an Automated Fingerprint Identification System (AFIS); prepare charts and other material for demonstration of evidence in court; prepare reports for assigned casework and testify in the court of law.

Distinguishing Characteristics

This is an advanced journey-level classification working under general supervision. Positions in this class are expected to independently perform recurring, well-precedented projects using standard methods and techniques. Incumbents establish and maintain quality control, and ensure proper preservation and documentation of evidence. Employees receive instruction or assistance as new or unusual situations arise, and are expected to become fully aware of methods, protocols, procedures, applicable regulations, and of methods for the analysis of data and results. They may also supervise and review the work of less experienced analysts. This position is differentiated from that of the Forensic Scientist 2. A single person with the designation of Forensic Scientist 3 will be assigned the additional task of Quality Assurance Officer. The person who is made QA Officer is responsible for maintaining instruments, validating procedures, and ensuring the requirements for laboratory accreditation by ISO17025 are met.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- 50% +/- 10%
- Obtains fingerprints of deceased individuals and creates foot and palm prints on tenprint cards; compiles case files and fingerprint evidence; utilizes the Analysis, Comparison, Evaluation, and Verification (ACE-V) method for accurate identification; conducts processing of physical evidence suspected of bearing finger, palm and foot prints; evaluates prints and conducts comparisons of questioned prints to known standards; maintain logs and records of examinations performed; prepares, evaluates and enters prints into an Automated Fingerprint Identification System (AFIS); prepare charts and other material for demonstration of evidence in court; prepares findings and issues reports based on the results of the examination.
- 25% +/- 10%
- Testifies in court as a fingerprint expert witness; communicates with attorneys and law enforcement personnel regarding scientific analysis; prepares for court testimony.
- 10% +/- 5%
- Cleans and maintains worksite and laboratory equipment; performs maintenance of AFIS equipment; transfers and maintains evidence in storage.
- 5% +/- 2%
- Ensures overall quality of results; develops and validates standards, controls, and methods for analysis; troubleshoots analytical methods; improves software for use.

Forensic Scientist 3 – Fingerprints

5% +/- 2%

- Assists with the training of new employees, student interns, and student shadows; reviews data generated by other staff members; supervises and reviews work of less experienced technicians.

5% +/- 2%

- Attends and participates in professional group meetings, conferences, seminars and trainings; stays abreast of new trends and information in the field; presents results of research at national meetings; publishes in peer-reviewed scientific journals.

Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's degree in Biology, Chemistry, Forensic Science or related field and five (5) years of laboratory experience performing latent print comparison and identification; or an equivalent combination of education, training, and experience.

Additional Requirements

No certifications required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including computers and copier; ability to use a variety of laboratory tools and equipment including camera, tubes, and a variety of microscopes.

Mathematical Ability

- Ability to add, subtract, multiply, divide, calculate decimals and percentages, perform statistical analysis, and college level algebra.

Language Ability & Interpersonal Communication

- 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.
- Ability to comprehend a variety of informational documents including chain of custody records, case history forms, fingerprint reports, AFIS data and reports, case history information, and police reports and photos.
- Ability to comprehend a variety of reference books and manuals including standard operating procedures, forensic science books and journals, training manual, instrument/equipment manual, safety manual, quality assurance manual, and hazardous materials records.
- Ability to prepare fingerprint case report, case forms and charts, maintenance documents, purchase orders, chain of custody, laboratory report, fingerprint reports, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to serve as supervisor or lead worker, convince and influence others, to record and deliver information, to explain procedures, to follow instructions.
- Ability to use and interpret medical/scientific terminology and language.

Forensic Scientist 3 – Fingerprints

- Ability to communicate with other departmental employees, supervisor, police department personnel, attorneys, and sales representatives.

Environmental Adaptability

- Work is typically performed in an office and laboratory environment with some exposure to strong odors, toxic agents, bodily fluids, electrical currents and laboratory equipment and machinery.

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 ISC CLASSIFICATION SPECIFICATION

Class Title:	Senior GIS Analyst	Class Number:	1053193
FLSA:	Exempt	Pay Grade:	12B
Dept:	Information Technology Department		

Classification Function

The purpose of this classification is to assist the Geographic Information System (GIS) Planning and Development Manager implement GIS-based solutions to enhance and streamline business processes and solve complex problems using advanced data modeling and spatial analysis.

Distinguishing Characteristics

This is a advanced journey level classification in the GIS series. This position is distinguished from lower level positions as employees at this classification are expected to work independently, exercising judgment and initiative. Positions at this level receive instruction or assistance only as new or unusual situations arise and are fully aware of the operating procedures and policies of the work unit and may provide instruction to lower level GIS analysts and technicians as needed.

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. Performs duties including, but not limited to:

- 30% +/- 10%
- Recommends and establishes standards and procedures for the collection, revision and ongoing maintenance of high priority data, maps and services. Mentors GIS analysts in complex techniques, including administration of GIS database, web servers and map viewers.
- 30% +/- 10%
- Maintains complex spatial data models, performs complex data analysis and database querying. Works with staff to resolve complex problems involving databases, server operating systems, networks, applications, websites, and code.
- 20% +/- 10%
- Develops requirements and high level architectural specifications for the GIS infrastructure. Designs, develops, deploys and tests GIS web mapping applications and web services in the .NET environment using GIS software.
- 20% +/- 10%
- Performs other duties; provides other software assistance; coordinates public and County GIS data sharing and exchange; designs and develops reports; designs and maintains desktop databases for reports and maps; provides training; may supervise and provide feedback of lower level GIS positions.

Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's degree in information technology or related field and five (5) years of advanced GIS analysis and/or GIS development experience; or any equivalent combination of training and experience.

Senior GIS Analyst

Additional Requirements

No special license or certification is required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including personal computer, printer, plotter and drafting tools.

Mathematical Ability

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

Language Ability & Interpersonal Communication

- Requires the ability to perform upper-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.
- Ability to comprehend a variety of informational documents including external GIS data, external assessment data, maintenance data, maps, schematics, design record drawings, CAD files, image files, correspondence and other reports and records.
- Ability to comprehend a variety of reference books and manuals including database documentation, development documentation, engineering drawings, server documentation, and computer software manuals.
- Ability to prepare GIS data, analysis reports, office application data, map reports, assessment estimates, application reports, annual report and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to convince and influence others, to record and deliver information, to explain procedures, and to follow instructions.
- Ability to use and interpret GIS data modeling, database and web development syntax, and statistical analysis terminology.
- Ability to communicate effectively with managers, supervisors, other County employees, vendors, and the general public.

Environmental Adaptability

- Work is typically performed in an office environment although time may be spent outdoors collecting or verifying data.

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 2, 2017

TO: Cuyahoga County Council President Dan Brady
 Shontel Brown, Chairperson, Human Resources, Appointments & Equity
 Committee
 Council Members, Human Resources, Appointments & Equity
 Committee

FROM: Chairwoman Deborah Southerington, 
 Cuyahoga County Personnel Review Commission

RE: Recommending Modifications to Class Plan

Please be advised that on February 1, 2017, 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 NEW CLASSIFICATIONS

Classification Title	Classification Number	Pay Grade	Department
Compensation Analyst	1053721	13	Human Resources
Forensic Scientist 3 – Firearm & Toolmark	1071283	12	Medical Examiner
Forensic Scientist 3 – Fingerprints	1071233	12	Medical Examiner
Senior GIS Analyst	1053193	12B	Information Technology

PROPOSED REVISED CLASSIFICATIONS

Classification Title	Classification Number	Pay Grade	Department
Account Clerk	1013211	3	All Departments

Account Clerk Supervisor	1013214	6	All Departments
Custodial Worker Supervisor	1031111	5	Public Works
Examiner	1055121	6	All Departments
Executive Officer	1056318	19	Health & Human Services
Records Management Supervisor	1052223	9	Sheriff
Service Desk Analyst	1011241	6B	Information Technology
Volunteer Coordinator	1022421	6	Public Works

PROPOSED DELETED CLASSIFICATION(S)

Classification Title	Classification Number	Pay Grade	Department
Radio Dispatcher	1041211	1	Public Works

cc: Deborah Southerington, Commissioner
 Robert Wolff, Commissioner
 Rebecca Kopcienski, PRC Director
 Armond Budish, County Executive
 Douglas Dykes, Chief Talent Officer
 Holly Woods, Dir. of HR Benefits and Compensation
 Melissa Foldesi, Compensation Manager

Joseph Nanni, Council Chief of Staff
 Kelli Neale, Program Officer 4
 Jeanne Schmotzer, Clerk of Council
 Melinda Burt, Law Department
 Kristen Moore, Paralegal
 Robert Triozzi, Law Director
 Maggie Keenan, Director of OBM



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

To: PRC Commissioners

From: Rebecca Kopcienski, Director

Date: January 13, 2017

Re: Classification Plan Administration

I am requesting the following modifications to the Cuyahoga County Non-bargaining Classification Plan. Changes in departments' operational needs and routine maintenance necessitate classifications be created, updated or deleted. These changes have been prepared and reviewed by the PRC's Manager of Classification and Compensation, who has worked extensively with the Department of Human Resources and County's management teams to ensure they are fully informed of these proposed changes.

Below are the recommended changes.

NEW CLASSIFICATION	PAY GRADE	DEPARTMENT
Compensation Analyst 1053721	13	Human Resources
Forensic Scientist 3 – Firearm & Toolmark 1071283	12	Medical Examiner
Forensic Scientist 3 – Fingerprints 1071233	12	Medical Examiner
Senior GIS Analyst 1053193	12B	Information Technology

REVISED CLASSIFICATIONS	CURRENT PAY GRADE	RECOMMENDED PAY GRADE	DEPARTMENT
Account Clerk 1013211	3	3 (no change)	All Departments
Account Clerk Supervisor 1013214	6	6 (no change)	All Departments
Custodial Worker Supervisor 1031111	5	5 (no change)	Public Works
Examiner 1055121	6	6 (no change)	All Departments
Executive Officer 1056318	19	19 (no change)	Health & Human Services
Records Management Supervisor 1052223	9	9 (no change)	Sheriff
Service Desk Analyst 1011241	6B	6B (no change)	Information Technology
Volunteer Coordinator 1022421	6	7	Public Works

DELETE CLASSIFICATION	PAY GRADE	DEPARTMENT
Radio Dispatcher 1041211	1	Public Works

PROPOSED REVISED CLASSIFICATIONS

Class Number	Classification Title	Department	FLSA Status	Pay Grade
1053721	Compensation Analyst	Human Resources	Exempt	13

Requested By:	Personnel Review Commission
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Rationale:	This is a new classification requested by the Department of Human Resources based on the operational needs of the department.
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No. of Employees Affected:	None
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Dept.(s) Affected:	Human Resources
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Fiscal Impact:	PG 13 \$58,177.60 - \$81,432.00 Step Placement TBD by Human Resources
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Staffing Implications:	TBD
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PRC Contact(s):	Albert Bouchahine, Manager of Classification and Compensation
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Human Resources Contact(s):	Melissa Foldesi, Compensation Manager Kelli Neale, Program Officer 4
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Management Contact(s):	Douglas Dykes, Director
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CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Compensation Analyst	Class Number:	1053721
FLSA:	Exempt	Pay Grade:	13
Dept:	Human Resources		

Classification Function

The purpose of this classification is to develop job descriptions for unclassified and bargaining unit positions and to evaluate unclassified jobs to assign appropriate pay, ensuring internal equity and market competitiveness. This position assists the HR Compensation Manager by analyzing information to ensure and recommend that compensation practices and related activities for unclassified positions are in legal compliance.

Distinguishing Characteristics

This is a journey level classification with responsibility for developing and leading compensation projects under a well-defined framework of policies, procedures, regulations and guidelines. The incumbents exercise discretion in applying procedures to resolve issues.

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%
- Develops job descriptions for unclassified positions; including the establishment of minimum requirements and related knowledge, skills and abilities (KSA's); performs job analysis, interviews personnel, and conducts on-site observation to audit job functions.
- 15% +/- 10%
- Evaluates unclassified jobs to assign appropriate pay to ensure internal equity and market competitiveness; completes job evaluations and market analysis; audits compensation practices for legal compliance including Fair Labor Standards (FLSA) testing; updates salary structures, analyzes survey data, develops and presents detailed analyses for management; reviews and makes recommendations regarding the creation of new or revision of existing jobs.
- 25% +/- 10%
- Performs analysis and recommends base pay for new hires, transfers and promotions; reviews requests for merit and equity-based salary adjustments and makes recommendations; leads annual compensation planning activities.
- 10% +/- 5%
- Assists in the development, implementation, maintenance, analysis, and administration of compensation programs, policies, procedures and best practices to support the strategic objectives of the County; assists in the coordination and consolidation of compensation data for reporting; performs compensation studies; participates in salary surveys.
- 10% +/- 5%
- Provides consulting to human resources staff and strategic business partners; assists in making recommendations for organizational design, reorganizations, integrity of job levels, and job design; assists management in union negotiations and provides analysis of pertinent salary information.

Compensation Analyst

5% +/- 2%

- Advises managers and employees on state and federal employment regulations, compensation policies, personnel procedures and classification programs; provides advice on the resolution of classification and salary complaints; provides education and various compensation presentations as needed.

5% +/- 2%

- Performs salary survey analysis including linear regression analysis and uses appropriate job evaluation methodology to develop and define job evaluation process for unclassified positions; performs cost analysis.

5% +/- 2%

- Identifies, implements and administers job assessments for selection; oversees the assessment administration process; trains other Human Resources staff regarding various processes and procedures; ensures all assessors are using proper procedures; sets priorities for utilizing resources and ensures efficient coordination of resources and activities in order to meet objectives; arranges for location, equipment and supplies to be available for assessment administration; develops and administers assessment instruments; ensures instruments are reliable and properly validated; creates methods for documenting information and results; proctors and scores assessment instruments; maintains integrity of assessment scoring reports, records and data; provides assessment results and objective feedback to managers and internal candidates regarding results; offers suggestions for improvement.

Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's degree in preferably Human Resources, Human Relations, Labor Relations, or related field with four (4) years of administering and facilitating compensation program experience.

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

Additional Requirements for all levels

No special license or certification is required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including personal computer, copier, calculator, and telephone.

Mathematical Ability

- Ability to add, subtract, multiply, divide, calculate decimals and percentages, and perform statistics.

Language Ability & Interpersonal Communication

- 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.

Compensation Analyst

- Ability to comprehend a variety of informational documents including SAP data extracts, salary survey reports, classification specifications, job descriptions, Comprehensive Position Questionnaire (CPQ), personnel request forms, request for salary analysis form, salary survey reports, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including Ohio Revised Code, personnel policy manuals, Fair Labor Standards Act (FLSA) duties test, and County's Compensation Philosophy.
- Ability to prepare request for salary analysis, salary survey questionnaires, white papers, cost analysis reports, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to convince and influence others, to record and deliver information, to explain procedures, and to follow instructions.
- Ability to use and interpret compensation terminology.
- Ability to communicate effectively with HR staff, department management, other County employees, external peers, and outside vendors.

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.

PROPOSED NEW CLASSIFICATIONS

Class Number	Classification Title	Department	FLSA Status	Pay Grade
1071283	Forensic Scientist 3 – Firearms and Toolmarks	Medical Examiner's Office	Exempt	12

Requested By:	Human Resources
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Rationale:	This is a new classification requested by the Medical Examiner's Office based on the operational needs of the department.
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No. of Employees Affected:	None
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Dept.(s) Affected:	Medical Examiner's Office
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Fiscal Impact:	PG 12 \$55,265.60 – \$77,376.00 Step Placement TBD by Human Resources
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Staffing Implications:	TBD
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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):	Hugh Shannon, Program Officer Manager
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CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Forensic Scientist 3 – Firearms & Toolmarks	Class Number:	1071283
FLSA:	Exempt	Pay Grade:	12
Dept:	Medical Examiner's Office		

Classification Function

The purpose of this classification is to examine and interpret firearms/toolmarks evidence associated with alleged criminal acts; to inspect and test fire all kinds of firearms and examine fired ammunition recovered from a crime scene to determine if it was fired by a particular firearm, interpret results and prepare reports for assigned casework and testify in the court of law.

Distinguishing Characteristics

This is an advanced journey-level classification working under general supervision. Positions in this class are expected to independently perform recurring, well-precedented projects using standard methods and techniques. Incumbents establish and maintain quality control, and ensure proper preservation and documentation of evidence. Employees receive instruction or assistance as new or unusual situations arise, and are expected to become fully aware of methods, protocols, procedures, applicable regulations, and of methods for the analysis of data and results. They may also supervise and review the work of less experienced analysts. This position is differentiated from that of the Forensic Scientist 2. A single person with the designation of Forensic Scientist 3 will be assigned the additional task of Quality Assurance Officer. The person who is made QA Officer is responsible for maintaining instruments, validating procedures, and ensuring the requirements for laboratory accreditation by ISO17025 are met. This is a dedicated position in some laboratories.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- 40% +/- 10%
- Conducts examinations and comparisons of firearms, bullets, shells, casings, tool marks and other related items; applies instrumental, physical, and/or chemical techniques in the examination of firearm and tool mark evidence; disassembles, reassembles, renders safe, and tests firearms to determine operability, safety, and accuracy; documents unique characteristics and records physical parameters using measuring projections, micrometers, etc.; performs distance determination and examination of gunshot patterns with test standards; uploads into and reviews data from NIBIN, the National Integrated ballistic Information Network; prepares findings and issues reports based on the results of the examination.
- 15% +/- 10%
- Reviews/compiles case files and firearm evidence; testifies as firearm expert witness in court as required.
- 10% +/- 5%
- Cleans and maintains worksite and laboratory equipment; transfers and maintains evidence in storage.
- 10% +/- 5%
- Testifies in court as an expert witness; communicates with attorneys and law enforcement personnel; attends meetings.

Forensic Scientist 3 – Firearms & Toolmarks

- Ensures overall quality of results; develops and validates standards, controls and methods for analysis; troubleshoots analytical methods; improves software for use. 5% +/- 2%
- Assists with the training of new employees, student interns and student shadows; reviews data generated by other staff members; supervises and reviews work of less experienced technicians. 5% +/- 2%
- Communicates with attorneys and law enforcement personnel regarding scientific analysis; Prepares for court testimony and testifies in court as an expert witness; 5% +/- 2%
- Attends and participates in professional group meetings, conferences, seminars and trainings; stays abreast of new trends and information in the field, presents results of research at national meetings, and publishes in peer-reviewed scientific journals. 5% +/- 2%
- Performs other duties as assigned by the Laboratory Supervisor. 5% +/- 2%

Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's degree in Natural/Physical Science, Forensic Science, or related field and five (5) years of laboratory experience performing firearm and toolmark comparisons and analysis; or an equivalent combination of education, training, and experience.

Additional Requirements

No certifications required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including computers and peripheral equipment; ability to use a variety of laboratory tools and equipment including camera, tubes, and a variety of microscopes.

Mathematical Ability

- Ability to add, subtract, multiply, divide and calculate decimals and percentages and perform statistical analysis and college level algebra.

Language Ability & Interpersonal Communication

- 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.
- Ability to comprehend a variety of informational documents including chain of custody records, case history forms, firearm/toolmark reports, NIBIN data and reports, case history information, and police reports and photos.
- Ability to comprehend a variety of reference books and manuals including standard operating procedures, forensic science books and journals, training manual, instrument/equipment manual, safety manual, quality assurance manual, and hazardous materials records.

Forensic Scientist 3 – Firearms & Toolmarks

- Ability to prepare firearm/toolmark case report, case forms and charts, maintenance documents, purchase orders, chain of custody, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to record and deliver information, to explain procedures, to follow instructions.
- Ability to use and interpret medical/scientific terminology and language.
- Ability to communicate and to develop and maintain effective working relationships with other departmental employees, supervisor, police department personnel, attorneys, and sales representatives.

Environmental Adaptability

- Work is typically performed in an office/laboratory environment with some exposure to strong odors, toxic agents, bodily fluids, electrical currents and laboratory equipment/machinery.

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 NEW CLASSIFICATIONS

Class Number	Classification Title	Department	FLSA Status	Pay Grade
1071233	Forensic Scientist 3 – Fingerprints	Medical Examiner's Office	Exempt	12

Requested By:	Human Resources
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Rationale:	This is a new classification requested by the Medical Examiner's Office based on the operational needs of the department.
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No. of Employees Affected:	None
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Dept.(s) Affected:	Medical Examiner's Office
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Fiscal Impact:	PG 12 \$55,265.60 – \$77,376.00 Step Placement TBD by Human Resources
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Staffing Implications:	TBD
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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):	Hugh Shannon, Program Officer Manager
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CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Forensic Scientist 3 – Fingerprints	Class Number:	1071233
FLSA:	Exempt	Pay Grade:	12
Dept:	Medical Examiner's Office		

Classification Function

The purpose of this classification is to examine and process physical evidence suspected of bearing finger, palm and foot prints; evaluate and conduct comparison of questioned prints to known standards; fingerprint deceased individuals for identification purposes, assist local agencies with requests for identification; prepare and enter latent print evidence into an Automated Fingerprint Identification System (AFIS); prepare charts and other material for demonstration of evidence in court; prepare reports for assigned casework and testify in the court of law.

Distinguishing Characteristics

This is a advanced journey-level classification working under general supervision. Positions in this class are expected to independently perform recurring, well-precedented projects using standard methods and techniques. Incumbents establish and maintain quality control, and ensure proper preservation and documentation of evidence. Employees receive instruction or assistance as new or unusual situations arise, and are expected to become fully aware of methods, protocols, procedures, applicable regulations, and of methods for the analysis of data and results. They may also supervise and review the work of less experienced analysts. This position is differentiated from that of the Forensic Scientist 2. A single person with the designation of Forensic Scientist 3 will be assigned the additional task of Quality Assurance Officer. The person who is made QA Officer is responsible for maintaining instruments, validating procedures, and ensuring the requirements for laboratory accreditation by ISO17025 are met.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- 50% +/- 10%
- Obtains fingerprints of deceased individuals and creates foot and palm prints on tenprint cards; compiles case files and fingerprint evidence; utilizes the Analysis, Comparison, Evaluation, and Verification (ACE-V) method for accurate identification; conducts processing of physical evidence suspected of bearing finger, palm and foot prints; evaluates prints and conducts comparisons of questioned prints to known standards; maintain logs and records of examinations performed; prepares, evaluates and enters prints into an Automated Fingerprint Identification System (AFIS); prepare charts and other material for demonstration of evidence in court; prepares findings and issues reports based on the results of the examination.
- 25% +/- 10%
- Testifies in court as a fingerprint expert witness; communicates with attorneys and law enforcement personnel regarding scientific analysis; prepares for court testimony.
- 10% +/- 5%
- Cleans and maintains worksite and laboratory equipment; performs maintenance of AFIS equipment; transfers and maintains evidence in storage.
- 5% +/- 2%
- Ensures overall quality of results; develops and validates standards, controls, and methods for analysis; troubleshoots analytical methods; improves software for use.

Forensic Scientist 3 – Fingerprints

5% +/- 2%

- Assists with the training of new employees, student interns, and student shadows; reviews data generated by other staff members; supervises and reviews work of less experienced technicians.

5% +/- 2%

- Attends and participates in professional group meetings, conferences, seminars and trainings; stays abreast of new trends and information in the field; presents results of research at national meetings; publishes in peer-reviewed scientific journals.

Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's degree in Biology, Chemistry, Forensic Science or related field and five (5) years of laboratory experience performing latent print comparison and identification; or an equivalent combination of education, training, and experience.

Additional Requirements

No certifications required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including computers and copier; ability to use a variety of laboratory tools and equipment including camera, tubes, and a variety of microscopes.

Mathematical Ability

- Ability to add, subtract, multiply, divide, calculate decimals and percentages, perform statistical analysis, and college level algebra.

Language Ability & Interpersonal Communication

- 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.
- Ability to comprehend a variety of informational documents including chain of custody records, case history forms, fingerprint reports, AFIS data and reports, case history information, and police reports and photos.
- Ability to comprehend a variety of reference books and manuals including standard operating procedures, forensic science books and journals, training manual, instrument/equipment manual, safety manual, quality assurance manual, and hazardous materials records.
- Ability to prepare fingerprint case report, case forms and charts, maintenance documents, purchase orders, chain of custody, laboratory report, fingerprint reports, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to serve as supervisor or lead worker, convince and influence others, to record and deliver information, to explain procedures, to follow instructions.
- Ability to use and interpret medical/scientific terminology and language.

Forensic Scientist 3 – Fingerprints

- Ability to communicate with other departmental employees, supervisor, police department personnel, attorneys, and sales representatives.

Environmental Adaptability

- Work is typically performed in an office and laboratory environment with some exposure to strong odors, toxic agents, bodily fluids, electrical currents and laboratory equipment and machinery.

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 NEW CLASSIFICATIONS

Class Number	Classification Title	Department	FLSA Status	Pay Grade
1053193	Senior GIS Analyst	Information Technology	Exempt	12B

Requested By:	Michael Young, Chief Technology Officer Debbie Davtovich, Administrator
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Rationale:	This is a new classification requested by Information Technology management within the GIS classification series intended to assist the Geographic Information System (GIS) Planning and Development Manager implement GIS-based solutions to enhance and streamline business processes and solve complex problems using advanced data modeling and spatial analysis
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No. of Employees Affected:	None
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Dept.(s) Affected:	Information Technology
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Fiscal Impact:	PG 12B \$59,404.80 - \$83,158.40 Step Placement TBD by Human Resources
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Staffing Implications:	TBD
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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):	Scot Rourke, Director Michael Young, CTO
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CUYAHOGA COUNTY ISC CLASSIFICATION SPECIFICATION

Class Title:	Senior GIS Analyst	Class Number:	1053193
FLSA:	Exempt	Pay Grade:	12B
Dept:	Information Technology Department		

Classification Function

The purpose of this classification is to assist the Geographic Information System (GIS) Planning and Development Manager implement GIS-based solutions to enhance and streamline business processes and solve complex problems using advanced data modeling and spatial analysis.

Distinguishing Characteristics

This is a advanced journey level classification in the GIS series. This position is distinguished from lower level positions as employees at this classification are expected to work independently, exercising judgment and initiative. Positions at this level receive instruction or assistance only as new or unusual situations arise and are fully aware of the operating procedures and policies of the work unit and may provide instruction to lower level GIS analysts and technicians as needed.

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. Performs duties including, but not limited to:

- 30% +/- 10%
- Recommends and establishes standards and procedures for the collection, revision and ongoing maintenance of high priority data, maps and services. Mentors GIS analysts in complex techniques, including administration of GIS database, web servers and map viewers.
- 30% +/- 10%
- Maintains complex spatial data models, performs complex data analysis and database querying. Works with staff to resolve complex problems involving databases, server operating systems, networks, applications, websites, and code.
- 20% +/- 10%
- Develops requirements and high level architectural specifications for the GIS infrastructure. Designs, develops, deploys and tests GIS web mapping applications and web services in the .NET environment using GIS software.
- 20% +/- 10%
- Performs other duties; provides other software assistance; coordinates public and County GIS data sharing and exchange; designs and develops reports; designs and maintains desktop databases for reports and maps; provides training; may supervise and provide feedback of lower level GIS positions.

Minimum Training and Experience Required to Perform Essential Job Functions

Bachelor's degree in information technology or related field and five (5) years of advanced GIS analysis and/or GIS development experience; or any equivalent combination of training and experience.

Senior GIS Analyst

Additional Requirements

No special license or certification is required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including personal computer, printer, plotter and drafting tools.

Mathematical Ability

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

Language Ability & Interpersonal Communication

- Requires the ability to perform upper-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.
- Ability to comprehend a variety of informational documents including external GIS data, external assessment data, maintenance data, maps, schematics, design record drawings, CAD files, image files, correspondence and other reports and records.
- Ability to comprehend a variety of reference books and manuals including database documentation, development documentation, engineering drawings, server documentation, and computer software manuals.
- Ability to prepare GIS data, analysis reports, office application data, map reports, assessment estimates, application reports, annual report and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to convince and influence others, to record and deliver information, to explain procedures, and to follow instructions.
- Ability to use and interpret GIS data modeling, database and web development syntax, and statistical analysis terminology.
- Ability to communicate effectively with managers, supervisors, other County employees, vendors, and the general public.

Environmental Adaptability

- Work is typically performed in an office environment although time may be spent outdoors collecting or verifying data.

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 REVISED CLASSIFICATIONS

Class Number	Classification Title	Department	FLSA Status	Pay Grade
1013211	Account Clerk	All Departments	Non-Exempt	3

Requested By:	Personnel Review Commission
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Rationale:	PRC routine maintenance. The classification was last revised in 1993. The essential job functions have been updated to better reflect the current duties. Updated specification to new format to include distinguishing characteristics, FLSA status, and percentages of time for essential functions.
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No. of Employees Affected:	14
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Dept.(s) Affected:	Fiscal Office Treasurer's Office Children and Family Services Job and Family Services Senior and Adult Services
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Fiscal Impact:	None
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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):	Dennis Kennedy, Director Chris Murray, Treasurer Dr Richard Jones, Director Thomas Pristow, Director David Merriman, Director
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CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Account Clerk	Class Number:	1013211
FLSA:	Non-Exempt	Pay Grade:	3
Dept:	All departments		

Classification Function

The purpose of this classification is to prepare and process routine financial documents and maintain related records.

Distinguishing Characteristics

This is an entry level classification. Employees at this level are expected to become fully aware of operating procedures and policies of the work unit. The incumbents receive immediate supervision progressing to general supervision as experience is gained. This class works under a well-defined framework of policies and procedures.

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.

- 80% +/- 10%
 - Prepares and processes routine financial documents and maintains related records; prepares, processes and maintains requisitions and purchase orders; maintains accounts payable and/or receivable; prepares and maintains vouchers for payment of supplies and equipment; processes contracts and networks; generates and processes billing rosters; processes various invoices; audits and processes payments; researches and processes refunds; maintains census records; prepares and maintains payroll accounts and attendance records; maintains benefits records; maintains petty cash records for disbursements; issues receipts for money received; prepares revenue receipts; processes chargebacks for County office supply contracts.
- 20% +/- 10%
 - Performs related administrative duties; prepares various reports, records and other documents; enters and maintains data in databases; files documents in appropriate record; responds to emails and phone calls; mails department documents; maintains office inventory and orders supplies; assists vendors with bidding registration; coordinates placement of legal advertisements.

Minimum Training and Experience Required to Perform Essential Job Functions

High school diploma or equivalent and one (1) year of experience or coursework in accounting or bookkeeping; or any equivalent combination of training and experience.

Additional Requirements for all levels

No special license or certification is required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including computer and copier.

Account Clerk

Mathematical Ability

- Ability to add, subtract, multiply, divide and calculate decimals and percentages.

Language Ability & Interpersonal Communication

- Ability to perform basic level of data analysis including the ability to review, classify, categorize, prioritize and/or reference data, statutes and/or guidelines and/or group, rank, investigate and problem solve. Requires discretion in determining and referencing such to established standards to recognize interactive effects and relationships.
- Ability to comprehend a variety of informational documents including invoices (i.e. – billing invoices and network invoices), forms (i.e. - refund claim form and completed remission forms), letters (i.e. - refund request letter, and auditor refund letter), reports (i.e. – expense report and refund report), receipts, purchase orders, W-9, employee mileage, and checks.
- Ability to comprehend a variety of reference books and manuals including computer applications handbooks and Personnel Policies and Procedures Manual.
- Ability to prepare purchase orders, forms (i.e.- partial payment forms, auditor refund form, penalty interest abate form, estimate bill request form, and transfer form), letters (i.e. - rejection letters), reports (i.e. – employee expense report and employee batching report), memos, vouchers, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to follow instructions, to record and deliver information, and to explain procedures.
- Ability to use and interpret basic accounting terminology and language.
- Ability to communicate with the vendors, outside companies, attorneys, supervisors, co-workers, other county personnel, attorneys, and the general public.

Environmental Adaptability

- Work is typically performed in an office environment.

Cuyahoga County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer.

PROPOSED REVISED CLASSIFICATIONS

Class Number	Classification Title	Department	FLSA Status	Pay Grade
1013214	Account Clerk Supervisor	All Departments	Non-Exempt	6

Requested By:	Personnel Review Commission
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Rationale:	PRC routine maintenance. The classification was last revised in 1993. The essential job functions have been updated to better reflect the current duties. Updated specification to new format to include distinguishing characteristics, FLSA status, and percentages of time for essential functions.
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No. of Employees Affected:	2
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Dept.(s) Affected:	Department of Senior and Adult Services Department of Job and Family Services
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Fiscal Impact:	None
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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):	Dr. Richard Jones, Director David Merriman, Director
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CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Account Clerk Supervisor	Class Number:	1013214
FLSA:	Non-Exempt	Pay Grade:	6
Dept:	All departments		

Classification Function

The purpose of this classification is to supervise entry level account clerks and to analyze, prepare, review, assign, and approve various documents and reports.

Distinguishing Characteristics

This is a supervisory level classification, responsible for the management of Account Clerks. This class works under general supervision and the incumbents perform duties within a framework of policies and procedures. Employees are expected to ensure that assigned activities are completed in a timely and efficient manner. This class is distinguished from the Account Clerk class that is an entry level classification and receives supervision from employees in this class.

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%
- Supervises lower level account clerks; plans, assigns and reviews work; provides job training and instruction; approves employee leave requests and attendance records; prepares performance evaluations; recommends disciplinary procedures; recommends selections of new employees; meets with staff to determine work expectations, department policies, and establish goals; assigns and tracks new clients cases.
- 50% +/- 10%
- Analyzes, prepares, reviews, assigns and approves various documents and reports; reviews and signs off on Union Activity Logs; prepares billing reports; approves billing rosters; assigns and approves referrals and forms.
- 15% +/- 10%
- Performs administrative functions; creates presentations for various community programs; analyzes policy and procedural documentation for contracts; holds and participates in meetings with staff and other management personnel; reviews and evaluates proposals; serves as a liaison with contracted providers; informs new applicants for county programs about the rules and regulations; enters data accurately into databases; participates in various training sessions; maintains records according to established procedures and retention schedules.

Minimum Training and Experience Required to Perform Essential Job Functions

High school diploma or equivalent and three (3) years of clerical/administrative experience; or any equivalent combination of training and experience.

Additional Requirements for all levels

No special license or certification is required.

Account Clerk Supervisor

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including computer and copier.

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.

Language Ability & Interpersonal Communication

- Ability to perform basic level of data analysis including the ability to review, classify, categorize, prioritize and/or reference data, statutes and/or guidelines and/or group, rank, investigate and problem solve. Requires discretion in determining and referencing such to established standards to recognize interactive effects and relationships.
- Ability to comprehend a variety of informational documents including invoices, letters, correspondence, attendance records, performance evaluations, sheets (i.e. - referral tracking sheet, batch sheets) forms (i.e. - options provider request form, disenrollment forms, community registration forms (CRF), case processing/inspection forms), union activity log and other reports and records.
- Ability to comprehend a variety of reference books and manuals including Personnel Policies and Procedures Manual and computer manuals.
- Ability to prepare CSSP client billing rosters, supervisory log sheet report, options/bed bug service units utilization sheet, contract maintenance report, billing roster report, taxonomy, CCLIF, Type B provider registration report, correspondence. performance evaluations and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to supervise employees, to convince and influence others, to record and deliver information, to explain procedures, to follow instructions.
- Ability to use and interpret basic accounting/bookkeeping terminology and language.
- Ability to communicate effectively with supervisor, managers, other county employees, providers, license specialist, agency clients, and interns..

Account Clerk Supervisor

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.

PROPOSED REVISED CLASSIFICATIONS

Class Number	Classification Title	Department	FLSA Status	Pay Grade
1031111	Custodial Worker Supervisor	Public Works	Non-Exempt	5

Requested By:	Personnel Review Commission
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Rationale:	PRC routine maintenance. The classification was last revised in 2007. The essential job functions have been updated to better reflect the current duties. Updated specification to new format to include distinguishing characteristics, FLSA status, and percentages of time for essential functions.
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No. of Employees Affected:	17
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Dept.(s) Affected:	Public Works
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Fiscal Impact:	None
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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 Dever, Director
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CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Custodial Worker Supervisor	Class Number:	1031111
FLSA:	Non-Exempt	Pay Grade:	5
Dept:	Public Works		

Classification Function

The purpose of this classification is to supervise Custodial Workers and coordinate custodial work in County building(s).

Distinguishing Characteristics

This is a supervisor classification with responsibility for supervising a unit of Custodial Workers in the daily operations of performing general custodial work in County buildings. Employees in this classification work under direction of the Building Maintenance Supervisor. Incumbents in this classification exercise discretion in following and ensuring adherence to protocol, procedures, laws and regulations in the performance of duties.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- 35% +/- 10%
- Supervises Custodial Workers; directs staff to ensure work completion and maintenance of standards; plans, assigns and reviews work; provides training and instruction; evaluates employee performance; conducts staff meetings; responds to employee questions and concerns; prepares employee work schedules; signs employee time adjustments and overtime forms and approves leave requests; recommends personnel actions including selection, promotion, transfer, discipline or discharge.

- 35% +/- 10%
- Coordinates custodial work in County building(s) and performs general supervision and maintenance duties; inspects building and grounds for cleanliness and maintenance issues; responds to customer complaints, inquiries and work orders; transports managers and staff members to other County facilities; coordinates with contractors and tradesmen providing contracted repairs, inspections and services; coordinates event scheduling and room set up.

- 10% +/- 5%
- Maintains and operates building maintenance equipment; operates custodial equipment to perform custodial tasks or to demonstrate proper operation of equipment; inspects and maintains equipment.

- 20% +/- 10%
- Performs related administrative duties; prepares various reports, records and other documents; responds to emails and phone calls; attends various trainings and meetings; prepares and reviews documents related to payroll, attendance, time adjustments, requests for leave and overtime; orders and stocks equipment and supplies; oversees delivery of equipment and supplies; prepares and reviews work orders; maintains records of completed work orders.

Custodial Worker Supervisor

Minimum Training and Experience Required to Perform Essential Job Functions

- High school diploma or equivalent with two (2) years of custodial experience; or any equivalent combination of training and experience.
- Valid Ohio driver license and proof of automobile insurance.

Additional Requirements for all levels

No special license or certification is required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including computer and copier.
- Ability to operate a variety of custodial equipment including floor buffer, floor scrubber, pressure washer, carpet cleaner, extractor, vacuums, snow blower, steam cleaners, trash compactor, pallet jack, fire extinguishers and a variety of automated and manual hand tools.
- Ability to stand and walk for prolonged period of time, ability to bend or twist; ability to climb; ability to push, pull and lift up to 50lbs.

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 employees problems
- Ability to recommend the transfer, selection, evaluating or promotion of employees.
- Ability to recommend the discipline or discharge of employees.

Mathematical Ability

- Ability to add, subtract, multiply, divide and calculate decimals and percentages.

Language Ability & Interpersonal Communication

- 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.
- Ability to comprehend a variety of informational documents including time sheets, payroll documents, work orders, incident reports, inspection reports, delivery slips, invoices, correspondence and other reports and records.
- Ability to comprehend a variety of reference books and manuals including union contracts, materials safety data sheets, equipment manuals, OSHA regulation manual, and Personnel Policies and Procedures Manual.

Custodial Worker Supervisor

- Ability to prepare payroll documents, incident reports, attendance records, time adjustment forms, AWOL reports, work orders, supply orders, accident reports, supply inventory, equipment inventory, costing sheets, variety of logs, inspection reports, correspondence 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, to convince and influence others, to explain procedures, to record and deliver information, to follow instructions.
- Ability to communicate with supervisors, custodial staff, building tradesmen, sheriff's department staff, contractors, other County employees and the general public.

Environmental Adaptability

- Work is typically performed in an office environment and outdoors.
- Work may involve exposure to temperature/weather extremes; strong odors, disease or bodily fluids, machinery and traffic hazards.

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 REVISED CLASSIFICATIONS

Class Number	Classification Title	Department	FLSA Status	Pay Grade
1055121	Examiner	All Department	Non-Exempt	6

Requested By:	Personnel Review Commission
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Rationale:	PRC routine maintenance. The classification was last revised in 1993. The essential job functions have been updated to better reflect the current duties. Updated specification to new format to include distinguishing characteristics, FLSA status, and percentages of time for essential functions.
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No. of Employees Affected:	5
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Dept.(s) Affected:	Fiscal Office e (Treasurer) Senior and Adult Services
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Fiscal Impact:	None
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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):	Chris Murray, Treasurer Dr. Richard Jones, Director
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CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Examiner	Class Number:	1055121
FLSA:	Non-Exempt	Pay Grade:	6
Dept:	All departments		

Classification Function

The purpose of this classification is to review and analyze information to assist with audit functions.

Distinguishing Characteristics

This is an entry level classification with responsibility for conducting audits. This class works under direction from senior management of the Department, and is responsible for performing timely and accurate work. The employee works within a framework of established regulations, policies, and procedures and is expected to use judgment in performing work.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- 65% +/- 10%
- Reviews and analyzes information to assist with audit functions; complete, calculate, approve exemptions; select a random sample of clients for audit and examine each file to verify all necessary documents are on file; review files to insure compliance with contract agreement; train vendor staff on program requirements; create queries through Access; discuss audit outcomes with audit supervisor prior to preparing the audit report; apply payments; review and evaluate vendors' Request for Proposal (RFP) for various programs.
- 35% +/- 10%
- Performs related administrative duties; coordinate audit appointments; schedule weekly hearings; prepare and fax audit notice and confirmation letter; prepare the necessary documents required for the audit (i.e.- invoices, client profile, service plan, progress notes, referral report); conduct an exit conference with individuals involved in the audit; prepare and distribute audit reports; attend hearings; update the roster with results from the hearing; file appropriate paperwork; answer phones, emails, faxes; complete Public Record Requests; generate spreadsheets; generate daily, monthly, quarterly reports; enter foreclosure orders; generate duplicate tax bills.

Minimum Training and Experience Required to Perform Essential Job Functions

Associate's degree in accounting, business administration or a related field with two (2) years of related experience; or any equivalent combination of training and experience.

Additional Requirements for all levels

No special license or certification is required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Data Utilization

- Ability to operate a variety of computer software including Microsoft Word, Microsoft Excel, Microsoft PowerPoint, Microsoft Access, and Microsoft Outlook.

Examiner

Physical Requirements

- Ability to operate a variety of automated office machines including computer and copier.

Mathematical Ability

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

Language Ability & Interpersonal Communication

- Ability to perform basic level of data analysis including the ability to review, classify, categorize, prioritize and/or reference data, statutes and/or guidelines and/or group, rank, investigate and problem solve. Requires discretion in determining and referencing such to established standards to recognize interactive effects and relationships.
- Ability to comprehend a variety of informational documents including contracts, attendance records, activity calendars, driver manifest, client invoices, disenrollment, referrals, utilization, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including contracts, Ohio Administrative Code (OAC), Ohio Revised Code (ORC), Personnel Policies and Procedures Manual, vendor proposals, etc.
- Ability to prepare Confirmation letters, audit reports, tax reports, foreclosure report, zero balance report, contracts, memos, correspondence, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to record and deliver information, maintain confidentiality of restricted information, and to follow instructions.
- Ability to use and interpret accounting and audit terminology and language.
- Ability to communicate effectively with co-workers, supervisors, other County employees, clients, vendors, PCS staff, and the general public.

Environmental Adaptability

- Work is typically performed in an office environment.

Cuyahoga County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer.

PROPOSED REVISED CLASSIFICATIONS

Class Number	Classification Title	Department	FLSA Status	Pay Grade
1056318	Executive Officer	Health and Human Services	Exempt	19

Requested By:	Personnel Review Commission
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Rationale:	PRC routine maintenance. The classification was last revised in 2007. The essential job functions have been updated to better reflect the current duties. Updated specification to new format to include distinguishing characteristics, FLSA status, and percentages of time for essential functions.
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No. of Employees Affected:	4
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Dept.(s) Affected:	Health and Human Services
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Fiscal Impact:	None
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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):	Dr. Richard Jones, Director David Merriman, Director Thomas Pristow, Director
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CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Executive Officer	Class Number:	1056318
FLSA:	Exempt	Pay Grade:	19
Dept:	Health and Human Services		

Classification Function

The purpose of this classification is to direct a quasi-independent, County-based organization or manage day to day operations of county department and report directly to the Department Director.

Distinguishing Characteristics

This is a senior management level classification is expected to exercise discretion in applying goal and policy statements, in resolving service delivery problems, and in supervising assigned staff. The employee is responsible for establishing and maintaining quality control, and ensuring proper preservation and documentation of evidence. Employees provide instruction and assistance to staff as new technology becomes available, and is expected to remain up-to-date in methods, protocols, procedures, applicable regulations, and methods for the analysis of data and reporting of results.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- 35% +/- 10%
- Directs a quasi-independent, County-based organization or manage day to day operations of county department; directs all operational functions and activities; ensures quality service for program participants; develops strategy and processes; creates policies and procedures; leads the development of partnerships; provides interpretation and clarification of applicable regulations, policy, rules, and procedures.

- 35% +/- 10%
- Supervises, assigns, reviews, and monitors subordinate staff; conducts performance evaluations; conducts staff meetings; reviews and approves employee leave requests; ensure staffing resources are equally distributed across work units; assigns work and establishes priorities; sets standards and goals; makes recommendations and gives approval in personnel actions relating to staff selections, transfers, removals and hires; ensures compliance with organizational standards and procedures; responds to employee complaints and union grievances.

- 20% +/- 10%
- Represents department in meetings; acts as liaison between state, federal, and divisions regarding program functions; communicates regularly with business leaders and civic service communities; present at local and national conferences and meetings; serve on job related boards and subcommittees; plan and oversee community events and initiatives; represents administrator at meetings.

- 10% +/- 5%
- Performs related administrative functions; prepares annual reports, budgets, and work plans; tracks expenditures; oversees contract development; prepares reports for state and agency; responds to telephone and written inquiries about programs.

Minimum Training and Experience Required to Perform Essential Job Functions

Master's degree in social work, public administration, business, early childhood development, psychology, education or related field with nine (9) years of related experience; or any equivalent combination of training and experience.

Additional Requirements for all levels

No special license or certification is required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Data Utilization

- Ability to operate a variety of computer software including Microsoft Word, Microsoft Excel, Microsoft Access, Microsoft Publisher, Microsoft Visio, and Microsoft PowerPoint.

Physical Requirements

- Ability to operate a variety of automated office machines including computer and copier.

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, calculate decimals and percentages, routine statistics, moderate math, advanced statistics

Language Ability & Interpersonal Communication

- Ability to perform mid to high level data analysis requiring managing of data and people deciding the time, sequence of operations or events within the context of a process, system or organization. Involves determining the necessity for revising goals, objectives, policies, procedures or functions based on the analysis of data/information and includes performance reviews pertinent to such objectives, functions and requirements.
- Ability to comprehend a variety of informational documents including requests for information, requests for quotes, agreements, contracts, budget invoices, vendor invoices, productivity reports, various monthly, semi-annual and annual reports, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including Personnel Policies and Procedures Manual, Supervisor's Policy Manuals, and various other policies and procedures manuals.

Executive Officer

- Ability to prepare annual and quarterly reports, budgetary recommendations and reports, management reports, press releases and statements, presentations, policies and procedures, performance evaluation forms, memos, correspondence, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to manage programs and people, to supervise and counsel employees, to convince and influence others, to negotiate, to record and deliver information, to explain procedures, and to follow instructions.
- Ability to use and interpret accounting, medical, legal, counseling, personnel, marketing, and regulatory terminology and language.
- Ability to communicate effectively with directors, county employees, department administrators, service providers, state and federal agencies, media, civic leaders, local union officials, Ohio Department of Medicaid, Ohio Department of Jobs and Family Services and the general public.

Environmental Adaptability

- Work is typically performed in an office environment.

Cuyahoga County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer.

PROPOSED REVISED CLASSIFICATIONS

Class Number	Classification Title	Department	FLSA Status	Pay Grade
1052223	Records Management Supervisor	Sheriff's Department	Exempt	9

Requested By:	Personnel Review Commission
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Rationale:	Departmental Revision Request. The request was made to add a certificate to the minimum qualifications as well as update the essential job functions.
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No. of Employees Affected:	N/A
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Dept.(s) Affected:	Sheriff's Department
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Fiscal Impact:	None
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Staffing Implications:	N/A
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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):	Clifford Pinkney, Sheriff
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CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Records Management Supervisor	Class Number:	1052223
FLSA:	Exempt	Pay Grade:	9
Dept:	Sheriff's Department		

Classification Function

The purpose of this classification is to supervise records management staff and to develop and maintain a system of record collection, storage and maintenance for all records.

Distinguishing Characteristics

This is a supervisor level classification that provides direct supervision to the medical records unit of the Cuyahoga County Corrections Center. This position oversees and participates in operations as well as leading the unit work. The incumbent exercises discretion in following and ensuring adherence to protocol, procedures, laws and regulations in the performance of duties.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- 40% +/- 10%
- Supervises records management staff; assigns work and prioritizes work for completion; directs and trains employees responsibly in the proper handling of medical records according to HIPPA requirements for Protected Health Information (PHI); coordinates proper training (privacy training, electronic medical record registration and discharge process training) for all medical records staff, volunteers, professional staff, contractors, alliances business associates, and other third parties as needed; adjusts employee grievances; recommends discipline or discharge.
- 30% +/- 10%
- Develops and maintains a system of record collection, storage and maintenance for all records for assigned County department; manages patient health information and medical records; administers computer information systems; collects and analyzes patient data using classification systems and medical terminologies; maintains system of data collection and maintenance for particular statewide program of agency such as vital statistics, and personnel records; coordinates storage of records; controls distribution of records; recommends procedures for maintenance and storage; researches retention schedule of records based upon their administrative, legal and fiscal value and obtains approval from appropriate sources; provides advice and consultation on records management to department administrators, local government officials or private agencies and other department personnel; coordinates work with other divisions, departments and/or other governmental jurisdictions; works with Risk Management team to develop/review and maintain appropriate privacy and confidentiality consent, authorization forms, information notices and materials reflecting current system legal practices and requirements.
- 30% +/- 10%
- Performs administrative duties related to records management; supervises/manages the electronic medical record registration process and discharge process in EPIC; audits registration and discharge process to assure completeness and accuracy; prepares special reports; orders supplies

Records Management Supervisor

and equipment; controls expenditures; monitors requests for filing space and determines if requests are cost-effective and efficient; receives, sorts, and distributes mail.

Minimum Training and Experience Required to Perform Essential Job Functions

Associate's degree in records management or related field with three (3) years of records management experience; or any equivalent combination of training and experience.

Additional Requirements for all levels

Registered Health Information Technician (RHIT) or Registered Health Information Administrator (RHIA) certification

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including a personal computer utilizing departmental software and copier.

Supervisory Responsibilities

- Ability to assign, review, plan and coordinate the work of other employees.
- Ability to provide instruction to other employees.
- Ability to recommend the discipline or discharge of other 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, and perform routine statistics.

Language Ability & Interpersonal Communication

- 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.
- Ability to comprehend a variety of informational documents including time sheets, statistics, job applications, evaluations and other reports and records.
- Ability to comprehend a variety of reference books and manuals including personnel policy manuals.

Records Management Supervisor

- Ability to prepare supply requests, statistical reports, job procedure reports, correspondence, memos, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to record and deliver information, to explain procedures, to follow instructions.
- Ability to use and interpret legal, medical, administrative, and ethical terminology and language as related to healthcare delivery and the privacy of protected patient information.
- Ability to communicate effectively with Director, managers, supervisors, other County employees and the general public.

Environmental Adaptability

- Work is typically performed in an office environment.

Cuyahoga County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer.

PROPOSED REVISED CLASSIFICATIONS

Class Number	Classification Title	Department	FLSA Status	Pay Grade
1011241	Service Desk Analyst	Information Technology	Non-Exempt	6B

Requested By:	Personnel Review Commission
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Rationale:	Departmental Revision Request. The request was made to remove a certification that is no longer needed from the minimum qualifications. The classification title was changed from Service Desk Analyst 1 to Service Desk Analyst because it is a stand alone classification and not part of a series.
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No. of Employees Affected:	3
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Dept.(s) Affected:	Department of Senior and Adult Services Department of Job and Family Services
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Fiscal Impact:	None
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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):	Scot Rourke, Director Michael Young, CTO
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CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Service Desk Analyst	Class Number:	1011241
FLSA:	Non - Exempt	Pay Grade:	6B
Dept:	Information Technology		

Classification Function

The purpose of the classification is to provide assistance to County end users who have issues or questions regarding hardware, software or applications supported by the County Department of Information Technology (IT).

Distinguishing Characteristics

This is a technical, entry level classification. Employees in this work under general supervision. Employees in this class are expected to become fully aware of the operating policies and procedures of the work unit and to perform the full range of duties assigned. It is expected that employees will exercise general independent discretion and judgment in matters related to work procedures and methods.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

40% +/- 15%

- Develops an understanding and relationship of the core business applications and the associated technologies within nine months on the job; communicates effectively with County staff, technical support staff and vendors; manages Severity 1 incidents including communications to technicians; provides Service Desk and general technical support to all employees; determines and differentiates between user application and infrastructure incidents; researches and develops solutions for incidents; achieves full understanding of Service Desk escalation protocols.

40% +/- 15%

- Develops an understanding of the County's infrastructure; assists users in accessing and utilizing office technology; provides technical support and operating instructions on applications and hardware devices; provides hardware related training; develops training materials; leads Root Cause Analysis (RCA) for specific incidents; ensures that all documentation is complete.

20% +/- 5%

- Keeps users informed of status of problem resolutions; complete application training within one year; attend other training as required; performs miscellaneous clerical duties.

Minimum Training and Experience Required to Perform Essential Job Functions

Associate's degree in computer science or related field and six (6) months of experience that includes troubleshooting and resolving computer problems; or an equivalent combination of education, training, and experience.

Service Analyst

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Data Utilization

- Requires the ability to perform basic level of data analysis including the ability to review, classify, categorize, prioritize and/or reference data, statutes and/or guidelines and/or group, rank, investigate and diagnose. Requires discretion in determining and referencing such to established standards to recognize interactive effects and relationships.

Physical Requirements

- Ability to operate a variety of automated office machines including computers and peripheral equipment.

Supervisory Responsibilities

No supervisory responsibilities.

Mathematical Ability

- Ability to add, subtract, multiply, and divide and calculate decimals and percentages.

Language Ability & Interpersonal Communication

- Ability to comprehend a variety of informational documents including emails, problem cards, training requests, vendor service reports, calendars, webpages, network diagrams, and other documentation.
- Ability to comprehend a variety of reference books and manuals including technical reference manuals, informational documents, business and information technology procedures, computer software manuals and County policies and procedures.
- Ability to prepare training manuals, procedures; solutions, status reports, documentation related to incidents and solutions and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Requires the ability to persuade, convince, influence, train and monitor, in favor of a desired outcome.
- Ability to develop and maintain effective working relationships with a variety of individuals within and outside the Department including client users, peers, and supervisor.
- Ability to use and interpret computer terminology and language.

Environmental Adaptability

- Work is typically performed in an office environment.

Service Analyst

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 REVISED CLASSIFICATIONS

Class Number	Classification Title	Department	FLSA Status	Pay Grade
1022421	Volunteer Coordinator	Public Works	Non-Exempt	7

Requested By: Personnel Review Commission

Rationale: PRC routine maintenance. The classification was last revised in 2009. The essential job functions have been updated to better reflect the current duties. Updated specification to new format to include distinguishing characteristics, FLSA status, and percentages of time for essential functions. The pay grade is increasing from a 6 to a pay grade 7.

No. of Employees Affected: 1

Dept.(s) Affected: Public Works

Fiscal Impact: PG 6 \$37,876.80 - \$53,040.00
PG 7 \$40,768.00 - \$57,096.00
Step Placement TBD by Human Resources

Staffing Implications: None

PRC Contact(s): Albert Bouchahine, Manager of Classification and Compensation

Human Resources Contact(s): Kelli Neale, Program Officer 4

Management Contact(s): Mindy Naticchioni, Animal Shelter Administrator
Michael Dever, Director

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Volunteer Coordinator	Class Number:	1022421
FLSA:	Non-Exempt	Pay Grade:	7
Dept:	Public Works		

Classification Function

The purpose of this classification is to develop and implement all aspects of a volunteer program to participate in various County Animal Shelter projects, assist with coordination of assigned staff, promote public awareness of the County shelter and seek donations and sponsorships.

Distinguishing Characteristics

This is a supervisor classification, working under direction from the Animal Shelter Administrator. This class provides direct supervision to volunteers and combines technical and supervisory duties. The employee in this class is expected to exercise discretion in applying policies and procedures to resolve organizational and service delivery problems and to ensure that assigned activities are completed in a timely and efficient manner.

Essential Job Functions

The following duties are normal for this classification. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

- 40% +/- 10%
- Develops and implements all aspects of a volunteer program to participate in various County Animal Shelter projects; recruits, trains, schedules, and supervises volunteer staff; determines shelter's volunteer needs and implements volunteer programs to meet those needs.
- 40% +/- 10%
- Plans and coordinates events to increase public awareness and generate funds for public education campaigns; networks with businesses, celebrities, and the general public to generate funds and sponsorships for shelter activities; assists in maintaining shelter website and volunteer social media pages; assists in development and implementation of public service announcements, advertising, outreach tables and displays; assists in design and distribution of literature; makes public and media appearances for communicating the County animal shelter's policies, mission and adoption/volunteer opportunities; seeks donations.
- 10% +/- 5%
- Coordinates the work of assigned County Animal Shelter personnel and volunteers; assigns work and reviews completed work assignments; assists with work schedules; assists with job training and instruction.
- 10% +/- 5%
- Performs related administrative duties; assists in organizing, creating and updating records and resource inventory; performs data entry functions.

Minimum Training and Experience Required to Perform Essential Job Functions

Associate's Degree in business, marketing, public relations or related degree and two years of event coordinator or volunteer recruitment experience, including one year of supervisory experience; or any equivalent combination of training and experience.

Volunteer Coordinator

Valid Ohio driver license and proof of automobile insurance.

Additional Requirements for all levels

No special license or certification is required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including computer and copier.
- Ability to stand and walk for prolonged periods of time, bend, twist, and push, pull and lift up 50 pounds with or without assistance.

Supervisory Responsibilities

- Ability to assign, review, plan and coordinate the work of other employees and volunteers.
- Ability to provide instruction and training to other employees and volunteers.

Mathematical Ability

- Ability to add, subtract, multiply, divide, calculate decimals, calculate percentages, and perform routine statistics

Language Ability & Interpersonal Communication

- 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.
- Ability to comprehend a variety of informational documents including weekly dog reports, bite/scratch reports, volunteer applications, license forms, adoption questionnaires, adoption contracts, statistical reports, humane education reports, waivers, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including Shelter Operations Manual, Breed Rescue Manual, Volunteer Barkbook, Personnel Policies and Procedures Manual, standard operating procedures manual, Ohio Revised Code, pet care manuals and training manuals.
- Ability to prepare correspondence, event sheets, sponsorship lists, volunteer hours, weekly newsletter, work schedules, pamphlets, flyers, brochures, public service announcements, trip sheets, department activity reports, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to convince and influence others, to record and deliver information, to explain procedures, to follow instructions.
- Ability to use and interpret marketing, basic legal, and medical terminology.
- Ability to communicate effectively with media personnel, supervisor, shelter staff, volunteers, external vendors, other County employees, and the general public.

Volunteer Coordinator

Environmental Adaptability

- Work is typically performed in an office environment and in the animal shelter.
- Work may involve exposure to animals, strong odors, noise extremes, wetness, humidity, weather extremes, temperature extremes, diseases, and bodily fluids.

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 DELETED CLASSIFICATIONS

Class Number	Classification Title	Department	FLSA Status	Pay Grade
1041211	Radio Dispatcher	Public Works	Non- Exempt	1

Requested By:	Personnel Review Commission
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Rationale:	The department does not have any radio dispatchers and there is no plan to hire any in the future.
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No. of Employees Affected:	None
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Dept.(s) Affected:	Public Works
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Fiscal Impact:	None
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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 Dever, Director
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CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Radio Dispatcher	Class Number:	1041211
		Pay Grade:	1

Departments:	Central Services, Development, only
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Classification Function

The purpose of this classification is to receive and transmit all messages to and from various sources through operation of radio, telephone or teletype in accordance with County and FCC rules and regulations.

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.

- Receives and transmits all messages to and from various sources through operation of radio, telephone or teletype in accordance with County and FCC rules and regulations (e.g.- transmits and receives FM (voice) transmission; dispatches patrols and maintenance personnel; relays emergency information or verbal instructions to and from mobile and base radio units of all divisions of department; relays emergency road condition information from other governmental agencies and private citizens to appropriate departmental supervisor for action; controls transmissions to county garages and vehicles).
- Maintains various work related documentation (e.g.- maintains logs of all radio traffic received and transmitted ; maintains logs of telephone or teletype messages received; maintains files of arrest records, fire calls or police operational records/reports; prepares, files and posts instructions, schedules or correspondence; prepares towed vehicle forms; orders forms and supplies).

Minimum Training and Experience Required to Perform Essential Job Functions

High school diploma or equivalent with five months of radio operation experience; or any equivalent combination of training and experience.

Additional Requirements

No special license or certification is required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of automated office machines including typewriter, telephone and copier.
- Ability to operate communications equipment including two-way radio and teletype machine.

Mathematical Ability

- Ability to add, subtract, multiply and divide.

Language Ability & Interpersonal Communication

- Ability to comprehend a variety of informational documents including transmission logs, telephone and teletype logs, work schedules, correspondence and other reports and records.
- Ability to comprehend a variety of reference books and manuals including FCC rules and regulations, and personnel policy manuals.
- Ability to prepare telephone and teletype logs, radio transmission logs, messages and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to record and deliver information, to explain procedures, to follow instructions.
- Ability to use and interpret telecommunications terminology and language.
- Ability to communicate effectively with supervisor, other County employees and the general public.

Environmental Adaptability

- Work is typically performed in an office environment.

Cuyahoga County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective employees and incumbents to discuss potential accommodations with the employer.

<u>Job Title</u>	<u>Classification Number</u>	<u>Pay Grade</u>	<u>Department</u>	<u>Rational</u>
NEW				
Compensation Analyst	1053721	13	Human Resources	This is a new classification requested by the Department of Human Resources based on the operational needs of the department.
Forensic Scientist 3 – Firearm & Toolmark	1071283	12	Medical Examiner	This is a new classification requested by the Medical Examiner’s Office based on the operational needs of the department.
Forensic Scientist 3 – Fingerprints	1071233	12	Medical Examiner	This is a new classification requested by the Medical Examiner’s Office based on the operational needs of the department.
Senior GIS Analyst	1053193	12B	Information Technology	This is a new classification requested by Information Technology management within the GIS classification series intended to assist the Geographic Information System (GIS) Planning and Development Manager implement GIS-based solutions to enhance and streamline business processes and solve complex problems using advanced data modeling and spatial analysis.
REVISED				
Account Clerk	1013211	3	All Departments	PRC routine maintenance. The classification was last revised in 1993. The essential job functions have been updated to better reflect the current duties. Updated specification to new format to include distinguishing characteristics, FLSA status, and percentages of time for essential functions.
Account Clerk Supervisor	1013214	6	All Departments	PRC routine maintenance. The classification was last revised in 1993. The essential job functions have been updated to better reflect the current duties. Updated specification to new format to include distinguishing characteristics, FLSA status, and percentages of time for essential functions.
Custodial Worker Supervisor	1031111	5	Public Works	PRC routine maintenance. The classification was last revised in 2007. The essential job functions have been updated to better reflect the current duties. Updated specification to new format to include distinguishing characteristics, FLSA status, and percentages of time for essential functions.
Examiner	1055121	6	All Departments	PRC routine maintenance. The classification was last revised in 1993. The essential job functions have been updated to better reflect the current duties. Updated specification to new format to include distinguishing characteristics, FLSA status, and percentages of time for essential functions.
Executive Officer	1056318	19	Health & Human Services	PRC routine maintenance. The classification was last revised in 2007. The essential job functions have been updated to better reflect the current duties. Updated specification to new format to include distinguishing characteristics, FLSA status, and percentages of time for essential functions.
Records Management Supervisor	1052223	9	Sheriff	Departmental Revision Request. The request was made to add a certificate to the minimum qualifications as well as update the essential job functions.

Service Desk Analyst	1011241	6B	Information Technology	Departmental Revision Request. The request was made to remove a certification that is no longer needed from the minimum qualifications. The classification title was changed from Service Desk Analyst 1 to Service Desk Analyst because it is a stand-alone classification and not part of a series.
Volunteer Coordinator	1022421	6	Public Works	PRC routine maintenance. The classification was last revised in 2009. The essential job functions have been updated to better reflect the current duties. Updated specification to new format to include distinguishing characteristics, FLSA status, and percentages of time for essential functions. The pay grade is increasing from a 6 to a pay grade 7.
<u>DELETE</u>				
Radio Dispatcher	1041211	1	Public Works	The department does not have any radio dispatchers and there is no plan to hire any in the future.

County Council of Cuyahoga County, Ohio

Resolution No. R2017-0021

Sponsored by: County Executive Budish/Fiscal Officer/Office of Budget and Management	A Resolution amending the 2016/2017 Biennial Operating Budget for 2017 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, on December 28, 2016, the Cuyahoga County Council adopted the 2016/2017 Biennial Operating Budget and Capital Improvements Program Update for 2017 (Resolution No. R2016-0216) establishing the 2017 biennial budget update for all County departments, offices and agencies; and

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

<u>Fund Nos./Budget Accounts</u>	<u>Journal Nos.</u>
A. 40A069 – Capital Projects	BA1700008
CC768275 – County Hotel – Demolition and Construction	
Other Expenses	\$ (15,418.00)

Appropriations decrease in the County Hotel – Demolition and Construction capital project account in preparation of closure. This reduction was a result of a contract balance on general liability insurance during the demolition phase of the County Administration Building. The amount being reduced represents 2.2% of the total project allocation. This phase was fully funded and there is no remaining cash in this project. Funding is from Bond proceeds for the period 1/1/14 – 12/31/16.

B. 20D446 – Brownfield Revolving Loan Fund	BA1713566
DV520726 – Brownfield Revolving Loan Fund	
Other Expenses	\$ 306,548.84

The Department of Development is requesting an appropriation increase in the Brownfield Revolving Loan Fund. This special revenue account is utilized for projects that do not qualify for U.S. EPA grant dollars and generates revenue from loan repayments. The current cash balance in the Fund totals \$532,605.

C. 20A059 – Veterans Services Fund	BA1713568
VF491001 – Veterans Services Fund	
Other Expenses	\$ (398,635.00)

The Office of Budget and Management requests an appropriation decrease to the Veterans Services Fund to reconcile the 2017 budget with the actual 2016 year-end surplus in the budget of the Veterans Services Commission, which totaled \$461,117.

D. 21A473 – Victim Advocate Project	BA1715079
JA747006 – Juvenile Court Victim Advocate	
Personal Services	\$ 257.66

Additional appropriation request to increase appropriation in PERS and Medicare and to correct Commissioner Action #061054. This action will allow the grant to be closed. Funding is from the Ohio Attorney General’s Office, State Victims Assistance Fund for the period 10/1/98 – 9/30/99.

E. 01A001 – General Fund	BA1713569
SU513416 – Veterans Services Fund Subsidy	
Other Expenses	\$ (398,635.00)

The Office of Budget and Management is requesting an appropriation decrease for the Veterans Services Fund Subsidy for \$398,635.00. This is for the purpose of properly aligning for allocations within the Veterans Services Fund and its respective subsidy account. Funding for

the Veterans Services fund Subsidy is provided by the General Fund that is equal to the prior year surplus in the budget of the Veterans Services Commission, which totaled \$461,117 in 2016.

F. 01A001 – General Fund **BA1706068**
 TS160101 – Treasury Management
 Other Expenses \$ 280,000.00

The County has entered into an agreement with Douglass and Associates and Weltman, Weinberg & Reis Co. to supplement delinquent collection efforts in multiple agencies including the County Treasury. The firms will be reimbursed based on a tiered allocation method listed within the agreement. This is for collections in 2017. The cost of collections is being deducted from the distribution to other jurisdictions, therefore there is no cost to the County’s General Fund for this service.

G. 24A301 – Children & Family Services **BA1706063**
 CF135541 – Multi-Systemic Therapy (MST) Unit
 Other Expenses \$ 41,382.58

Increase of appropriation for DCFS to realign the corresponding appropriation amount from CF754135/060 to CF135541/060 to cover MST client-related expenses. DCFS has already transferred \$41,382.58 revenue from the Defending Childhood Initiative grant (CF754135) which as part of the closeout process into CF135541 Multi-Systemic Therapy (MST).

H. 40M014 – Fairgrounds Wind Turbine Project **BA1707703**
 CC770909 – 20% County Wind Turbine Project
 Other Expenses \$ 420,510.60

Additional appropriation is requested in the 20% County Wind Turbine Project to enable a cash transfer from this project to projects with negative cash balances. Funding for the Wind turbine Project came from property taxes, miscellaneous revenue and Federal ARRA funds.

I. 21A052 – Environmental Crimes Task Force **BA1701506**
 SH350132 – Environmental Crimes Task Force
 Other Expenses \$ (11,445.00)
 Capital Outlays \$ (59,323.00)

The Sheriff’s Department is requesting a decrease in appropriation to prepare the Environmental Crimes Task Force grant for closure. Funding was provided by the Cuyahoga County Solid Waste Management District. This grant expired on 12/31/15. The original grant was awarded at \$80,000 to date \$9,232 has been spent with the cash reimbursement received. No cash is being returned to the funding source.

J. 40A015 – Orange Village Capital Project **BA1700012**
 CC762369 – Orange Village Road, Water, Sewer
 Other Expenses \$ (44,663.28)

Reduce appropriations in the Orange Village Road, Water, and Sewer Project in preparation for closure. The last transaction posted in 2006 with 99.9% of the project costs expended. The majority of the project was funded from General Obligation Notes. No cash remains in this project.

K.	40A069 – Capital Projects		BA1700018
	CC767871 – Council Chambers/Multi-Purpose Room		
	Personal Services	\$	(4,883.77)
	Capital Outlays	\$	(5,542.26)

To reduce appropriations in the Council Chambers/Multi-Purpose Room Capital Project in preparation for closure of which 99% of the original appropriations was expended for the project. Funding was from the General Fund. No cash balance exists and after the reduction of appropriations the project will be closed. The last transaction in the project was in 2014.

L.	40A069 – Capital Projects		BA1700020
	CC768176 – Whiskey Island Fire Suppress/Waterline		
	Personal Services	\$	(20,000.00)
	Capital Outlays	\$	(107,139.35)

To reduce appropriations in the Whiskey Island Fire Suppression/Waterline in preparation for closure of which 9.2% of the original appropriation was expended for the project. Funding was from the General Fund. No cash balance exists and after the reduction of appropriations the project will be closed. The last transaction in the project was in 2013.

M.	40A069 – Capital Projects		BA1700027
	CC766824 – VoIP Implementation Project		
	Capital Outlays	\$	(36,147.09)

To reduce appropriations in the VoIP Implementation Project in preparation for closure. Over 98.7% of the project was expended and no residual cash exists in the project. Last transaction was in December 2012. Funding for the project was from Bond Proceeds.

N.	40A069 – Capital Projects		BA1700029
	CC768168 – Justice Center P-1 Pre-Booking		
	Personal Services	\$	(5,084.33)
	Other Expenses	\$	(5,000.00)
	Capital Outlays	\$	(7,073.80)

To reduce appropriations in the Justice Center P-1 Pre-Booking Project in preparation for closure. Over 91% of the project budget was expended and no residual cash exists in the project. The last transaction was in December 2014. Funding for the project was from General Fund Subsidy transferred on December 10, 2014 (R2014-0291).

O.	40A069 – Capital Projects		BA1700033
	CC767780 – Airfield Pavement Rehab-2010 Op Study		
	Capital Outlays	\$	(784,857.33)

To reduce appropriations in the Airfield Pavement Rehabilitation 2010 Study Project in preparation for closure. Over 52% of the project budget was expended. Last transaction was in October 2013. Funding for the project was from sale of Bonds in 2012.

P.	40A069 – Capital Projects		BA1700034
	CC767665 – Marion Bldg Window Replacement		
	Personal Services	\$	(20,000.00)
	Other Expenses	\$	(600.00)
	Capital Outlays	\$	(31,719.69)

To reduce appropriations in the Marion Building Window Replacement Project in preparation for closure. Over 93% of the project budget was expended. No residual cash exists in the project. Last transaction was in December 2011. Funding for the project was from sale of Bonds in 2009.

Q.	40A069 – Capital Projects		BA1700036
	CC765818 – Neighborhood Service Center II		
	Capital Outlays	\$	(207,272.90)

To reduce appropriations in the Neighborhood Service Center II Project in preparation for closure. Over 96% of the project budget was expended. Last transaction was in December 2005. Funding for the project was two bond proceeds with 17.8% from the 200 sale and 82% in 2004.

R.	40A069 – Capital Projects		BA1700037
	CC768275 – County Hotel – Demolition and Construction		
	Other Expenses	\$	(15,418.00)

To reduce appropriations in the County Hotel Demolition and Construction Project in preparation for closure. The account was specifically established for property insurance during demolition. Over 97.7% or 4674,582 of the project budget of \$690,000 was expended. No residual cash exists in the project. Last transaction was May 2014. Funding for this project was from Bond proceeds in July 2014.

S.	21A488 – Trace Evidence Study – Byrne		BA1713570
	CR742973 – Trace Evidence Study – Byrne 99		
	Other Expenses	\$	531.43

The Medical Examiner’s Office is requesting an appropriation increase for \$531.43 in the Trace Evidence Study – Byrne 99 Grant Index Code. This will allow for the closing out of this index code to allow for an operating transfer to return unused matching funds. Funding is provided through the Trace Evidence Study – Byrne 99 Grant, which was 98.3% expended.

T.	40S016 – Energy Conservation Measures – ARRA Funds		BA1707559
	CC770941 – Energy Conservation Measures – ARRA Funds		
	Other Expenses	\$	17,409.60

Additional appropriation is requested for the Energy Conservation Measures – ARRA Funds capital project to enable the cash transfer from this project to a project with negative cash balances. Funding for the Energy Conservation Measures project came from Federal ARRA funds.

U.	40A069 – Capital Projects		BA1707560
	CC768853 – Justice Center Facilities Improvements		
	Other Expenses	\$	10,918.00

Additional appropriation is requested for the Justice Center Facilities Improvements Project to enable a cash transfer from this project to a project with negative cash balance. Funding for the Justice Center Facilities Improvements Project comes from sales tax.

V.	40A069 – Capital Projects		BA1707561
	CC770958 – Energy Conservation Measures – Future Debt		
	Other Expenses	\$	3,874.00

Additional appropriation is requested for the Energy Conservation Measures – Future Debt Project to enable a cash transfer from this project to a project with negative cash balances. Funding for the Energy Conservation Measures – Future Debt Project comes from property taxes.

W.	21A882 – Prof Cont Edu – Paul Coverdell Grant		BA1713595
	CR750711 – Prof Cont Edu – Paul Coverdell Grant		
	Other Expenses	\$	1,200.00

The Medical Examiner’s Office is requesting an appropriation increase for \$1,200 for the Prof Cont Edu – Paul Coverdell Grant index code. This will allow for the closing of this index code to prepare for an operating transfer of unused funds. Funding for the Prof Cont Edu – Paul Coverdell Grant, which was 90.7% expended, was provided by the U.S. Department of Justice.

X.	22A040 – 2011 Lead Hazard Reduction Grant		BA1713596
	DV708974 – Lead Hazard Reduction Grant 11-14		
	Other Expenses	\$	4,852.24

The Department of Development is requesting an appropriation increase of \$4,852.24 due to a cash balance remaining in this grant that needs to be deposited to an outside CDBG Program Income Account. Appropriations will allow the department to process a payable voucher; once cash is transferred, account can be closed. Funding for this grant, which was 99.8% expended, is provided by the Department of Housing and Urban Development.

Y.	21A882 – Prof Cont Edu – Paul Coverdell Grant		BA1713598
	CR752451 – 09/10 Prof Cont Edu – Paul Coverdell Grant		
	Other Expenses	\$	575.00

The Medical Examiner’s Office is requesting an appropriation increase for \$575.00 in the 09/10 Prof Cont Edu – Paul Coverdell Grant index code. This will allow for the closing out and will allow for an operating transfer to return unused funds. Funding for the 09/10 Prof Cont Edu – Paul Coverdell Grant, which was 77.7% expended, was provided by the U.S. Department of Justice for the period 10/2009 – 1/2011.

Z.	21A997 – Coroner’s Office A/V Grant		BA1713606
	CR758169 – Coroner’s Office A/V Grant		
	Other Expenses	\$	20,747.07

The Medical Examiner’s Office is requesting an appropriation increase for \$20,747.07 in the Coroner’s Office A/V Grant index code. This will allow for the closing out and will allow for an operating transfer to return unused funds. Funding for the Coroner’s Office A/V Grant, which was 53.8% expended, was provided by the Byrne Justice Assistance Grant Program through the U.S. Department of Justice for the period 9/2008 – 12/2010.

AA. 21A999 – Coroner’s Office DNA Process		BA1713608
CR758292 – Coroner’s Office DNA Process		
Other Expenses	\$	15,584.96

The Medical Examiner’s Office is requesting an appropriation increase for \$15,584.96 in the Coroner’s Office DNA Process Grant index code. This will allow for the closing out and will allow for an operating transfer to return unused funds. Funding for the Coroner’s Office DNA Process Grant, which was 74.5% expended, was provided by the Byrne Justice Assistance Grant Program through the U.S. Department of Justice for the period 9/2008 – 12/2010.

AB. 20A601 – Computerized Legal Research		BA1703043
JC495051 – Juvenile Court Legal Research		
Capital Outlays	\$	6,200.00

A request to increase appropriation in this special revenue fund to purchase additional network printers and envelope feeders for the clerk’s office at the Juvenile Court. Revenues are received through court fees of \$3.00 per case (ORC 2303.201(A(1))). The cash balance in this fund was \$155,416.79 and revenues received in 2016 totaled \$23,104.37.

AC. 21A734 –Youth Services Subsidy		BA1703044
JC745927 – FDCC – Mentors – RO - 2004		
Other Expenses	\$	(20,000.00)
21A734 –Youth Services Subsidy		
JC746313 – FDCC – Youth Interv. Groups –RO-FY2007-115		
Other Expenses	\$	(15,774.00)

To remove appropriation from expired RECLAIM Ohio grants from the Ohio Department of Youth Services. The grant periods were state fiscal year 2004 (JC745927) and state fiscal year 2007 (JC746313).

AD. 21A734 – Youth Services Subsidy		BA1703046
JC745695 – FDCC – Program Admin – RO-2004		
Other Expenses	\$	479.21

This appropriates available cash in Juvenile Court’s pre-2005 RECLAIM grants from ODYS in preparation to transfer the cash to the HHS Levy. This reverses JT1603137 (R2016-0234).

AE. 40A069 – Capital Projects		BA1700041
CC767939 – 2011 FAA Recons, Rehab Apron A1&B, C&D1		
Capital Outlays	\$	(160,678.92)

To reduce appropriations in the 2011 FAA Reconstruction Apron Project in preparation for closure. Over 87% of the project budget was expended. No residual cash exists in the project. The last transaction was December 2012. Funding for the project was 91.2% from the U.S. Department of Transportation passed through the Federal Aviation Administration and the remaining 8.8% from bond proceeds.

AF. 40A036 – Geographic Information System		BA1700042
CC770834 – Geographic Information System		
Other Expense	\$	(558,587.58)

To reduce appropriations in the Geographic Information System Project in preparation for closure. Over 37% of the project budget was expended. No residual cash exists in the project. The last transaction was August 2007. Funding for the project was from a residual cash transfer in December 2015 from other projects with positive cash balances (R2015-0264).

AG. 40A099 – Maintenance Projects		BA1700043
CC768283 – Reconfiguration of Court of Appeals		
Personal Services	\$	(41,757.66)
Other Expenses	\$	(11,000.00)
Capital Outlays	\$	(844.90)

To reduce appropriations in the Reconfiguration of Court of Appeals Project in preparation for closure. Over 61.7% of the project budget was expended. No residual cash exists in the project. The last transaction was November 2014. Funding for the project was 51% from the General Fund (R2014-0291) in December 2014 and 49% from other projects with positive cash balances (R2015-0264).

AH. 40A524 – OH DPT of Pub Wrks Integrating Committee		BA1701509
CE785311 – Columbus Road Bridge 109		
Capital Outlays	\$	15,035.00

The Department of Public Works is requesting additional appropriation for the Columbus Road Bridge 1.09 Project. The additional appropriation is needed for changes to items that were required as an adjustment to the contracts' estimated quantities based on final field measurements and calculations. The new items were necessary to meet the existing field conditions, project acceleration and to add a waterline at the request of the City of Bedford. The funds for the waterline will be reimbursed by the City of Bedford. 50% of the funding comes from the Ohio Public Works Commission – Issue 1 and 50% from the Cuyahoga County \$7.50 vehicle license tax fund.

AI. 21A173 – Adult Drug Court Project		BA1713594
CO759191 – Adult Drug Court Prj FY17		
Personal Services	\$	291,864.00
Other Expenses	\$	24,816.00

The Common Pleas Court is requesting an appropriation increase for \$316,680. This is to support initial appropriation for the FY2017 TASC Adult Drug Court. The former index code was CO755454 and funding is supported by the ADAMHS Board for the period 1/1/17 – 12/31/17.

AJ. 20D445 – Development Revolving Loan Fund		BA1713620
DV520692 – Development – Revolving Loan Fund		
Other Expenses	\$	10,704.62

The Office of Budget and Management on behalf of the Department of Development is requesting an appropriation increase for \$10,704.62. This will allow for the posting of an

operating transfer to move revenues that were originally intended to go to the General Fund account. Funding is from the Development Revolving Loan Fund.

AK. 21A882 – Prof Cont Edu – Paul Coverdell Grant	BA1713604
CR752923 – 10/11 Prof Cont Edu – Paul Coverdell Grant	
Other Expenses	\$ (2,093.17)

The Medical Examiner’s Office is requesting an appropriation reduction for \$2,093.17 in the 10/11 Prof Cont Edu – Paul Coverdell Grant index code to allow for an operating transfer to return unused funds. Funding for the 10/11 Prof Cont Edu – Paul Coverdell Grant, which was 65.2% expended, was provided through the U.S. Department of Justice for the period 3/2011-3/2012.

AL. 20D449 – Property Demolition Fund	BA1713626
DV520809 – Property Demolition Fund	
Other Expenses	\$ 3,000,000.00

Request to increase appropriation to the Property Demolition Fund based on anticipated awards to municipalities. This would increase the Fund’s total appropriation to \$16.9 million, of which \$10.8 million has already been committed. The current cash balance in the Fund totals \$27 million.

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

<u>Fund Nos./Budget Accounts</u>	<u>Journal Nos.</u>
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A. FROM: 40M014 – Fairgrounds Wind Turbine Project	BA1700010
CC770909 – 20% County Wind Turbine Project	
Personal Services	\$ 1,007.61
FROM: 40M014 – Fairgrounds Wind Turbine Project	
CC770909 – 20% County Wind Turbine Project	
Capital Outlays	\$ 290,467.99
TO: 40M014 – Fairgrounds Wind Turbine Project	
CC770909 – 20% County Wind Turbine Project	
Other Expenses	\$ 291,475.60

To adjust appropriation in the 20% County Wind Turbine Project in preparation for closure.

B. FROM: 40A069 – Capital Projects	BA1700031
IT768549 – Blade Server Refresh	
Capital Outlays	\$ 2,351.17
TO: 40A069 – Capital Projects	
IT768549 – Blade server Refresh	
Other Expenses	\$ 2,351.17

To transfer appropriations in the Blade Server Refresh Project in preparation for closure. Over 99% of the project was expended and the transfer will permit the residual cash to be returned to other projects. Last transaction was May 2016. Funding for the project was from other projects supported by the General Fund on December 10, 2015 (R2015-0264).

C. FROM:	40A526 – ODOT - LPA		BA1704504
	CE785006 – ODOT - LPA		
	Personal Services	\$	7,158.22
TO:	40A526 – ODOT - LPA		
	CE785006 – ODOT - LPA		
	Other Expenses	\$	7,158.22

A transfer is requested to allow for 2016 administrative overhead expenses for the Columbus Road Lift Bridge project to post. This project is funded 80% from Federal Highway Administration fund passed through the Ohio Department of Transportation and 10% from both the County \$5 Road and Bridge Fund and the City of Cleveland.

D. FROM:	40A526 – ODOT - LPA		BA1704505
	CE785006 – ODOT - LPA		
	Personal Services	\$	247,000.00
TO:	40A526 – ODOT - LPA		
	CE785006 – ODOT - LPA		
	Capital Outlays	\$	247,000.00

The Department of Public Works requests to move appropriation/budget from the personal services line and the personal benefits line to the capital outlays line (070) to cover expenses for the Turney Road Resurfacing project. Funding comes from 45% Federal Highway Administration funds, 50% County Road and Bridge funds, and 5% from the City of Garfield Heights.

E. FROM:	20A606 – Fatherhood Initiative		BA1715078
	SE507152 – Fatherhood Initiative		
	Other Expenses	\$	25,000.00
TO:	20A606 – Fatherhood Initiative		
	SE507152 – Fatherhood Initiative		
	Personal Services	\$	25,000.00

Appropriation transfer to move appropriation from Fatherhood Initiative contracts to salaries and benefits, realigning appropriation with planned expenditures. The funding source is the Ohio Department of Medicaid through First Year Cleveland. Funding was awarded on June 7, 2016 to support community-driven proposals to combat infant mortality at the local level and enhance coordination among agencies that provide care for women and infants at risk for the period 7/1/16 – 6/30/17.

F. FROM:	01A001 – General Fund		BA1715081
	DR391052 – Domestic Relations		
	Personal Services	\$	28,665.00

TO: 01A001 – General Fund
 DR495515 – Domestic Relations Child Support
 Personal Services \$ 28,665.00

Appropriation transfer to move appropriation from Domestic Relations to Domestic Relations Child Support to realign appropriation with projected 2017 personal benefits expenditures. Expenses in the Court’s Child Support budget are reimbursed by Title IV-D at the rate of 66%; the balance of the budget is supported by the County’s General Fund.

G. FROM: 21A853 – DNA Capacity Enhancement Program **BA1713577**
 CR749325 – DNA Capacity Enhancement Program
 Capital Outlays \$ 2.49

TO: 21A853 – DNA Capacity Enhancement Program
 CR749325 – DNA Capacity Enhancement Program
 Other Expenses \$ 2.49

Medical Examiner’s Office is requesting an appropriation transfer for \$2.49 in the DNA Capacity Enhancement Program Grant index code. This will allow for the closing out of this index code to allow for an operating transfer to return unused funds to the General Fund. Funding is provided through the DNA Capacity Enhancement Program Grant which was 98.6% expended.

H. FROM: 21A853 – DNA Capacity Enhancement Program **BA1713580**
 CR749846 – DNA Capacity Enhancement Program
 Capital Outlays \$ 7,017.58

TO: 21A853 – DNA Capacity Enhancement Program
 CR749846 – DNA Capacity Enhancement Program
 Other Expenses \$ 7,017.58

Medical Examiner’s Office is requesting an appropriation transfer for \$7,017.58 in the DNA Capacity Enhancement Program Grant index code. This will allow for the closing out of this index code to allow for an operating transfer to return unused funds. Funding is provided through the DNA Capacity Enhancement Program Grant which was 94.3% expended.

I. FROM: 21A914 – Rebalancing Trauma Therapy **BA1713584**
 CR749051 – 07/08 Rebalancing Trauma Therapy
 Personal Services \$ 60.00

TO: 21A914 – Rebalancing Trauma Therapy
 CR749051 – 07/08 Rebalancing Trauma Therapy
 Other Expenses \$ 60.00

Medical Examiner’s Office is requesting an appropriation transfer for \$60.00 in the 07/08 Rebalancing Trauma therapy Grant index code. This will allow for the closing out of this index code to allow for an operating transfer to return unused funds. Funding is provided through the 07/08 Rebalancing Trauma Therapy Grant which was 99.6% expended.

J.	FROM: 21A854 – DNA Backlog Reduction Program		BA1713592
	CR751594 – 08/09 DNA Backlog Reduction Program		
	Capital Outlays	\$	131.00
	TO: 21A854 – DNA Backlog Reduction Program		
	CR751594 – DNA Backlog Reduction Program		
	Other Expenses	\$	131.00

Medical Examiner’s Office is requesting an appropriation transfer for \$131.00 in the DNA Backlog Reduction Program Grant index code. This will allow for the closing out of this index code to allow for an operating transfer to return unused funds to the 08/09 DNA Backlog Reduction Program grant. Funding is provided by the 08/09 DNA Backlog Reduction Program Grant which was 97.8% expended.

K.	FROM: 40A069 – Capital Projects		BA1707732
	CC768085 – HPG Garage – Health & Safety Critical Repair		
	Capital Outlays	\$	2,525.23
	TO: 40A069 – Capital Projects		
	CC768085 – HPG Garage – Health & Safety Critical Repair		
	Other Expenses	\$	2,525.23

Appropriation transfer is requested from Capital Outlay to Other Operating Expenses in the HPG Garage – Health & Safety Critical Repair project to enable the cash transfer from this project to another project with a negative cash balance. Funding for the Garage – Health & Safety Critical Repair project comes from property taxes.

L.	FROM: 40A069 – Capital Projects		BA1707564
	CC768093 – Juvenile PD Office Relocation		
	Capital Outlays	\$	21,039.61
	TO: 40A069 – Capital Projects		
	CC768093 – Juvenile PD Office Relocation		
	Other Expenses	\$	21,069.61

Appropriation transfer is requested from Capital Outlay to Other Operating Expenses in the Juvenile PD Office Relocation Project to enable the cash transfer from this project to another project with a negative cash balance. Funding for the Juvenile PD Office Relocation project comes from county property taxes.

M.	FROM: 21A428 – City of Clev FY08 MMRS 2010/2011		BA1713601
	CR752873 – City of Clev FY08 MMRS 2010/2011		
	Capital Outlays	\$	3,178.95
	TO: 21A428 – City of Clev FY08 MMRS 2010/2011		
	CR752873 – City of Clev FY08 MMRS 2010/2011		
	Other Expenses	\$	3,178.95

The Medical Examiner’s Office is requesting an appropriation transfer for \$3,178.95 in the City of City of Cleveland FY08 MMRS 2010/2011 Grant index code. This will allow for the closing out and will allow for an operating transfer to return unused funds. Funding is provided through

the City of Cleveland FY08 MMRS 2010/2011 Grant, which was 96.7% expended for the period 12/2010 – 12/2011.

N.	FROM: 20A804 – Public Defender – Cleve Municipal Div PD141028 – Public Defender – Cleve Municipal Div Other Expenses	\$ 2,465.00	BA1703033
	TO: 20A804 – Public Defender – Cleve Municipal Div PD141028 – Public Defender – Cleve Municipal Div Capital Outlays	\$ 2,465.00	

A transfer of appropriation to cover a computer purchase. Funding comes from payments from the City of Cleveland pursuant to an agreement between the City and County.

O.	FROM: 20A307 – County Planning Commission CP522110 – CPC - Administration Other Expenses	\$ 532.30	BA1703034
	TO: 20A307 – County Planning Commission CP522110 – CPC - Administration Capital Outlays	\$ 532.30	

A transfer of appropriation to cover a computer purchase. Funding comes from a General Fund subsidy and also from fees for planning services.

P.	FROM: 40A526 – ODOT – LPA CE785006 – ODOT - LPA Personal Services	\$ 247,400.00	BA1701510
	TO: 40A526 – ODOT - LPA CE785006 – ODOT - LPA Capital Outlays	\$ 247,400.00	

The Department of Public Works is requesting a transfer in appropriation from Personal Services to Capital Outlays for the Turney Road resurfacing project. Funding comes from the Federal Highway Administration funds passed through the Ohio Department of Transportation (50%) with local matches by the County Road and Bridge Fund (50%).

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

<u>Fund Nos./Budget Accounts</u>	<u>Journal Nos.</u>
A. FROM: 21A854 – DNA Backlog Reduction Prog CR752931 – 10/12 DNA Backlog Reduction Prog Transfer Out	JT1713573 \$ 6,954.21
TO: 01A001 – General Fund CR180026 – Medical Examiner - Operations Revenue Transfer	 \$ 6,954.21

Medical Examiner's Office is requesting an operating transfer for \$6,954.21 to move unused funds from the 10/12 DNA Backlog Reduction Program Grant index code to the General Fund. Funding for the 10/12 DNA Backlog Reduction Program Grant, which was 93.4% expended, is provided by the U.S. Department of Justice.

B.	FROM: 21A488 – Trace Evidence Study – Byrne CR742973 – Trace Evidence Study – Byrne 99 Transfer Out	\$ 531.43	JT1713571
	TO: 01A001 – General Fund CR180026 – Medical Examiner Operations Revenue Transfer	\$ 531.43	

The Medical Examiner's Office is requesting a operating transfer of \$531.43 to move unused match funds from the Trace Evidence Study – Byrne 99 Grant index code to the General Fund. Funding is provided by the Trace Evidence Study – Byrne 99 Grant which was 98.3% expended.

C.	FROM: 21A853 – DNA Capacity Enhancement Program CR749325 – DNA Capacity Enhancement Program Transfer Out	\$ 2,398.99	JT1713578
	TO: 01A001 – General Fund CR180026 – Medical Examiner Operations Revenue Transfer	\$ 2,398.99	

The Medical Examiner's Office is requesting an operating transfer of \$2,398.99 to move unused funds from the DNA Capacity Enhancement Program index code to the General Fund. Funding is provided by the DNA Capacity Enhancement Program which was 98.6% expended.

D.	FROM: 21A853 – DNA Capacity Enhancement Program CR749846 – DNA Capacity Enhancement Program Transfer Out	\$ 12,311.29	JT1713581
	TO: 01A001 – General Fund CR180026 – Medical Examiner Operations Revenue Transfer	\$ 12,311.29	

The Medical Examiner's Office is requesting an operating transfer of \$12,311.29 to move unused funds from the DNA Capacity Enhancement Program index code to the General Fund. Funding is provided by the DNA Capacity Enhancement Program which was 94.3% expended.

E.	FROM: 21A854 – DNA Backlog Reduction Program CR749838 – DNA Backlog Reduction Program Transfer Out	\$ 196.16	JT1713583
	TO: 01A001 – General Fund CR180026 – Medical Examiner Operations Revenue Transfer	\$ 196.16	

The Medical Examiner's Office is requesting an operating transfer of \$196.16 to move unused funds from the DNA Backlog Reduction Program Grant index code to the General Fund. Funding is provided by the DNA Backlog Reduction Program Grant which was 99.7% expended.

F.	FROM: 21A914 – 07/08 Rebalancing Trauma Therapy	JT1713585
	CR749051 – 07/08 Rebalancing Trauma Therapy	
	Transfer Out	\$ 60.00
	TO: 01A001 – General Fund	
	CR180026 – Medical Examiner Operations	
	Revenue Transfer	\$ 60.00

The Medical Examiner's Office is requesting an operating transfer of \$60.00 to move unused funds from the 07/08 Rebalancing Trauma Therapy Grant to the General Fund. Funding is provided by the 07/08 Rebalancing Trauma Therapy Grant which was 99.6% expended.

G.	FROM: 21A854 – DNA Backlog Reduction Program	JT1713590
	CR751354 – 07/08 DNA Backlog Reduction Program	
	Transfer Out	\$ 2,382.00
	TO: 01A001 – General Fund	
	CR180026 – Medical Examiner Operations	
	Revenue Transfer	\$ 2,382.00

The Medical Examiner's Office is requesting an operating transfer of \$2,382.00 to move unused funds from the DNA Backlog Reduction Program Grant index code to the General Fund. Funding is provided by the DNA Backlog Reduction Program Grant which was 97.4% expended for the period 10/2007 – 01/2009.

H.	FROM: 21A854 – DNA Backlog Reduction Program	JT1713593
	CR751594 – 08/09 DNA Backlog Reduction Program	
	Transfer Out	\$ 2,403.35
	TO: 01A001 – General Fund	
	CR180026 – Medical Examiner Operations	
	Revenue Transfer	\$ 2,403.35

The Medical Examiner's Office is requesting an operating transfer of \$2,403.35 to move unused funds from the 08/09 DNA Backlog Reduction Program index code to the General Fund. Funding is provided by the 08/09 DNA Backlog Reduction Program which was 97.8% expended for the period 10/2008 – 03/2010.

I.	FROM: 29A391 – Health & Human Services Levy 4.8	JT1701501
	SU514547 – Office of Re-Entry Subsidy	
	Transfer Out	\$ 528,704.00
	TO: 24A878 – HHS – Office of Re-Entry	
	HS749069 – HHS – Office of Re-Entry	
	Revenue Transfer	\$ 528,704.00

A cash transfer from the Health & Human Services Levy to the Office of Re-Entry for their 1st quarter expenses based on the 2017 approved budget. Funding comes from the Health & Human Services Levy.

J.	FROM: 29A391 – Health & Human Services Levy 4.8		JT1701502
	SU515197 – HHS Subsidy Sheriff Mental Health		
	Transfer Out	\$	496,724.00
	TO: 20A830 – Mental Health Services HHS		
	SH352062 – Sheriff – Mental Health HHS		
	Revenue Transfer	\$	496,724.00

A cash transfer from the Health & Human Services Levy to the Sheriff’s Mental Health HHS index for their 1st quarter expenses based on the 2017 approved budget. Funding comes from the Health & Human Services Levy.

K.	FROM: 29A391 – Health & Human Services Levy 4.8		JT1706064
	SU514398 – EC Invest in Children Subsidy		
	Transfer Out	\$	669,552.00
	TO: 20A807 – EC – Invest in Children		
	EC451385 – Administrative Services		
	Revenue Transfer	\$	669,552.00

To transfer the 2017 Office of Early Childhood fixed HHS Levy subsidies.

L.	FROM: 29A391 – Health & Human Services Levy 4.8		JT1706065
	SU515296 – Social Impact Fin Fund Subsidy		
	Transfer Out	\$	1,000,000.00
	TO: 20A288 – Social Impact Financing Fund		
	SF515288 – Social Impact Financing Fund		
	Revenue Transfer	\$	1,000,000.00

This operating transfer is necessary to disburse the 2017 subsidy payment to the Social Impact Financing Fund.

M.	FROM: 01A001 – General Fund		JT1706066
	SU514174 – Educational Asst Fund Subsidy		
	Transfer Out	\$	1,000,000.00
	TO: 20A064 – Cuy Co Educational Asst (CEAP)		
	WI141622 – Cuy Co Educational Asst Prog (CEAP)		
	Revenue Transfer	\$	1,000,000.00

This operating transfer is necessary to disburse the 2017 subsidy payment to the Department of Workforce Development for the CEAP program.

N.	FROM: 01A001 – General Fund		JT1715080
	SU513754 – CRIS Subsidy		
	Transfer Out	\$	350,000.00

TO: 50A410 – Cuyahoga Reg Info System
 JA090068 – J.A. Cuyahoga Regional Info Sys
 Revenue Transfer \$ 350,000.00

Transfer of 2017 fixed subsidy to the Cuyahoga Regional Information System.

O. FROM: 21A734 – Youth Services Subsidy **JT1703045**
 JC745695 – FDCC – Admin RO-2004
 Transfer Out \$ 479.21

TO: 20A811 – JC Detention and Probation Services
 JC107524 – JC Detention Services
 Revenue Transfer \$ 479.21

Transfer out cash balance in Juvenile Court’s pre-2005 RECLAIM grants from the Ohio Department of Youth Services (ODYS). This reverses JT1603137 (R2016-0234).

P. FROM: 21A882 – Prof Cont Edu – Paul Coverdell Grant **JT1713588**
 CR750711 – Prof Cont Edu – Paul Coverdell Grant
 Transfer Out \$ 4,013.79

TO: 01A001 – General Fund
 CR180026 – Medical Examiner - Operations
 Revenue Transfer \$ 4,013.79

Medical examiner’s Office is requesting an operating transfer for \$4,013.79 to move unused funds from the Prof Cont Edu – Paul Coverdell Grant index code to the General Fund. Funding for the Prof Cont Edu – Paul Coverdell Grant, which was 90.7% expended, was provided by the U.S. Department of Justice for the period 12/2006 – 12/2007.

Q. FROM: 21A882 – Prof Cont Edu – Paul Coverdell Grant **JT1713599**
 CR752451 – Prof Cont Edu – Paul Coverdell Grant
 Transfer Out \$ 13,221.50

TO: 01A001 – General Fund
 CR180026 – Medical Examiner - Operations
 Revenue Transfer \$ 13,221.50

Medical examiner’s Office is requesting an operating transfer for \$13,221.50 from the 09/10 Prof Cont Edu – Paul Coverdell Grant index code to the General Fund. Funding for the 09/10 Prof Cont Edu – Paul Coverdell Grant, which was 77.7% expended, was provided by the U.S. Department of Justice for the period 10/2009 – 1/2011.

R. FROM: 21A997 – Coroner’s Office A/V Grant **JT1713607**
 CR758169 – Coroner’s Office A/V Grant
 Transfer Out \$ 20,747.07

TO: 01A001 – General Fund
 CR180026 – Medical Examiner - Operations
 Revenue Transfer \$ 20,747.07

Medical examiner's Office is requesting an operating transfer for \$20,747.07 from the Coroner's Office A/V Grant index code to the General Fund. Funding for the Coroner's Office A/V Grant, which was 53.8% expended, was provided by the Byrne Justice Assistance Grant through the Department of Justice for the period 9/2008 – 12/2010.

S. FROM:	21A999 – Coroner's Office DNA Process	JT1713609
	CR758292 – Coroner's Office DNA Process	
	Transfer Out	\$ 15,584.96
TO:	01A001 – General Fund	
	CR180026 – Medical Examiner - Operations	
	Revenue Transfer	\$ 15,584.96

Medical examiner's Office is requesting an operating transfer for \$15,584.96 from the Coroner's Office DNA Process Grant index code to the General Fund. Funding for the Coroner's Office DNA Process Grant, which was 74.5% expended, was provided by the Byrne Justice Assistance Grant through the Department of Justice for the period 9/2008 – 11/2010.

T. FROM:	01A001 – General Fund	JT1703036
	SU513457 – County Planning Comm	
	Transfer Out	\$ 1,300,000.00
TO:	20A307 – County Planning Commission	
	CP522110 – CPC - Administration	
	Revenue Transfer	\$ 1,300,000.00

To provide the County Planning Commission with a fixed subsidy of \$1,300,000.00. Funding comes from the General Fund.

U. FROM:	29A391 – Health & Human Services Levy 4.8	JT1703037
	SU514414 – Senior & Adult Svcs Subsidy	
	Transfer Out	\$ 2,020,044.88
FROM:	29A392 – Health & Human Services Levy 3.9	
	SU514638 – Senior & Adult Subsidy 3.9	
	Revenue Transfer	\$ 2,020,044.87
TO:	24A601 – Senior & Adult Services	
	SA138321 – Administrative Services - SAS	
	Revenue Transfer	\$ 4,040,089.75

To provide subsidy for the HHS Division of Senior & Adult Services for the 1st quarter. Funding comes from the Health & Human Services Levy.

V. FROM:	29A391 – Health & Human Services Levy 4.8	JT1703038
	SU514877 – Public Defender HHS	
	Transfer Out	\$ 52,861.25

TO: 20A267 – Public Defender HHS
 PD141333 – Public Defender HHS
 Revenue Transfer \$ 52,861.25

To transfer subsidy to Public Defender’s Office for 1st quarter expenses. Budgeted Public Defender HHS expenses include an expungement clerk and two attorneys for a child support pilot program. Funding comes from the Health & Human Services Levy.

W. FROM: 29A391 – Health & Human Services Levy 4.8 **JT1703039**
 SU514224 – JC Placement & Trmt HHS Subsidy
 Transfer Out \$ 5,011,459.50

TO: 20A811 – JC Detention and Probation Services
 JC107524 – JC Detention Services
 Revenue Transfer \$ 5,011,459.50

To transfer HHS subsidy to Juvenile Court for 1st quarter expenses. Budgeted expenses include Guardian Ad Litem, clinicians, probation office, board and care and shelter care (detention alternatives), and medical care. Funding comes from the Health and Human Services Levy.

X. FROM: 29A391 – Health & Human Services Levy 4.8 **JT1703040**
 SU514596 – Alcohol Drug Addiction Mental Health 4.8
 Transfer Out \$ 4,920,457.50

FROM: 29A392 – Health & Human Services Levy 3.9
 SU514729 – Alcohol Drug Addiction Mental Health 3.9
 Revenue Transfer \$ 4,920,457.25

TO: 20A317 – ADAMHSBCC (as of 07/01/2009)
 MH431056 – BH – Administrative Oper Budget
 Revenue Transfer \$ 9,840,914.75

Subsidy for 2017 1st quarter support of the Alcohol Drug Addiction Mental Health Board. Funding comes from HHS Levy.

Y. FROM: 29A391 – Health & Human Services Levy 4.8 **JT1703046**
 SU514281 – Office of Homeless Svcs Subsidy
 Transfer Out \$ 1,536,109.50

TO: 24A641 – PA – Homeless Services
 HS158097 – PA – Homeless Services
 Revenue Transfer \$ 1,536,109.50

To transfer subsidy to Homeless Services for 1st quarter expenses. Funding comes from the Health & Human Services Levy.

Z. FROM: 01A001 – General Fund **JT1703048**
 SU513309 – Dog & Kennel
 Transfer Out \$ 269,556.00

TO: 20A302 – Dog & Kennel
 DK050005 – County Dog Kennel
 Revenue Transfer \$ 269,556.00

To transfer fixed subsidy for 2017 kennel operations. Funding comes from the General Fund.

AA. FROM: 21A428 – City of Clev FY08 MMRS 2010/2011 **JT1713602**
 CR752873 – City of Clev FY08 MMRS 2010/2011
 Transfer Out \$ 3,238.97

TO: 01A001 – General Fund
 CR180026 – Medical Examiner - Operations
 Revenue Transfer \$ 3,238.97

The Medical Examiner’s Office is requesting an operating transfer for \$3,238.97 to move unused funds from the City of Cleveland FY08 MMRS 2010/2011 Grant index code. Funding is provided through the City of Cleveland FY08 MMRS 2010/2011 Grant, which was 96.7% expended for the period 12/2010 – 12/2011.

AB. FROM: 21A908 – Streamlining In-House Access to CR **JT1713612**
 CR767467 – Streamlining Inhouse Access to CR FY08
 Transfer Out \$ 96.42

TO: 01A001 – General Fund
 CR180026 – Medical Examiner’s - Operations
 Revenue Transfer \$ 96.42

The Medical Examiner’s Office is requesting an operating transfer for \$96.42 from the Streamlining In-House Access to CR FY08 Grant index code to the General Fund. Funding for the Streamlining In-House Access to CR FY08 Grant, which was 99.8% expended, was provided by the Department of Justice through the Paul Coverdell Forensic Science Improvement Grants Program for the period 12/2007 - 11/2010.

AC. FROM: 20D445 – Development Revolving Loan Fund **JT1713619**
 DV520692 – Development – Revolving Loan Fund
 Transfer Out \$ 10,704.62

TO: 01A001 – General Fund
 DV014100 – Economic Development
 Revenue Transfer \$ 10,704.62

The Department of Development is requesting an operating transfer moving (2) revenue payments collected on Bioelectrics ED loan during FY’2016 (RR1613005-01 and RR1614441-01), original loan was disbursed via the General Fund and payments should be collected in the same funding source. The funding source is the Development Revolving Loan Fund.

AD. FROM: 21A882 – Prof Cont Edu – Paul Coverdell Grant **JT1713605**
 CR752923 – 10/11 Prof Cont Edu – Paul Coverdell Grant
 Transfer Out \$ 34,898.00

TO: 01A001 – General Fund
 CR180026 – Medical Examiner’s - Operations
 Revenue Transfer \$ 34,898.00

The Medical Examiner’s Office is requesting an operating transfer for \$34,898 from the 10/11 Prof Cont Edu – Paul Coverdell Grant index code to the General Fund. Funding for the 10/11 Prof Cont Edu – Paul Coverdell Grant , which was 65.2% expended, was provided through the U.S. Department of Justice for the period 3/2011 - 3/2012.

AE. FROM: 01A001 – General Fund **JT1713621**
 CR180026 – Medical Examiner’s - Operations
 Transfer Out \$ 2,593.80

TO: 21A901 – Re-Examining 1200 Unsolved Homicides
 CR750786 – Re-Examining 1200 Unsolved Homicides
 Revenue Transfer \$ 2,593.80

The Medical Examiner’s Office is requesting an operating transfer for \$2,593.80 from the General Fund to the Re-Examining 1200 Unsolved Homicides index code. This will allow for the closing out of this grant by providing appropriation to clear the negative fund balance. Funding is provided through the General Fund Account.

AF. FROM: 40M014 – Fairgrounds Wind Turbine Project **JR1707556**
 CC770909 – 20% Fairgrounds Wind Turbine Project
 Transfer Out \$ 428,943.91

FROM: 40A069 – Capital Projects
 CC767699 – Juvenile Justice Complex Phase II
 Transfer Out \$ 458,499.30

FROM: 40A069 – Capital Projects
 CC768234 – Interim Headquarters
 Transfer Out \$ 224,365.05

FROM: 40S016 – Energy Conservation Measures – ARRA Funds
 CC770941 – Energy Conservation Measures – ARRA Funds
 Transfer Out \$ 17,409.60

FROM: 40A069 – Capital Projects
 CC768853 – Justice Center Facilities Improvements
 Transfer Out \$ 10,918.00

FROM: 40A069 – Capital Projects
 CC770958 – Energy Conservation Measures – Future Debt
 Transfer Out \$ 3,874.00

FROM: 40A069 – Capital Projects
 CC768069 – Real Estate Consolidation – Prof Services
 Transfer Out \$ 154,934.95

FROM:	40A069 – Capital Projects		
	CC768085 – HPG Garage – Health & Safety Critical Repair		
	Transfer Out	\$	7,219.85
FROM:	40A069 – Capital Projects		
	CC768093 – Juvenile PD Office Relocation		
	Transfer Out	\$	27,251.73
TO:	40A099 – Maintenance Projects		
	CC768325 – Fire Damper Inspection		
	Revenue Transfer	\$	139,044.79
TO:	40A099 – Maintenance Projects		
	CC768101 – Countywide Painting		
	Revenue Transfer	\$	363,086.00
TO:	40A099 – Maintenance Projects		
	CC768119 – Countywide Carpeting		
	Revenue Transfer	\$	444,377.00
TO:	40A069 – Capital Projects		
	CC766352 – Facility Elevator Modernization – A1		
	Revenue Transfer	\$	4,410.00
TO:	40A069 – Capital Projects		
	CC768382 – J.C. Fire Protection Upgrades		
	Revenue Transfer	\$	39,480.00
TO:	40A099 – Maintenance Projects		
	CC768598 – JJC HVAC and Window Film		
	Revenue Transfer	\$	62,978.00
TO:	40A099 – Maintenance Projects		
	CC768606 – Animal Shelter Laundry & Food Prep		
	Revenue Transfer	\$	20,607.00
TO:	40A069 – Capital Projects		
	CC768374 – Courts Tower Sealant Replacement		
	Revenue Transfer	\$	87,272.00
TO:	40A069 – Capital Projects		
	CC768390 – JC Perimeter Security, Keying & ADA Parking		
	Revenue Transfer	\$	91,608.00
TO:	40A071 – Judicial Information System		
	CC762096 – Clerk of Courts Automation Project		
	Revenue Transfer	\$	80,553.60

A residual equity transfer is requested from completed projects to those with a negative cash balance. Funding is from various funding sources.

SECTION 4. 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 5. It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

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

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

Journal CC025
February 14, 2017



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 7, 2017
RE: Fiscal Agenda – 2.14.2017 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 14, 2017**. The requested fiscal items, including additional appropriations, appropriation transfers, and cash transfers, are necessary to cover expenses.

In our continuing effort to properly close old grants and capital projects, this agenda includes a number of requests to reduce surplus appropriation or transfer appropriation within projects that have a zero cash balance. For projects with surplus cash, additional appropriation is being requested in order to transfer the cash out of the project/grant so that it can close. Cash in old grant accounts represents the share of the General Fund or HHs Levy Fund match that was provided but went unspent because the award was not fully utilized. Cash in old capital project accounts represents the difference between what was originally appropriated and funded based on the project estimates at implementation and what the final costs of the project were. This cash is being transferred to other capital projects in order to eliminate negative cash balances in project accounts that were appropriated but never funded.

This agenda includes two items related to the Veterans Services Fund: to reduce appropriation to both the Veterans Services Fund and the Veterans Services Fund Subsidy in order to reconcile the difference between what was included in the 2017 Budget and the actual year-end surplus in the Veterans Services Commission, which totaled \$461,117 in 2016. At the end of 2016, the Veterans Services Commission requested pre-encumbrances – enabling the carryover of available appropriation from 2016 into 2017 totaling \$220,000, which accounts for the majority of the difference between the projections and the budget.

Also included is an additional appropriation request totaling \$280,000 in the General Fund budget for the Treasurer's Office to increase the certification on the contracts with the two firms employed by the County to collect delinquent property taxes. These firms are reimbursed based on a tiered allocation method identified in the contracts. This is a net positive impact to the General Fund by way of increased property tax collections. The 2017 budget assumed \$11.9 million in revenue generated via property tax collections.

Additionally, this agenda includes a request to increase appropriation to the Property Demolition Fund in support of agreements awarded to municipalities. This request is supported by a cash balance in the Fund totaling \$27 million.

Finally, this agenda includes the transfer of all fixed subsidies included in the budget (e.g. Kennel, Planning Commission), as well as a quarter of the calculated subsidies based on the amount anticipated in the budget. The second quarter subsidies will reflect the reconciliation of the cash balances in the combined Public Assistance Fund.

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

Additional Appropriation Summary – Additional appropriation is requested when to cover expenditures that exceeds the original estimate and must be supported by a revenue source. A reduction in appropriation is requested in conjunction with the close-out of a program, grant, or decertification of an encumbrance.

Department	Amount Requested	Funding Source
Common Pleas Court	\$316,680.00	Grant – No General/HHS Levy Fund Impact
Development	\$3,322,105.70	Special Revenue – No General/HHS Levy Fund Impact
Fiscal Office/Treasury	\$280,000.00	General Fund
HHS/Children & Family	\$41,382.58	Special Revenue – No General/HHS Levy Fund Impact
Info. Technology/Capital Projects	(\$594,734.67)	Special Revenue – No General/HHS Levy Fund Impact
Medical Examiner’s Office	\$36,545.29	Grant – General Fund Impact
Juvenile Court	\$6,200.00	Special Revenue – No General/HHS Levy Fund Impact
Juvenile Court	\$4,705.21	Grant – HHS Levy Fund Impact
Public Safety & Justice Services	\$257.66	Grant – No General/HHS Levy Fund Impact
Public Works/Capital Projects	(\$1,036,241.99)	Special Revenue – No General/HHS Levy Fund Impact
Public Works/Road & Bridge	\$15,035.00	Special Revenue – No General/HHS Levy Fund Impact
Sheriff’s Office	(\$70,768.00)	Grant – No General/HHS Levy Fund Impact
Subsidies to Other Funds	(\$398,635.00)	General Fund
Veterans Services Fund	(\$398,635.00)	Special Revenue – General Fund Impact
TOTAL	\$1,523,896.78	

Appropriation Transfer Summary – Transfers between budget accounts in the same fund or between different resolution categories within the same budget account.

Department	Amount Transferred	Funding Source
Domestic Relations	\$28,665.00	General Fund
HHS/JFS/CSEA/Fatherhood	\$25,000.00	Special Revenue – No General/HHS Levy Fund Impact
Medical Examiner’s Office	\$10,390.02	Grant – No General/HHS Levy Fund Impact
Planning Commission	\$532.30	Special Revenue – General Fund Impact
Public Defender’s Office	\$2,465.00	Special Revenue – No General /HHS Levy Fund Impact
Public Works/Capital Projects	\$501,158.22	Special Revenue – No General/HHS Levy Fund Impact
Public Works/Road & Bridge	\$254,158.22	Special Revenue – No General/HHS Levy Fund Impact
TOTAL	\$822,368.76	

Cash Transfer Summary – Operating transfers support operating expenditures transfer cash from one fund to another. Transfers post as an expenditure and sufficient appropriation must be available to process the transaction.

Department	Amount Transferred	Funding Source
Development	\$10,704.62	Special Revenue – General Fund Impact
Juvenile Court	\$479.21	Grant – HHS Levy Fund Impact
Medical Examiner’s Office	\$121,631.94	Grant – General Fund Impact
Public Works/Capital Projects	\$1,333,416.39	Special Revenue – No General/HHS Levy Fund Impact
Subsidies to Other Funds	\$23,176,414.75	HHS Levy Fund
Subsidies to Other Funds	\$2,919,556.00	General Fund
TOTAL	\$27,562,202.91	

County Council of Cuyahoga County, Ohio

Resolution No. R2017-0022

<p>Sponsored by: County Executive Budish/Departments of Law and Public Works</p>	<p>A Resolution approving an amendment to a Collective Bargaining Agreement between Cuyahoga County and Teamsters Local 436, affiliated with International Brotherhood of Teamsters, representing approximately 38 employees in 17 classifications at the Department of Public Works/Division of Maintenance for the period 1/1/2015 - 12/31/2017 to establish terms of the wage re-opener and to modify Article XXXI; directing that funds necessary to implement the amendment be budgeted and appropriated; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.</p>
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WHEREAS, Cuyahoga County and Teamsters Local 436, affiliated with International Brotherhood of Teamsters (“the Union”), have agreed to amend the Collective Bargaining Agreement (CBA) for the period 1/1/2015 – 12/31/2017, representing approximately 38 employees at the Department of Public Works/ Division of Maintenance, to establish a COLA for 2017 pursuant to a previously negotiated wage re-opener and to modify Article XXXI, Section 1 of the CBA; and

WHEREAS, the parties desire to amend the CBA under the terms of the attached tentative agreement which has been ratified and approved by the Union members; and

WHEREAS, O.R.C. 4117.10 (B) requires that a public employer submit a request for funds necessary to implement an agreement, and for approval of any other matter requiring the approval of the appropriate legislative body to the legislative body within fourteen (14) days of the date on which the parties finalize the agreement, unless otherwise specified, but if the appropriate legislative body is not in session at the time, then within fourteen days after it convenes; and

WHEREAS, O.R.C. 4117.10(B) further states that the legislative body must approve or reject the submission as a whole, and the submission is deemed approved if the legislative body fails to act within thirty (30) days after the public employer submits the agreement; and

WHEREAS, it is necessary that this Resolution become effective immediately to ensure the efficient operation of the Department of Public Works, Division of Maintenance.

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

SECTION 1. The Cuyahoga County Council hereby approves an amendment to a Collective Bargaining Agreement between Cuyahoga County and Teamsters Local 436, affiliated with International Brotherhood of Teamsters (“the Union”), representing approximately 38 employees at the Department of Public Works/ Division of Maintenance for the period 1/1/2015 – 12/31/2017 to establish a COLA pursuant to a previously negotiated wage re-opener and to modify language in Article XXXI, Section 1 of that CBA.

SECTION 2. Funds necessary to implement the amendment of the CBA shall be budgeted and approved.

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 (8) members of the 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 (8) 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

Journal CC025
February 14, 2017

County Council of Cuyahoga County, Ohio

Resolution No. R2017-0010

<p>Sponsored by: County Executive Budish/Department of Law on behalf of Cuyahoga County Court of Common Pleas/Juvenile Division</p>	<p>A Resolution approving wages for a Collective Bargaining Agreement between Cuyahoga County and Laborers' International Union of North America, Local 860, representing approximately 129 employees in various classifications at Juvenile Court, Detention Center for the period 1/10/2016 - 12/31/2016; directing that funds necessary to implement wages for the Collective Bargaining Agreement be budgeted and appropriated; and declaring the necessity that this Resolution become immediately effective.</p>
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WHEREAS, the Cuyahoga County Department of Law on behalf of the County of Cuyahoga (hereinafter collectively referred to as "County"), has been engaged in collective bargaining negotiations with the Laborers' International Union of North America, Local 860 (hereinafter referred to as "LIUNA, Local 860"), in an effort to negotiate a successor collective bargaining agreement ("CBA") covering approximately 129 employees in various classifications at Juvenile Court, Detention; and

WHEREAS, the parties have met in an effort to negotiate new terms and have reached a tentative agreement on wages for the successor collective bargaining agreement; and

WHEREAS, the members of the bargaining unit met and voted to ratify the wages proposed for 2016; and

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

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

WHEREAS, the Department of Law, the County Executive and Juvenile Court are recommending that Council approve the proposed wage increase for the period 1/10/2016 – 12/31/2016; and

WHEREAS, it is necessary that this Resolution become immediately effective to ensure the efficient operation of Juvenile Court.

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

SECTION 1. The Cuyahoga County Council hereby approves wages for 2016 for the CBA between Cuyahoga County and LIUNA, Local 860, representing approximately 129 employees in various classifications at Juvenile Court, Detention Center for the period 1/10/2016 – 12/31/2016.

SECTION 2. Funds necessary to implement wages for the CBA between the County and LIUNA, Local 860 shall be budgeted and appropriated.

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 the 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

Legislation Tabled on the Floor: January 24, 2017

Journal CC025
February 14, 2017

County Council of Cuyahoga County, Ohio

Resolution No. R2017-0011

<p>Sponsored by: County Executive Budish/Department of Law on behalf of Cuyahoga County Court of Common Pleas/Juvenile Division</p>	<p>A Resolution approving wages for a Collective Bargaining Agreement between Cuyahoga County and Laborers' International Union of North America, Local 860, representing approximately 110 employees in various classifications at Juvenile Court, Probation for the period 1/10/2016 - 12/31/2016; directing that funds necessary to implement wages for the Collective Bargaining Agreement be budgeted and appropriated; and declaring the necessity that this Resolution become immediately effective.</p>
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WHEREAS, the Cuyahoga County Department of Law on behalf of the County of Cuyahoga (hereinafter collectively referred to as "County"), has been engaged in collective bargaining negotiations with the Laborers' International Union of North America, Local 860 (hereinafter referred to as "LIUNA, Local 860"), in an effort to negotiate a successor collective bargaining agreement ("CBA") covering approximately 110 employees in various classifications at Juvenile Court, Probation; and

WHEREAS, the parties have met in an effort to negotiate new terms and have reached a tentative agreement on wages for the successor collective bargaining agreement; and

WHEREAS, the members of the bargaining unit met and voted to ratify wages proposed for 2016; and

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

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

WHEREAS, the Department of Law, the County Executive and Juvenile Court are recommending that Council approve the proposed wage increase for the period 1/10/2016 – 12/31/2016; and

WHEREAS, it is necessary that this Resolution become immediately effective to ensure the efficient operation of Juvenile Court.

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

SECTION 1. The Cuyahoga County Council hereby approves wages for 2016 for the CBA between Cuyahoga County and LIUNA, Local 860, representing approximately 110 employees in various classifications at Juvenile Court, Probation for the period 1/10/2016 – 12/31/2016.

SECTION 2. Funds necessary to implement wages for the CBA between the County and LIUNA, Local 860 shall be budgeted and appropriated.

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 the 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

Legislation Tabled on the Floor: January 24, 2017

Journal CC025
February 14, 2017

County Council of Cuyahoga County, Ohio

Resolution No. R2017-0023

Sponsored by: County Executive Budish	A Resolution confirming the County Executive's appointment of The Honorable Anthony J. DiCicco to serve on the Cuyahoga County Planning Commission representing the Hillcrest Region for the term 1/1/2017 - 12/31/2019, 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 The Honorable Anthony J. DiCicco to serve on the Cuyahoga County Planning Commission representing the Hillcrest Region for the term 1/1/2017 - 12/31/2019; 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 County Executive's appointment of The Honorable Anthony J. DiCicco to serve on the Cuyahoga County Planning Commission representing the Hillcrest Region for the term 1/1/2017 - 12/31/2019.

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__



January 24, 2017

Dan Brady, President
Cuyahoga County Council
2079 E. Ninth Street, 8th Floor
Cleveland, OH 44115

Re: Cuyahoga County Planning Commission Appointment

Dear President Brady:

I am pleased to nominate the following individual to serve as the Hillcrest Planning Region's appointment to the Cuyahoga County Planning Commission:

- **Anthony J. DiCicco, Mayor of Mayfield Heights**

The Cuyahoga County Planning Commission is authorized by Ohio Revised Code Section 713.22. In order to ensure geographic representation on the Planning Commission, the County is divided into eight separate planning regions. One municipal leader from each region shall serve on this body. Members serve three-year terms. Upon confirmation, Mayor DiCicco would immediately commence service on the Planning Commission, with a term beginning January 1, 2017 through December 31, 2019.

Attached please find Mayor DiCicco's resume. As noted, he has served as a local elected official since 2008. He is current Chair of the City's Planning Commission, and has served on the municipality's Board of Zoning Appeals and Parks and Recreation Commission. In addition to his government service, Mayor DiCicco is also a member of the Board of Directors of Schnurman House, a non-profit housing community for senior citizens. His depth of experience on community land use and planning issues will bring tremendous value to the agency.

I respectfully request that introduction of this appointment be scheduled for the next County Council meeting. If you have any questions or need additional information, please contact Boards Administrator Lindy Burt at 698-2064; mburt@cuyahogacounty.us.

Sincerely,

Armond Budish
Cuyahoga County Executive

Anthony J. DiCicco

Career Summary

Mayor/Safety Director

City of Mayfield Heights
6154 Mayfield Road
Mayfield Hts., Ohio 44124
2013 to present

- 11th Mayor to serve the City of Mayfield Heights
- Managing over 140 full time employees in addition to the Department of Police, Fire, Building, Office of Aging and Human Services, Recreation Department, Service Department, Finance, Human Resources, and Engineering Department
- Managed an operating budget exceeding 22 million dollars yearly, ensuring fiscal responsibility

City Accomplishments

- Elected to City Council 2008
- Elected Council President 2012
- Current Chairman Planning Commission
Served on Board of Zoning Appeals, Parks and Recreation Commission and Commission on Aging

DiCicco & Sons Funeral Home

- Managing Director, DiCicco and Sons Funeral Home - Mayfield Hts. Ohio
- Licensed Funeral Director
- Responsibilities include managing 12 full time employees, industry compliance
- Licensed Insurance Agent

Education

Gilmour Academy Class of 1979
Musician's Institute, Hollywood CA. 1982
Riverside City College, Riverside CA 1985

Professional Affiliations

Ohio Funeral Director's Association
Cuyahoga County Funeral Director's Association
Cuyahoga County Mayor's & City Manager's Association
Schnurman House Board of Directors

County Council of Cuyahoga County, Ohio

Resolution No. R2017-0024

Sponsored by: County Executive Budish	A Resolution confirming the County Executive's reappointment of The Honorable Timothy J. DeGeeter to serve on the Northeast Ohio Regional Sewer District Board of Trustees for the term 3/1/2017 - 2/28/2022, and declaring the necessity that this Resolution become immediately effective.
--	---

WHEREAS, the Northeast Ohio Regional Sewer District Board of Trustees was created pursuant to provisions of Ohio Revised Code Chapter 6119, as well as judicial decisions addressing some of the operational details of this agency; and

WHEREAS, the Northeast Ohio Regional Sewer District was created in 1972 and the core mission is to serve customers by leading effective wastewater and stormwater management that protects the health and environment of our region while enhancing quality of life; and

WHEREAS, the Northeast Ohio Regional Sewer District Board of Trustees has seven members and the members are appointed by the Mayor of the City of Cleveland, a council of governments comprised of representatives of suburban communities called the Suburban Council of Governments, and Cuyahoga County; and

WHEREAS, members of the Northeast Ohio Regional Sewer District Board of Trustees shall be appointed to serve a five (5) year term; 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, County Executive Budish has nominated The Honorable Timothy J. DeGeeter for reappointment to serve on the Northeast Ohio Regional Sewer District Board of Trustees for the term 3/1/2017 - 2/28/2022; 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 APPROVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:

SECTION 1. That the Cuyahoga County Council hereby confirms the County Executive’s reappointment of The Honorable Timothy J. DeGeeter to serve on the Northeast Ohio Regional Sewer District Board of Trustees for the term 3/1/2017 - 2/28/2022.

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:

Committee(s) Assigned:

Journal _____
_____, 20__



February 6, 2017

Dan Brady, President
Cuyahoga County Council
2079 E. Ninth Street, 8th Floor
Cleveland, OH 44115

Re: Northeast Ohio Regional Sewer District Appointment

Dear President Brady:

Pursuant to Exhibit A, Section 7(a) of Cuyahoga Common Pleas Court Journal Entry, Case No. SD69411 (1979), I am pleased to reappoint the following individual to the Northeast Ohio Regional Sewer District (NEORS) Board of Trustees:

Timothy J. DeGeeter, Mayor, City of Parma

The NEORS was established in 1972 by declaration of the Cuyahoga County Court of Common Pleas, pursuant to Section 6119.04(D) of the Ohio Revised Code. Exhibit A of a declaration issued by the Common Pleas Court in 1979, amending the original petition and plan for the operation of the District, establishes a seven-member Board comprised of the following appointments:

- Two members appointed by the Mayor of the City of Cleveland;
- Two members appointed by the Suburban Council of Governments;
- One member appointed by the County Executive;
- One member designated on the basis of sewage flow (currently the City of Cleveland); and
- One member designated on the basis of population (currently the Suburban Council of Governments)

The Court Order further specifies that the member appointed by the County Executive shall be a representative of all municipalities within the *Three Rivers Watershed District*, which encompasses the Rocky River, Cuyahoga River and Chagrin River Watersheds.

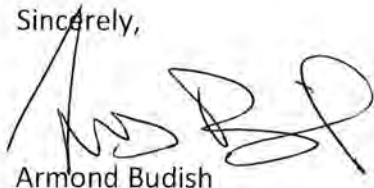
Each NEORS trustee serves a five-year term. Members are compensated at the rate of \$8,000 per year.

Mayor DeGeeter's current term expires February 28, 2017. If confirmed, his reappointment would commence March 1, 2017 and expire February 28, 2022. According to information provided by the agency, the Mayor has a perfect record of attendance at Board meetings.

Mayor DeGeeter has devoted his career to the public sector, having served as a City Councilman, State Representative, and currently as Parma's 14th Mayor. He also currently serves on the Boards of the Ohio Mayors Alliance, the Ohio Municipal League, the First Suburbs Consortium, the Parma Community Improvement Corporation (PCIC), and on the Northeast Ohio Areawide Coordinating Agency (NOACA). I am grateful for his willingness to continue his leadership on issues affecting infrastructure and water quality in the Northeast Ohio region.

Thank you for your consideration of this appointment. If you have any questions, please contact Boards Administrator Lindy Burt at 216-698-2064.

Sincerely,

A handwritten signature in black ink, appearing to read 'Armond Budish', written over a printed name.

Armond Budish

Copy:

Eric Luckage, Chief Legal Officer & General Counsel, NEORS

Julius Ciaccia, Chief Executive Officer, NEORS

Kyle Dreyfuss-Wells, Deputy Director, NEORS

Sharon Sobol-Jordan, Chief of Staff, Office of the County Executive

Matt Carroll, Chief of Economic Opportunity and Growth, Cuyahoga County

County Council of Cuyahoga County, Ohio

Resolution No. R2017-0025

Sponsored by: County Executive Budish	A Resolution confirming the County Executive's reappointment of various individuals to serve on the Cuyahoga Community College Board of Trustees for various terms, and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, pursuant to Ohio Revised Code Chapter 3354.05, the former Cuyahoga County Board of Commissioners created a board of trustees of a community college district; and

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

WHEREAS, members of the Cuyahoga Community College Board of Trustees shall be appointed to serve a five (5) year 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 Armond Budish has nominated the following individuals for reappointment to serve on the Cuyahoga Community College Board of Trustees for various terms:

1. J. David Heller for the term 3/27/2017 - 3/26/2022;
2. Victor A. Ruiz for the term 1/18/2017 - 1/17/2022; 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 County Executive's reappointment of the following individuals to serve on the Cuyahoga Community College Board of Trustees for various terms:

1. J. David Heller for the term 3/27/2017 - 3/26/2022; and
2. Victor A. Ruiz for the term 1/18/2017 - 1/17/2022.

SECTION 2. 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 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__



February 7, 2017

TO: Dan Brady, President
Cuyahoga County Council
2079 E. Ninth Street
Cleveland, OH 44115

RE: Cuyahoga Community College Reappointment

Dear President Brady,

Pursuant to Section 3354.05(A) of the Ohio Revised Code, I am pleased to submit the following reappointment to the Cuyahoga Community College ("Tri-C") Board of Trustees:

J. David Heller

The Tri-C Board is comprised of nine members – six appointed by the County Executive, and three appointed by the Governor of the State of Ohio [ORC 3354.05(A)]. Board members must be residents of the community college district. Mr. Heller is a resident of Moreland Hills.

Mr. Heller was appointed and confirmed by County Council in January of 2016 to fill an unexpired term. The original term is set to expire March 26, 2017. The length of term is five years. As such, Mr. Heller would serve a term that commences March 27, 2017, and expires March 26, 2022. The position is uncompensated. His attendance at meetings during his term is recorded in the attached document.

David is an expert in real estate finance and development. He holds a bachelor's degree in business administration and is a certified public accountant, and serves on the boards of a number of civic organizations. His professional experience and his leadership in the community have greatly benefited Tri-C and its student population, and I am grateful for his willingness to continue his service to the institution.

Thank you for your consideration of this appointment. If you need further information, please contact Boards Administrator Lindy Burt at 216-698-2064.

Sincerely,

A handwritten signature in black ink, appearing to read 'Armond Budish', written in a cursive style.

Armond Budish

Copy:

Alex Johnson, President, Tri-C

Claire Rosacco, VP of Government Relations & Community Outreach, Tri-C

Sharon Sobol-Jordan, Chief of Staff, Office of the County Executive

Matt Carroll, Chief of Economic Opportunity and Growth, Cuyahoga County

Melinda Burt

From: Kimberley Calderaro <KCalderaro@nrpgroup.com> on behalf of David Heller <dheller@nrpgroup.com>
Sent: Tuesday, January 31, 2017 12:24 PM
To: Melinda Burt
Subject: Board of Trustees Reappointed Request
Attachments: DavidHeller_Bio.pdf; List of Boards and Commissions.pdf

Lindy,

It has been an honor to serve as a Trustee of the Cuyahoga Community College (Tri-C) District. I was appointed to the Board on January 12, 2016 to complete an unfinished term of an outgoing Trustee. Please accept this email as an indication of my desire for reappointment by County Executive Armond Budish to a new five-year term on the Board.

Cuyahoga Community College is a leading educational institution and an asset in our community. During my tenure as a Board member, I have served on two committees, the Community Affairs and the Investment committees, allowing me the opportunity learn firsthand the commitment the College has to the community and to fiscal responsibility.

I am committed to the mission of Tri-C and continuing my Board service would allow me to ensure that the College continues to achieve its mission of providing high quality, accessible, and affordable educational opportunities with a focus on student success.

Cuyahoga Community College is the place where futures begin and I look forward to the prospect of continuing my service on the Board of Trustees. If you need any additional information, I can be reached at [REDACTED]

J. David Heller
[REDACTED]

J. David Heller, CPA Co-founder and Principal

J. David Heller's primary responsibilities with The NRP Group include new business development, project financial structuring and day-to-day management of the company. He also serves on the NRP Investment Committee, which reviews and approves all new NRP business.

Highlighted Experience

Prior to founding The NRP Group, Mr. Heller was with the Townsend Group as a consultant and was responsible for more than \$3.6 billion in real estate investments over two years. The developments included office, industrial, retail, single-family and multi-family construction projects. Additionally, he was responsible for portfolio diversification, asset management, investment strategy and project underwriting. His clients included the state of Washington, the city of Milwaukee, United Mine Workers of America, Ohio Police and Fire, Los Angeles Police and Fire, the city of San Francisco and the county of San Francisco.

Mr. Heller previously spent five years at Arthur Andersen & Co. in Chicago as a manager in the real estate consulting division. He performed feasibility studies and market analysis, created strategic plans, and audited real estate partnerships for clients, including La Salle Partners, VMS Realty, First Chicago, and RREEF Funds. He holds a bachelor's degree in business administration from the University of Michigan, Ann Arbor.

Leadership in the Industry

A certified public accountant, Mr. Heller is a member of the AICPA. In addition, he serves on the executive committee and is past Chairman of the Housing Credit Group for the National Association of Home Builders (NAHB). Mr. Heller serves on the Advisory Board for the Campaign for Affordable Housing and the Editorial Advisory Board for Affordable Housing Finance Magazine. Mr. Heller also serves as an officer of the Board for New Village Capital Corporation, National Leased Housing Association, and The Housing Advisory Group.

Leadership in the Community

Mr. Heller holds leadership positions in many civic organizations. He has served on the Board of Trustees for Jewish Community Housing, Gross Schechter Day School and the United Way of Cleveland. He was Board President of the Jewish Education Center of Cleveland, President of the Board of the Ohio Jewish Communities and Chaired the Government Relations Committee at the Jewish Community Federation of Cleveland. He also currently serves as an Officer of the Board for the Jewish Community Federation of Cleveland and is the 2013 and 2014 Campaign Chair for the Jewish Community Federation of Cleveland. He serves on the Advisory Board of the University Hospital Cardio Vascular Institute and joined the Ohio Police and Fire Pension Fund Board in December 2008 and reappointed in December 2012. Mr. Heller serves on the Board of Parkwood Corporation and the Northeast Ohio Medical University. In January 2009, Mr. Heller was appointed to a five-year term as a Member of the United States Holocaust Memorial Council by the President of the United States, and was named Entrepreneur of the Year by Ernst & Young Cleveland in 2010.

List of Boards and Commissions

Northeast Ohio Medical University Board of Trustees (NEOMED)

Parkwood Corporation

Jewish Community Federation of Cleveland

Ohio Police & Fire

Gordon Square Arts District

JECC Adult Education

Partners in Torah

Joint Distribution Committee (JDC)

5/3 Bank, Cleveland Advisory Board

Mosdos Oversight Committee

University School Board of Trustees

The Shabbos Project Board of Trustees

Jewish Theological Seminary Library

Cuyahoga Community College Board of Trustees

Michigan - Ross School of Business Advisory Board

AIF Advisory Board

CSU Advisory Board (Center for Population Studies)

RBC Advisory Board

United States Holocaust Memorial Museum Board of Trustees

New Village Corp. Board of Trustees

Cleveland Neighborhood Progress Board of Trustees

Trustees Two Year Running Attendance Record

Name of Institution: Cuyahoga Community College

Date of Report: January 23, 2017

Number of Meetings in the last 24 months: 16

Dates Covered: January 1, 2015 – December 31, 2016

Vacancies on the board: 0

Board Member Name	Local or Governor Appointment?	# Mtgs. Present	# Mtgs. Absent	Attendance Percentage	Start of Current Term (M/D/Y)	Appointment Date (if different from start of term) - (M/D/Y)	End of Current Term (M/D/Y)
J. David Heller	County Executive	6	0	100%	3-27-12	1-12-16	3-26-17
Victor Ruiz	County Executive	15	1	94%	2-28-12		2-27-17

Notes: J. David Heller is completing Megan O'Bryan's term.



February 7, 2017

TO: Dan Brady, President
Cuyahoga County Council
2079 E. Ninth Street
Cleveland, OH 44115

RE: Cuyahoga Community College Reappointment

Dear President Brady,

Pursuant to Section 3354.05(A) of the Ohio Revised Code, I am pleased to submit the following reappointment to the Cuyahoga Community College ("Tri-C") Board of Trustees:

Victor Ruiz

The Tri-C Board is comprised of nine members – six appointed by the County Executive, and three appointed by the Governor of the State of Ohio [ORC 3354.05(A)]. Board members must be residents of the community college district. Mr. Ruiz is a resident of the City of Cleveland.

Mr. Ruiz was originally appointed and confirmed by County Council in February of 2012 to the Tri-C Board of Trustees, and currently serves as Chair. The Council Motion confirming his appointment set his term to expire January 17, 2017. The length of term is five years. Ohio Revised Code stipulates that members shall serve a five-year term, and permits members to continue serving beyond the expiration of term until a successor takes office, or for a period of sixty days – whichever occurs first. As such, Mr. Ruiz would serve a term that commences January 18, 2017, and expires January 17, 2022. The position is uncompensated. His attendance at meetings during his current term is recorded in the attached document.

Victor has devoted his career to continuing education. As shown in his bio, he spent the first part of his professional life at College Now Greater Cleveland – an agency that works to increase college attainment through the provision of access advising, financial aid counseling, and scholarship and retention services. In 2010, he became Executive Director of Ezperanza, Inc. – a local nonprofit focused on improving the academic achievement of Hispanics in Greater Cleveland. He also currently serves as a trustee on the Boards of the Cleveland Transformation Alliance, the Hispanic Roundtable, and the Hispanic Alliance. His dedication and expertise have

been tremendous assets to Tri-C – one of Greater Cleveland’s most important educational institutions.

Thank you for your consideration of this appointment. If you need further information, please contact Boards Administrator Lindy Burt at 216-698-2064.

Sincerely,

A handwritten signature in black ink, appearing to read 'Armond Budish'. The signature is stylized with a large 'A' and 'B'.

Armond Budish

Copy:

Alex Johnson, President, Tri-C

Claire Rosacco, VP of Government Relations & Community Outreach, Tri-C

Sharon Sobol-Jordan, Chief of Staff, Office of the County Executive

Matt Carroll, Chief of Economic Opportunity and Growth, Cuyahoga County

Melinda Burt

From: Victor Ruiz <victor@esperanzainc.org>
Sent: Monday, January 30, 2017 11:34 AM
To: Melinda Burt
Subject: Victor Ruiz, request to be reappointed to Tri-C Board of Trustees
Attachments: Victor Ruiz_2015.docx

Good Morning Lindy,

Please accept my appreciation for the opportunity to represent the County on the Board of Trustees of the Cuyahoga Community College (Tri-C) District. It has been an honor to be a part of one of Cuyahoga County's most vibrant institutions of higher education. I will be completing my first term shortly and would like to remain involved in the future of Tri-C; therefore, I respectfully request the support of County Executive Budish to be re-appointed to a new five-year term.

As the current Board Chair and the only Hispanic member of the Board, it is a role that I cherish with the utmost sense of responsibility as the Board seeks to fulfill the mission of improving the overall quality of life in our diverse community. I have witnessed the transformation of the College from one focused on enrollment to its current focus on student success and completion. Over the last five years, the College has increased graduation numbers and rates exponentially, while increasing workforce development opportunities.

As a Trustee, I am committed to put forth the time and effort necessary to ensure that Tri-C fulfills its mission of providing accessible and affordable education and job training opportunities for the citizens of the county.

Thank you again for the opportunity to serve as a Trustee of Cuyahoga Community College District. If you need any additional information, I can be reached at [REDACTED].

Regards,
Victor A. Ruiz

[REDACTED]

Victor A. Ruiz
Executive Director
Esperanza, Inc.
3104 W. 25th St. 4th Floor
Cleveland, OH 44109
216-651-7178
www.esperanzainc.org

Cuyahoga Community College Board of Trustees



Victor Ruiz

[REDACTED]
Executive Director, Esperanza, Inc.

Victor Ruiz is Executive Director of Esperanza Inc., a 30-year-old nonprofit with a mission of improving the academic achievement of Hispanics in Greater Cleveland, keeping them in school and preparing them academically and socially for college. (Esperanza means “hope” in Spanish.)

Mr. Ruiz graduated from what is now Baldwin Wallace University, where he majored in English.

A college-years job with the scholarship program, where he would open the eyes of middle-school students and their parents to opportunities for continuing their education, turned into a career. He stayed on at Cleveland Scholarship Programs — now known as College Now Greater Cleveland — after graduation, rising to assistant vice president and supervising programs in Cuyahoga and Lorain counties. Along the way, he earned a master's degree in school counseling at Cleveland State University.

He spent more than a decade at Cleveland Scholarship Programs, moving on to his current job at Esperanza in 2010. The organization engages the community in the education of students in addition to providing direct services. Keeping education a priority in a child's life is truly a community and family process. It's not just an individual child process.

Esperanza has a team of over 20 staffers and a cadre of volunteers. Esperanza offers a portfolio of programs that offer students and their families help with tutoring, mentoring, scholarships and other programs.

Mr. Ruiz lives with his wife and three children in Cleveland's West Park neighborhood. He also represents Esperanza and serves on the Cleveland Transformation Alliance, the Hispanic Roundtable and the Hispanic Alliance. He thinks his greatest contribution, and his greatest skill, is building relationships — with students most importantly, but also with the people and organizations that he and Esperanza rely on for support.

Trustees Two Year Running Attendance Record

Name of Institution: Cuyahoga Community College

Date of Report: January 23, 2017

Number of Meetings in the last 24 months: 16

Dates Covered: January 1, 2015 – December 31, 2016

Vacancies on the board: 0

Board Member Name	Local or Governor Appointment?	# Mtgs. Present	# Mtgs. Absent	Attendance Percentage	Start of Current Term (M/D/Y)	Appointment Date (if different from start of term) - (M/D/Y)	End of Current Term (M/D/Y)
J. David Heller	County Executive	6	0	100%	3-27-12	1-12-16	3-26-17
Victor Ruiz	County Executive	15	1	94%	2-28-12		2-27-17

Notes: J. David Heller is completing Megan O'Bryan's term.

County Council of Cuyahoga County, Ohio

Resolution No. R2017-0026

<p>Sponsored by: County Executive Budish/Department of Public Works/Division of County Engineer</p>	<p>A Resolution making an award on RQ38497 to Perk Company, Inc. in the amount not-to-exceed \$6,913,335.59 for resurfacing Turney Road from Warner Road to Hathaway Road in the Cities of Cleveland and Garfield Heights; authorizing the County Executive to execute the contract and all other documents consistent with said award and this Resolution; authorizing the County Engineer, on behalf of the County Executive, to make an application for allocation from County Motor Vehicle \$5.00 License Tax Funds in the amount of \$3,111,001.02 to fund said contract; and declaring the necessity that this Resolution become immediately effective.</p>
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WHEREAS, the County Executive/Department of Public Works/Division of County Engineer has recommended an award on RQ38497 to Perk Company, Inc. in the amount not-to-exceed \$6,913,335.59 for resurfacing Turney Road from Warner Road to Hathaway Road in the Cities of Cleveland and Garfield Heights; authorizing the County Executive to execute the contract and all other documents consistent with said award and this Resolution; authorizing the County Engineer, on behalf of the County Executive, to make an application for allocation from County Motor Vehicle \$5.00 License Tax Funds in the amount of \$3,111,001.02 to fund said contract; and

WHEREAS, the primary purpose of this project is to repair and resurface Turney Road from Warner Road to Hathaway Road in the Cities of Cleveland and Garfield Heights, Council District 8; and

WHEREAS, this project is scheduled to begin April 17, 2017 and scheduled to be substantially complete by October 18, 2017; and

WHEREAS, the project is funded as follows: (a) 49% (\$3,387,534.43) using Federal funds; (b) 6% (\$414,800.14) using funds from Issue 1 (Ohio Public Works Commission); and (c) 45% (\$3,111,001.02) using funds from the \$5.00 Vehicle License Tax Fund; and

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

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

SECTION 1. That the Cuyahoga County Council hereby makes an award on RQ38497 to Perk Company, Inc. in the amount not-to-exceed \$6,913,335.59 for resurfacing Turney Road from Warner Road to Hathaway Road in the Cities of Cleveland and Garfield Heights.

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

SECTION 3. That the County Council hereby authorizes the County Engineer, on behalf of the County Executive, to make application for allocation from County Motor Vehicle \$5.00 License Tax Funds to fund a portion of said contract.

SECTION 4. 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 5. It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

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

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

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

Journal _____
_____, 20__

Item No. 1

Scope of Work Summary

1. Public Works is recommending an award on RQ38497 and requesting to enter into a contract with Perk Company, Inc. for the resurfacing and rehabilitation of Turney Road from Warner Road to Hathaway Road in the Cities of Garfield Heights and Cleveland in the amount not-to-exceed \$6,913,335.59. The anticipated start-completion dates are April 17, 2017 – October 18, 2018.
 - a. The primary goal is to complete this road improvement per plans and specifications.
 - b. The project limits are located in the City of Garfield Heights and Cleveland.
 - c. Council District 8.
 - d. N/A

B. Procurement

1. Identify the original procurement method on the contract/purchase:
 - a. RFB.
2. For items procured through a competitive process, answer the following:
 - a. The RFB was closed on December 19, 2016.
 - b. There were eleven (11) bids pulled from OPD, six (6) bids were submitted for review.
 - c. This is a federally funded project. Therefore, ODOT set an eight (8%) percent DBE Goal which has been approved.
 - d. N/A
 - e. N/A

C. Contractor Information

1. Provide the names and corresponding business addresses for all vendors providing proposed goods or services, in the following format:

Perk Company, Inc., 8100 Grand Avenue, #300, Cleveland, Ohio 44104.

Council District 7

2. The vendor owner(s) are Joseph Cifani and Anthony Cifani

D. Project Status

1. Plans and specifications are complete upon receipt of an executed contract the contractor will be given a notice to proceed with construction.

E. Funding

1. Was funding for the contract or purchase appropriated in the current budget? If not, what is the source of funding? Yes.
2. 49% (\$3,387,534.44) Federal Funds, 6% Ohio Public Works Commission Issue 1 (\$414,800.14) and 45% (\$3,111,001.02) Cuyahoga County using Funds from the \$5.00 Vehicle License Tax Fund
3. Contractor will be paid monthly estimates.

Office of Procurement and Diversity Tabulation Sheet

REQUISITION NUMBER: CE-17-38497

NUMBER OF RESPONSES: 11/6

ESTIMATE: \$6,720,000.00

10%= \$7,392,000.00

RFB/RFP/RFQ DUE DATE: December 19, 2016

TYPE: RFB (Formal - Construction)

REQUESTING DEPARTMENT: Department of Public Works - Division of County Engineer: Construction

DBE GOAL: 8%

COMMODITY DESCRIPTION: Resurfacing & Rehabilitation of Turney Road

Does CCBB Apply: Yes No

	Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount	Buyer Administrative Review:	Dept. Tech. Review	Award: (Y/N)
1.	Perk Company Inc. 8100 Grand Ave, Suite 300 Cleveland, Ohio 44104	100% Hudson Insurance Company	\$6,913,335.59	Compliant: <input checked="" type="checkbox"/> No* IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 12-2187 Bond: <input checked="" type="checkbox"/> No* PH: <input checked="" type="checkbox"/> Yes Proposal Form: <input checked="" type="checkbox"/> Yes A1-3 Ack: <input checked="" type="checkbox"/> Yes MCF: <input checked="" type="checkbox"/> Yes NCA: <input checked="" type="checkbox"/> Yes POF: <input checked="" type="checkbox"/> Yes DFSP: <input checked="" type="checkbox"/> Yes EEO/AA: <input checked="" type="checkbox"/> Yes Worktypes Worksheets: <input checked="" type="checkbox"/> Yes *ODOT not named as additional obligee on bidder's Bond		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
2.	The Shelly Company 8920 Canyon Falls Boulevard Suite 120 Twinsburg, Ohio 44087	100% Liberty Mutual Insurance Company	\$6,939,478.80	Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 12-2756 Bond: <input checked="" type="checkbox"/> Yes PH: <input checked="" type="checkbox"/> Yes Proposal Form: <input checked="" type="checkbox"/> Yes A1-3 Ack: <input checked="" type="checkbox"/> Yes MCF: <input checked="" type="checkbox"/> Yes NCA: <input checked="" type="checkbox"/> Yes POF: <input checked="" type="checkbox"/> Yes DFSP: <input checked="" type="checkbox"/> Yes EEO/AA: <input checked="" type="checkbox"/> Yes Worktypes Worksheets: <input checked="" type="checkbox"/> Yes		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
3.	Fabrizi Recycling, Inc.	100%	\$6,975,578.50	Compliant: <input checked="" type="checkbox"/> Yes		<input type="checkbox"/> Yes

Transaction ID: 938804

	Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount	Buyer Administrative Review:	De
	6751 Eastland Road Middleburg Heights, Ohio 44130	The Cincinnati Insurance Company of Ohio		IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 12-1263 Bond: <input checked="" type="checkbox"/> Yes PH: <input checked="" type="checkbox"/> Yes Proposal Form: <input checked="" type="checkbox"/> Yes A1-3 Ack: <input checked="" type="checkbox"/> Yes MCF: <input checked="" type="checkbox"/> Yes NCA: <input checked="" type="checkbox"/> Yes POF: <input checked="" type="checkbox"/> Yes DFSP: <input checked="" type="checkbox"/> Yes EEO/AA: <input checked="" type="checkbox"/> Yes Worktypes Worksheets: <input checked="" type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
4.	Karvo Companies 4524 Hudson Drive Stowm Ohio 44224	\$7,365,930.32 Hartford Fire Insurance Company	\$7,365,930.32	Compliant: <input checked="" type="checkbox"/> No* IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 12-1647 Bond: <input checked="" type="checkbox"/> No* PH: <input checked="" type="checkbox"/> Yes Proposal Form: <input checked="" type="checkbox"/> Yes A1-3 Ack: <input checked="" type="checkbox"/> Yes MCF: <input checked="" type="checkbox"/> Yes NCA: <input checked="" type="checkbox"/> Yes POF: <input checked="" type="checkbox"/> Yes DFSP: <input checked="" type="checkbox"/> Yes EEO/AA: <input checked="" type="checkbox"/> Yes Worktypes Worksheets: <input checked="" type="checkbox"/> Yes *ODOT not named as additional obligee on bidder's Bond	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
5.	Terrace Construction Co., Inc. 3965 Pearl Road Cleveland, Ohio 44109	100% The Cincinnati Insurance Company	\$7,369,374.87	Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 12-2690 Bond: <input checked="" type="checkbox"/> Yes PH: <input checked="" type="checkbox"/> Yes Proposal Form: <input checked="" type="checkbox"/> Yes A1-3 Ack: <input checked="" type="checkbox"/> Yes MCF: <input checked="" type="checkbox"/> Yes NCA: <input checked="" type="checkbox"/> Yes POF: <input checked="" type="checkbox"/> Yes DFSP: <input checked="" type="checkbox"/> Yes EEO/AA: <input checked="" type="checkbox"/> Yes Worktypes Worksheets: <input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
6.	Vandra Brothers Construction 24629 Broadway Avenue Oakwood Village, Ohio 44146	100% Western Surety Company	\$8,507,619.60	Compliant: <input checked="" type="checkbox"/> No* IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 12-2906 Bond: <input checked="" type="checkbox"/> No* PH: <input checked="" type="checkbox"/> Yes Proposal Form: <input checked="" type="checkbox"/> Yes A1-3 Ack: <input checked="" type="checkbox"/> Yes MCF: <input checked="" type="checkbox"/> Yes NCA: <input checked="" type="checkbox"/> Yes POF: <input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

	Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount	Buyer Administrative Review:	De	
				DFSP: <input checked="" type="checkbox"/> Yes EEO/AA: <input checked="" type="checkbox"/> Yes Worktypes Worksheets: <input checked="" type="checkbox"/> Yes *Bid over 10% of estimate *ODOT not named as additional obligee on bidder's Bond		

County Council of Cuyahoga County, Ohio

Resolution No. R2017-0027

Sponsored by: County Executive Budish/Department of Public Works/Division of County Engineer	A Resolution making an award on RQ37349 to Mott MacDonald, LLC in the amount not-to-exceed \$2,143,423.00 for design engineering services for repair and resurfacing of Sprague Road from Webster Road to York Road in the Cities of Middleburg Heights, North Royalton, Parma and Strongsville; 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 recommended an award on RQ37349 to Mott MacDonald, LLC in the amount not-to-exceed \$2,143,423.00 for design engineering services for repair and resurfacing of Sprague Road from Webster Road to York Road in the Cities of Middleburg Heights, North Royalton, Parma and Strongsville; and

WHEREAS, the primary goal of this project consists of improvements to Sprague Road in the Cities of Middleburg Heights, North Royalton, Parma and Strongsville, Council Districts 4 and 5; and

WHEREAS, this project is funded as follows: (a) 30% (\$643,026.90) from Road and Bridge fund; (b) 40% (\$857,369.20) from Issue 1; and (c) 30% (\$643,026.90) from the Municipalities; 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 operations 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 RQ37349 to Mott MacDonald, LLC in the amount not-to-exceed \$2,143,423.00 for design engineering services for repair and resurfacing of Sprague Road from Webster Road to York Road in the Cities of Middleburg Heights, North Royalton, Parma and Strongsville.

SECTION 2. That the County Executive is authorized to execute the contract and all other documents consistent with said award 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:
Committee(s) Assigned:

Journal _____
_____, 20__

Item No. 2**A. Scope of Work Summary:**

1. Department of Public Works is requesting to submit and award contract in the amount not-to-exceed \$2,143,423.00 for Design Engineering Services for Sprague Road improvements from Webster Rd to York Rd in the cities of Middleburg Heights, North Royalton, Parma and Strongsville. The anticipated start date is November 29, 2016 and completion date is December 31, 2020 but since this is a design contract the dates should not be referenced in the contract of approval. Construction is anticipated to begin in 2020. The primary goal consists of the improvement of Sprague Road (CR-67) to include the reconstruction and widening, drainage improvements, water main replacement, installation of new curbs, curb ramps, driveway apron replacement, new sidewalk, new signing, new pavement markings and traffic signal improvements as required. The location of the project is Sprague Road (CR-67) from Webster Road to York Road in the cities of Middleburg Heights, North Royalton, Parma and Strongsville. The project is located in Council Districts 4 and 5.

The procurement method for this project was RFQ. The total value of the RFQ was \$2,143,423.00.

The RFQ was closed on June 30, 2016.

There were 16 proposals submitted for review, one approved.

There is a 30% SBE goal.

Contractor and Project Information

1. The address is:

Mott MacDonald, LLC

18013 Cleveland Parkway Drive, Suite 200

Cleveland, OHIO 44135

Council District 2

E. Funding

1. The design contract is funded by 60% Road & Bridge, 40% Municipalities.

2. The schedule of payments is by monthly invoice.



Proposal Evaluation Form

Project Name Sprague Road Engineering Services
Project Type Engineering Design Services
Submission Date June 30, 2016
Selection Meeting Date July 26, 2016
Facilitator Ernest F. Zadell

Committee Members: David Marquard
Nichole English
Christopher George
Brian Sowers
Hugh Blocksidge

RFQ 37349

EVALUATION CRITERIA	Max Points	AECOM <small>Michael Woodring, P.E.</small>	Bramhall <small>Valerie L. Klimer, P.E.</small>	DLZ Ohio <small>Joan Zbin, P.E.</small>	E.L. Robinson <small>Brent Downing, P.E.</small>	Euthenics, Inc. <small>Alan R. Platak, P.E.</small>	GPD Group <small>David E. Neumeier, P.E.</small>	Hatch Mott MacDonald <small>Zoltan Szabo, P.E.</small>	KS Associates, Inc. <small>Christina F. Eavenson, P.E.</small>	Larson Design Group <small>Bob Parker, P.E.</small>	Michael Baker International <small>Sean Milroy, P.E.</small>	ms consultants <small>W. Brian Hughes, P.E.</small>	OHM Advisors <small>Jon Lorincz, P.E.</small>	Osborn Engineering <small>Bonita Teeuwen, P.E.</small>	Palmer Engineering <small>Mitch McCoy, P.E.</small>	TransSystems <small>David Wiglicki, P.E.</small>	TRC Engineers <small>Beth Fulton, P.E.</small>
Section 1 - Minimum Qualifications																	
Qualifications Met	Yes/No	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES
SBE Goal Met	Yes/No	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES
Vendor Compliance Form	Yes/No	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES	YES
Section 2 - Firm's Experience	15	8	9	12	9	12	9	12	7	8	8	10	8	9	11	11	9
Section 3 - Available Staff's Experience																	
Project Manager	25	18	17	16	14	19	16	19	14	14	18	16	14	14	15	14	16
Support Staff	15	9	9	9	9	10	10	10	9	9	9	9	10	10	10	11	10
Section 4 - Project Methodology	30	22	16	23	18	24	18	25	16	18	20	20	18	16	21	21	22
Geographic Location	5	5	3 *	5	5	5	5	5	5	5	5	3 **	5	5	3 ***	5	5
Previous Work	10	6	8	9	10	6	10	6	10	10	0	7	10	10	10	7	10
TOTAL	100	68	62	74	65	76	68	77	61	64	60	65	65	64	70	69	72

Rankings

7 14 3 9 2 7 1 15 12 16 9 9 12 5 6 4

Office of Procurement and Diversity Tabulation Sheet

REQUISITION NUMBER: CE-16-37349 CONTRACT PERIOD: to CCBB: Low Non-CCBB Bid\$: *PRICE PREFERENCE LOWEST BID REC'D \$
 RFB/RFP/RFQ DUE DATE: June 30, 2016 NUMBER OF RESPONSES: 25 / 16 Add 2%, Total is: RANGE OF LOWEST BID REC'D \$
 TYPE: (RFB/RFP/RFQ): RFQ (Formal) ESTIMATE: \$500,000.00 Minus \$, = PRICE PEF % & \$ LIMIT:
 REQUESTING DEPARTMENT: Department Of Public Works - Division Of Finance And Planning: Planning SBE GOAL: 30% Does CCBB Apply: Yes No MAX
 SBE PRICE PEF \$

COMMODITY DESCRIPTION: Engineering Services For The Sprague Road Improvement DOES PRICE PREFERENCE APPLY? Yes No

	Bidder's / Vendors Name and Address	Buyer Administrative Review:	Price Preference	CCBB Registered	SBE:		Dept. Tech. Review	Award: (Y/N)
1.	AECOM Technical Services, Inc. 1300 E. 9 th Street Suite 500 Cleveland, Ohio 44114	Compliant: <input checked="" type="checkbox"/> Yes SSP, 7/1/2016 IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 15-0047 MCF: <input checked="" type="checkbox"/> Yes PH: <input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	SBE Subcontractor Name: SBE Prime: (Y/N) Total SBE % SBE Comply: (Y/N) SBE Comments and Initials: SBE Subcontractor Name: SBE Prime: (Y/N)	(WM) Chagrin Valley Eng. \$56,000.00 7% (WF) Lawhon & Assoc. \$80,000.00 10% (WF) C.P. Braman \$24,000.00 3% (AsM) Barr Engineer \$80,000.00 10% <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No 30% <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No NM 7/1/16 LML 7/1/16 _____ <input type="checkbox"/> Yes		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Transaction ID: 470939

	Bidder's / Vendors Name and Address	Buyer Administrative Review:	Price Preference	CCBB Registered	SBE:				
						<input type="checkbox"/> No			
2.	Bramhall Engineering and Surveying Company 801 Moore Road Avon, Ohio 44011	Compliant: <input checked="" type="checkbox"/> Yes SSP, 7/6/2016 IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 15-0190 MCF: <input checked="" type="checkbox"/> Yes PH: <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	SBE Subcontractor Name: SBE Prime: (Y/N) Total SBE % SBE Comply: (Y/N) SBE Comments and Initials: SBE Subcontractor Name: SBE Prime: (Y/N) Total SBE % SBE Comply: (Y/N) SBE Comments and Initials:	(AsM) G & T Assoc. 10% (WF) Lawhon & Assoc. 7% (AsM) Pro GeoTech 7% (WF) C.P. Braman 3% (WM) Smith & Nejlik 3% <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No 30% <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No NM 7/1/16 LML 7/1/16 <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No			<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
3.	DLZ Ohio 6121 Huntley Road Columbus, Ohio 43229	Compliant: <input checked="" type="checkbox"/> Yes SSP, 7/1/2016 IG Registration	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	SBE Subcontractor Name: SBE Prime: (Y/N) Total SBE % SBE Comply: (Y/N) SBE Comments and Initials:	(WM) Chagrin Valley Eng. 15% (WF) Lawhon & Assoc. 3% (AsF) Resource Int'l 10% (WF) C.P. Braman 5%			<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

	Bidder's / Vendors Name and Address	Buyer Administrative Review:	Price Preference	CCBB Registered	SBE:			
		Complete: <input checked="" type="checkbox"/> Yes IG Number: 12-1123 MCF: <input checked="" type="checkbox"/> Yes PH: <input checked="" type="checkbox"/> Yes			SBE Prime: (Y/N) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Total SBE % 33% SBE Comply: (Y/N) <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No SBE Comments and Initials: NM 7/1/16 LML 7/1/16 SBE Subcontractor Name: SBE Prime: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> No Total SBE % SBE Comply: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> No SBE Comments and Initials:			
4.	E.L. Robinson 1468 West 9 th Street Suite 500 Cleveland, Ohio 44113	Compliant: <input checked="" type="checkbox"/> Yes SSP, 7/1/2016 IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 12-1167 MCF: <input checked="" type="checkbox"/> Yes PH: <input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	SBE Subcontractor Name: SBE Prime: (Y/N) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Total SBE % 30% SBE Comply: (Y/N) <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No SBE Comments and Initials: NM 7/1/16 LML 7/1/16 SBE Subcontractor Name: SBE Prime: (Y/N) <input type="checkbox"/> Yes	(WM) Euthenics 15% (WF) Lawhon & Assoc. 10% (AsM) Barr Engineering 5%		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

	Bidder's / Vendors Name and Address	Buyer Administrative Review:	Price Preference	CCBB Registered	SBE:				
						<input type="checkbox"/> No			
5.	Euthenics, Inc. 8235 Mohawk Drive Strongsville, Ohio 44136	Compliant: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No SSP, 7/1/2016 IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 12-1248 MCF: <input checked="" type="checkbox"/> Yes PH: <input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	SBE Subcontractor Name: SBE Prime: (Y/N) Total SBE % SBE Comply: (Y/N) SBE Comments and Initials: SBE Subcontractor Name: SBE Prime: (Y/N) Total SBE % SBE Comply: (Y/N) SBE Comments and Initials:	(WM) Euthenics 20% (WF) Lawhon & Assoc. 5% (WF) C.P. Braman 2% (AsM) Pro GeoTech 3% <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No 30% <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No NM 7/1/16 LML 7/1/16 <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No			<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
6.	GPD Group 5595 Transportation Boulevard Suite 100 Cleveland, Ohio 44125	Compliant: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No SSP, 7/1/2016 IG Registration Complete:	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	SBE Subcontractor Name: SBE Prime: (Y/N)	(AsM) Barr Engineering TBD (WM) Chagrin Valley Eng TBD (WF) ASC Group, Inc. TBD (WF) KMJM TBD <input type="checkbox"/> Yes			<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

	Bidder's / Vendors Name and Address	Buyer Administrative Review:	Price Preference	CCBB Registered	SBE:																				
		<input checked="" type="checkbox"/> Yes IG Number: 12-1397 MCF: <input checked="" type="checkbox"/> Yes PH: <input checked="" type="checkbox"/> Yes			<table border="1"> <tr> <td data-bbox="1171 240 1411 280"></td> <td data-bbox="1411 240 1943 280"><input checked="" type="checkbox"/> No</td> </tr> <tr> <td data-bbox="1171 280 1411 321">Total SBE %</td> <td data-bbox="1411 280 1943 321">TBD</td> </tr> <tr> <td data-bbox="1171 321 1411 394">SBE Comply: (Y/N)</td> <td data-bbox="1411 321 1943 394"><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</td> </tr> <tr> <td data-bbox="1171 394 1411 467">SBE Comments and Initials:</td> <td data-bbox="1411 394 1943 467">NM 7/1/16 LML 7/1/16</td> </tr> <tr> <td data-bbox="1171 467 1411 605">SBE Subcontractor Name:</td> <td data-bbox="1411 467 1943 605"></td> </tr> <tr> <td data-bbox="1171 605 1411 678">SBE Prime: (Y/N)</td> <td data-bbox="1411 605 1943 678"><input type="checkbox"/> Yes <input type="checkbox"/> No</td> </tr> <tr> <td data-bbox="1171 678 1411 719">Total SBE %</td> <td data-bbox="1411 678 1943 719"></td> </tr> <tr> <td data-bbox="1171 719 1411 792">SBE Comply: (Y/N)</td> <td data-bbox="1411 719 1943 792"><input type="checkbox"/> Yes <input type="checkbox"/> No</td> </tr> <tr> <td data-bbox="1171 792 1411 862">SBE Comments and Initials:</td> <td data-bbox="1411 792 1943 862"></td> </tr> </table>		<input checked="" type="checkbox"/> No	Total SBE %	TBD	SBE Comply: (Y/N)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	SBE Comments and Initials:	NM 7/1/16 LML 7/1/16	SBE Subcontractor Name:		SBE Prime: (Y/N)	<input type="checkbox"/> Yes <input type="checkbox"/> No	Total SBE %		SBE Comply: (Y/N)	<input type="checkbox"/> Yes <input type="checkbox"/> No	SBE Comments and Initials:			
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SBE Comments and Initials:																									
7.	Hatch Mott MacDonald 18013 Cleveland Parkway Suite 200 Cleveland, Ohio 44135	Compliant: <input checked="" type="checkbox"/> Yes SSP, 7/1/2016 IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 12-1459 MCF: <input checked="" type="checkbox"/> Yes PH: <input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<table border="1"> <tr> <td data-bbox="1171 862 1411 1008">SBE Subcontractor Name:</td> <td data-bbox="1411 862 1943 1008"> (WM) Chagrin Valley Eng. 15% (WF) KMJM 4% (WF) Lawhon & Assoc. 5% (Asm) Pro GeoTech 6% </td> </tr> <tr> <td data-bbox="1171 1008 1411 1081">SBE Prime: (Y/N)</td> <td data-bbox="1411 1008 1943 1081"><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</td> </tr> <tr> <td data-bbox="1171 1081 1411 1122">Total SBE %</td> <td data-bbox="1411 1081 1943 1122">30%</td> </tr> <tr> <td data-bbox="1171 1122 1411 1195">SBE Comply: (Y/N)</td> <td data-bbox="1411 1122 1943 1195"><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</td> </tr> <tr> <td data-bbox="1171 1195 1411 1268">SBE Comments and Initials:</td> <td data-bbox="1411 1195 1943 1268">NM 7/1/16 LML 7/1/16</td> </tr> <tr> <td data-bbox="1171 1268 1411 1406">SBE Subcontractor Name:</td> <td data-bbox="1411 1268 1943 1406"></td> </tr> <tr> <td data-bbox="1171 1406 1411 1440">SBE Prime: (Y/N)</td> <td data-bbox="1411 1406 1943 1440"><input type="checkbox"/> Yes</td> </tr> </table>	SBE Subcontractor Name:	(WM) Chagrin Valley Eng. 15% (WF) KMJM 4% (WF) Lawhon & Assoc. 5% (Asm) Pro GeoTech 6%	SBE Prime: (Y/N)	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Total SBE %	30%	SBE Comply: (Y/N)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	SBE Comments and Initials:	NM 7/1/16 LML 7/1/16	SBE Subcontractor Name:		SBE Prime: (Y/N)	<input type="checkbox"/> Yes		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No				
SBE Subcontractor Name:	(WM) Chagrin Valley Eng. 15% (WF) KMJM 4% (WF) Lawhon & Assoc. 5% (Asm) Pro GeoTech 6%																								
SBE Prime: (Y/N)	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No																								
Total SBE %	30%																								
SBE Comply: (Y/N)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No																								
SBE Comments and Initials:	NM 7/1/16 LML 7/1/16																								
SBE Subcontractor Name:																									
SBE Prime: (Y/N)	<input type="checkbox"/> Yes																								

	Bidder's / Vendors Name and Address	Buyer Administrative Review:	Price Preference	CCBB Registered	SBE:				
						<input type="checkbox"/> No			
8.	KS Associates 260 Burns Road Suite 100 Elyria, Ohio 44035	Compliant: <input checked="" type="checkbox"/> Yes SSP, 7/1/2016 IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 12-1694 MCF: <input checked="" type="checkbox"/> Yes PH: <input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	SBE Subcontractor Name: SBE Prime: (Y/N) Total SBE % SBE Comply: (Y/N) SBE Comments and Initials: SBE Subcontractor Name: SBE Prime: (Y/N) Total SBE % SBE Comply: (Y/N) SBE Comments and Initials:	(AsM) Barr Eng – 2% (AsM) ProGeoTech – 10% (WF) Lawhon & Assoc – 17% <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No 29% <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No NM 7/1/16 LML 7/1/16 <input type="checkbox"/> Yes <input type="checkbox"/> No			<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
9.	Larson Design Group 3214 St. Clair Avenue Cleveland, Ohio 44114	Compliant: <input checked="" type="checkbox"/> Yes SSP, 7/1/2016 IG Registration Complete: <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	SBE Subcontractor Name: SBE Prime: (Y/N)	(WM) Euthenics -15% (WF) Lawhon & Assoc – 10% (AsM) ProGeoTech – 8% (WF) CP Braman – 5% <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

	Bidder's / Vendors Name and Address	Buyer Administrative Review:	Price Preference	CCBB Registered	SBE:			
		IG Number: 16-0068 MCF: <input checked="" type="checkbox"/> Yes PH: <input checked="" type="checkbox"/> Yes			Total SBE % SBE Comply: (Y/N) SBE Comments and Initials: SBE Subcontractor Name: SBE Prime: (Y/N) Total SBE % SBE Comply: (Y/N) SBE Comments and Initials:	38% <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No NM 7/1/16 LML 7/1/16 <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No 		
10.	Michael Baker International 1220 Euclid Avenue Suite 1050 Cleveland, Ohio 44115	Compliant: <input checked="" type="checkbox"/> Yes SSP, 7/1/2016 IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 12-1898 MCF: <input checked="" type="checkbox"/> Yes PH: <input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	SBE Subcontractor Name: SBE Prime: (Y/N) Total SBE % SBE Comply: (Y/N) SBE Comments and Initials: SBE Subcontractor	(AsM) ProGeoTech – 5% (WF) KMJM – 10% (WM) Chagrin Valley – 15% <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No 30% <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No NM 7/1/16 LML 7/1/16 		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

	Bidder's / Vendors Name and Address	Buyer Administrative Review:	Price Preference	CCBB Registered	SBE:			
					Name:			
					SBE Prime: (Y/N)	<input type="checkbox"/> Yes <input type="checkbox"/> No		
					Total SBE %			
					SBE Comply: (Y/N)	<input type="checkbox"/> Yes <input type="checkbox"/> No		
					SBE Comments and Initials:			
11.	MS Consultants, Inc. 600 Superior Avenue East, Suite 1300 Cleveland, Ohio 44114	Compliant: <input checked="" type="checkbox"/> Yes SSP, 7/1/2016 IG Registration Complete: <input checked="" type="checkbox"/> No IG Number: 12-1955 MCF: <input checked="" type="checkbox"/> Yes PH: <input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	SBE Subcontractor Name:	(WM) Euthenics – 22% (WF) ASC Group – 2% (AsM) ProGeoTech – 5% (WF) CP Braman – 0.5% (WM) Smith & Nejlik – 0.5%		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
					SBE Prime: (Y/N)	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
					Total SBE %	30%		
					SBE Comply: (Y/N)	<input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
					SBE Comments and Initials:	NM 7/1/16 LML 7/1/16		
					SBE Subcontractor Name:			
					SBE Prime: (Y/N)	<input type="checkbox"/> Yes <input type="checkbox"/> No		
					Total SBE %			
					SBE Comply: (Y/N)	<input type="checkbox"/> Yes <input type="checkbox"/> No		
					SBE			

	Bidder's / Vendors Name and Address	Buyer Administrative Review:	Price Preference	CCBB Registered	SBE:			
					Comments and Initials:			
12.	OHM Advisors 6650 West Snowville Road Brecksville, Ohio 44141	Compliant: <input checked="" type="checkbox"/> Yes SSP, 7/1/2016 IG Registration Complete: <input checked="" type="checkbox"/> No IG Number: N/A MCF: <input checked="" type="checkbox"/> Yes PH: <input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	SBE Subcontractor Name: SBE Prime: (Y/N) Total SBE % SBE Comply: (Y/N) SBE Comments and Initials: SBE Subcontractor Name: SBE Prime: (Y/N) Total SBE % SBE Comply: (Y/N) SBE Comments and Initials:	(WF)Lawhon & Assoc. – 10% (AsM) ProGeoTech – 10% (WF) KMJM – 10% <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No 30% <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No NM 7/1/16 LML 7/1/16 <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
13.	Osborn Engineering 1100 Superior Avenue Suite 300 Cleveland, Ohio 44114	Compliant: <input checked="" type="checkbox"/> Yes SSP, 7/1/2016 IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 12-2744	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	SBE Subcontractor Name: SBE Prime: (Y/N)	(WM) Osborn Eng - TBD (WM) Chagrin Valley Eng – TBD (AsM) ProGeoTech – TBD (WF) Lawhon & Assoc. – TBD (WF) CP Braman – TBD (WM) Smith & Nejlik - TBD <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

	Bidder's / Vendors Name and Address	Buyer Administrative Review:	Price Preference	CCBB Registered	SBE:			
		MCF: <input checked="" type="checkbox"/> Yes PH: <input checked="" type="checkbox"/> Yes			Total SBE % SBE Comply: (Y/N) SBE Comments and Initials: SBE Subcontractor Name: SBE Prime: (Y/N) Total SBE % SBE Comply: (Y/N) SBE Comments and Initials:	TBD <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No NM 7/1/16 LML 7/1/16 <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No 		
14.	Palmer Engineering 460 White Pond Drive Suite 300 Akron, Ohio 44320	Compliant: <input checked="" type="checkbox"/> Yes SSP, 7/1/2016 IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 12-2144 MCF: <input checked="" type="checkbox"/> Yes PH: <input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	SBE Subcontractor Name: SBE Prime: (Y/N) Total SBE % SBE Comply: (Y/N) SBE Comments	(WF) CP Braman – 15% (WM) Euthenics – 19% (WF) KMJM – 3% (WF) Lawhon & Assoc – 2% (AsM) ProGeoTech – 4% (WM) Smith & Nejlik – 0.5% <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No 30% <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No NM 7/1/16 LML 7/1/16		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

	Bidder's / Vendors Name and Address	Buyer Administrative Review:	Price Preference	CCBB Registered	SBE:			
					and Initials:			
					SBE Subcontractor Name:			
					SBE Prime: (Y/N)	<input type="checkbox"/> Yes <input type="checkbox"/> No		
					Total SBE %			
					SBE Comply: (Y/N)	<input type="checkbox"/> Yes <input type="checkbox"/> No		
					SBE Comments and Initials:			
15.	TranSystems Corporation 55 Public Square Suite 1900 Cleveland, Ohio 44113	Compliant: <input checked="" type="checkbox"/> Yes SSP, 7/6/2016 IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 12-2815 MCF: <input checked="" type="checkbox"/> Yes PH: <input checked="" type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	SBE Subcontractor Name:	(WM)Euthenics – 20% (WM) United Survey – 2% (AsM) ProGeoTech – 5% (WF) KMJM – 0.2% (WF) CP Braman – 2% (WM) Smith & Nejlík – 2%		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
					SBE Prime: (Y/N)	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
					Total SBE %	33%		
					SBE Comply: (Y/N)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
					SBE Comments and Initials:	<input type="text" value="NM 7/1/16 LML 7/1/16"/>		
					SBE Subcontractor Name:			
					SBE Prime:	<input type="checkbox"/> Yes		

	Bidder's / Vendors Name and Address	Buyer Administrative Review:	Price Preference	CCBB Registered	SBE:			
					(Y/N)	<input type="checkbox"/> No		
					Total SBE %			
					SBE Comply: (Y/N)	<input type="checkbox"/> Yes <input type="checkbox"/> No		
					SBE Comments and Initials:			
16.	TRC Solutions 1382 West Ninth Street Suite 200 Cleveland, Ohio 44113	Compliant: <input checked="" type="checkbox"/> Yes SSP, 7/1/2016 IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 16-0036 MCF: <input checked="" type="checkbox"/> Yes PH: <input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	SBE Subcontractor Name:	(WM) Chagrin Valley Eng – 25% (AsM) Barr Eng – 5%		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
					SBE Prime: (Y/N)	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
					Total SBE %	30%		
					SBE Comply: (Y/N)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
					SBE Comments and Initials:	NM 7/1/16 LML 7/1/16		
					SBE Subcontractor Name:			
					SBE Prime: (Y/N)	<input type="checkbox"/> Yes <input type="checkbox"/> No		
					Total SBE %			
					SBE Comply: (Y/N)	<input type="checkbox"/> Yes <input type="checkbox"/> No		
					SBE Comments and Initials:			

County Council of Cuyahoga County, Ohio

Resolution No. R2017-0028

<p>Sponsored by: County Executive Budish/Department of Public Works/Division of County Engineer</p>	<p>A Resolution making an award on RQ38634 to J.D. Williamson Construction Co., Inc. in the amount not-to-exceed \$1,696,926.45 for replacement of Avery Road Bridge No. 01.16 over Chippewa Creek in the City of Broadview Heights; authorizing the County Executive to execute the contract and all other documents consistent with said award and this Resolution; authorizing the County Engineer, on behalf of the County Executive, to make an application for allocation from County Motor Vehicle \$7.50 License Tax Funds in the amount of \$339,385.29 to fund said contract; and declaring the necessity that this Resolution become immediately effective.</p>
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WHEREAS, the County Executive/Department of Public Works/Division of County Engineer has recommended an award on RQ38634 to J.D. Williamson Construction Co., Inc. in the amount not-to-exceed \$1,696,926.45 for replacement of Avery Road Bridge No. 01.16 over Chippewa Creek in the City of Broadview Heights; authorizing the County Executive to execute the contract and all other documents consistent with said award and this Resolution; and authorizing the County Engineer, on behalf of the County Executive, to make an application for allocation from County Motor Vehicle \$7.50 License Tax Funds in the amount of \$339,385.29 to fund said contract; and

WHEREAS, the primary goal of this project is to complete construction per plans and specifications on replacement of Avery Road Bridge No. 01.16 over Chippewa Creek in the City of Broadview Heights, Council District 6; and

WHEREAS, this project is funded as follows: (a) 80% (\$1,357,541.16) from Federal Funds and (b) 20% (\$339,385.29) with funds from the County Motor Vehicle \$7.50 License Tax Fund; and

WHEREAS, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue and to provide for the usual, daily operations 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 RQ38634 to J.D. Williamson Construction Co., Inc. in the amount not-to-exceed \$1,696,926.45 for replacement of Avery Road Bridge No. 01.16 over Chippewa Creek in the City of Broadview Heights.

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

SECTION 3. That the County Council hereby authorizes the County Engineer, on behalf of the County Executive, to make an application for allocation from County Motor Vehicle \$7.50 License Tax Funds in the amount of \$339,385.29 to fund a portion of said contract.

SECTION 4. 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 5. It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

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

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

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

Journal _____
_____, 20__

Item No. 3

Scope of Work Summary

- 2. Public Works is recommending an award on RQ38634 and requesting to enter into a contract with J.D. Williamson Construction Co., Inc. for the replacement of Avery Road Bridge No. 01.16 over Chippewa Creek in the City of Broadview Heights in the amount not-to-exceed \$1,696,926.45. The anticipated start-completion dates are March 1, 2017 – November 30, 2017.
- e. The primary goal is to complete construction per plans and specifications.
- f. The structure is located in the City of Broadview Heights.
- g. Council District 6.
- h. N/A

B. Procurement

- 1. Identify the original procurement method on the contract/purchase: RFB.
- 3. For items procured through a competitive process, answer the following:
 - f. The RFB was closed on January 11, 2017.
 - g. There were seven (11) bids were pulled from OPD, three (3) bids were submitted for review.
 - h. This is a federally funded project. Therefore, ODOT set an eight (10%) percent DBE Goal which has been approved.
 - i. N/A
 - j. N/A

C. Contractor Information

- 1. Provide the names and corresponding business addresses for all vendors providing proposed goods or services, in the following format:

J.D. Williamson Construction, Co., Inc.,441 Geneva Avenue, P.O. Box 113, Tallmadge, Ohio 44278
Council District N/A

- 2. The vendor owner(s) are Mary Fantozzi, President

D. Project Status

- 1. Plans and specifications are complete upon receipt of an executed contract the contractor will be given a notice to proceed with construction.

E. Funding

- 1. Was funding for the contract or purchase appropriated in the current budget? If not, what is the source of funding? Yes.2. 80% Federal Funds/20% Cuyahoga County using Funds from the \$7.50 Vehicle License Tax Fund

Office of Procurement and Diversity Tabulation Sheet

REQUISITION NUMBER: CE-16-38634

RFB/RFP/RFQ DUE DATE: January 11, 2017

NUMBER OF RESPONSES: 7/3

TYPE: (RFB) Formal - Construction

ESTIMATE: \$1,700,000.00

SBE GOAL: 0%

DBE GOAL: 10%

REQUESTING DEPARTMENT: Department Of Public Works - Division of County Engineer: Construction

Does CCBB Apply: Yes No

COMMODITY DESCRIPTION: Replacement of Avery Road Bridge #01.16

	Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount	Buyer Administrative Review:		Dept. Tech. Review	Award: (Y/N)
1.	JD Williamson Construction Co. Inc. P.O. Box 113 Tallmadge, OH 44278	100% The Ohio Casualty Insurance Company	\$1,696,926.45	Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> No –registered under \$15,000 only* IG Number: #12-1590 Proposal Form: <input checked="" type="checkbox"/> Yes Bid Guaranty: <input checked="" type="checkbox"/> Yes Work Types Worksheet: <input checked="" type="checkbox"/> Yes DFSP: <input checked="" type="checkbox"/> Yes EEO/Affirmative Action: <input checked="" type="checkbox"/> Yes MCF <input checked="" type="checkbox"/> Yes NCA: <input checked="" type="checkbox"/> Yes PH: <input checked="" type="checkbox"/> Yes POF: <input checked="" type="checkbox"/> Yes			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
2.	Union Industrial Contractors Inc. P.O. Box 1718 Ashtabula, OH 44005	100% Travelers Casualty & Surety Company of America	\$1,751,453.40	Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> No IG Number: n/a Proposal Form: <input checked="" type="checkbox"/> Yes Bid Guaranty: <input checked="" type="checkbox"/> Yes Work Types Worksheet: <input checked="" type="checkbox"/> Yes DFSP: <input checked="" type="checkbox"/> Yes EEO/Affirmative Action: <input checked="" type="checkbox"/> Yes MCF : <input checked="" type="checkbox"/> Yes NCA: <input checked="" type="checkbox"/> Yes PH: <input checked="" type="checkbox"/> Yes POF: <input checked="" type="checkbox"/> Yes			<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Transaction ID: 940505

	Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount	Buyer Administrative Review:		Dept.	
3.	Lockhart Concrete Co. 800 W Waterloo Rd Akron, OH 44314	100% Philadelphia Indemnity Insurance Company	\$ 0.00 Incomplete***	Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> No IG Number: n/a Proposal Form: <input checked="" type="checkbox"/> Yes*** Bid Guaranty: <input checked="" type="checkbox"/> No ** Work Types Worksheet: <input checked="" type="checkbox"/> Yes DFSP: <input checked="" type="checkbox"/> No EEO/Affirmative Action: <input checked="" type="checkbox"/> No MCF <input checked="" type="checkbox"/> Yes NCA: <input checked="" type="checkbox"/> Yes PH: <input checked="" type="checkbox"/> Yes POF: <input checked="" type="checkbox"/> Yes			<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

*= must be completely registered in order to make an award.

**=did not have ODOT listed in the bid bond as Obligee.

***= did not have bid total entered on proposal form.

County Council of Cuyahoga County, Ohio

Resolution No. R2017-0029

Sponsored by: County Executive Budish/Fiscal Officer/Office of Budget and Management	A Resolution amending the 2016/2017 Biennial Operating Budget and Capital Improvements Program for 2017 by revising projects, estimated costs and schedule; 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, on December 28, 2016, the Cuyahoga County Council adopted the 2016/2017 Biennial Operating Budget and Capital Improvements Program Update for 2017 (Resolution No. R2016-0216) establishing the 2017 biennial budget update for all County departments, offices and agencies; and

WHEREAS, it is necessary to amend the proposed projects to be completed in 2017 as well as to revise the estimated cost of each project and the schedule (attached hereto as Exhibit A); 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 and Capital Improvements Program is hereby amended for 2017 by revising projects, estimated costs and schedule as indicated in Exhibit A (attached hereto and incorporated herein).

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

Journal _____
_____, 2017

BUILDING	PROJECT	ORIGINAL PROJECT COST	REVISED PROJECT COST	GENERAL FUND AMOUNT	PA FUNDS	OTHER FUNDING AMOUNT
	2017					
HPG	Design and Construction - Amendment	\$ 1,000,000.00	\$ 1,000,000.00	\$ 1,000,000.00		
1642	HVAC Units	\$ 144,000.00	\$ 144,000.00	\$ 144,000.00		
AdMin	Repairs/Upgrades	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00		
AnSh	HVAC Replacement	\$ 150,000.00	\$ 150,000.00	\$ 150,000.00		
JEH	Entrance/ADA Upgrades	\$ 300,000.00	\$ 300,000.00	\$ -	\$ 300,000.00	
JJC	Penthouse Ladders/Ejct Pumps & Grinders/Ther	\$ 160,000.00	\$ 160,000.00	\$ 160,000.00		
JJC	Solar Blinds for Windows for Office Tower	\$ 352,500.00	\$ 352,500.00	\$ 352,500.00		
ME	Plumbing and System Repairs	\$ 90,000.00	\$ 90,000.00	\$ 90,000.00		
OCH	ADA Upgrade Phase II	\$ 600,000.00	\$ 600,000.00	\$ 600,000.00		
OCH	Courtroom Renovation	\$ 160,000.00	\$ 160,000.00	\$ 110,000.00		\$ 50,000.00
OCH	Domestic Relations Court	\$ 65,000.00	\$ 65,000.00	\$ 41,000.00		\$ 24,000.00
S&S	Masonry Repairs (have \$80,403 funds available)	\$ 200,000.00	\$ 200,000.00	\$ 119,597.00		\$ 80,403.00
VEB	Roof Replacement	\$ 2,350,965.76	\$ 2,350,965.76	\$ -	\$ 2,350,965.76	
Halle	Land Acquisition for Parking Lot	\$ 325,000.00	\$ 325,000.00	\$ 325,000.00		
Halle	Parking Lot Construction	\$ 750,000.00	\$ 750,000.00	\$ 750,000.00		
CTYWD	Human Services Fit Study	\$ 450,000.00	\$ 450,000.00	\$ -	\$ 450,000.00	
CTYWD	Preventative Maintenance to high voltage switch gear	\$ 190,770.00	\$ 190,770.00	\$ 190,770.00		
CTYWD	General Construction Management/Testing	\$ 300,000.00	\$ 300,000.00	\$ 300,000.00		
CTYWD	Painting Contract, Additional Contracts	\$ 300,000.00	\$ 300,000.00	\$ 300,000.00		
CTYWD	Carpeting Contract, Additional Contracts	\$ 200,000.00	\$ 200,000.00	\$ 200,000.00		
CTYWD	General Architecture Engineering Services Contra	\$ 800,000.00	\$ 800,000.00	\$ 800,000.00		
CTYWD	General Mechanical-Electrical-Plumbing AE Services Contract	\$ 400,000.00	\$ 400,000.00	\$ 400,000.00		
CTYWD	Special Project Request/Emergency/Time Sensitive	\$ 588,500.00	\$ 588,500.00	\$ 588,500.00		
	FACILITIES SUBTOTAL 2017	\$ 9,926,735.76	\$ 9,926,735.76	\$ 6,671,367.00	\$ 3,100,965.76	\$ 154,403.00
CoAir	Runway Overlay - Phase 3 / 4	\$ 15,000,000.00	\$ 15,000,000.00	\$ 1,500,000.00		\$ 13,500,000.00
CoAir	RPA Land Acquisition	\$ 300,000.00	\$ 300,000.00	\$ 300,000.00		
CoAir	Security Upgrades - Design -Phase I	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00		
	AIRPORT SUBTOTAL 2017	\$ 15,350,000.00	\$ 15,350,000.00	\$ 1,850,000.00	\$ -	\$ 13,500,000.00
	TOTAL COST 2017	\$ 25,276,735.76	\$ 25,276,735.76	\$ 8,521,367.00	\$ 3,100,965.76	\$ 13,654,403.00

County Council of Cuyahoga County, Ohio

Resolution No. R2017-0030

<p>Sponsored by: County Executive/Fiscal Officer/Office of Budget and Management</p>	<p>A Resolution authorizing the issuance and sale of one or more series of County revenue bonds, in an aggregate principal amount that will generate net proceeds of \$140,000,000.00, for the purpose of paying or reimbursing the costs of reconstructing, refurbishing, renovating, upgrading, improving and equipping Quicken Loans Arena, together with appurtenances and work incidental thereto, and for the purpose of paying any capitalized interest on the bonds and paying the costs of issuance in connection therewith; authorizing the preparation and use of one or more preliminary official statements and the preparation, execution and use of one or more official statements; approving and authorizing the execution of one or more trust indentures or supplemental trust indentures and one or more continuing disclosure agreements; authorizing other contracts and other actions related to and necessary for the issuance of the bonds; and declaring the necessity that this Resolution become immediately effective.</p>
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WHEREAS, the County, in cooperation with Gateway Economic Development Corporation of Greater Cleveland (“Gateway”), the City of Cleveland, the Cleveland Cavaliers basketball organization and other civic partners, participated in the financing and refinancing the costs of the construction and improvement of the multi-purpose arena now known as Quicken Loans Arena (the “Arena”); and

WHEREAS, Cavaliers Operating Company, LLC, as lessee and operator of the Arena, in cooperation with Gateway and the County, has proposed to undertake alterations and improvements, commonly referred to as the Transformation, of the Arena; and

WHEREAS, this Council has determined that it is necessary and in the best interest of the County for the County to issue one or more series of Sales Tax Revenue Bonds or Nontax Revenue Bonds for the purpose of paying or reimbursing the costs of, reconstructing, refurbishing, renovating, upgrading, improving and equipping the Quicken Loans Arena (the “Project”), together with appurtenances and work incidental thereto, and for the purpose of paying any capitalized interest on the bonds and paying the costs of issuance in connection therewith; and

WHEREAS, this Council has determined that the Series 2017 Arena Bonds shall be issued in an aggregate principal amount that will generate net proceeds of \$140,000,000 for the purposes herein stated and that the County shall secure such bonds as Sales Tax Revenue Bonds or Nontax Revenue Bonds by one or more trust indentures or supplemental trust indentures, as provided herein; and

WHEREAS, the County is authorized pursuant to Section 307.023 of the Ohio Revised Code to acquire, construct, improve, maintain, operate, lease, or otherwise contract for the acquisition or use of sports facilities intended to house major league professional athletic teams, such as the Arena; and

WHEREAS, the County is authorized pursuant to Section 133.15 of the Ohio Revised Code to issue securities of the County for the purpose of paying all or any portion of the costs of any permanent improvement that the subdivision is authorized, alone or in cooperation with other persons, to acquire, improve, or construct.

WHEREAS, the County is authorized and empowered, by virtue of the laws of the State of Ohio, including, without limitation, Section 13 of Article VIII, Ohio Constitution, and Chapter 165 of the Ohio Revised Code (the “Act”), among other things, to issue its revenue bonds for the purpose of financing, by loans or otherwise, “projects” as defined in the Act, for the purpose of creating or preserving jobs and employment opportunities and improving the economic welfare of the people of the County and of the State; and

WHEREAS, the County has determined that it is necessary and desirable to issue its Economic Development Revenue Bonds, Series 2017 (Arena Project) (the “Series 2017 Nontax Revenue Arena Bonds”), in one or more series, to create and preserve jobs and employment opportunities, by providing funding for the Project as a project as defined in the Act, to fund any deposit to the Bond Reserve Fund, and to pay certain costs of issuance in connection with Series 2017 Nontax Revenue Bonds, together with any Series 2017 Sales Tax Revenue Arena Bonds it may issue pursuant to this Resolution; and

WHEREAS, pursuant to a resolution adopted July 6, 1987 (the “1987 County Sales Tax Resolution”), the Board of County Commissioners of the County (the “Board”), as the predecessor legislative authority to this Council, authorized the continuing levy and collection of sales and use taxes, authorized

under Sections 5739.021 and 5741.021 of the Ohio Revised Code, at the rate of one percent (1%), and pursuant to a resolution adopted July 26, 2007 (the “2007 County Sales Tax Resolution” and, together with the 1987 County Sales Tax Resolution, the “County Sales Tax Resolutions”), the Board authorized an increase in the sales and use taxes to a rate of one and one-quarter percent (1-1/4%) (the “County Sales Tax”), each for the purpose of providing additional general revenues for the County; and

WHEREAS, the Fiscal Officer has certified that the estimated life of the Project is at least five (5) years, and that the estimated maximum maturity of the bonds described in Section 2 is at least twenty (20) years; and

WHEREAS, the Fiscal Officer has further certified to this Council that the maximum aggregate amount of Sales Tax Revenue Bonds, including the Series 2017 Sales Tax Revenue Arena Bonds, that will be outstanding at any time will not exceed an amount which requires or is estimated by him, as Fiscal Officer, to require payments from sales tax receipts of debt charges on the Sales Tax Revenue Bonds, including the Series 2017 Arena Bonds, in any calendar year in an amount exceeding the average of the amount received by the County for the years 2015 and 2016; and

WHEREAS, the County has determined that it is necessary and desirable to issue the Series 2017 Sales Tax Revenue Arena Bonds, in one or more series, for the purpose of paying or reimbursing the costs of the Project, to fund any deposit to the Bond Reserve Fund, and to pay certain costs of issuance in connection with the Series 2017 Sales Tax Revenue Arena Bonds, together with any Series 2017 Nontax Revenue Arena Bonds it may issue pursuant to this Resolution; and

WHEREAS, it is necessary that this Resolution become immediately effective in order that the usual daily operation of the County be continued and the public peace, health or safety of the County be preserved and for the further reason that funds be made available in a timely manner for the construction of the Project.

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

1. Definitions and Interpretation. As used herein, the following terms shall be defined as follows:

“Bond Counsel” means Squire Patton Boggs (US) L.L.P. and Forbes, Fields & Associates Co., L.P.A. as Co-Bond Counsel.

“Bond Service Charges” means Bond Service Charges on Series 2017 Arena Bonds as defined in the applicable Indenture.

“Book entry form” or “book entry system” means a form or system under which (a) the ownership of book entry interests in Series 2017 Arena Bonds and the principal of and interest on the Series 2017 Arena Bonds may be transferred only through a book entry, and (b) physical Bond certificates in fully registered form are issued by the County only to a Depository or its nominee as registered owner, with the Series 2017 Arena Bonds deposited with and retained in the custody of the Depository or its agent. The book entry maintained by others than the County is the record that identifies the owners of book entry interests in those Series 2017 Arena Bonds and that principal and interest.

“Certificate of Award” means the one or more certificates authorized to be signed by the Fiscal Officer pursuant to Section 6, specifying and determining those terms or other matters pertaining to the Series 2017 Arena Bonds and their issuance, sale and delivery as this Resolution requires or authorizes to be set forth or determined therein.

“Closing Date” means the date or dates of original delivery of, and payment of the purchase price for, the Series 2017 Arena Bonds.

“Code” means the Internal Revenue Code of 1986, the Regulations (whether temporary or final) under that Code or the statutory predecessor of that Code, and any amendments of, or successor provisions to, the foregoing and any official rulings, announcements, notices, procedures and judicial determinations regarding any of the foregoing, all as and to the extent applicable. Unless otherwise indicated, reference to a Section of the Code includes any applicable successor section or provision and such applicable Regulations, rulings, announcements, notices, procedures and determinations pertinent to that Section.

“Continuing Disclosure Certificate” means the one or more certificates authorized by Section 6(c) hereof which, together with the agreements of the County set forth in that Section, shall constitute the continuing disclosure agreement made by the County for the benefit of holders and beneficial owners of the Series 2017 Arena Bonds in accordance with the Rule.

“County Executive” means the County Executive of the County; provided, for purposes of the signing of documents, certificates and other instruments other than the Series 2017 Arena Bonds and the Official Statement, County Executive includes the County Executive’s Chief of Staff as the County Executive’s designee pursuant to Executive Order No. 02011-0002 and any other person duly designated by the County Executive.

“County Sales Tax Bond Fund” means the County Sales Tax Bond Fund created by the Sales Tax Revenue Bond Indenture.

“County Sales Tax Receipts” means the monies received by the County from the County Sales Tax.

“County Sales Tax Revenue Fund” means the County Sales Tax Revenue Fund created by the Sales Tax Revenue Bond Indenture.

“Depository” means The Depository Trust Company (a limited purpose trust company), New York, New York until a successor Depository shall have become such pursuant to the applicable provisions of the Indenture and, thereafter, Depository shall mean the successor Depository. Any Depository shall be a securities depository that is a clearing agency under federal law operating and maintaining, with its participants or otherwise, a Book Entry System to record ownership of book entry interests in the Series 2017 Arena Bonds or Bond Service Charges thereon, and to effect transfers of book entry interests in the Series 2017 Arena Bonds.

“Director of Law” means the Director of Law of the County, including an interim or acting Director of Law.

“Excluded Nontax Revenues” means the project revenues relating to a particular series of Nontax Revenue Bonds that are excluded from the definition of Nontax Revenues pursuant to the terms of the respective indenture or authorizing resolution for such Nontax Revenue Bonds.

“Fiscal Officer” means the Fiscal Officer of the County, including an interim or acting Fiscal Officer.

“Interest Payment Dates” means, unless otherwise determined by the Fiscal Officer and specified in the Certificate of Award, June 1 and December 1 of each year during which the Series 2017 Arena Bonds are outstanding, commencing December 1, 2017.

“Mandatory Sinking Fund Redemption Requirements” means, as to the Series 2017 Arena Bonds, the deposits required to be made in respect of the mandatory redemption requirements indicated in the Indenture.

“Nontax Revenues” means all money of the County that is not money raised by taxation, to the extent available for deposit in the Debt Retirement Fund, the Bond Reserve Fund or the Pledge Fund as provided in the Nontax Revenue Bond Indenture, including, but not limited to the following: (a) charges for services and payments received in reimbursement for services; (b) payments in lieu of taxes now or hereafter authorized by State statute; (c) fines and forfeitures; (d) fees from properly imposed licenses and permits; (e) investment earnings on any funds of the County that are credited to the County’s General Fund; (f) proceeds from the sale of assets; (g) rental income; (h) grants from the United States of America and the State of Ohio; (i) gifts and donations; and (j) Project Revenues; provided that Nontax Revenues do not include the Excluded Nontax Revenues.

“Nontax Revenue Bonds” means the Series 2017 Nontax Revenue Arena Bonds and any bonds, notes or other obligations of or guaranties by the County

secured by a pledge of the Nontax Revenues on a parity with or prior to the Series 2017 Nontax Revenue Arena Bonds.

“Nontax Revenue Bond Indenture” means the one or more trust indentures, to be dated the first day of the month in which the Series 2017 Nontax Revenue Arena Bonds are issued, between the County and the Nontax Revenue Bond Trustee and relating to the issuance of the Series 2017 Nontax Revenue Arena Bonds, and any amendment or supplement thereto.

“Nontax Revenue Bond Trustee” means the financial institution designated by the Fiscal Officer in the Certificate of Award, in accordance with Section 9 of this Resolution.

“Nontax Revenue Pledged Fund” means the fund so identified in the Nontax Revenue Bond Indenture.

“Nontax Revenue Special Funds” means the funds so identified in the Nontax Revenue Bond Indenture.

“Original Purchaser” means collectively KeyBanc Capital Markets, Inc., PNC Capital Markets LLC and Fifth Third Securities, Inc., in such roles for particular series of the Series 2017 Arena Bonds as may be specified in the Certificate of Award, together with any other purchasers identified in the Certificate of Award.

“Participant” means any participant contracting with a Depository under a book entry system and includes security brokers and dealers, banks and trust companies, and clearing corporations.

“Pledged Nontax Revenues” means (i) all Project Revenues, (ii) proceeds of any series of Series 2017 Nontax Revenue Bonds used to pay capitalized interest or otherwise to be available to pay Bond Service Charges, (iii) Nontax Revenues in the Nontax Revenue Pledged Fund, (iv) all money in the Nontax Revenue Special Funds and (v) all income and profit from the investment of the foregoing money.

“Pledged Sales Tax Revenue Bond Funds” means the County Sales Tax Bond Fund and any other funds established under the Indenture and pledged as security for the Series 2017 Arena Bonds.

“Pledged Sales Tax Revenues” means, collectively, (a) the County Sales Tax Receipts and (b) all monies in the Pledged Sales Tax Revenue Bond Funds and all income and profit from the investment of those monies.

“Principal Payment Dates” means, unless otherwise determined by the Fiscal Officer and specified in the Certificate of Award, December 1 in each of the years from and including 2017 to and including 2034.

“Project Revenues” means any money and investments received in connection with the Project and pledged to one or more series of Series 2017 Arena Bonds, pursuant to the Sales Tax Revenue Bond Indenture or the Nontax Revenue Bond Indenture.

“Purchase Agreement” means, with respect to the Series 2017 Arena Bonds, one or more Bond Purchase Agreements between the County and the Original Purchaser.

“Rule” means Rule 15c2-12(b)(5) promulgated by the Securities and Exchange Commission pursuant to the Securities Exchange Act of 1934, as it may be amended from time to time.

“Sales Tax Revenue Bonds” means the Series 2017 Sales Tax Revenue Arena Bonds and other bonds that are currently outstanding or that the County may issue in the future that are secured by the Sales Tax Revenue Bond Indenture.

“Sales Tax Revenue Bond Indenture” means the Trust Indenture dated as of December 1, 2014 between the County and the Sales Tax Revenue Bond Trustee, as amended and supplemented, including by Sales Tax Revenue Bond Supplemental Indenture No. 3.

“Sales Tax Revenue Bond Trustee” means the financial institution designated by the Fiscal Officer in the Certificate of Award, in accordance with Section 9 of this Resolution.

“Sales Tax Revenue Bond Supplemental Indenture No. 3” means Supplemental Trust Indenture No. 3, to be dated the first day of the month in which the Series 2017 Sales Tax Arena Bonds are issued, between the County and the Sales Tax Revenue Bond Trustee and relating to the issuance of the Series 2017 Sales Tax Revenue Arena Bonds, and any amendment or supplement thereto.

“Series 2017 Arena Bonds” means the Series 2017 Sales Tax Revenue Arena Bonds and the Series 2017 Nontax Revenue Arena Bonds.

“Series 2017 Sales Tax Revenue Arena Bonds” means any Series 2017 Arena Bonds designated as such in the Certificate of Award.

“Series 2017 Nontax Revenue Arena Bonds” means any Series 2017 Arena Bonds designated as such in the Certificate of Award.

“Taxable Bonds” means any Series 2017 Arena Bonds that are not Tax-Exempt Bonds.

“Tax-Exempt Bonds” means any Series 2017 Arena Bonds that are issued and sold as obligations to which Section 103 of the Code applies, the interest on which is excluded from gross income for federal income tax purposes and is not an item of tax preference under Section 57 of the Code.

“Tax Status” means the status of Bonds as Tax-Exempt Bonds or Taxable Bonds.

“Term Bonds” means those Series 2017 Arena Bonds designated as such in the Certificate of Award, maturing on the date or dates set forth therein, bearing interest payable on each Interest Payment Date and subject to mandatory sinking fund redemption.

Any reference to this Council, the County or to its members or officers, or to other public officers, boards, commissions, departments, institutions, agencies, bodies or entities, shall include those which succeed to their functions, duties or responsibilities by operation of law and also those who at the time may legally act in their place.

The captions and headings in this Resolution are solely for convenience of reference and in no way define, limit or describe the scope or intent of any Sections, subsections, paragraphs, subparagraphs or clauses hereof. Reference to a Section means a section of this Resolution unless otherwise indicated.

2. Authorization and Determinations.

(a) It is necessary to issue Sales Tax Revenue Bonds or Nontax Revenue Bonds of the County in an aggregate principal amount that will generate net proceeds (i.e., aggregate principal amount net of costs of issuance, capitalized interest, any original issue discount, and the amount required to fund any bond reserve fund) of \$140,000,000 (the “Series 2017 Arena Bonds”) for the purpose of paying or reimbursing the costs of the Project, funding any deposit to a Bond Reserve Fund, paying any capitalized interest on the Series 2017 Arena Bonds, and paying the costs of issuance in connection therewith.

(b) This Council finds and determines that the Project constitutes a “project” as defined in the Act and is consistent with the purposes of Section 13, Article VIII of the Ohio Constitution to benefit the people of the County and of the State by creating and preserving jobs and employment opportunities and improving the economic welfare of the people of the County and of the State.

3. Bond Terms. The Series 2017 Arena Bonds shall be issued pursuant to the terms of the Sales Tax Revenue Bond Indenture or the Nontax Revenue Bond Indenture, as the case may be. The Series 2017 Arena Bonds may be issued in one or more series, and shall be numbered in such manner as to distinguish each Series 2017 Arena Bond from any other Series 2017 Arena Bond of the same series. The Series 2017 Arena Bonds shall be issued in denominations of \$5,000 or multiples of \$5,000 in excess thereof, but in no case as to a particular maturity date exceeding the principal amount maturing on that date. The Series 2017 Arena Bonds shall be dated as determined by the Fiscal Officer, with the true interest cost on the Series 2017 Arena Bonds not to exceed five and one-half percent (5.50%) per year (computed on the basis of a 360-day year consisting of twelve 30-day months),

provided that if any series of Series 2017 Arena Bonds are to be Taxable Bonds, the true interest cost on those Series 2017 Arena Bonds shall not exceed seven percent (7.00%) per year, payable on such semiannual dates or annual dates as determined by the Fiscal Officer in the Certificate of Award until the principal amount is paid, and shall mature on such semiannual dates or annual dates as determined by the Fiscal Officer in the Certificate of Award, provided that the final maturity of any Series 2017 Sales Tax Revenue Arena Bonds shall not be later than January 1, 2035, in accordance with Section 133.21 of the Ohio Revised Code, and the final maturity of any Series 2017 Nontax Revenue Arena Bonds shall be not later than January 1, 2035, all as set forth in the Certificate of Award and the Sales Tax Revenue Bond Indenture or the Nontax Revenue Bond Indenture, as the case may be.

4. Redemption Provisions. The Series 2017 Arena Bonds shall mature serially on such dates and in such principal amounts as are fixed by the Fiscal Officer in the Certificate of Award and the applicable Indenture, provided that the Series 2017 Arena Bonds stated to mature in any year may be issued as Term Bonds payable pursuant to Mandatory Sinking Fund Redemption Requirements as hereinafter defined and further described below and as provided for in the applicable Indenture. The Fiscal Officer shall determine in the Certificate of Award whether any of the Series 2017 Arena Bonds shall be issued as Term Bonds and any dates (the "Mandatory Redemption Dates") on which the principal amount stated above shall be payable pursuant to Mandatory Sinking Fund Redemption Requirements rather than at stated maturity (the "Mandatory Sinking Fund Redemption Requirements").

The Series 2017 Arena Bonds shall be subject to redemption prior to stated maturity as follows:

(a) *Mandatory Sinking Fund Redemption.* If any of the Series 2017 Arena Bonds are issued as Term Bonds, the Term Bonds shall be subject to mandatory sinking fund redemption and be redeemed pursuant to Mandatory Sinking Fund Redemption Requirements, at a redemption price of 100% of the principal amount redeemed, plus interest accrued to the redemption date, on the Mandatory Redemption Dates.

(b) *Optional Redemption.* The Series 2017 Arena Bonds shall be subject to redemption prior to maturity by or at the option of the County, at par, in whole or in part on any date on the dates, in the years and for the prices specified in the Certificate of Award, provided, however, that the Fiscal Officer may determine in the Certificate of Award that it is in the best interest of the County that the Series 2017 Arena Bonds not be subject to redemption prior to maturity. If the Series 2017 Arena Bonds are subject to redemption, the maximum redemption price shall be no greater than 100% of the principal amount redeemed, plus accrued interest to the redemption date for any Tax-Exempt Bonds and no greater than 103% of the principal amount redeemed, plus accrued interest to the redemption date for any Taxable Bonds.

5. Execution of Bonds. The Series 2017 Sales Tax Revenue Arena Bonds shall be designated “Cuyahoga County Sales Tax Revenue Bonds, Series 2017 (Arena Project)”, and the Series 2017 Nontax Revenue Arena Bonds shall be designated “Cuyahoga County Nontax Revenue Bonds, Series 2017 (Arena Project),” or in either case such other name as may be designated in the Certificate of Award, including any additional designation that the Fiscal Officer determines is appropriate to identify the Tax Status of Any Series of Series 2017 Arena Bonds. The Series 2017 Arena Bonds shall contain a summary statement of the purposes for which they are issued; shall state that they are issued pursuant to this Resolution; shall be executed by the County Executive and the Fiscal Officer, in the name and on behalf of the County and in their official capacities, provided that either or both of those signatures may be a facsimile; shall be issued only in fully registered form; and shall be registered as to both principal and interest at the corporate trust office of the Trustee under the applicable Indenture. The Series 2017 Arena Bonds shall be issued in the denominations and numbers as requested by the Original Purchaser and approved by the Fiscal Officer, and shall be numbered as determined by the Fiscal Officer.

The principal of the Series 2017 Arena Bonds shall be payable at maturity of the Series 2017 Arena Bonds upon presentation and surrender to the Trustee. Interest on any Bond shall be paid on each Interest Payment Date as defined in and as further provided in the Indenture. The principal and interest on the Series 2017 Arena Bonds is payable in lawful money of the United States of America without deduction for the services of the Trustee.

No Bond shall be valid or become obligatory for any purpose unless and until an authentication certificate appearing on the Series 2017 Arena Bond shall have been duly endorsed by the Trustee.

6. Book-Entry System. The Series 2017 Arena Bonds may be issued to a Depository for use in a book entry system and, if and as long as a book entry system is utilized: (i) the Series 2017 Arena Bonds of each series may be issued in the form of a single, fully registered bond representing each maturity and interest rate and Tax Status within a maturity and registered in the name of the Depository or its nominee, as registered owner, and immobilized in the custody of the Depository or its designated agent, which may be the Trustee; (ii) the beneficial owners of Series 2017 Arena Bonds in book entry form shall have no right to receive Series 2017 Arena Bonds in the form of physical securities or certificates; (iii) ownership of beneficial interests in Series 2017 Arena Bonds in book entry form shall be shown by book entry on the system maintained and operated by the Depository and its Participants, and transfers of the ownership of beneficial interests shall be made only by book entry by the Depository and its Participants; (iv) the Series 2017 Arena Bonds as such shall not be transferable or exchangeable, except for transfer to another Depository or to another nominee of a Depository, without further action by the County, and (v) all the foregoing shall also be in accordance with the applicable Indenture and, in the case of Series 2017 Sales Tax Revenue Arena Bonds, Section

9.96 and Chapter 133 of the Ohio Revised Code, and, in the case of any Series 2017 Nontax Revenue Arena Bonds, the Act.

If any Depository determines not to continue to act as a Depository for the Series 2017 Arena Bonds for use in a book entry system, the County may attempt to establish a securities depository/book entry system relationship with another qualified Depository. If the County does not or is unable to do so, the County and the Trustee, after the Trustee has made provision for notification of the beneficial owners by the then Depository and any other arrangements deemed necessary, shall permit withdrawal of the Series 2017 Arena Bonds from the Depository, and shall cause Bond certificates in registered form to be authenticated by the Trustee and delivered to the assigns of the Depository or its nominee, all at the cost and expense (including costs of printing) of those persons requesting such issuance.

The County Executive and the Fiscal Officer are each authorized and directed, to the extent necessary or required, to enter into any agreements, in the name and on behalf of the County, that that officer determines to be necessary in connection with a book entry system for the Series 2017 Arena Bonds, after determining that entering into those agreements will not endanger the funds or securities of the County.

7. Award and Sale of Bonds. The Series 2017 Arena Bonds shall be sold to the Original Purchaser at a purchase price and bearing interest at a rate or rates determined by the County Executive or the Fiscal Officer to be in the best interest of the County and as specified by the County Executive or the Fiscal Officer in the Certificate of Award in accordance with law, the provisions of this Resolution, and the applicable Indenture. The County Executive or the Fiscal Officer, or both of them, shall sign the Certificate of Award evidencing that sale to the Original Purchaser, with the final purchase price, interest rate or rates, aggregate principal amount, principal amounts payable at each stated maturity, the amount of any capitalized interest, and Tax Status, and with the designation of some or all of the Series 2017 Arena Bonds as Series 2017 Sales Tax Revenue Arena Bonds or as Series 2017 Nontax Revenue Arena Bonds, being set forth in the Certificate of Award and the applicable Indenture, at a purchase price not less than 97% of par plus any accrued interest to their date of delivery. The Fiscal Officer may specify in the Certificate of Award whether any reserve fund shall be established for all or any of the Series 2017 Arena Bonds and, if so, the applicable reserve requirement (subject to any applicable federal tax law restrictions) and source of funding. The Fiscal Officer shall cause the Series 2017 Arena Bonds to be prepared, and have the Series 2017 Arena Bonds signed and delivered, together with a true transcript of proceedings with reference to the issuance of the Series 2017 Arena Bonds if requested by the Original Purchaser, to the Original Purchaser upon payment of the purchase price. The Fiscal Officer, the County Executive, the Director of Law, the Clerk of this Council and other County officials, as appropriate, are each authorized and directed to sign any transcript certificates, financial statements and other

documents and instruments and to take such actions as are necessary or appropriate to consummate the transactions contemplated by this Resolution.

If, in the judgment of the Fiscal Officer, the filing of an application for (i) a rating on any Series 2017 Arena Bonds by one or more nationally-recognized rating agencies, or (ii) a policy of insurance or other credit enhancement facility from a company or companies to better assure the payment of principal of and interest on any Series 2017 Arena Bonds, or (iii) a surety bond or other credit enhancement facility from a company or other companies to satisfy any reserve requirement for any Series 2017 Arena Bonds is in the best interest of and financially advantageous to the County, the Fiscal Officer is authorized to prepare and submit those applications, to provide to each such agency, company or other credit enhancement facility provider such information as may be required for the purpose. The cost of obtaining each such rating, policy, bond or credit enhancement facility, except to the extent paid by the Original Purchaser, shall be paid from the proceeds of the Series 2017 Arena Bonds.

The Certificate of Award shall also specify the number of series in which the Series 2017 Arena Bonds will be issued and the designation of each. The Series 2017 Arena Bonds of each series shall conform to the limitations and requirements of this Resolution, and the Series 2017 Arena Bonds as a whole shall conform to the limitations and requirements of this Resolution.

The County Executive and the Fiscal Officer are, and each of them is, hereby authorized to execute and deliver, in the name and on behalf of the County, a Purchase Agreement for each series of Series 2017 Arena Bonds, with the Original Purchaser for that Series, dated as of a date to be specified in the Certificate of Award, incorporating or reflecting the Certificate of Award for that series and setting forth the terms and conditions for the sale and delivery of the Series 2017 Arena Bonds of that series to the Original Purchaser thereof, which the official or officials executing the Purchase Agreement and the Director of Law shall have determined to be consistent with the purposes and requirements of this Resolution and otherwise in the best interests of the County, all of which shall be conclusively evidenced by the signing of the Purchase Agreement by those officials.

If the Series 2017 Arena Bonds are issued in multiple series, then each series shall conform to all the restrictions and requirements specified in this Resolution and all of the Series 2017 Arena Bonds, in the aggregate, shall conform to the restrictions and requirements specified in this Resolution.

8. Application of Bond Proceeds. The proceeds of the sale of the Series 2017 Arena Bonds shall be allocated and deposited as provided in the applicable Indenture.

9. Appointment of Bond Trustee; Indenture. The Certificate of Award shall also designate the financial institution (each of which shall have corporate trust powers in the State of Ohio and such other qualifications as the County Executive or

Fiscal Officer deems appropriate) to act as the trustee (each such trustee, or a successor trustee pursuant to the applicable Indenture, the “Trustee”) for the Series 2017 Arena Bonds or for any series thereof issued under a separate Indenture. The Fiscal Officer shall provide for the payment of the services rendered and for reimbursement of expenses incurred by the Trustee pursuant to the applicable Indenture from the proceeds of the Series 2017 Arena Bonds to the extent available and then from other moneys lawfully available and appropriated or to be appropriated for that purpose.

In order to secure the Series 2017 Arena Bonds, the County Executive and the Fiscal Officer are, and each of them is, hereby authorized to execute and deliver, in the name and on behalf of the County, a trust indenture or supplemental trust indenture (each, an “Indenture”), each dated as of a date to be specified in the Certificate of Award, that the official or officials executing the Indenture and the Director of Law have determined to be consistent with the purposes and requirements of this Resolution and otherwise in the best interests of the County, all of which shall be conclusively evidenced by the signing of the Indenture by those officials.

10. Security for the Series 2017 Arena Bonds.

(a) Series 2017 Sales Tax Revenue Arena Bonds. The Series 2017 Sales Tax Revenue Arena Bonds are special obligations of the County, and the principal of and interest (and any premium) on the Series 2017 Sales Tax Revenue Arena Bonds are payable solely from the Pledged Sales Tax Revenues and the Pledged Sales Tax Revenue Bond Funds, together with other available funds of the County, and such payment is secured by a pledge of and a lien on the Pledged Sales Tax Revenues and the Pledged Sales Tax Revenue Bond Funds as provided in Chapter 133 of the Ohio Revised Code, this Resolution and the applicable Indenture.

The County has heretofore levied and covenants that it shall continue to collect the County Sales Taxes for so long as the Series 2017 Sales Tax Revenue Arena Bonds are outstanding. The County hereby covenants and agrees that, so long as the Series 2017 Sales Tax Revenue Arena Bonds are outstanding, it shall not suffer the repeal, amendment or any other change in this Resolution or the County Sales Tax Resolutions that in any way materially and adversely affects or impairs (a) the sufficiency of the County Sales Tax Receipts levied and collected or otherwise available for the payment of the Series 2017 Sales Tax Revenue Arena Bonds or (b) the pledge or the application of the County Sales Tax Receipts to the payment of the Series 2017 Sales Tax Revenue Arena Bonds.

The Series 2017 Sales Tax Revenue Arena Bonds do not constitute a general obligation debt, or a pledge of the full faith and credit, of the State, the County, or any other political subdivision of the State, and the holders or owners of the Series 2017 Sales Tax Revenue Arena Bonds have no right to have taxes levied by the General Assembly or property taxes levied by the taxing authority of any political subdivision of the State, including the taxing authority of the County, for

the payment of principal of and interest (and any premium) on the Series 2017 Sales Tax Revenue Arena Bonds. Nothing herein shall be construed as requiring the County to use or apply to the payment of principal of and interest (and any premium) on the Series 2017 Sales Tax Revenue Arena Bonds any funds or revenues from any source other than County Sales Tax Receipts. Nothing herein, however, shall be deemed to prohibit the County, of its own volition, from using, to the extent that it is authorized by law to do so, any other resources for the fulfillment of any of the terms, conditions or obligations of this Resolution or of the Series 2017 Sales Tax Revenue Arena Bonds.

(b) Series 2017 Nontax Revenue Arena Bonds. The Series 2017 Nontax Revenue Arena Bonds are special obligations of the County, and the Bond Service Charges on the Series 2017 Nontax Revenue Arena Bonds are payable solely from the Nontax Revenues, and such payment is secured by a pledge of and an assignment of the Nontax Revenues and the assignment of and grant of a security interest in the Pledged Nontax Revenues as provided in this Resolution and in the applicable Indenture. The County hereby covenants and agrees that, as provided in the Indenture, it shall appropriate in its annual appropriation measure for each Year, The County hereby covenants and agrees that it shall appropriate in its appropriation measure for each year the Bonds are outstanding Nontax Revenues in an amount sufficient to pay all Bond Service Charges due and payable in that year. The County further covenants and agrees that it shall deposit from time to time Nontax Revenues into the bond fund identified in the Nontax Revenue Indenture sufficient, together with amounts then on deposit in such fund, to pay the Bond Service Charges when due.

The payments due hereunder and under the Series 2017 Nontax Revenue Arena Bonds are payable solely from the Nontax Revenues as defined in this Resolution, which Nontax Revenues are hereby determined to be money that is not raised by taxation. The Series 2017 Nontax Revenue Arena Bonds do not and shall not represent or constitute a debt or pledge of the faith or credit or taxing power of the County, and the owners of the Series 2017 Nontax Revenue Arena Bonds have no right to have taxes levied by the County for the payment of Bond Service Charges.

Nothing herein shall be construed as requiring the County to use or apply to the payment of principal and interest on the Bonds any funds or revenues from any source other than Nontax Revenues. Nothing herein, however, shall be deemed to prohibit the County, of its own volition, from using, to the extent that it is authorized by law to do so, any other resources for the fulfillment of any of the terms, conditions or obligations of this Resolution or of the Series 2017 Nontax Revenue Arena Bonds.

The County covenants that, so long as any of the Series 2017 Nontax Revenue Arena Bonds are outstanding, it shall not issue any Parity Obligations, unless, prior to adoption of the resolution authorizing such Parity Obligations, the County shall have certified to the Trustee that the average annual Nontax Revenues

during the Coverage Computation Period, adjusted to reflect, if necessary, changes in the rates or charges resulting in the Nontax Revenues, will aggregate in amount not less than the Coverage Ratio of the highest amount of (a) Bond Service Charges and (b) required payments on such proposed Parity Obligations and any outstanding Parity Obligations due in any succeeding Year (all capitalized terms used in this paragraph but not otherwise defined in this Resolution being used with the definitions assigned to them in the applicable Indenture).

11. Federal Tax Considerations. This Section 11 applies only to Series 2017 Arena Bonds that are Tax-Exempt Bonds.

The County covenants that it will use, and will restrict the use and investment of, the proceeds of the Series 2017 Arena Bonds in such manner and to such extent as may be necessary so that (a) the Series 2017 Arena Bonds will not (i) constitute private activity bonds, arbitrage bonds or hedge bonds under Sections 141, 148 or 149 of the Code or (ii) be treated other than as bonds to which Section 103(a) of the Code applies, and (b) the interest on the Series 2017 Arena Bonds will not be treated as an item of tax preference under Section 57 of the Code.

The County further covenants that (a) it will take or cause to be taken such actions that may be required of it for the interest on the Series 2017 Arena Bonds to be and to remain excluded from gross income for federal income tax purposes, and (b) it will not take or authorize to be taken any actions that would adversely affect that exclusion, and (c) it, or persons acting for it, will, among other acts of compliance, (i) apply the proceeds of the Series 2017 Arena Bonds to the governmental purpose of the borrowing, (ii) restrict the yield on investment property acquired with those proceeds, (iii) make timely and adequate payments to the federal government, (iv) maintain books and records and make calculations and reports, and (v) refrain from certain uses of those proceeds, and, as applicable, of property financed with such proceeds, all in such manner and to the extent necessary to assure such exclusion of that interest under the Code.

The County Executive, the Fiscal Officer, or any other officer of the County having responsibility for issuance of the Series 2017 Arena Bonds is hereby authorized (a) to make or effect any election, selection, designation, choice, consent, approval, or waiver on behalf of the County with respect to the Series 2017 Arena Bonds as the County is permitted to or required to make or give under the federal income tax laws, including, without limitation thereto, any of the elections provided for in Section 148(f)(4)(C) of the Code or available under Section 148 of the Code, for the purpose of assuring, enhancing or protecting favorable tax treatment or status of the Series 2017 Arena Bonds or assisting compliance with requirements for that purpose, reducing the burden or expense of such compliance, reducing the rebate amount or payments or penalties, or making payments of special amounts in lieu of making computations to determine, or paying, excess earnings as rebate, or obviating those amounts or payments, as determined by that officer, which action shall be in writing and signed by the officer, (b) to take any and all other actions, make or obtain calculations, make payments, and make or give reports, covenants

and certifications of and on behalf of the County, as may be appropriate to assure the exclusion of interest from gross income and the intended tax status of the Series 2017 Arena Bonds, and (c) to give one or more appropriate certificates of the County, for inclusion in the transcript of proceedings for the Series 2017 Arena Bonds, setting forth the reasonable expectations of the County regarding the amount and use of all the proceeds of the Series 2017 Arena Bonds, the facts, circumstances and estimates on which they are based, and other facts and circumstances relevant to the tax treatment of the interest on and the tax status of the Series 2017 Arena Bonds. Notwithstanding the foregoing or any other provisions of this Resolution to the contrary, if the Fiscal Officer determines in the Certificate of Award that it is necessary and appropriate and in the best interests of the County for the interest on the Series 2017 Arena Bonds not to be excluded from gross income for federal income tax purposes, the County shall not be bound by the covenants of this Section.

12. Primary Offering Disclosure; Official Statement. The County Executive and the Fiscal Officer, in the name and on behalf of the County and in their official capacities, are authorized and directed to (i) prepare or cause to be prepared, and to make or authorize modifications, completions or changes of or supplements to, a disclosure document in the form of one or more official statements in connection with the original issuance of the Series 2017 Arena Bonds, (ii) determine, and to certify or otherwise represent, when each official statement is to be “deemed final” (except for permitted omissions) by the County as of its date or is a final official statement for purposes of the Rule, (iii) use and distribute, or authorize the use and distribution of, the “deemed final” and final official statements and any supplements thereto in connection with the original issuance of the Series 2017 Arena Bonds, and (iv) complete and sign each final official statement as so approved, together with such certificates, statements or other documents in connection with the finality, accuracy and completeness of the “deemed final” and final official statements as they deem necessary and appropriate.

13. Continuing Disclosure. For the benefit of the holders and beneficial owners from time to time of the Series 2017 Arena Bonds, the County agrees to provide or cause to be provided such financial information and operating data, audited financial statements and notices of the occurrence of certain events, in such manner as may be required for purposes of the Rule. The County Executive and the Fiscal Officer are authorized and directed to sign and deliver one or more continuing disclosure agreement (each, a “Continuing Disclosure Agreement”), setting forth the County’s undertaking to provide such information and notices dated the date of delivery of the Series 2017 Arena Bonds and delivered to the Original Purchaser of the Series 2017 Arena Bonds. The County Executive and the Fiscal Officer are, and each of them is, hereby authorized to execute and deliver, in the name and on behalf of the County, each Continuing Disclosure Agreements that the official or officials executing the Continuing Disclosure Agreement and the Director of Law shall have determined to be consistent with the purposes and requirements of this Resolution and otherwise in the best interests of the County, all of which shall be conclusively evidenced by the signing of the Continuing Disclosure Agreement or Agreements by those officials.

14. Certification and Delivery of Resolution. The Clerk of this Council is directed to deliver or cause to be delivered a certified copy of this Resolution to the Fiscal Officer.

15. Certification of Project. Prior to the delivery of any Series 2017 Nontax Revenue Bonds, the Cuyahoga County Community Improvement Corporation shall certify to the County that the Project is in accordance with the plan for the industrial, commercial, distribution and research development of the County heretofore confirmed by the County pursuant to Section 1724.10, Ohio Revised Code.

16. Satisfaction of Conditions for Bond Issuance. This Council determines that all acts and conditions necessary to be done or performed by the County or to have been met precedent to and in the issuing of the Series 2017 Arena Bonds in order to make them legal, valid and binding obligations of the County have been performed and have been met, or will at the time of delivery of the Series 2017 Arena Bonds have been performed and have been met, in regular and due form as required by law.

17. Other Documents. The County Executive, the Fiscal Officer, the Director of Law and the Clerk of Council are each hereby authorized and directed to take any and all other actions and to execute any and all other instruments, certificates and documents as may in their judgment be necessary, desirable, advisable or appropriate in connection with the issuance of the Series 2017 Arena Bonds in order to give effect to the transactions contemplated to be performed on the part of the County under this Resolution, including, but not limited to, any cooperative agreement or other agreement with Gateway Economic Development Corporation of Greater Cleveland, the City of Cleveland, and Destination Cleveland related to the Project or to revenues that may be available for the Project or for payment of Bond Service Charges on the Series 2017 Arena Bonds that the official or officials executing such document and the Director of Law shall have determined to be necessary and appropriate in connection with the issuance and delivery of the Series 2017 Arena Bonds and otherwise in the best interests of the County, all of which shall be conclusively evidenced by the signing thereof by those officials.

18. Bond Counsel. This Council hereby retains the legal services of Squire Patton Boggs (US) LLP, and Forbes, Fields & Associates Co., L.P.A. as Co-Bond Counsel to the County, in connection with the authorization, sale, issuance and delivery of the Series 2017 Arena Bonds, pursuant to the authority in Ohio Revised Code Section 165.02. In providing those legal services, as an independent contractor and in an attorney-client relationship, Bond Counsel shall not exercise any administrative discretion on behalf of the County in the formulation of public policy, expenditure of public funds, enforcement of laws, rules and regulations of the State, or of the County, or of any other political subdivision of the State, or the execution of public trusts.

19. Compliance with Open Meetings. This Council finds and determines that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of Council, and that all deliberations of this Council and of any of its committees that resulted in those formal actions were in meetings open to the public, in compliance with all legal requirements, including Ohio Revised Code Section 121.22.

20. Captions and Headings. The captions and headings in this Resolution are solely for convenience of reference and in no way define, limit or describe the scope or intent of any Sections, subsections, paragraphs, subparagraphs or clauses hereof. References to a Section are to a section of this Resolution.

21. Severability. Each section of this Resolution and each subdivision or paragraph of any section thereof is declared to be independent and the finding or holding of any section or any subdivision or paragraph of any section thereof to be invalid or void shall not be deemed or held to affect the validity of any other section, subdivision or paragraph of this Resolution.

22. Effective Date. 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: (i) its approval by the County Executive through signature, (ii) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Charter, or (iii) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

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 _____
_____, 2017

Quicken Loans Arena Bond Resolution Briefing Memo

Parties Involved

Various Agreements between the County of Cuyahoga “County,” City of Cleveland “City,” Cavaliers Operating Company “Cavaliers,” Gateway Economic Development Corporation of Greater Cleveland “Gateway”, and Destination Cleveland “D.C.”

Project

\$140 million bond issue for the project costs. The project includes a new transparent open glass façade and an increased amount of open public areas in the concourses of Quicken Loans Arena.

Project Financing

Cavaliers Operating Company will be responsible for half of the debt service (\$70 million plus interest). The other half of the debt service will be funded through the City’s admissions tax collected from all the events at Quicken Loans Arena, the County’s/Destination Cleveland’s 1.5% bed tax, additional admissions tax from the Cavaliers playoff runs, additional sales tax from increased merchandise sales inside Quicken Loans Arena, and a County contribution amount approximately equal to the amount remaining in the Hilton Hotel contingency fund.

Approximately ¼ of the bonds issued will be tax exempt and the remainder will be taxable.

Term

The bond issuance will be in 2017 and will be retired in 2034.

Consideration from the Cavaliers

The Cavaliers have agreed to extend their lease with Gateway from 2027 to 2034.

The Cavaliers have agreed to cover any project costs in excess of \$140 million.

The Cavaliers have agreed to abide by the City of Cleveland’s Community Benefits Agreement and other inclusion goals.

The Cavaliers have agreed to update their current lease with Gateway.

At the conclusion of the project, the Cleveland Cavaliers will host an upcoming NBA All-Star week.

Other Considerations

The City and County will agree to extend the use of the City’s Admissions Tax for Gateway related debt service. The current agreement between the City and County is set to expire in 2023, which is the same year the current Gateway bonds will be retired. The new agreement between the City and the County will expire in 2034.

Quicken Loans Arena Bond Resolution Briefing Memo (continued)

Other Considerations (continued)

The County and Destination Cleveland have agreed to the following:

Ending the 2010 Convention Center Cooperative Agreement where Destination Cleveland gives a portion of the bed tax to help pay the debt on the Convention Center in exchange for contributing monies to the project.

The cash flow model provides for the creation of a Sports Complex Reserve for future sports facility improvements.

The cash flow model provides for the creation a Cooperative Reserve used to supplement shortfalls on the debt service.

County Council of Cuyahoga County, Ohio

Resolution No. R2017-0031

Sponsored by: County Executive Budish/Department of Development	A Resolution making awards on RQ36437 to various providers, in the total amount not-to-exceed \$650,000.00, for environmental consulting services for the period 10/1/2016 - 9/30/2019; authorizing the County Executive to execute the Master Environmental Services Agreement and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective.
--	--

WHEREAS, the County Executive/Department of Development has recommended awards on RQ36437 to various providers, in the total amount not-to-exceed \$650,000.00, for environmental consulting services for the period 10/1/2016 - 9/30/2019 as follows:

- i) HZW Environmental Consultants, LLC;
- ii) Hull & Associates, Inc.; and
- iii) Partners Environmental Consulting, Inc.; and,

WHEREAS, the primary goal is to enter into a Master Environmental Services Agreement to provide environmental consulting services in order to determine if vacant, abandoned former commercial industrial properties can be redeveloped and brought back into productive use; and

WHEREAS, for each selected property, the County will choose a provider to perform the environmental consulting services based on a detailed scope of work and a cost proposal that is the most advantageous to the County; and

WHEREAS, this project is funded as follows: (a) \$482,000.00 from USEPA Brownfield Assessment Grant FY2015; and (b) \$168,000.00 from Brownfield Revolving Loan fund; and

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

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

SECTION 1. That the Cuyahoga County Council hereby makes awards on RQ36437 to various providers, in the total amount not-to-exceed \$650,000.00, for environmental consulting services for the period 10/1/2016 - 9/30/2019 as follows:

- i) HZW Environmental Consultants, LLC;
- ii) Hull & Associates, Inc.; and
- iii) Partners Environmental Consulting, Inc.

SECTION 2. That the County Executive is authorized to execute the Master Environmental Services Agreement and all other documents consistent with said awards and this Resolution.

SECTION 3. It is necessary that this Resolution become immediately effective for the usual daily operation of the County, the preservation of public peace, health or safety in the County, and any 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:
Committee(s) Assigned:

Journal _____
_____, 20__

Item No. 7

Department of Development /2017/ Master Contract, in the total amount of \$650,000 For Brownfield Environmental Assessment Investigations including (but not limited to) Phase I, Phase II , Asbestos & Lead Paint Surveys, Remedial Action Plans, Ohio Bureau of Underground Storage Tank Tier level investigations

Contract with Hull & Associates; HzW Environmental Consultants LLC; Partners Environmental Consulting Inc. The project is funded by USEPA Cooperative Agreement Grant 00E015300-0 (DV714592) in the amount of \$482,000 and Existing County Brownfield Revolving Loan Funds (DV520726) in the amount of \$168,000. For a total funding amount of \$650,000. [REDACTED]

1. HZW Environmental Consultants: [REDACTED]
2. Hull & Associates: [REDACTED]
3. Partners Environmental Inc.: [REDACTED]

A. Scope of Work Summary:

1. Department of Development is requesting:

Executive's signature on attached Master contract with the below three named consulting firms who were selected to perform the USEPA funded Environmental Assessment projects located in Cuyahoga County Specifically in:

- A. Northeast Ohio First Suburbs Consortium of: Bedford, Bedford Heights, Berea, Brooklyn, Brooklyn Heights, Cleveland Heights, East Cleveland, Euclid, Fairview Park, Garfield Heights, Lakewood, Maple Heights, Parma, Parma Heights, Shaker Heights, South Euclid, University Heights, Warrensville Heights
- B. Opportunity Corridor of Cleveland
- C. East 185th Corridor in the cities of Cleveland and Euclid.

B. Contractor Information:

The addresses of the contractors are:

1. Hull & Associates Inc.

4 Hemisphere Way
Bedford, Ohio 44146
County Council District: 9

2. HzW Environmental Consultants LLC.

6105 Heisley Road
Mentor, Ohio 44060
Columbus, Ohio 43220
County Council District: N/A- Lake County

3. Partners Environmental Consulting Inc.

311000 Solon Road
Suite G
Solon, Ohio 44139
County Council District: 6

C. Project Status and Planning

Cuyahoga County Brownfield Division of Cuyahoga County Development Department wrote a grant application in December 2014 specifically for the three areas of most need (as stated above) for Brownfield Assessment to assist in “jumpstarting” the vacant abandoned former commercial industrial properties back to productive “reuse”

Cuyahoga County was awarded this \$500,000 grant for above project areas in May 2015.

The project activities conducted in these areas is for brownfield assessment which is an occasional service (usually one or two times per site - depending on the needs of the applicant and the contaminations found). . These brownfield assessment projects have typically two (2) phases. The Phase I environmental investigation consists of historic background check and compilation of former environmental reports on site, while the Phase II environmental investigation consists of sampling (soil, groundwater, structures [i.e. potential asbestos or lead containing materials located in roofs, walls, floors, windows]) areas or current Underground Storage Tanks. Information gathered from a complete Phase II investigation is typically used to determine if remediation (clean-up /removal of contaminants) is needed prior to redevelopment of the site.

The actual project sites will determined by potential purchases looking to expand or start a business in these areas, through an ongoing assessment application process to Cuyahoga County. This Program has been in existence since 2005 with initial funding (2004, 2005, 2006, 2008 & 2009) through USEPA Grant funding. Provide. Cuyahoga County has written grant application every year through FY15.

Unfortunately we were denied our applications from FY11, FY12, and FY13 & FY14.

3. This project will commence Upon Signatures of County Executive on pages: 19; 20 & 21 of the attached document title: “County of Cuyahoga, Ohio Master Environmental Services Agreement” The time period will be from execution date of this contract through September 30th 2019.

D. Funding

1. The project is funded by USEPA Cooperative Agreement Grant 00E015300-0 (DV714592) in the amount of \$482,000 and Existing County Brownfield Revolving Loan Funds (DV520726) in the amount of \$168,000. For a total funding amount of \$650,000. [REDACTED]

- a. HZW Environmental Consultants [REDACTED]
- b. Hull & Associates [REDACTED]
- c. Partners Environmental Inc.: [REDACTED]

2. The schedule of payments is typically monthly invoice submissions from consultant.

3. This project is to allow for USEPA authorized Brownfield Assessment Investigation Activities.

Date sent to Dept: 3-1-16
 Date Received from Dept: _____
 (OPD Use Only)



CUYAHOGA COUNTY
TABULATION OF QUALIFICATIONS RECEIVED

DEPARTMENT NAME: Department of Development **QUALIFICATIONS DUE** February 26, 2016

RFQ TITLE: Environmental Consulting Services **RFQ #:** 36437 **SBE:** 10%

TO BE COMPLETED BY OPD	TO BE COMPLETED BY SBE CONTRACT COMPLIANCE OFFICER					USER DEPT.	
	IG / ETHICS REGISTRATION COMPLETE	SBE SUBCONTRACTOR NAME AMOUNT & PERCENTAGE	SBE PRIME %	TOTAL SBE %	COMPLY Y/N		COMMENTS & INITIALS
AECOM 1375 Euclid Avenue Suite 600 Cleveland, OH 44115	IG # 15-0047 MVC - OK ICW - MA						
Brownfield Restoration 1000 S. Cleveland - Massillon Road Suite 106 Akron, OH 44333	IG # 16-0043 MVC - OK ICW - OK						

<p>Burgess & Niple, Inc. 5085 Reed Road Columbus, OH 43220</p>	<p>IG # 12-0699 MVC- ICW-N/A</p>			
<p>Hull & Associates, Inc. 6397 Emerald Parkway Suite 200 Dublin, OH 43016</p>	<p>IG # 12-1509 MVC-OK ICW-N/A</p>			
<p>H2W Environmental Consultants, LLC. 6105 Heisley Road Mentor, OH 44060</p>	<p>IG # 12-1517 MVC-OK ICW-OK</p>			
<p>Mannik & Smith Group, Inc. 1800 Indian Wood Circle Maumee, OH 43537</p>	<p>IG # 12-2740 MVC-OK ICW-N/A</p>			

<p>Michael Baker International 5921 E. 157th Avenue Hebron, IN 46341</p>	<p>IG # 12-1898 MVC-OK ICW - N/A</p>			
<p>Pandey Environmental, LLC. 4100 Horizons Drive Suite 205 Columbus, OH 43220</p>	<p>IG # 12-2146 MVC-OK ICW-OK</p>			
<p>Partners Environmental Consulting, Inc. 31100 Solon Road Suite G Solon, OH 44139</p>	<p>IG # 12-2160 MVC-OK ICW-OK</p>			
<p>TRC Environmental Corporation 1382 West Ninth Street Suite 200 Cleveland, OH 44113</p>	<p>IG # NER MVC-OK ICW - N/A</p>			

Department Director Name

iprab - Updated 12/8/2011

Department Director Signature of Approval

Date

**Final Scores: RFQ 36437 Score Sheets
Consolidated 7 Member Review Committee**

	Total Score
HzW Environmental Consultants LLC	180
Partners Environmental Consulting INC	177
Hull & Associates	173
AECOM	168
Pandey Environmental LLC	162
Mannik & Smith Group	153
Burgess & Niple Inc.	143
Michael Baker International	138
Brownfield Restoration	131
TRC Environmental Corporation	77

Review Meeting Held: June 24 2016

Three Highest scoring RFQ's


Coalition Members Present: Cuyahoga County (3)
 City of Cleveland (1)
 First Suburbs (2)
 CCBH (1)



Principal Owner Form

(Required Document for Award Recommendations/Purchases/Contracts)

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

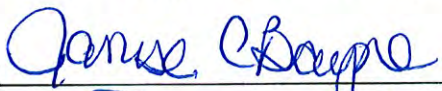
Company Name (Legal name of the business):	HzW Environmental Consultants, LLC
Principal Owner's Name (The legal name of the owner(s) of the business):	Barbara L. Knecht
Owner/Officer's Title:	Chief Executive Officer
Business Address:	6105 Heisley Road, Mentor, Ohio 44060
Phone Number:	440-357-1260
Name of Person Completing Form:	Barbara L. Knecht
Signature:	
Title:	Chief Executive Officer

(* 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: 

Date: 1/26/17

Printed Name: Janise C. Bayne


IG Number: 12-1517



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):	Hull & Associated, Inc.
Principal Owner's Name (The legal name of the owner(s) of the business):	John Hull (President); Craig Kasper (CEO); Dave Richards (COO); Eric Wilburn (Treasurer); Dave Mustafaga (Secretary)
Owner/Officer's Title:	Principal
Business Address:	4 Hemisphere Way, Bedford, Ohio 44146
Phone Number:	440-232-9945
Name of Person Completing Form:	Eric Wilburn
Signature:	
Title:	Principal

(* 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: Janise C. Bayne

Date: 1/26/17

Printed Name: Janise C. Bayne


IG Number: 12-1509



Principal Owner Form

(Required Document for Award Recommendations/Purchases/Contracts)

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

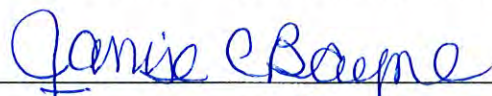
Company Name (Legal name of the business):	Partners Environmental Consulting, Inc.
Principal Owner's Name (The legal name of the owner(s) of the business):	(*)Dan B. Brown
Owner/Officer's Title:	President
Business Address:	31100 Solon Road, Suite G; Solon, Ohio 44139
Phone Number:	(440) 248-6005
Name of Person Completing Form:	Dan B. Brown
Signature:	
Title:	President

(*) 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: 
 Printed Name: Janise E. Baume

Date: 11/26/17
 IG Number: 12-2160

County Council of Cuyahoga County, Ohio

Resolution No. R2017-0032

Sponsored by: County Executive Budish/Department of Public Safety and Justice Services	A Resolution authorizing an agreement with Chagrin Valley Dispatch Council in the amount not-to-exceed \$2,545,000.00 for Countywide Criminal Justice Data Sharing System services for the period 3/1/2017 - 2/28/2022; 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.
---	--

WHEREAS, the County Executive/Department of Public Safety and Justice Services has recommended an agreement with Chagrin Valley Dispatch Council in the amount not-to-exceed \$2,545,000.00 for Countywide Criminal Justice Data Sharing System services for the period 3/1/2017 - 2/28/2022; and

WHEREAS, the primary goals of this project are to provide an up-to-date and modern information sharing system to criminal justice stakeholders within and beyond the County; and

WHEREAS, the funding for this project is 100% from the General Fund; and

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

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

SECTION 1. That the Cuyahoga County Council hereby authorizes an agreement with Chagrin Valley Dispatch Council in the amount not-to-exceed \$2,545,000.00 for Countywide Criminal Justice Data Sharing System services for the period 3/1/2017 - 2/28/2022.

SECTION 2. That the County Executive is authorized to execute the agreement 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:

Committee(s) Assigned:

Journal _____

_____, 20__

Item No. 8

A. Scope of Work Summary

1. (*Department of Public Safety & Justice Services*) requesting approval of a (*contract*) with (*Chagrin Valley Dispatch Council*) for the anticipated cost of (*not-to-exceed \$2,545,000.00*). The anticipated start-completion dates are (*01/04/2017 – 12/31/2017*) with the option to extend the initial term in two (2) year increments upon expiration.

- a. Describe the primary goals of the project.
 - 1. To provide an up to date and modern information sharing system to criminal justice stakeholders within and beyond the county.
 - 2. The data warehouse system would allow authorized users to query data obtained from multiple sources in a single repository to maximize information sharing and assist those users/stakeholders in accomplishing their respective responsibilities.
- b. Identify the address or location of the project: Countywide project.

B. Procurement

1. Identify the original procurement method on the contract:

- a. The proposed (*contract*) received approval by the Board of Control for an exemption (*Inter-Agency Agreement*) on (*_____ list date*).

C. Contractor Information

1. Provide the names and corresponding business addresses for all vendors providing proposed goods or services, in the following format:

Chagrin Valley Dispatch Council
88 Center Street, Suite B100
Bedford, Ohio 44146
Council District (9)

2. The President of the Chagrin Valley Dispatch Council is Mayor Susan Renda, Village of Moreland Hills, Ohio

D. Project Status

1. The project's term has (*already begun*). The reason there is a delay in this request for approval is (negotiation and final review of the contract by County Law Dept. and ChagrinValley Dispatch Council).

E. Funding

1. Was funding for the contract or purchase appropriated in the current budget? Yes- REDSS General Fund JA-090068

1. The schedule of payments is (by invoice.)

County Council of Cuyahoga County, Ohio

Resolution No. R2017-0033

Sponsored by: County Executive Budish on behalf of Cuyahoga County Court of Common Pleas/Juvenile Division	A Resolution authorizing amendments to contracts with various providers for staff secure and secure shelter care services for the period 3/1/2016 - 2/28/2018 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.
---	---

WHEREAS, the County Executive on behalf of Cuyahoga County Court of Common Pleas/Juvenile Division has recommended amendments to contracts with various providers for staff secure and secure shelter care services for the period 3/1/2016 - 2/28/2018 for additional funds as follows:

- a) No. CE1600015-01 with Carrington Youth Academy, LLC in the amount not-to-exceed \$2,038,634.00;
- b) No. CE1600016-01 with 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) 51.5% from Health and Human Services Levy Funds and (b) 48.5% 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 authorizes amendments to contracts with various providers for staff secure and secure shelter care services for the period 3/1/2016 - 2/28/2018 for additional funds as follows:

- a) No. CE1600015-01 with Carrington Youth Academy, LLC in the amount not-to-exceed \$2,038,634.00;
- b) No. CE1600016-01 with The Cleveland Christian Home Incorporated in the amount not-to-exceed \$588,015.00.

SECTION 2. That the County Executive is authorized to execute the amendments 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:
Committee(s) Assigned:

Journal _____
_____, 20__

Item No. 5
JUVENILE COURT

Describe the goods or services being procured.

The Court needs to amend both Staff Secure Shelter Care contracts to include the second year of funds.

Total Cost
\$2,626,649.00

Was the specific project funding included in OBM-approved budget for the current year?

Y

Amendment Reason

The Court needs to amend both Staff Secure Shelter Care contracts to include the second year of funds.

Contract Start Date

3/1/2016

Contract End Date

2/28/2018

Project Location(s)

Project Council District(s)

Vendor Name(s)

N/A

Funding Source

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.: CE1600015

Time Period: 3/1/16 – 2/28/18

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: \$2,038,634.00

Prior Amendment(s) Amount(s): There have been no amendments to this contract.

Performance Indicators:

1. 95% of youth admitted to the program during the contract period will successfully complete the program.

Actual performance versus performance indicators (include statistics):

The vendor is currently on track to meet the performance indicators of the contract.

Rating of Overall Performance of Contractor (Check One):

- Superior
 Above Average
 Average
 Below Average
 Poor

Justification of Rating: The vendor provides basic shelter care services for Court involved youth. The vendor has worked well with Court staff to problem solve any issues that have arisen during the contract term.

Sarah Balew 12.6.16
User Department 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 Rd, Cleveland, OH 44112
Phone Number:	(216) 268-2400
Name of Person Completing Form:	Rebecca Meyer
Signature:	<i>Rebecca Meyer</i>
Title:	Deputy Director, Quality Improvement

(*) 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: 12.4.16

Printed Name: Saran Baker

IG Number: 12-0746

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.: CE1600016 **Time Period:** 3/1/16 – 2/28/18

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: \$588, 015.00

Prior Amendment(s) Amount(s): There have been no amendments to this contract.

Performance Indicators:
1. 95% of youth admitted to the program during the contract period will successfully complete the program.

Actual performance versus performance indicators (include statistics):
The vendor is currently on track to meet the requirements of the contract.

Rating of Overall Performance of Contractor (Check One):

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

Justification of Rating: The Court is satisfied with the service that the vendor provides to Court-involved youth.

Sarah Baker
User Department

12.6.16
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):	(*) Charles Tuttle
Owner/Officer's Title:	Chief Executive Officer
Business Address:	1400 W. 25 th St. 2nd Fl. Cleveland, OH 44113
Phone Number:	(216) 671-0977
Name of Person Completing Form:	Mary S. Manik
Signature:	<i>Mary S. Manik</i>
Title:	Executive Administrative Asst.

(*) 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 Bayer*

Date: 12.6.16

Printed Name: Saran Bayer

IG Number: 12-0940

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

County Council of Cuyahoga County, Ohio

Resolution No. R2017-0034

Sponsored by: County Executive Budish/Department of Health and Human Services/Division of Children and Family Services	A Resolution authorizing an amendment to Master Contract No. CE1600056-01-07 for various services for the Cuyahoga Tapestry System of Care for the period 3/1/2016 - 12/31/2018 to change the total amount not-to-exceed from \$5,700,000.00 to \$8,102,048.20 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.
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WHEREAS, the County Executive/Department of Health and Human Services/Division of Children and Family Services recommended an amendment to Master Contract No. CE1600056-01-07 for various services for the Cuyahoga Tapestry System of Care for the period 3/1/2016 - 12/31/2018 to change the total amount not-to-exceed from \$5,700,000.00 to \$8,102,048.20 and to authorize funding increases with various previously approved providers; and,

WHEREAS, the funding increases are for the following approximate amounts reasonably anticipated to be:

- a) Applewood Centers, Inc. in the amount of \$460,324.48;
- b) Beech Brook in the amount of \$418,476.80;
- c) Catholic Charities Corporation (Parmadale) in the amount of \$1,185,042.51; and
- d) Pressley Ridge in the amount of \$338,204.41; and,

WHEREAS, there are no funding increases reasonably anticipated for the following providers:

- a) Bellfaire Jewish Children's Bureau;
- b) OhioGuidestone; and
- c) Case Western Reserve University; and,

WHEREAS, the primary goal of this project is to implement a comprehensive program to provide a wide range of services to the Juvenile Court's delinquent youth population in a series of residential programs. Youth referred to this program will have demonstrated unsuccessful participation and/or completion in other community-based programs; and,

WHEREAS, the project is funded 100% by Health and Human Services Levy funds; and,

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

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

SECTION 1. That the Cuyahoga County Council hereby authorizes an amendment to Master Contract No. CE1600056-01-07 for various services for the Cuyahoga Tapestry System of Care for the period 3/1/2016 - 12/31/2018 to change the total amount not-to-exceed from \$5,700,000.00 to \$8,102,048.20 and to authorize funding increases with various previously approved providers.

SECTION 2. The funding increases are for the following approximate amounts reasonably anticipated to be:

- a) Applewood Centers, Inc. in the amount of \$460,324.48;
- b) Beech Brook in the amount of \$418,476.80;
- c) Catholic Charities Corporation (Parmadale) in the amount of \$1,185,042.51; and
- d) Pressley Ridge in the amount of \$338,204.41.

There are no funding increases reasonably anticipated for the following providers:

- a) Bellfaire Jewish Children's Bureau;
- b) OhioGuidestone; and
- c) Case Western Reserve University.

SECTION 3. That the County Executive is authorized to execute the amendment and all other documents consistent with this Resolution.

SECTION 4. 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 5. It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

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

Yeas:

Nays:

County Council President		Date

County Executive		Date

Clerk of Council		Date

First Reading/Referred to Committee:

Committee(s) Assigned:

Journal _____
_____, 20__

Item No. 6

DEPARTMENT OF HEALTH AND HUMAN SERVICES - DIVISION OF CHILDREN AND FAMILY SERVICES

Describe the goods or services being procured.

The Division of Children & Family Services (DCFS) is requesting approval to amend the master contract for Cuyahoga Tapestry System of Care Services. Additional funding is being requested to support the continuation of services through 2016 as well as meet enrollment expectations for the remainder of the contract period. Tapestry services are delivered by six (6) Care Coordination providers: Applewood Centers, Inc., CE-1600056-01; Beech Brook, CE-1600056-02; Catholic Charities Corporation, CE-1600056-04; Bellefaire JCB, CE-1600056-03; Ohio Guidestone, CE-1600056-06 and Pressley Ridge, CE-1600056-07 and one (1) provider for Tapestry Evaluation and Monitoring, Case Western Reserve University, CE-1600056-05. The current contract time period will remain the same (March 1, 2016 to December 31, 2018). Total amendment award amount of \$2,402,048.20 will permit Care Coordination providers to continue serving families at the current enrollment rate, which has increased by 23% over the same time period last year. The original contract amount was \$5,700,000.00.

Total Cost

\$8,102,048.20

Was the specific project funding included in OBM-approved budget for the current year?

Y

Amendment Reason

The Division of Children & Family Services (DCFS) is requesting approval to amend the master contract for Cuyahoga Tapestry System of Care Services. Additional funding is being requested to support the continuation of services through 2016 as well as meet enrollment expectations for the remainder of the contract period. Tapestry services are delivered by six (6) Care Coordination providers: Applewood Centers, Inc., CE-1600056-01; Beech Brook, CE-1600056-02; Catholic Charities Corporation, CE-1600056-04; Bellefaire JCB, CE-1600056-03; Ohio Guidestone, CE-1600056-06 and Pressley Ridge, CE-1600056-07 and one (1) provider for Tapestry Evaluation and Monitoring, Case Western Reserve University, CE-1600056-05. The current contract time period will remain the same (March 1, 2016 to December 31, 2018). Total amendment award amount of \$2,402,048.20 will permit Care Coordination providers to continue serving families at the current enrollment rate, which has increased by 23% over the same time period last year. The original contract amount was \$5,700,000.00.

Contract Start Date

3/1/2016

Contract End Date

12/31/2018

Project Location(s)

Project Council District(s)

Vendor Name(s)

Funding Source

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

Contractor: APPLEWOOD CENTERS, INC.

Contract/Agreement No.: CE-1600056-01 **Time Period:** 3/1/16 – 12/31/18

Service Description: Tapestry's primary service is HFWA Care Coordination. Care coordination involves assembling a Child and Family Team (CFT) that collaboratively creates an individualized plan of care (Wraparound Plan) driven by the perspective, strengths and needs of the child and family. The plan includes an array of services –from formal clinical services to natural and informal neighborhood and community supports. Care coordination is community-based and relies on a true partnership between the care coordination agencies and the communities in which the children reside. The provision of HFWA is not a program or a type of service, it is a widely researched intervention process used to improve the lives of children with complex needs and their families.

Original Contract/Agreement Amount: \$600,490.44

Prior Amendment(s) Amount(s): N/A

Performance Indicators:

1. Accept all families referred.
2. Assemble individualized child and family teams (CFT) with service provision based upon High Fidelity Wraparound and System of Care Principles.
3. Utilize Synthesis Information Management System to record timely CFT contacts and specific client data (Plans of Care, Crisis Plans, Progress Notes, Service Authorization Requests, and Invoicing)
4. Tracking reports provided in Synthesis will be used for Quality Assurance/Quality Improvement purposes at DCFS and the Care Coordination Partner Agency.

Actual performance versus performance indicators (include statistics):

1. Applewood has accepted 100% of the referred families.
2. All Care Coordination Partners have been provided with training in the areas of High Fidelity Wraparound and System of Care Principles. Ongoing coaching and specialized topics related to the identified needs will also be provided.
3. Client records have been entered into Synthesis with required data.
4. DCFS and Care Coordination Partners review administrative reports on a monthly basis. Quality control measures are addressed with critical attention to engagement efforts to support successful outcomes.

Rating of Overall Performance of Contractor (Check One):

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

Justification of Rating:

Applewood continues to partner with DCFS to identify opportunities to improve engagement efforts. Priority measures will focus on engagement strategies, timely data entry and successful outcomes for the children and youth enrolled.

Division of Children & Family Services
User Department

October 26, 2016
Date



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):	Applewood Centers, Inc.
Principal Owner's Name (The legal name of the owner(s) of the business):	This is a non-profit. The President is Adam G. Jacobs
Owner/Officer's Title:	President
Business Address:	10427 Detroit Avenue, Cleveland, Ohio 44102-1645
Phone Number:	(216) 320-8222
Name of Person Completing Form:	Elizabeth A. Eisenberg
Signature:	<i>Elizabeth A. Eisenberg</i>
Title:	Paralegal

(* 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: *Freda Houchins*

Date: 10/31/2016

Printed Name: Freda Houchins

IG Number: 12-0518

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

Contractor: BEECH BROOK

Contract/Agreement No.: CE-160056-02 Time Period: 3/1/16 – 12/31/18

Service Description: Tapestry's primary service is HFWA Care Coordination. Care coordination involves assembling a Child and Family Team (CFT) that collaboratively creates an individualized plan of care (Wraparound Plan) driven by the perspective, strengths and needs of the child and family. The plan includes an array of services –from formal clinical services to natural and informal neighborhood and community supports. Care coordination is community-based and relies on a true partnership between the care coordination agencies and the communities in which the children reside. The provision of HFWA is not a program or a type of service, it is a widely researched intervention process used to improve the lives of children with complex needs and their families.

Original Contract/Agreement Amount: \$1,389,705.42

Prior Amendment(s) Amount(s): N/A

Performance Indicators:

1. Accept all families referred.
2. Assemble individualized child and family teams (CFT) with service provision based upon High Fidelity Wraparound and System of Care Principles.
3. Utilize Synthesis Information Management System to record timely CFT contacts and specific client data (Plans of Care, Crisis Plans, Progress Notes, Service Authorization Requests, and Invoicing)
4. Tracking reports provided in Synthesis will be used for Quality Assurance/Quality Improvement purposes at DCFS and the Care Coordination Partner Agency.

Actual performance versus performance indicators (include statistics):

1. Beech Brook has accepted 100% of the families referred.
2. All Care Coordination Partners have been provided with training in the areas of High Fidelity Wraparound and System of Care Principles. Ongoing coaching and specialized topics related to the identified needs will also be provided.
3. Client records have been entered into Synthesis with required data.
4. DCFS and Care Coordination Partners review administrative reports on a monthly basis. Quality control measures are addressed with critical attention to engagement efforts to support successful outcomes.

Rating of Overall Performance of Contractor (Check One):

- Superior
 Above Average
 Average
 Below Average
 Poor

Justification of Rating:

Beech Brook has partnered with DCFS to identify opportunities to improve engagement efforts. Priority measures will focus on engagement strategies, timely data entry and successful outcomes for the children and youth enrolled.



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):	Beech Brook
Principal Owner's Name (The legal name of the owner(s) of the business):	(*) Debra Rex
Owner/Officer's Title:	President + Chief Executive Officer
Business Address:	3737 Lander Rd Cleveland, OH 44124
Phone Number:	(216) 831-2255
Name of Person Completing Form:	Debra Rex
Signature:	<i>Debra Rex</i>
Title:	President + Chief Executive Officer

(* 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: *Freda Houchins*
 Printed Name: Freda Houchins

Date: 10/31/2016
 IG Number: 12-0604

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

Contractor: Bellefaire Jewish Children's Bureau

Contract/Agreement No.: CE-160056-03 Time Period: 3/1/16 – 12/31/18

Service Description: Tapestry's primary service is HFWA Care Coordination. Care coordination involves assembling a Child and Family Team (CFT) that collaboratively creates an individualized plan of care (Wraparound Plan) driven by the perspective, strengths and needs of the child and family. The plan includes an array of services –from formal clinical services to natural and informal neighborhood and community supports. Care coordination is community-based and relies on a true partnership between the care coordination agencies and the communities in which the children reside. The provision of HFWA is not a program or a type of service, it is a widely researched intervention process used to improve the lives of children with complex needs and their families.

Original Contract/Agreement Amount: \$343,137.72

Prior Amendment(s) Amount(s): N/A

Performance Indicators:

1. Accept all families referred.
2. Assemble individualized child and family teams (CFT) with service provision based upon High Fidelity Wraparound and System of Care Principles.
3. Utilize Synthesis Information Management System to record timely CFT contacts and specific client data (Plans of Care, Crisis Plans, Progress Notes, Service Authorization Requests, and Invoicing)
4. Tracking reports provided in Synthesis will be used for Quality Assurance/Quality Improvement purposes at DCFS and the Care Coordination Partner Agency.

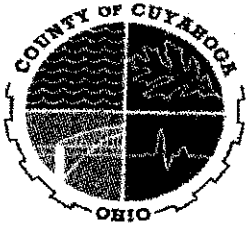
Actual performance versus performance indicators (include statistics):

1. Bellefaire was unable to accept referrals at the start of the contract term.
2. All Care Coordination Partners have been provided with training in the areas of High Fidelity Wraparound and System of Care Principles. Ongoing coaching and specialized topics related to the identified needs will also be provided.
3. Client records have been entered into Synthesis with required data.
4. DCFS and Care Coordination Partners review administrative reports on a monthly basis. Quality control measures are addressed with critical attention to engagement efforts to support successful outcomes.

Rating of Overall Performance of Contractor (Check One):

- Superior
 Above Average
 Average
 Below Average
 Poor

Justification of Rating: Bellefaire is a new partner in this work and has hired staff to support referrals. Continued efforts will be made to identify opportunities to improve wraparound fidelity. Priority measures will focus on engagement strategies, timely data entry and successful outcomes for the children and youth enrolled.



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):	Bellefaire Jewish Children's Bureau
Principal Owner's Name (The legal name of the owner(s) of the business):	This is a non-profit. The President is Adam G. Jacobs
Owner/Officer's Title:	President
Business Address:	22001 Fairmount Boulevard, Shaker Heights, Ohio 44118
Phone Number:	(216) 320-8222
Name of Person Completing Form:	Elizabeth A. Eisenberg
Signature:	<i>Elizabeth A. Eisenberg</i>
Title:	Paralegal

(* 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: *Freda Houchins*
 Printed Name: Freda Houchins

Date: 11/29/2016
 IG Number: 12.0611

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: CATHOLIC CHARITIES CORPORATION

Contract/Agreement No.: CE-1600056-04 Time Period: 3/1/16 – 12/31/18

Service Description: Tapestry's primary service is HFWA Care Coordination. Care coordination involves assembling a Child and Family Team (CFT) that collaboratively creates an individualized plan of care (Wraparound Plan) driven by the perspective, strengths and needs of the child and family. The plan includes an array of services –from formal clinical services to natural and informal neighborhood and community supports. Care coordination is community-based and relies on a true partnership between the care coordination agencies and the communities in which the children reside. The provision of HFWA is not a program or a type of service, it is a widely researched intervention process used to improve the lives of children with complex needs and their families.

Original Contract/Agreement Amount: \$2.230.390.95

Prior Amendment(s) Amount(s): N/A

Performance Indicators:

1. Accept all families referred.
2. Assemble individualized child and family teams (CFT) with service provision based upon High Fidelity Wraparound and System of Care Principles.
3. Utilize Synthesis Information Management System to record timely CFT contacts and specific client data (Plans of Care, Crisis Plans, Progress Notes, Service Authorization Requests, and Invoicing)
4. Tracking reports provided in Synthesis will be used for Quality Assurance/Quality Improvement purposes at DCFS and the Care Coordination Partner Agency.

Actual performance versus performance indicators (include statistics):

1. Catholic Charities has accepted 100% of the families referred.
2. All Care Coordination Partners have been provided with training in the areas of High Fidelity Wraparound and System of Care Principles. Ongoing coaching and specialized topics related to the identified needs will also be provided.
3. Client records have been entered into Synthesis with required data.
4. DCFS and Care Coordination Partners review administrative reports on a monthly basis. Quality control measures are addressed with critical attention to engagement efforts to support successful outcomes.

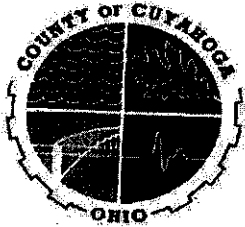
Rating of Overall Performance of Contractor (Check One):

- Superior
 Above Average
 Average
 Below Average
 Poor

Justification of Rating: Catholic Charities has partnered with DCFS to identify opportunities to improve engagement and other fidelity efforts. Priority measures will focus on engagement strategies, timely data entry and successful outcomes for the children and youth enrolled.

Division of Children & Family Services
User Department

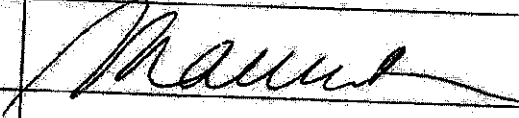
October 26, 2016
Date



Principal Owner Form

(Required Document for Award Recommendations/Purchases/Contracts)

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

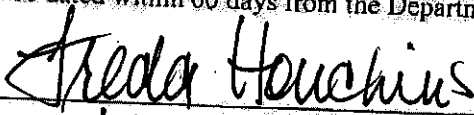
Company Name (Legal name of the business):	CATHOLIC CHARITIES CORPORATION
Principal Owner's Name (The legal name of the owner(s) of the business):	(*) PATRICK GAREAU
Owner/Officer's Title:	CHIEF EXECUTIVE OFFICER
Business Address:	7911 DETROIT AV, CLEVELAND, OH 44102
Phone Number:	216 334 2900
Name of Person Completing Form:	MAUREEN DEE
Signature:	
Title:	EXECUTIVE DIRECTOR

(* 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: 
 Printed Name: Freda Houchins

Date: 10/31/2016
 IG Number: 12.0766

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

Contractor: OhioGuidestone

Contract/Agreement No.: CE-160056-06 Time Period: 3/1/16 – 12/31/18

Service Description: Tapestry's primary service is HFWA Care Coordination. Care coordination involves assembling a Child and Family Team (CFT) that collaboratively creates an individualized plan of care (Wraparound Plan) driven by the perspective, strengths and needs of the child and family. The plan includes an array of services –from formal clinical services to natural and informal neighborhood and community supports. Care coordination is community-based and relies on a true partnership between the care coordination agencies and the communities in which the children reside. The provision of HFWA is not a program or a type of service, it is a widely researched intervention process used to improve the lives of children with complex needs and their families.

Original Contract/Agreement Amount: \$514,706.22

Prior Amendment(s) Amount(s): N/A

Performance Indicators:

1. Accept all families referred.
2. Assemble individualized child and family teams (CFT) with service provision based upon High Fidelity Wraparound and System of Care Principles.
3. Utilize Synthesis Information Management System to record timely CFT contacts and specific client data (Plans of Care, Crisis Plans, Progress Notes, Service Authorization Requests, and Invoicing)
4. Tracking reports provided in Synthesis will be used for Quality Assurance/Quality Improvement purposes at DCFS and the Care Coordination Partner Agency.

Actual performance versus performance indicators (include statistics):

1. OhioGuidestone has accepted 100% of the cases referred.
2. All Care Coordination Partners have been provided with training in the areas of High Fidelity Wraparound and System of Care Principles. Ongoing coaching and specialized topics related to the identified needs will also be provided.
3. Client records have been entered into Synthesis with required data.
4. DCFS and Care Coordination Partners review administrative reports on a monthly basis. Quality control measures are addressed with critical attention to engagement efforts to support successful outcomes.

Rating of Overall Performance of Contractor (Check One):

- Superior
 Above Average
 Average
 Below Average
 Poor

Justification of Rating: OhioGuidestone has hired the required staff to support the number of referrals received. Continued efforts will be made to identify opportunities to improve wraparound fidelity. Priority measures will focus on engagement strategies, timely data entry and successful outcomes for the children and youth enrolled.



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):	OhioGuidestone
Principal Owner's Name (The legal name of the owner(s) of the business):	(*)David Zentkovich
Owner/Officer's Title:	Board of Director's Chairperson
Business Address:	202 East Bagley Road, Berea, Ohio 44017
Phone Number:	440/234-2006
Name of Person Completing Form:	Donna Keegan
Signature:	<i>Donna Keegan</i>
Title:	VP, Chief Operating officer

(*) 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: *Freda Houchins*

Date: 11/29/2016

Printed Name: Freda Houchins

IG Number: 12.0616

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: PRESSLEY RIDGE

Contract/Agreement No.: CE-1600056-07 Time Period: 3/1/16 – 12/31/18

Service Description: Tapestry's primary service is HFWA Care Coordination. Care coordination involves assembling a Child and Family Team (CFT) that collaboratively creates an individualized plan of care (Wraparound Plan) driven by the perspective, strengths and needs of the child and family. The plan includes an array of services –from formal clinical services to natural and informal neighborhood and community supports. Care coordination is community-based and relies on a true partnership between the care coordination agencies and the communities in which the children reside. The provision of HFWA is not a program or a type of service, it is a widely researched intervention process used to improve the lives of children with complex needs and their families.

Original Contract/Agreement Amount: \$171,569.25

Prior Amendment(s) Amount(s): N/A

Performance Indicators:

1. Accept all families referred.
2. Assemble individualized child and family teams (CFT) with service provision based upon High Fidelity Wraparound and System of Care Principles.
3. Utilize Synthesis Information Management System to record timely CFT contacts and specific client data (Plans of Care, Crisis Plans, Progress Notes, Service Authorization Requests, and Invoicing)
4. Tracking reports provided in Synthesis will be used for Quality Assurance/Quality Improvement purposes at DCFS and the Care Coordination Partner Agency.

Actual performance versus performance indicators (include statistics):

1. Pressley Ridge has accepted 100% of the families referred.
2. All Care Coordination Partners have been provided with training in the areas of High Fidelity Wraparound and System of Care Principles. Ongoing coaching and specialized topics related to the identified needs will also be provided.
3. Client records have been entered into Synthesis with required data.
4. DCFS and Care Coordination Partners review administrative reports on a monthly basis. Quality control measures are addressed with critical attention to engagement efforts to support successful outcomes.

Rating of Overall Performance of Contractor (Check One):

- Superior
 Above Average
 Average
 Below Average
 Poor

Justification of Rating: Pressley Ridge is a new partner in this work and is making efforts to identify opportunities to improve wraparound fidelity. Priority measures will focus on engagement strategies, timely data entry and successful outcomes for the children and youth enrolled.



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):	PRESSLEY RIDGE
Principal Owner's Name (The legal name of the owner(s) of the business):	SUSANNE COLE
Owner/Officer's Title:	PRESIDENT/CEO
Business Address:	5500 CORPORATE DR., STE 400, PITTSBURGH, PA 15237
Phone Number:	(412) 872-9418
Name of Person Completing Form:	<i>Freda Houchins</i>
Signature:	<i>Freda Houchins</i>
Title:	<i>Program Officer 3</i>

(* 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: *Freda Houchins*

Date: 10/31/2016

Printed Name: *Freda Houchins*

IG Number: 12-2253

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

Contractor: Case Western Reserve University

Contract/Agreement No.: CE-1600056-06 **Time Period:** 3/1/16 – 12/31/18

Service Description: Tapestry's primary service is HFWA Care Coordination. Care coordination involves assembling a Child and Family Team (CFT) that collaboratively creates an individualized plan of care (Wraparound Plan) driven by the perspective, strengths and needs of the child and family. The plan includes an array of services –from formal clinical services to natural and informal neighborhood and community supports. Care coordination is community-based and relies on a true partnership between the care coordination agencies and the communities in which the children reside. The provision of HFWA is not a program or a type of service, it is a widely researched intervention process used to improve the lives of children with complex needs and their families.

Original Contract/Agreement Amount: \$450,000.00

Prior Amendment(s) Amount(s): N/A

Performance Indicators:

1. Research and analyze data to prepare outcome reports.
2. Partner with DCFS to propose and implement on-going Wraparound fidelity monitoring.
3. Provide support and recommendations for continuous quality improvement efforts and data tracking.
4. Provide skill enhancement and training support for providers and various stakeholder group.

Actual performance versus performance indicators (include statistics):

1. CWRU is working to gather and analyze longitudinal data.
2. Fidelity activities and coaching support with provider agencies has begun.
3. Completed two (2) data presentations to prepare for quality control efforts.
4. All Care Coordination Partners have been provided with training in the areas of High Fidelity Wraparound and System of Care Principles. Ongoing coaching and specialized topics related to the identified needs will also be provided.

Rating of Overall Performance of Contractor (Check One):

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


Justification of Rating: CWRU continues to be an active partner in efforts to analyze the quality and effectiveness of System of Care service provisions. Fidelity measures will focus on engagement strategies, timely data entry and successful outcomes for the children and youth enrolled.



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):	Case Western Reserve University
Principal Owner's Name (The legal name of the owner(s) of the business):	(*) Barbara R. Snyder
Owner/Officer's Title:	President
Business Address:	10900 Euclid Avenue
Phone Number:	216-368-4510
Name of Person Completing Form:	Karen Dunn
Signature:	
Title:	Assistant Director, Pre-award Services

(*) 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: 

Date: 11/29/2010

Printed Name: Freda Houchins

IG Number: 12.0751

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

County Council of Cuyahoga County, Ohio

Resolution No. R2017-0015

Sponsored by: County Executive Budish/Fiscal Officer	A Resolution authorizing a sole source contract with Manatron, Inc. in the amount not-to-exceed \$536,429.92 for support and maintenance services for the Manatron Visual Property Tax System and Sigma CAMA Software System for the period 1/1/2017 - 12/31/2017; 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.
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WHEREAS, the County Executive/Fiscal Officer has recommended a sole source contract with Manatron, Inc. in the amount not-to-exceed \$536,429.92 for support and maintenance services for the Manatron Visual Property Tax System and Sigma CAMA Software System for the period 1/1/2017 - 12/31/2017; and

WHEREAS, the purpose of this project is provide maintenance and support services on the Manatron Visual Property Tax System and Sigma CAMA Software System and to properly maintain the County's infrastructure; and

WHEREAS, this project is funded 100% with the Real Estate Assessment Fund;

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 a sole source contract with Manatron, Inc. in the amount not-to-exceed \$536,429.92 for support and maintenance services for the Manatron Visual Property Tax System and Sigma CAMA Software System for the period 1/1/2017 - 12/31/2017.

SECTION 2. That the County Executive is authorized to execute the contract 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 24, 2017
 Committee(s) Assigned: Finance & Budgeting

Committee Report/Second Reading: February 14, 2017

Journal _____
 _____, 20__

County Council of Cuyahoga County, Ohio

Resolution No. R2017-0012

Sponsored by: County Executive Budish	A Resolution confirming the County Executive’s appointment of Dean E. DePiero to serve on the Cuyahoga County Public Library Board of Trustees for the term 2/1/2017 - 1/31/2024, and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the Cuyahoga County Public Library Board of Trustees was created pursuant to the provisions of Ohio Revised Code Section 3375.22; and

WHEREAS, the Cuyahoga County Public Library Board of Trustees is a separate political subdivision authorized by the State of Ohio to establish policies and develop an annual budget while Board members represent the citizen’s interest, promoting the highest level of library service appropriate to the community, in accordance with state law; 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, members of the Cuyahoga County Public Library Board of Trustees shall be appointed to serve a seven year term; and

WHEREAS, the County Executive Armond Budish has nominated Dean E. DePiero to serve on the Cuyahoga County Public Library Board of Trustees for the term 2/1/2017 – 1/31/2024; 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 County Executive's appointment of Dean E. DePiero to serve on the Cuyahoga County Public Library Board of Trustees for the term 2/1/2017 - 1/31/2024.

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, 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 24, 2017

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

Journal CC025

February 14, 2017

County Council of Cuyahoga County, Ohio

Resolution No. R2017-0013

Sponsored by: County Executive Budish/Department of Public Works	A Resolution authorizing an amendment to Contract No. CE1300551-01 with Schindler Elevator Corporation for elevator maintenance and repair services for various County facilities for the period 12/1/2013 - 11/30/2016 to extend the time period to 11/30/2017 and for additional funds in the amount not-to-exceed \$655,000.00; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Executive/Department of Public Works has recommended an amendment to Contract No. CE1300551-01 with Schindler Elevator Corporation for elevator maintenance and repair services for various County facilities for the period 12/1/2013 - 11/30/2016 to extend the time period to 11/30/2017 and for additional funds in the amount not-to-exceed \$655,000.00; and

WHEREAS, the primary purpose of this project is to ensure there is no interruption of elevator services provided to various County facilities; and

WHEREAS, this project is funded 100% by the Internal Service Fund; and

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

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

SECTION 1. That the Cuyahoga County Council hereby authorizes an amendment to Contract No. CE1300551-01 with Schindler Elevator Corporation for elevator maintenance and repair services for various County facilities for the period 12/1/2013 - 11/30/2016 to extend the time period to 11/30/2017 and for additional funds in the amount not-to-exceed \$655,000.00.

SECTION 2. That the County Executive is authorized to execute the amendment 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 24, 2017

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

Journal CC025

February 14, 2017

County Council of Cuyahoga County, Ohio

Resolution No. R2017-0014

<p>Sponsored by: County Executive Budish/Department of Public Works/Division of County Engineer</p> <p>Co-sponsored by: Councilmember Hairston</p>	<p>A Resolution making an award on RQ38463 to The C.A. Agresta Construction Co. in the amount not-to-exceed \$2,947,728.00 for the 2016 Operations Resurfacing Program for resurfacing Noble Road from the Cleveland Heights North Corporation Line to Mayfield Road in the City of Cleveland Heights; authorizing the County Executive to execute the contract and all other documents consistent with said award and this Resolution; authorizing the County Engineer, on behalf of the County Executive, to make an application for allocation from County Motor Vehicle \$5.00 License Tax Funds in the amount of \$2,033,932.32 to fund said contract; and declaring the necessity that this Resolution become immediately effective.</p>
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WHEREAS, the County Executive/Department of Public Works/Division of County Engineer has recommended making an award on RQ38463 to The C.A. Agresta Construction Co. in the amount not-to-exceed \$2,947,728.00 for the 2016 Operations Resurfacing Program for resurfacing Noble Road from the Cleveland Heights North Corporation Line to Mayfield Road in the City of Cleveland Heights and authorizing the County Engineer, on behalf of the County Executive, to make an application for allocation from County Motor Vehicle \$5.00 License Tax Funds in the amount of \$2,033,932.32 to fund said contract; and

WHEREAS, the primary purpose of this project is for improvement of Noble Road from the Cleveland Heights North Corporation Line to Mayfield Road in the City of Cleveland Heights, Council District 10; and

WHEREAS, this project is funded as follows: (a) 69% (or \$2,033,932.32) using Funds from the \$5.00 Vehicle License Tax Fund and (b) 31% (or \$913,795.68) with Issue 1 Ohio Public Works Commission funds; and

WHEREAS, construction is scheduled to begin April 10, 2017 and scheduled to completed October 10, 2017; 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 RQ38463 to The C.A. Agresta Construction Co. in the amount not-to-exceed \$2,947,728.00 for the 2016 Operations Resurfacing Program for resurfacing Noble Road from the Cleveland Heights North Corporation Line to Mayfield Road in the City of Cleveland Heights.

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

SECTION 3. That the County Council hereby authorizes the County Engineer, on behalf of the County Executive, to make an application for allocation from County Motor Vehicle \$5.00 License Tax Funds in the amount of \$2,033,932.32 to fund a portion of said contract.

SECTION 4. 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 5. It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

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

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

First Reading/Referred to Committee: January 24, 2017

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

Additional Sponsorship Requested on the Floor: January 24, 2017

Journal CC025
February 14, 2017

County Council of Cuyahoga County, Ohio

Resolution No. R2017-0016

<p>Sponsored by: County Executive Budish/Department of Health and Human Services/Division of Children and Family Services</p> <p>Co-sponsored by: Councilmember Hairston</p>	<p>A Resolution authorizing an agreement with The MetroHealth System in the amount not-to-exceed \$1,382,750.00 for Pediatric Foster Care Joint Program services, toxicology services and psychotropic medication review services for the period 1/1/2017 - 12/31/2018; authorizing the County Executive to execute the agreement and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.</p>
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WHEREAS, the County Executive/Department of Health and Human Services/Division of Children and Family Services has recommended an agreement with The MetroHealth System in the amount not-to-exceed \$1,382,750.00 for Pediatric Foster Care Joint Program services, toxicology services and psychotropic medication review services for the period 1/1/2017 - 12/31/2018; and

WHEREAS, the primary goals of this project are to provide Pediatric Foster Care Joint Program services, toxicology services and psychotropic medical review services for clients of the County's Division of Children and Family Services; and

WHEREAS, the project services are funded as follows: (a) the Pediatric Foster Care Joint Program services are funded 100% from the State Child Protective Allocation, (b) the toxicology services are funded 100% from the State Child Protective Allocation and (c) the psychotropic medication review services are funded 30% from the Title IV-E Administrative and 70% from the Health and Human Services Levy Funds; and

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

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

SECTION 1. That the Cuyahoga County Council hereby authorizes an agreement with The MetroHealth System in the amount not-to-exceed \$1,382,750.00

for Pediatric Foster Care Joint Program services, toxicology services and psychotropic medication review services for the period 1/1/2017 - 12/31/2018.

SECTION 2. That the County Executive is authorized to execute the agreement 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 24, 2017
Committee(s) Assigned: Health, Human Services & Aging

Additional Sponsorship Requested on the Floor: January 24, 2017

Journal CC025
February 14, 2017

County Council of Cuyahoga County, Ohio

Resolution No. R2017-0017

<p>Sponsored by: County Executive Budish/Department of Health and Human Services/Division of Community Initiatives/Office of Homeless Services</p> <p>Co-sponsored by: Councilmember Hairston</p>	<p>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 to extend the time period to 4/30/2017 and for additional funds; authorizing the County Executive to execute the amendments and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.</p>
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WHEREAS, the County Executive/Department of Health and Human Services/Division of Community Initiatives/Office of Homeless Services has recommended amendments to contracts with various providers for emergency shelter services at various locations in Cleveland for the period 1/1/2013 - 12/31/2016 to extend the time period to 4/30/2017 and for additional funds as follows:

- 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 \$482,260.00; and
- ii) No. CE1300099-01 with Lutheran Metropolitan Ministry for homeless men, located at 2100 Lakeside Avenue, in the amount not-to-exceed \$567,212.00; and

WHEREAS, the primary goals of these projects are to: (1) provide shelter to homeless clients, (2) reduce the length of stay at the shelter by providing clients with appropriate services in the community, and (3) implement a continuum of care goal of assisting clients to attain permanent housing as quickly as possible; and

WHEREAS, this project is funded 100% with funds from the Health and Human Services Levy; and

WHEREAS, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue 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 amendments to contracts with various providers for emergency shelter services at various locations in Cleveland for the period 1/1/2013 - 12/31/2016 to extend the time period to 4/30/2017 and for additional funds as follows:

- 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 \$482,260.00; and
- ii) No. CE1300099-01 with Lutheran Metropolitan Ministry for homeless men, located at 2100 Lakeside Avenue, in the amount not-to-exceed \$567,212.00.

SECTION 2. That the County Executive is authorized to execute the amendments 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 24, 2017
Committee(s) Assigned: Health, Human Services & Aging

Additional Sponsorship Requested on the Floor: January 24, 2017

Journal CC025
February 14, 2017

County Council of Cuyahoga County, Ohio

Resolution No. R2017-0018

<p>Sponsored by: County Executive Budish/Department of Human Resources</p>	<p>A Resolution amending Resolution No. R2015-0247 dated 12/8/2015, which amended Resolution No. R2014-0258 dated 12/9/2014, which made an award on RQ30390 to CaremarkPCS Health, L.L.C. for group healthcare benefits including pharmacy benefit management services for County employees and their eligible dependents and Cuyahoga County Benefits Regionalization Program participants' employees and their eligible dependents for the period 1/1/2015 - 12/31/2017, by changing the total amount not-to-exceed from \$42,989,733.00 to \$60,652,540.67; authorizing the County Executive to execute all documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.</p>
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WHEREAS, on December 9, 2014, County Council adopted Resolution No. R2014-0258, which made an award on RQ30390 to CaremarkPCS Health, L.L.C. in the amount not-to-exceed \$40,189,733.00 for group healthcare benefits for County employees and their eligible dependents including pharmacy benefit management services for the period 1/1/2015 - 12/31/2017; and

WHEREAS, on December 8, 2015, County Council adopted Resolution No. R2015-0247, which amended Resolution No. R2014-0258 by changing the original amount not-to-exceed to add \$2,800,000.00 for group healthcare benefits including pharmacy benefit management services for Cuyahoga County Benefits Regionalization Program participants' employees and their eligible dependents; and

WHEREAS, the County Executive/Department of Human Resources now wishes to amend Resolution No. R2015-0247 by changing the original amount not-to-exceed to add \$17,662,807.67; and

WHEREAS, the primary goal of this project is to provide group healthcare prescription drug benefits to County employees and their eligible dependents and employees and eligible dependents of participants in the Cuyahoga County Benefits Regionalization Program; and

WHEREAS, this increase is funded 72.8% (or \$12,858,523.98) by the Self Insurance Fund and 27.2% (or \$4,804,283.69) by a Special Revenue Fund (Regional Benefits Fund); and

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

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

SECTION 1. That the Cuyahoga County Council hereby amends Resolution No. R2015-0247 dated 12/8/2015, which amended Resolution No. R2014-0258 dated 12/9/2014, which made an award on RQ30390 to CaremarkPCS Health, L.L.C. for group healthcare benefits including pharmacy benefit management services for County employees and their eligible dependents and Cuyahoga County Benefits Regionalization Program participants' employees and their eligible dependents for the period 1/1/2015 - 12/31/2017, by changing the total amount not-to-exceed from \$42,989,733.00 to \$60,652,540.67.

SECTION 2. Any and all exemptions from competitive bidding and/or authorizations to engage in an alternative procurement process required pursuant to the County's Contracting and Purchasing Laws for anything contemplated herein is hereby granted.

SECTION 3. That the County Executive is authorized to execute all documents consistent with this Resolution.

SECTION 4. 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 5. It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

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

Yeas:

Nays:

_____	_____
County Council President	Date

_____	_____
County Executive	Date

_____	_____
Clerk of Council	Date

In accordance with Rule 6B of the Rules of Council, legislation was added to the agenda by parliamentary motion: January 24, 2017

First Reading/Referred to Committee: January 24, 2017

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

Journal CC025

February 14, 2017

County Council of Cuyahoga County, Ohio

Resolution No. R2017-0019

<p>Sponsored by: County Executive Budish/Department of Human Resources</p>	<p>A Resolution amending Resolution No. R2015-0095 dated 5/26/2015, which amended Resolution No. R2014-0259 dated 12/9/2014, which made an award on RQ30390 to Medical Mutual of Ohio dba Medical Mutual Services, L.L.C. for group healthcare benefits including medical and pharmacy benefit management services for County employees and their eligible dependents and Cuyahoga County Benefits Regionalization Program participants' employees and their eligible dependents for the period 1/1/2015 - 12/31/2017, by changing the total amount not-to-exceed from \$141,636,022.00 to \$211,868,212.78; authorizing the County Executive to execute all documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.</p>
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WHEREAS, on December 9, 2014, County Council adopted Resolution No. R2014-0259, which made an award on RQ30390 to Medical Mutual of Ohio in the amount not-to-exceed \$116,156,022.00 for group healthcare benefits for County employees and their eligible dependents including medical and pharmacy benefit management services for the period 1/1/2015-12/31/2017; and

WHEREAS, on May 26, 2015, County Council adopted Resolution No. R2015-0095, which amended Resolution No. R2014-0259 by changing the original amount not-to-exceed to add \$25,480,000.00 for group healthcare benefits including medical and pharmacy benefit management services for Cuyahoga County Benefits Regionalization Program participants' employees and their eligible dependents; and

WHEREAS, the County Executive/Department of Human Resources now wishes to amend Resolution No. R2015-0095 by changing the original amount not-to-exceed to add \$70,232,190.78; and

WHEREAS, the primary goal of this project is to provide group healthcare medical and prescription drug benefits to County employees and their eligible

dependents and employees and eligible dependents of participants in the Cuyahoga County Benefits Regionalization Program; and

WHEREAS, this increase is funded 74.1% (or \$52,042,053.37) by the Self Insurance Fund and 25.9% (or \$18,190,137.41) by a Special Revenue Fund (Regional Benefits Fund); and

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

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

SECTION 1. That the Cuyahoga County Council hereby amends Resolution No. R2015-0095 dated 5/26/2015, which amended Resolution No. R2014-0259 dated 12/9/2014, which made an award on RQ30390 to Medical Mutual of Ohio dba Medical Mutual Services, L.L.C. for group healthcare benefits including medical and pharmacy benefit management services for County employees and their eligible dependents and Cuyahoga County Benefits Regionalization Program participants' employees and their eligible dependents for the period 1/1/2015 - 12/31/2017, by changing the total amount not-to-exceed from \$141,636,022.00 to \$211,868,212.78.

SECTION 2. Any and all exemptions from competitive bidding and/or authorizations to engage in an alternative procurement process required pursuant to the County's Contracting and Purchasing Laws for anything contemplated herein is hereby granted.

SECTION 3. That the County Executive is authorized to execute all documents consistent with this Resolution.

SECTION 4. 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 5. It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that

resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

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

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

In accordance with Rule 6B of the Rules of Council, legislation was added to the agenda by parliamentary motion: January 24, 2017

First Reading/Referred to Committee: January 24, 2017

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

Journal CC025

February 14, 2017