



AGENDA
CUYAHOGA COUNTY COUNCIL REGULAR MEETING
TUESDAY, AUGUST 3, 2021
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**
- 6. APPROVAL OF MINUTES**
 - a) July 20, 2021 Committee of the Whole Meeting [See Page 19]
 - b) July 20, 2021 Regular Meeting [See Page 21]
- 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 ADOPTION UNDER SUSPENSION OF RULES**
 - 1) R2021-0190: A Resolution appointing various individuals to serve on the Council Districting Commission; and declaring the

necessity that this Resolution become immediately effective: [See Page 43]

- i) Robert S. Frost
- ii) Douglas H. Koesel
- iii) Kenneth C. Lumpkin
- iv) Sandra F. Morgan
- v) Cathlyn S. Murphy

Sponsor: Council President Jones

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

- 1) R2021-0191: 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 57]

Sponsor: 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) R2021-0192: A Resolution amending the 2020/2021 Biennial Operating Budget for 2021 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, to meet the budgetary needs of various County departments, offices and agencies; and declaring the necessity that this Resolution become immediately effective. [See Page 109]

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

- 2) R2021-0193: A Resolution approving a Collective Bargaining Agreement between Cuyahoga County and the Teamsters Local 407, Affiliated with the International Brotherhood of Teamsters, representing approximately 20 employees in 2 classifications from the Cuyahoga County Department of Health and Human Services, Job and Family Services Division, for the period 7/1/2021 – 6/30/2024; 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. [See Page 126]

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

- 3) R2021-0194: A Resolution making an award on RQ6876 to CATTs Construction, Inc. in the amount not-to-exceed \$1,084,826.42 for the rehabilitation of Union Street from Broadway Avenue (North) to Broadway Avenue (South) in the City of Bedford, Ohio; 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 the County Motor Vehicle \$7.50 License Tax Fund to fund a portion of said contract; and declaring the necessity that this Resolution become immediately effective. [See Page 129]

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

b) CONSIDERATION OF A RESOLUTION FOR FIRST READING AND REFERRAL TO COMMITTEE

- 1) R2021-0195: A Resolution extending the appointment of Catherine Tkachyk as Interim Director of the Department of Purchasing; and declaring the necessity that this Resolution become immediately effective. [See Page 145]

Sponsor: County Executive Budish/Fiscal Officer

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

- 1) R2021-0177: A Resolution making an award on RQ6320 to Cold Harbor Building Company in the amount not-to-exceed \$5,310,000.00 for hazardous material abatement, debris removal, building envelope mitigation, temporary electrical infrastructure, and security hardening of the Old Juvenile Court Complex; authorizing the County Executive to execute

Contract No. 1642 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective. [See Page 147]

Sponsor: County Executive Budish/Department of Public Works

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

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

- 1) R2021-0170: A Resolution confirming the County Executive’s reappointment of various individuals to serve on the City of Cleveland/Cuyahoga County Workforce Development Board for the term 7/1/2021 – 6/30/2024; and declaring the necessity that this Resolution become immediately effective:[See Page 158]
 - i) Pamela K. Jankowski
 - ii) William E. Moore
 - iii) Jason Shank
 - iv) Dan O’Malley
 - v) David Merriman
 - vi) Shana Marbury
 - vii) LaToya M. Smith

Sponsor: County Executive Budish

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

- 2) R2021-0171: A Resolution confirming the County Executive’s appointment of Paul Herdeg, upon his taking the oath of office, as Director of Development; and declaring the necessity that this Resolution become immediately effective. [See Page 161] [Pending Committee Referral]

Sponsor: County Executive Budish

Committee Assignment and Chair: Committee of the Whole – Jones

- 3) R2021-0172: A Resolution making an award on RQ6453 to Tri Mor Corporation in the amount not-to-exceed \$11,873,953.35

for reconstruction and widening of Sprague Road from West 130th Street to York Road in the Cities of Parma and North Royalton; 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 the County Motor Vehicle \$7.50 License Tax Fund in the amount of \$3,146,597.64 to fund a portion of said contract; and declaring the necessity that this Resolution become immediately effective. [See Page 166]

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

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

- 4) R2021-0173: A Resolution approving Right-of-Way Exhibits as set forth in Plat No. M-5047 for Pier repairs on West 150th Street Bridge No. 01.94 over Chatfield Avenue, Greater Cleveland Regional Transit Authority, Norfolk Southern Railroad and Emery Road Extension in the City of Cleveland; authorizing the County Executive through the Department of Public Works to acquire said necessary Rights-of-Way; and declaring the necessity that this Resolution become immediately effective. [See Page 169]

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

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

- 5) R2021-0174: A Resolution fixing the 2022 water, storm and sanitary sewer maintenance and/or sewerage treatment rates for County Sewer District Nos. 1, 1A, 2, 3, 5, 8, 9, 13, 14, 18, 20, 21, 22 and 24, in accordance with Ohio Revised Code Section 6117.02; and declaring the necessity that this Resolution become immediately effective. [See Page 172]

Sponsor: County Executive Budish/Department of Public Works

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

- 6) R2021-0175: A Resolution approving and confirming the 2022 water, storm and sanitary sewer maintenance and/or sewerage treatment assessments for County Sewer District Nos. 1, 1A, 2, 3, 5, 8, 9, 13, 14, 18, 20, 21, 22 and 24, in accordance with Ohio Revised Code Section 6117.02; and declaring the necessity that this Resolution become immediately effective. [See Page 178]

Sponsor: County Executive Budish/Department of Public Works

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

- 7) R2021-0176: A Resolution authorizing a Purchase and Sale Agreement with Castle Heating & Air, Inc. in the amount of \$550,000.00 for the property located at 2000-2020 Lakeside Avenue, Cleveland, Ohio; authorizing the County Executive to take all necessary actions and to execute the agreements and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective. [See Page 181]

Sponsor: County Executive Budish/Department of Public Works

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

- 8) R2021-0179: A Resolution making awards on RQ5074 to various providers in the total amount not-to-exceed \$1,575,000.00 for emergency assistance services for the period 9/1/2021 – 8/31/2022; authorizing the County Executive to execute the Master Contract and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective: [See Page 184]

a) Contract No. 1628 with A-Z Furniture Co., Inc. in the amount not-to-exceed \$315,000.00.

b) Contract No. 1630 with Burlington Stores, Inc. in the amount not-to-exceed \$420,000.00.

- c) Contract No. 1633 with Dave’s Supermarket, Inc. in the amount not-to-exceed \$125,000.00.
- d) Contract No. 1634 with Penney OpCo LLC, dba JC Penney in the amount not-to-exceed \$330,000.00.
- e) Contract No. 1635 with West 25th Furnishings and Appliances, Inc. in the amount not-to-exceed \$385,000.00.

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

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

- 9) R2021-0180: A Resolution authorizing amendments to contracts with various providers for the Propel Cuyahoga – Workforce Services Program for the period 7/1/2019 – 6/30/2021 to extend the time period to 6/30/2022 and for additional funds in the total amount not-to-exceed \$7,309,902.78; 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 187]
 - a) Contract No. 1122 with The Centers for Families and Children for additional funds in the amount not-to-exceed \$4,400,001.34.
 - b) Contract No. 1230 with Maximus Human Services Inc. for additional funds in the amount not-to-exceed \$2,909,901.44.

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

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

- 10) R2021-0181: A Resolution authorizing a contract with Child Care Resource Center of Cuyahoga County dba Starting Point in the amount not-to-exceed \$5,327,330.00 for management, administration and implementation of various support services for the Universal Pre-Kindergarten Program for the

period 8/1/2021 – 7/31/2024; authorizing the County Executive to execute Contract No. 1640 and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective. [See Page 190]

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

Committee Assignment and Chair: Education, Environment & Sustainability – Simon

- 11) R2021-0182: A Resolution making awards on RQ4517 to various providers in the total amount not-to-exceed \$27,703,997.03 for Expansion of Universal Pre-Kindergarten Program services for the period 8/1/2021 – 7/31/2024; authorizing the County Executive to execute the Master Contract and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective: [See Page 192]
- a) Contract No. 1478 with Apples of Gold in the amount not-to-exceed \$187,547.85.
 - b) Contract No. 1489 with Bedford City School District in the amount not-to-exceed \$369,000.00.
 - c) Contract No. 1490 with Berea City School District in the amount not-to-exceed \$1,151,014.50.
 - d) Contract No. 1491 with Brooklyn City School District in the amount not-to-exceed \$266,400.00.
 - e) Contract No. 1492 with Catholic Charities Corporation in the amount not-to-exceed \$2,625,383.16.
 - f) Contract No. 1493 with Cleveland Heights/University Heights City School District in the amount not-to-exceed \$879,300.00.
 - g) Contract No. 1494 with Cirque du Kids in the amount not-to-exceed \$133,200.00.

- h) Contract No. 1495 with Cleveland Children's Daycare Academy in the amount not-to-exceed \$432,000.00.
- i) Contract No. 1496 with Cleveland Metropolitan School District in the amount not-to-exceed \$144,000.00.
- j) Contract No. 1497 with Corinna Bryant in the amount not-to-exceed \$87,349.95.
- k) Contract No. 1546 with Norak, Inc. dba Dynamic Creations Learning Center in the amount not-to-exceed \$110,250.00.
- l) Contract No. 1499 with Early Childhood Enrichment Center in the amount not-to-exceed \$972,000.00.
- m) Contract No. 1500 with East Cleveland City School District in the amount not-to-exceed \$432,000.00.
- n) Contract No. 1501 with Euclid City School District in the amount not-to-exceed \$1,144,800.00.
- o) Contract No. 1502 with Menorah Park Center for Senior Living in the amount not-to-exceed \$467,100.00.
- p) Contract No. 1503 with Temple-Tifereth Israel in the amount not-to-exceed \$415,800.00.
- q) Contract No. 1504 with Garfield Heights City School District in the amount not-to-exceed \$310,140.00.
- r) Contract No. 1548 with Great Expectations Preschool in the amount not-to-exceed \$215,870.85.
- s) Contract No. 1507 with Haven Child Enrichment Center in the amount not-to-exceed \$114,364.80.
- t) Contract No. 1508 with Horizon Education Centers in the amount not-to-exceed \$2,115,900.00.
- u) Contract No. 1509 with Kiddie City Child Care Community in the amount not-to-exceed \$584,100.00.

- v) Contract No. 1547 with Let's Make a Change II Enrichment Center in the amount not-to-exceed \$103,500.00.
- w) Contract No. 1510 with Little Achievers Learning Center in the amount not-to-exceed \$73,800.00.
- x) Contract No. 1511 with Little Critters Early Learning Center in the amount not-to-exceed \$229,572.00.
- y) Contract No. 1512 with Loving Cup Kids Academy of Fairview Park in the amount not-to-exceed \$463,920.45.
- z) Contract No. 1513 with Loving Cup Kids Academy of North Royalton in the amount not-to-exceed \$123,563.70.
- aa) Contract No. 1514 with Loving Cup Kids Academy of Old Brooklyn in the amount not-to-exceed \$212,107.83.
- bb) Contract No. 1515 with Loving Cup Kids Academy of Richmond Heights in the amount not-to-exceed \$91,582.20.
- cc) Contract No. 1516 with Maple Heights City School District in the amount not-to-exceed \$358,200.00.
- dd) Contract No. 1517 with Merrick House in the amount not-to-exceed \$217,800.00.
- ee) Contract No. 1518 with Mini Miracles & Beyond Learning Academy in the amount not-to-exceed \$213,750.00.
- ff) Contract No. 1519 with Mini Miracles Learning Academy in the amount not-to-exceed \$282,600.00.
- gg) Contract No. 1535 with Murtis Taylor Human Services System in the amount not-to-exceed \$371,880.00.
- hh) Contract No. 1536 with Sandy's Darlin' Munchkins in the amount not-to-exceed \$100,800.00.

- ii) Contract No. 1537 with St. Peter's Child Care in the amount not-to-exceed \$252,900.00.
- jj) Contract No. 1538 with Step Forward in the amount not-to-exceed \$5,635,599.74.
- kk) Contract No. 1539 with The Centers for Families and Children in the amount not-to-exceed \$2,505,600.00.
- ll) Contract No. 1540 with The Lillian & Betty Ratner Montessori School in the amount not-to-exceed \$540,000.00.
- mm) Contract No. 1541 with The Cleveland Music School Settlement dba The Music Settlement in the amount not-to-exceed \$1,361,700.00.
- nn) Contract No. 1542 with The Salvation Army in the amount not-to-exceed \$263,700.00.
- oo) Contract No. 1543 with Urban Community School in the amount not-to-exceed \$536,400.00.
- pp) Contract No. 1544 with Warrensville Heights City School District in the amount not-to-exceed \$324,000.00.
- qq) Contract No. 1545 with YWCA of Greater Cleveland in the amount not-to-exceed \$283,500.00.

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

Committee Assignment and Chair: Education, Environment & Sustainability – Simon

- 12) R2021-0183: A Resolution making awards to various providers in the total amount not-to-exceed \$2,000,000.00 for permanent supportive housing services to chronically homeless single adults and high-barrier homeless persons for the period 7/1/2021 - 6/30/2022; authorizing the County Executive to execute the Master Contract and all other documents consistent with said awards and this Resolution; [See Page 200]

and declaring the necessity that this Resolution become immediately effective:

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

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

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

- 13) R2021-0184: A Resolution authorizing an amendment to Contract No. 561 with The Centers for Families and Children for the Out-of-School Youth Program for Comprehensive Case Management and Employment Program – Employment, Education and Training Services for Young Adults in connection with the Workforce Innovation and Opportunity Act for the period 7/1/2019 – 6/30/2021 to extend the time period to 6/30/2022 and for additional funds in the amount

not-to-exceed \$1,150,000.00; 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 Workforce Development in partnership with City of Cleveland/Cuyahoga County Workforce Development Board and Department of Health and Human Services/Cuyahoga Job and Family Services [See Page 203]

Committee Assignment and Chair: Education, Environment & Sustainability – Simon

- 14) R2021-0185: A Resolution authorizing an amendment to Contract No. 649 with Cuyahoga Community College District Advanced Technology Academy for the Out-of-School Youth Program for Comprehensive Case Management and Employment Program – Employment, Education and Training Services for Young Adults in connection with the Workforce Innovation and Opportunity Act for the period 7/1/2019 – 6/30/2021 to extend the time period to 6/30/2022 and for additional funds in the amount not-to-exceed \$1,200,000.00; 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 206]

Sponsor: County Executive Budish/Department of Workforce Development in partnership with City of Cleveland/Cuyahoga County Workforce Development Board and Department of Health and Human Services/Cuyahoga Job and Family Services

Committee Assignment and Chair: Education, Environment & Sustainability – Simon

- 15) R2021-0186: A Resolution authorizing an amendment to Contract No. 620 with Towards Employment, Inc. for Program Activities for the Out-of-School Youth Program for the Comprehensive Case Management and Employment Program – Employment, Education and Training Services for Young Adults in connection with the Workforce Innovation and Opportunity Act for the period 7/1/2019 – 6/30/2021 to extend the time period to 6/30/2022 and for additional funds in the amount not-to-exceed \$700,000.00; 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 209]

Sponsor: County Executive Budish/ Department of Workforce Development in partnership with City of Cleveland/Cuyahoga County Workforce Development Board and Department of Health and Human Services/Cuyahoga Job and Family Services

Committee Assignment and Chair: Education, Environment & Sustainability – Simon

- 16) R2021-0187: A Resolution authorizing an amendment to Contract No. 627 with Youth Opportunities Unlimited for the Out-of-School Youth Program for the Comprehensive Case Management and Employment Program – Employment, Education and Training Services for Young Adults in connection with the Workforce Innovation and Opportunity Act for the period 7/1/2019 – 6/30/2021 to extend the time period to 6/30/2022 and for additional funds in the amount not-to-exceed \$3,223,129.00; 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 212]

Sponsor: County Executive Budish/Department of Workforce Development in partnership with City of Cleveland/Cuyahoga County Workforce Development Board and Department of Health and Human Services/Cuyahoga Job and Family Services

Committee Assignment and Chair: Education, Environment & Sustainability – Simon

- 17) R2021-0188: A Resolution authorizing an amendment to Contract No. 652 with Youth Opportunities Unlimited for operation of the Youth Resource Center for the Out-of-School Youth Program for the Comprehensive Case Management and Employment Program – Employment, Education and Training Services for Young Adults in connection with the Workforce Innovation and Opportunity Act for the period 7/1/2019 – 6/30/2021 to extend the time period to 6/30/2022 and for additional funds in the amount not-to-exceed \$968,640.00; 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 215]

Sponsor: County Executive Budish/Department of Workforce Development in partnership with City of Cleveland/Cuyahoga County Workforce Development Board and Department of Health and Human Services/Cuyahoga Job and Family Services

Committee Assignment and Chair: Education, Environment & Sustainability – Simon

- 18) R2021-0189: A Resolution authorizing an amendment to Contract No. 488 with OhioGuidestone for the Out-of-School Youth Program for the Comprehensive Case Management Employment Program – Employment, Education and Training services for young adults in connection with the Workforce Innovation and Opportunity Act for the period 7/1/2019 – 6/30/2021 to extend the time period to 6/30/2022 and for additional funds in the amount not-to-exceed \$2,100,000.00; 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 218]

Sponsor: County Executive Budish/Department of Workforce Development in partnership with City of Cleveland/Cuyahoga County Workforce Development Board and Department of Health and Human Services/Cuyahoga Job and Family Services

Committee Assignment and Chair: Education, Environment & Sustainability – Simon

e) COMMITTEE REPORTS AND CONSIDERATION OF RESOLUTIONS FOR THIRD READING ADOPTION

- 1) R2021-0163: A Resolution approving Right-of-Way Exhibits as set forth in Plat No. M-5050 for replacement of Pleasant Valley Bridge No. 09.68 over Cuyahoga River in the City of Independence and Village of Valley View; authorizing the County Executive through the Department of Public Works to acquire said necessary Rights-of-Way; and declaring the necessity that this Resolution become immediately effective. [See Page 221]

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

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

- 2) R2021-0164: A Resolution approving Right-of-Way Exhibits as set forth in Plat No. M-5049 for rehabilitation of Warrensville Center Road Bridge Nos. 05.92 East and 05.92 West over Greater Cleveland Regional Transit Authority in the City of Shaker Heights; authorizing the County Executive through the Department of Public Works to acquire said necessary Rights-of-Way; and declaring the necessity that this Resolution become immediately effective. [See Page 266]

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

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

- 3) R2021-0165: A Resolution authorizing an amendment to Contract No. 700 with Schindler Elevator Corporation for elevator maintenance and repair services for various County facilities for the period 9/1/2018 – 8/31/2021 to extend the time period to 8/31/2023 and for additional funds in the amount not-to-exceed \$1,291,436.75; 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 308]

Sponsors: County Executive Budish/Department of Public Works and Councilmember Conwell

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

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

- 1) O2021-0013: An Ordinance amending Chapter 503 of the County Code: Small Business Enterprise Program Policies and Procedures to approve revised Cuyahoga County Small Business Enterprise Program Policies and Procedures, effective TBD and adopt Minority Business Enterprise (MBE) & Women Business Enterprise (WBE) Program Policies and Procedures, effective TBD; and declaring the necessity that this Ordinance become immediately effective. [See Page 311]

Sponsor: County Executive Budish/Department of Equity and Inclusion

- 2) O2021-0014: An Uncodified Ordinance authorizing the County Executive to make a one-time conversion of exchange time into a straight-time payment for selected employees within the Department of Information Technology; and declaring the necessity that this uncodified Ordinance become immediately effective. [See Page 397]

Sponsor: County Executive Budish/Department of Information Technology

g) COMMITTEE REPORTS AND CONSIDERATION OF ORDINANCES FOR SECOND READING

- 1) O2021-0003: An Ordinance amending Section 202.04 of the Cuyahoga County Code to establish a Division of Public Utilities within the Department of Public Works; and declaring the necessity that this Ordinance become immediately effective. [See Page 400]

Sponsor: County Executive Budish/ Department of Public Works/Department of Sustainability/Department of Development and Councilmembers Simon, Miller, Conwell and Sweeney

Committee Assignment and Chair: Committee of the Whole – Jones

- 2) O2021-0012: An Uncodified Ordinance authorizing the County Executive, County Sheriff, and Director of Human Resources to provide certain benefits to employees in the classification of Corrections Officer Lieutenant within the Sheriff's Department; and declaring the necessity that this uncodified Ordinance become immediately effective. [See Page 404]

Sponsor: County Executive Budish/County Sheriff/Department of Human Resources

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

11. MISCELLANEOUS COMMITTEE REPORTS

12. MISCELLANEOUS BUSINESS

13. ADJOURNMENT

NEXT MEETING

REGULAR MEETING:

TUESDAY, SEPTEMBER 14, 2021
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 COUNCIL COMMITTEE OF THE WHOLE MEETING
TUESDAY, JULY 20, 2021
CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS
C. ELLEN CONNALLY COUNCIL CHAMBERS – 4TH FLOOR
4:00 PM

1. CALL TO ORDER

Council President Jones called the meeting to order at 4:00 p.m.

2. ROLL CALL

Council President Jones asked Clerk Richardson to call the roll. Committee members Schron, Conwell, Brown, Stephens, Simon, Baker, Miller, Sweeney, Tuma, Gallagher and Jones were in attendance and a quorum was determined.

3. PUBLIC COMMENT

Ms. Felicia Gayle addressed the Committee regarding the Norma Herr Women's Center.

4. ITEM REFERRED TO COMMITTEE:

- a) O2021-0003: An Ordinance amending Section 202.04 of the Cuyahoga County Code to establish a Division of Public Utilities within the Department of Public Works; and declaring the necessity that this Ordinance become immediately effective.

Mr. Michael Foley, Director of the Department of Sustainability; Mr. Gregory Huth, Law Director; and Mr. Paul Herdeg, Interim Chief Economic Development Officer, addressed the Committee regarding Ordinance No. O2021-0003. Discussion ensued.

Committee members asked questions of Messrs. Foley, Huth and Herdeg, pertaining to the item, which they answered accordingly.

Ms. Simon introduced a proposed substitute to Ordinance No. O2021-0003. Discussion ensued.

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

On a motion by Mr. Jones with a second by Ms. Simon, Ordinance No. O2021-0003 was considered and approved by unanimous vote to be referred to the full Council agenda for second reading, as substituted.

MISCELLANEOUS BUSINESS

There was no miscellaneous business.

5. ADJOURNMENT

With no further business to discuss, Council President Jones adjourned the meeting at 4:41 p.m., without objection.



MINUTES

**CUYAHOGA COUNTY COUNCIL REGULAR MEETING
TUESDAY, JULY 20, 2021
CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS
C. ELLEN CONNALLY COUNCIL CHAMBERS – 4TH FLOOR
5:00 PM**

1. CALL TO ORDER

Council President Jones called the meeting to order at 5:00 p.m.

2. ROLL CALL

Council President Jones asked Clerk Richardson to call the roll. Councilmembers Gallagher, Schron, Conwell, Brown, Stephens, Simon, Baker, Miller, Sweeney, Tuma and Jones were in attendance and a quorum was determined.

3. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

4. SILENT MEDITATION

There was no moment of silent meditation.

5. PUBLIC COMMENT

The following individuals addressed Council regarding the ending of a contract with Lutheran Metropolitan Ministry and the Ramada Inn in Independence, Ohio:

- a) C. Nozami Ilcuta**
- b) Vince Rizzo**
- c) Molly Martin**
- d) Joe Gaston**

- e) **Ronald Freeman**
- f) **Antoine J. Tolbert**
- g) **Daniel Spencer**
- h) **Kim Goodman**
- i) **Kyle Wright**
- j) **Andrew Oktavec**
- k) **Peter Marrero**
- l) **Mike Fiala**
- m) **Barry Goldberg**
- n) **Paul Sherlock**
- o) **Deborah J. Michelson**
- p) **Bill Hull**
- q) **Anthony Hall**
- r) **Akshai Singh**

The following individuals addressed Council regarding County Furlough Reimbursements:

- s) **Bridgid Simon Garrett**
- t) **Cassandra Robertson**
- u) **Dora Rae Vactor**
- v) **Marilyn Pena**

Lou – addressed Council regarding County Furlough Reimbursements and the Norma Herr Women’s Center.

6. APPROVAL OF MINUTES

- a) **July 6, 2021 Regular Meeting**

A motion was made by Ms. Simon, seconded by Ms. Brown and approved by unanimous vote to approve the minutes from the July 6, 2021 Regular meeting.

7. ANNOUNCEMENTS FROM THE COUNCIL PRESIDENT

There were no announcements from Council President Jones.

8. MESSAGES FROM THE COUNTY EXECUTIVE

County Executive Budish was not in attendance.

9. LEGISLATION INTRODUCED BY COUNCIL

- a) **COMMITTEE REPORT AND CONSIDERATION OF A RESOLUTION OF COUNCIL FOR THIRD READING ADOPTION**

- 1) R2021-0152: A Resolution adopting various changes to the Cuyahoga County Non-bargaining Classification Plan; and declaring the necessity that this Resolution become immediately effective.

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

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

On a motion by Ms. Brown with a second by Mr. Miller, Resolution No. R2021-0152 was considered and adopted by unanimous vote.

10. LEGISLATION INTRODUCED BY EXECUTIVE

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

A motion was made by Mr. Gallagher, seconded by Ms. Brown and approved by unanimous vote to suspend Rules 9D and 12A and to place on final passage Resolution No. R2021-0169.

Clerk's Note: A technical correction was made to add the word amending to the agenda caption which was inadvertently omitted.

- 1) R2021-0169: A Resolution **amending** the 2020/2021 Biennial Operating Budget for 2021 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, to meet the budgetary needs of various County departments, offices and agencies, amending Resolution No. R2021-0079 dated 03/23/2021 and Resolution No. R2021-0132 dated 05/25/2021; and declaring the necessity that this Resolution become immediately effective.

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

On a motion by Mr. Miller with a second by Ms. Brown, Resolution No. R2021-0169 was considered and adopted by unanimous vote.

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

1) R2021-0170: A Resolution confirming the County Executive's reappointment of various individuals to serve on the City of Cleveland/Cuyahoga County Workforce Development Board for the term 7/1/2021 – 6/30/2024; and declaring the necessity that this Resolution become immediately effective:

- i) Pamela K. Jankowski
- ii) William E. Moore
- iii) Jason Shank
- iv) Dan O'Malley
- v) David Merriman
- vi) Shana Marbury
- vii) LaToya M. Smith

Sponsor: County Executive Budish

Council President Jones referred Resolution No. R2021-0170 to the Human Resources, Appointments & Equity Committee.

2) R2021-0171: A Resolution confirming the County Executive's appointment of Paul Herdeg, upon his taking the oath of office, as Director of Development; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish

Council President Jones referred Resolution No. R2021-0171 to the Committee of the Whole.

3) R2021-0172: A Resolution making an award on RQ6453 to Tri Mor Corporation in the amount not-to-exceed \$11,873,953.35 for reconstruction and widening of existing roadway from West 130th Street to York Road in the Cities of Parma and North Royalton; 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 the County Motor Vehicle \$7.50 License Tax Fund in the amount of \$3,146,597.64 to fund a portion of said contract; and declaring the necessity that this Resolution become immediately effective.

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

Council President Jones referred Resolution No. R2021-0172 to the Public Works, Procurement & Contracting Committee.

- 4) R2021-0173: A Resolution approving Right-of-Way Exhibits as set forth in Plat No. M-5047 for Pier repairs on West 150th Street Bridge No. 01.94 over Chatfield Avenue, Greater Cleveland Regional Transit Authority, Norfolk Southern Railroad and Emery Road Extension in the City of Cleveland; authorizing the County Executive through the Department of Public Works to acquire said necessary Rights-of-Way; and declaring the necessity that this Resolution become immediately effective.

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

Council President Jones referred Resolution No. R2021-0173 to the Public Works, Procurement & Contracting Committee.

- 5) R2021-0174: A Resolution fixing the 2022 water, storm and sanitary sewer maintenance and/or sewerage treatment rates for County Sewer District Nos. 1, 1A, 2, 3, 5, 8, 9, 13, 14, 18, 20, 21, 22 and 24, in accordance with Ohio Revised Code Section 6117.02; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish/Department of Public Works

Council President Jones referred Resolution No. R2021-0174 to the Public Works, Procurement & Contracting Committee.

- 6) R2021-0175: A Resolution approving and confirming the 2022 water, storm and sanitary sewer maintenance and/or sewerage treatment assessments for County Sewer District Nos. 1, 1A, 2, 3, 5, 8, 9, 13, 14, 18, 20, 21, 22 and 24, in accordance with Ohio Revised Code Section 6117.02; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish/Department of Public Works

Council President Jones referred Resolution No. R2021-0175 to the Public Works, Procurement & Contracting Committee.

- 7) R2021-0176: A Resolution authorizing a Purchase and Sale Agreement with Castle Heating & Air, Inc. in the amount of \$550,000.00 for the property located at 2000-2020 Lakeside Avenue, Cleveland, Ohio; authorizing the County Executive to take all necessary actions and to execute the agreements 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 Jones referred Resolution No. R2021-0176 to the Public Works, Procurement & Contracting Committee.

- 8) R2021-0177: A Resolution making an award on RQ6320 to Cold Harbor Building Company in the amount not-to-exceed \$5,310,000.00 for hazardous material abatement, debris removal, building envelope mitigation, temporary electrical infrastructure, and security hardening of the Old Juvenile Court Complex; authorizing the County Executive to execute Contract No. 1642 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish/Department of Public Works

Council President Jones referred Resolution No. R2021-0177 to the Public Works, Procurement & Contracting Committee.

- 9) R2021-0178: A Resolution authorizing a Contract with Thales DIS USA, Inc. in the amount not-to-exceed \$1,464,358.00 for hardware and software maintenance and support services for the Automated Fingerprint Identification System for the period 1/1/2021 – 12/31/2025; authorizing the County Executive to execute Contract No. 1399 and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish/Office of the Medical Examiner

Council President Jones referred Resolution No. R2021-0178 to the Public Safety & Justice Affairs Committee.

- 10) R2021-0179: A Resolution making awards on RQ5074 to various providers in the total amount not-to-exceed \$1,575,000.00 for emergency assistance services for the period 9/1/2021 – 8/31/2022; authorizing the County Executive to execute the Master Contract and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective:
- a) Contract No. 1628 with A-Z Furniture Co., Inc. in the amount not-to-exceed \$315,000.00.
 - b) Contract No. 1630 with Burlington Stores, Inc. in the amount not-to-exceed \$420,000.00.
 - c) Contract No. 1633 with Dave’s Supermarket, Inc. in the amount not-to-exceed \$125,000.00.
 - d) Contract No. 1634 with Penney OpCo LLC, dba JC Penney in the amount not-to-exceed \$330,000.00.
 - e) Contract No. 1635 with West 25th Furnishings and Appliances, Inc. in the amount not-to-exceed \$385,000.00.

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

Council President Jones referred Resolution No. R2021-0179 to the Health, Human Services & Aging Committee.

- 11) R2021-0180: A Resolution authorizing amendments to contracts with various providers for the Propel Cuyahoga – Workforce Services Program for the period 7/1/2019 – 6/30/2021 to extend the time period to 6/30/2022 and for additional funds in the total amount not-to-exceed \$7,309,902.78; 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:

- a) Contract No. 1122 with The Centers for Families and Children for additional funds in the amount not-to-exceed \$4,400,001.34.
- b) Contract No. 1230 with Maximus Human Services Inc. for additional funds in the amount not-to-exceed \$2,909,901.44.

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

Council President Jones referred Resolution No. R2021-0180 to the Health, Human Services & Aging Committee.

- 12) R2021-0181: A Resolution authorizing a contract with Child Care Resource Center of Cuyahoga County dba Starting Point in the amount not-to-exceed \$5,327,330.00 for management, administration and implementation of various support services for the Universal Pre-Kindergarten Program for the period 8/1/2021 – 7/31/2024; authorizing the County Executive to execute Contract No. 1640 and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

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

Council President Jones referred Resolution No. R2021-0181 to the Education, Environment & Sustainability Committee.

- 13) R2021-0182: A Resolution making awards on RQ4517 to various providers in the total amount not-to-exceed \$27,703,997.03 for Expansion of Universal Pre-Kindergarten Program services for the period 8/1/2021 – 7/31/2024; authorizing the County Executive to execute the Master Contract and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective:
 - a) Contract No. 1478 with Apples of Gold in the amount not-to-exceed \$187,547.85.
 - b) Contract No. 1489 with Bedford City School District in the amount not-to-exceed \$369,000.00.

- c) Contract No. 1490 with Berea City School District in the amount not-to-exceed \$1,151,014.50.
- d) Contract No. 1491 with Brooklyn City School District in the amount not-to-exceed \$266,400.00.
- e) Contract No. 1492 with Catholic Charities Corporation in the amount not-to-exceed \$2,625,383.16.
- f) Contract No. 1493 with Cleveland Heights/University Heights City School District in the amount not-to-exceed \$879,300.00.
- g) Contract No. 1494 with Cirque du Kids in the amount not-to-exceed \$133,200.00.
- h) Contract No. 1495 with Cleveland Children's Daycare Academy in the amount not-to-exceed \$432,000.00.
- i) Contract No. 1496 with Cleveland Metropolitan School District in the amount not-to-exceed \$144,000.00.
- j) Contract No. 1497 with Corinna Bryant in the amount not-to-exceed \$87,349.95.
- k) Contract No. 1546 with Norak, Inc. dba Dynamic Creations Learning Center in the amount not-to-exceed \$110,250.00.
- l) Contract No. 1499 with Early Childhood Enrichment Center in the amount not-to-exceed \$972,000.00.
- m) Contract No. 1500 with East Cleveland City School District in the amount not-to-exceed \$432,000.00.
- n) Contract No. 1501 with Euclid City School District in the amount not-to-exceed \$1,144,800.00.
- o) Contract No. 1502 with Menorah Park Center for Senior Living in the amount not-to-exceed \$467,100.00.

- p) Contract No. 1503 with Temple-Tifereth Israel in the amount not-to-exceed \$415,800.00.
- q) Contract No. 1504 with Garfield Heights City School District in the amount not-to-exceed \$310,140.00.
- r) Contract No. 1548 with Great Expectations Preschool in the amount not-to-exceed \$215,870.85.
- s) Contract No. 1507 with Haven Child Enrichment Center in the amount not-to-exceed \$114,364.80.
- t) Contract No. 1508 with Horizon Education Centers in the amount not-to-exceed \$2,115,900.00.
- u) Contract No. 1509 with Kiddie City Child Care Community in the amount not-to-exceed \$584,100.00.
- v) Contract No. 1547 with Let's Make a Change II Enrichment Center in the amount not-to-exceed \$103,500.00.
- w) Contract No. 1510 with Little Achievers Learning Center in the amount not-to-exceed \$73,800.00.
- x) Contract No. 1511 with Little Critters Early Learning Center in the amount not-to-exceed \$229,572.00.
- y) Contract No. 1512 with Loving Cup Kids Academy of Fairview Park in the amount not-to-exceed \$463,920.45.
- z) Contract No. 1513 with Loving Cup Kids Academy of North Royalton in the amount not-to-exceed \$123,563.70.
- aa) Contract No. 1514 with Loving Cup Kids Academy of Old Brooklyn in the amount not-to-exceed \$212,107.83.
- bb) Contract No. 1515 with Loving Cup Kids Academy of Richmond Heights in the amount not-to-exceed \$91,582.20.

- cc) Contract No. 1516 with Maple Heights City School District in the amount not-to-exceed \$358,200.00.
- dd) Contract No. 1517 with Merrick House in the amount not-to-exceed \$217,800.00.
- ee) Contract No. 1518 with Mini Miracles & Beyond Learning Academy in the amount not-to-exceed \$213,750.00.
- ff) Contract No. 1519 with Mini Miracles Learning Academy in the amount not-to-exceed \$282,600.00.
- gg) Contract No. 1535 with Murtis Taylor Human Services System in the amount not-to-exceed \$371,880.00.
- hh) Contract No. 1536 with Sandy's Darlin' Munchkins in the amount not-to-exceed \$100,800.00.
- ii) Contract No. 1537 with St. Peter's Child Care in the amount not-to-exceed \$252,900.00.
- jj) Contract No. 1538 with Step Forward in the amount not-to-exceed \$5,635,599.74.
- kk) Contract No. 1539 with The Centers for Families and Children in the amount not-to-exceed \$2,505,600.00.
- ll) Contract No. 1540 with The Lillian & Betty Ratner Montessori School in the amount not-to-exceed \$540,000.00.
- mm) Contract No. 1541 with The Cleveland Music School Settlement dba The Music Settlement in the amount not-to-exceed \$1,361,700.00.
- nn) Contract No. 1542 with The Salvation Army in the amount not-to-exceed \$263,700.00.
- oo) Contract No. 1543 with Urban Community School in the amount not-to-exceed \$536,400.00.

pp) Contract No. 1544 with Warrensville Heights City School District in the amount not-to-exceed \$324,000.00.

qq) Contract No. 1545 with YWCA of Greater Cleveland in the amount not-to-exceed \$283,500.00.

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

Council President Jones referred Resolution No. R2021-0182 to the Education, Environment & Sustainability Committee.

14) R2021-0183: A Resolution making awards to various providers in the total amount not-to-exceed \$2,000,000.00 for permanent supportive housing services to chronically homeless single adults and high-barrier homeless persons for the period 7/1/2021 - 6/30/2022; authorizing the County Executive to execute the Master Contract and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective:

a) Contract No. 1604 with Famicos Property, Ltd. dba 1800 Superior Apartments in the amount not-to-exceed \$150,097.00.

b) Contract No. 1605 with Front Steps Housing & Services, Inc. in the amount not-to-exceed \$334,538.00.

c) Contract No. 1606 with Humility of Mary Housing, Inc. in the amount not-to-exceed \$110,796.00.

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

e) Contract No. 1602 with Emerald Development and Economic Network, Inc. in the amount not-to-exceed \$917,663.00.

- f) Contract No. 1613 with YWCA of Greater Cleveland/Cogswell Hall in the amount not-to-exceed \$185,325.00.
- g) Contact No. 1614 with YWCA of Greater Cleveland/Independence Place in the amount not-to-exceed \$141,576.00.

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

Council President Jones referred Resolution No. R2021-0183 to the Health, Human Services & Aging Committee.

- 15) R2021-0184: A Resolution authorizing an amendment to Contract No. 561 with The Centers for Families and Children for the Out-of-School Youth Program for Comprehensive Case Management and Employment Program – Employment, Education and Training Services for Young Adults in connection with the Workforce Innovation and Opportunity Act for the period 7/1/2019 – 6/30/2021 to extend the time period to 6/30/2022 and for additional funds in the amount not-to-exceed \$1,150,000.00; 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 Workforce Development in partnership with City of Cleveland/Cuyahoga County Workforce Development Board and Department of Health and Human Services/Cuyahoga Job and Family Services

Council President Jones referred Resolution No. R2021-0184 to the Education, Environment & Sustainability Committee.

- 16) R2021-0185: A Resolution authorizing an amendment to Contract No. 649 with Cuyahoga Community College District Advanced Technology Academy for the Out-of-School Youth Program for Comprehensive Case Management and Employment Program – Employment, Education and Training Services for Young Adults in connection with the Workforce Innovation and Opportunity Act for the period 7/1/2019 – 6/30/2021 to extend the time period to 6/30/2022 and for additional funds in the amount not-to-exceed \$1,200,000.00;

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 Workforce Development in partnership with City of Cleveland/Cuyahoga County Workforce Development Board and Department of Health and Human Services/Cuyahoga Job and Family Services

Council President Jones referred Resolution No. R2021-0185 to the Education, Environment & Sustainability Committee.

- 17) R2021-0186: A Resolution authorizing an amendment to Contract No. 620 with Towards Employment, Inc. for Program Activities for the Out-of-School Youth Program for the Comprehensive Case Management and Employment Program – Employment, Education and Training Services for Young Adults in connection with the Workforce Innovation and Opportunity Act for the period 7/1/2019 – 6/30/2021 to extend the time period to 6/30/2022 and for additional funds in the amount not-to-exceed \$700,000.00; 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 Workforce Development in partnership with City of Cleveland/Cuyahoga County Workforce Development Board and Department of Health and Human Services/Cuyahoga Job and Family Services

Council President Jones referred Resolution No. R2021-0186 to the Education, Environment & Sustainability Committee.

- 18) R2021-0187: A Resolution authorizing an amendment to Contract No. 627 with Youth Opportunities Unlimited for the Out-of-School Youth Program for the Comprehensive Case Management and Employment Program – Employment, Education and Training Services for Young Adults in connection with the Workforce Innovation and Opportunity Act for the period 7/1/2019 – 6/30/2021 to extend the time period to 6/30/2022 and for additional funds in the amount not-to-exceed \$3,223,129.00; 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 Workforce Development in partnership with City of Cleveland/Cuyahoga County Workforce Development Board and Department of Health and Human Services/Cuyahoga Job and Family Services

Council President Jones referred Resolution No. R2021-0187 to the Education, Environment & Sustainability Committee.

- 19) R2021-0188: A Resolution authorizing an amendment to Contract No. 652 with Youth Opportunities Unlimited for operation of the Youth Resource Center for the Out-of-School Youth Program for the Comprehensive Case Management and Employment Program – Employment, Education and Training Services for Young Adults in connection with the Workforce Innovation and Opportunity Act for the period 7/1/2019 – 6/30/2021 to extend the time period to 6/30/2022 and for additional funds in the amount not-to-exceed \$968,640.00; 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 Workforce Development in partnership with City of Cleveland/Cuyahoga County Workforce Development Board and Department of Health and Human Services/Cuyahoga Job and Family Services

Council President Jones referred Resolution No. R2021-0188 to the Education, Environment & Sustainability Committee.

- 20) R2021-0189: A Resolution authorizing an amendment to Contract No. 488 with OhioGuidestone for the Out-of-School Youth Program for the Comprehensive Case Management Employment Program – Employment, Education and Training services for young adults in connection with the Workforce Innovation and Opportunity Act for the period 7/1/2019 – 6/30/2021 to extend the time period to 6/30/2022 and for additional funds in the amount not-to-exceed \$2,100,000.00; 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 Workforce Development in partnership with City of Cleveland/Cuyahoga County Workforce Development Board and Department of Health and Human Services/Cuyahoga Job and Family Services

Council President Jones referred Resolution No. R2021-0189 to the Education, Environment & Sustainability Committee.

c) COMMITTEE REPORTS AND CONSIDERATION OF RESOLUTIONS FOR SECOND READING

- 1) R2021-0163: A Resolution approving Right-of-Way Exhibits as set forth in Plat No. M-5050 for replacement of Pleasant Valley Bridge No. 09.68 over Cuyahoga River in the City of Independence and Village of Valley View; authorizing the County Executive through the Department of Public Works to acquire said necessary Rights-of-Way; and declaring the necessity that this Resolution become immediately effective.

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

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

Clerk Richardson read Resolution No. R2021-0163 into the record.

This item will move to the August 3, 2021 Council meeting agenda for consideration for third reading adoption.

- 2) R2021-0164: A Resolution approving Right-of-Way Exhibits as set forth in Plat No. M-5049 for rehabilitation of Warrensville Center Road Bridge Nos. 05.92 East and 05.92 West over Greater Cleveland Regional Transit Authority in the City of Shaker Heights; authorizing the County Executive through the Department of Public Works to acquire said necessary Rights-of-Way; and declaring the necessity that this Resolution become immediately effective.

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

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

Clerk Richardson read Resolution No. R2021-0164 into the record.

This item will move to the August 3, 2021 Council meeting agenda for consideration for third reading adoption.

- 3) R2021-0165: A Resolution authorizing an amendment to Contract No. 700 with Schindler Elevator Corporation for elevator maintenance and repair services for various County facilities for the period 9/1/2018 – 8/31/2021 to extend the time period to 8/31/2023 and for additional funds in the amount not-to-exceed \$1,291,436.75; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsors: County Executive Budish/Department of Public Works and Councilmember Conwell

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

Clerk Richardson read Resolution No. R2021-0165 into the record.

This item will move to the August 3, 2021 Council meeting agenda for consideration for third reading adoption.

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

A motion was made by Mr. Gallagher, seconded by Ms. Brown and approved by unanimous vote to suspend Rule 9D and to place on final passage Resolution Nos. R2021-0162, R2021-0166, R2021-0167 and R2021-0168.

- 1) R2021-0162: A Resolution confirming the County Executive's reappointment of Reverend Cory Jenkins to serve on the Cuyahoga Community College Board of Trustees for the term 6/23/2021 – 6/22/2026; 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 Ms. Conwell, Resolution No. R2021-0162 was considered and adopted by unanimous vote.

- 2) R2021-0166: A Resolution authorizing an amendment to Contract No. 78 with United Labor Agency Incorporated for operation of the Workforce Service Center, job seekers and employer services and management of the On-the-Job Training Program for the period 7/1/2019 – 6/30/2021 to extend the time period to 6/30/2022 and for additional funds in the amount not-to-exceed \$5,776,780.40; 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 Workforce Development

Committee Assignment and Chair: Education, Environment & Sustainability – Simon

On a motion by Ms. Simon with a second by Mr. Schron, Resolution No. R2021-0166 was considered and adopted by unanimous vote.

- 3) R2021-0167: A Resolution making awards on RQ2470 for a Master Contract with various providers in the total amount not-to-exceed \$1,000,000.00 for traditional residential treatment services for the period 2/1/2021 – 1/31/2023; authorizing the County Executive to execute the contracts and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective:

- a) Contract No. 1164 with Applewood Centers, Inc. in the amount not-to-exceed \$40,000.00.
- b) Contract No. 1165 with Bellefaire Jewish Children's Bureau in the amount not-to-exceed \$40,000.00.
- c) Contract No. 1166 with The Cleveland Christian Home, Inc. in the amount not-to-exceed \$70,000.00.
- d) Contract No. 1167 with Community Specialists Corporation dba The Academy in the amount not-to-exceed \$80,000.00.

- e) Contract No. 1168 with The Cornell Abraxas Group, Inc. in the amount not-to-exceed \$170,000.00.
- f) Contract No. 1169 with George Junior Republic in PA in the amount not-to-exceed \$75,000.00.
- g) Contract No. 1170 with Keystone Richland Center, LLC dba Foundations for Living in the amount not-to-exceed \$110,000.00.
- h) Contract No. 1171 with New Directions, Inc. in the amount not-to-exceed \$25,000.00.
- i) Contract No. 1172 with Summit School, Inc. dba Summit Academy in the amount not-to-exceed \$220,000.00.
- j) Contract No. 1173 with The Village Network in the amount not-to-exceed \$170,000.00.

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

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

On a motion by Mr. Gallagher with a second by Mr. Tuma, Resolution No. R2021-0167 was considered and adopted by unanimous vote.

- 4) R2021-0168: A Resolution authorizing an amendment to a Memorandum of Understanding and Agreement among Cuyahoga County, Say Yes Cleveland fka Say Yes to Education Inc., Cleveland Metropolitan School District and Breakthrough Public Schools for the Say Yes Cleveland Strategy Program for the period 7/24/2019 – 7/23/2021 to extend the time period to 7/23/2022, to add Near West Intergenerational School, Horizon Science Academy and College Now Greater Cleveland, Inc. as parties, and to change the terms to establish funding responsibilities during Year 3 of the Program, effective 7/24/2021; accepting payments in the amount not-to-exceed \$1,931,300.00 from Cleveland Metropolitan School District; in the amount not-to-exceed \$124,600.00 from Breakthrough Public Schools; in the amount not-to-exceed \$31,150.00 from Near West Intergenerational Schools and in the amount not-to-exceed \$31,150.00 from Horizon Science Academy for said Program; authorizing a payment in the amount not-to-exceed \$6,052,000.00 to College Now Greater Cleveland, Inc. as fiscal

agent of Say Yes Cleveland; authorizing an amendment to the Governance Agreement; and authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsors: County Executive Budish/Department of Health and Human Services **and Councilmembers Jones, Miller, Conwell, Simon, Sweeney, Brown and Tuma**

Committee Assignment and Chair: Education, Environment & Sustainability – Simon

On a motion by Ms. Simon with a second by Ms. Brown, Resolution No. R2021-0168 was considered and adopted by unanimous vote.

e) COMMITTEE REPORT AND CONSIDERATION OF A RESOLUTION FOR THIRD READING ADOPTION

- 1) R2021-0159: A Resolution adopting the 2021 five-year Economic Development Plan in accordance with Section 7.05 of the Cuyahoga County Charter and Section 801.01 of the Cuyahoga County Code; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish/Department of Development

Committee Assignment and Chair: Economic Development & Planning – Schron

Mr. Miller introduced a proposed substitute on the floor to Resolution No. R2021-0159. Discussion ensued.

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

On a motion by Mr. Schron with a second by Mr. Miller, Resolution No. R2021-0159 was considered and adopted by unanimous vote, as substituted.

f) CONSIDERATION OF AN ORDINANCE FOR FIRST READING AND REFERRAL TO COMMITTEE

- 1) O2021-0012: An Uncodified Ordinance authorizing the County Executive, County Sheriff, and Director of Human Resources to

provide certain benefits to employees in the classification of Corrections Officer Lieutenant within the Sheriff's Department; and declaring the necessity that this uncodified Ordinance become immediately effective.

Sponsor: County Executive Budish/County Sheriff/Department of Human Resources

Council President Jones referred Ordinance No. O2021-0012 to the Human Resources, Appointments & Equity Committee.

- g) COMMITTEE REPORT AND CONSIDERATION OF AN ORDINANCE FOR SECOND READING ADOPTION UNDER SUSPENSION OF RULES

A motion was made by Mr. Tuma, seconded by Ms. Brown and approved by unanimous vote to suspend Rule 9D and to place on final passage Ordinance No. O2021-0011.

- 1) O2021-0011: An Ordinance amending Section 206.13 of the County Code providing for appointment and staggered terms of the members of the Commission on Human Rights; and declaring the necessity that this Ordinance 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. Sweeney, Ordinance No. O2021-0011 was considered and adopted by unanimous vote.

11. MISCELLANEOUS COMMITTEE REPORTS

Mr. Miller reported that the Finance & Budgeting Committee will meet on Monday, August 2nd at 1:00 p.m.

Ms. Brown reported that the Human Resources, Appointments & Equity Committee will meet on Tuesday, July 27th at 10:00 a.m.

Ms. Conwell reported that the Health, Human Services & Aging Committee will meet on Wednesday, July 28th at 1:00 p.m.

Mr. Tuma reported that the Public Works Procurement & Contracting Committee will meet on Wednesday, July 28th at 10:00 a.m.

Mr. Gallagher reported that the Public Safety & Justice Affairs Committee would tentatively meet on Tuesday, July 27th, at 1:00 p.m

Ms. Stephens reported that the Community Development Community Reinvestment Advisory Committee Subcommittee will meet on Wednesday, July 21st at 2:00 p.m.

Ms. Simon reported that the Education, Environment & Sustainability Committee will meet on Wednesday, July 28th at 3:00 p.m.

Mr. Jones reported that the Committee of the Whole will meet on Tuesday, August 3rd with a time to be determined.

12. MISCELLANEOUS BUSINESS

Mr. Schron advised the Council of an event pertaining to the sector partnership ACCESS to manufacturing careers program that will be held at First Energy Stadium on Tuesday, August 3, 2021.

Ms. Simon expressed her interest in understanding the role of Cuyahoga County as it relates to a contract between Lutheran Metropolitan Ministries and the Ramada Inn, Independence and the displacement of homeless individuals.

13. ADJOURNMENT

With no further business to discuss, Council President Jones adjourned the meeting at 6:40 p.m., without objection.

County Council of Cuyahoga County, Ohio

Resolution No. R2021-0190

Sponsored by: Council President Jones	A Resolution appointing various individuals to serve on the Council Districting Commission; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, Section 3.04(2) of the Cuyahoga County Charter states that immediately following each decennial Federal census commencing with the census of 2010, the County Council shall appoint five electors of the County, not more than three of whom shall be members of the same political party and none of whom shall hold public office or be an officer of a political party, who shall constitute a Council Districting Commission; and,

WHEREAS, the Federal Government has completed compiling the 2020 census data and is anticipated to release the preliminary 2020 census data by the middle of August 2021; and,

WHEREAS, it is necessary that this Resolution become immediately effective in order to provide the Council Districting Commission sufficient time to meet the deadline for submittal of the apportionment plan to the Cuyahoga County Board of Elections specified in the Charter; and,

WHEREAS, the Council desired to appoint the following five (5) electors to the Council Districting Commission:

- 1) Robert S. Frost
- 2) Douglas H. Koesel
- 3) Kenneth C. Lumpkin
- 4) Sandra F. Morgan
- 5) Cathlyn S. Murphy

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. The Cuyahoga County Council hereby appoints the following individuals to serve on the Council Districting Commission:

- 1) Robert S. Frost
- 2) Douglas H. Koesel
- 3) Kenneth C. Lumpkin
- 4) Sandra F. Morgan
- 5) Cathlyn S. Murphy

SECTION 2. It is necessary that this Resolution become immediately effective in order to provide the Council Districting Commission sufficient time to meet the deadline for submittal of the apportionment plan to the Cuyahoga County Board of Elections specified in the Charter. Provided that this Resolution received the affirmation vote of eight members of Council, this Resolution shall be come immediately effective upon adoption by Council.

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

Journal CC043
August 3, 2021

Cuyahoga County Charter:

SECTION 3.04 COUNCIL DISTRICTS.

(1) Initial Districts. The eleven districts from which the members of the Council shall be elected at the November 2, 2010 general election are described in detail in Appendix A, which is attached to this Charter and made a part hereof.

(2) Redistricting. Immediately following each decennial Federal census commencing with the census of 2010, the Council shall appoint five electors of the County, not more than three of whom shall be members of the same political party and none of whom shall hold public office or be an officer of a political party, who shall constitute a Council Districting Commission. The Commission shall, not later than one hundred twenty days following its appointment, prepare and certify to the Board of Elections of Cuyahoga County a detailed apportionment of the Council districts in accordance with the principles provided for in this section. The County Executive shall provide for the Commission such facilities and assistance as shall be required for the Commission to carry out its duties as provided for herein. That apportionment shall be completed by the same date as the apportionment for the Ohio General Assembly and shall be effective for the first regular County election thereafter.

(3) Principles for Establishing District Boundaries. All districts shall be of substantially equal population, compact and composed of contiguous territory and formed by combining existing areas of governmental units, giving preference, in the order named, to townships, municipalities and city wards and precincts. Precincts shall not be divided for the purpose of creating Council districts. To the degree allowable by federal and state law, consideration will be given to district boundaries that broaden the opportunities for historically under-represented and 11 minority communities to elect representatives to the Council. The Council may establish additional criteria for the Council Districting Commission to use for the purpose of drawing district boundaries, in order to achieve a government that is effective, efficient, and at the same time, accountable, responsive, and fairly representative, as long as such criteria do not conflict with the Constitution of the United States of America, the Constitution of the State of Ohio and applicable federal or state law.

[Effective January 1, 2010]

ROBERT S. FROST

Professional Experience

Capitol Partners

Partner / January 2016-present

Partner and member of a consulting and public affairs firm with offices in Cleveland and Columbus, Ohio

Tucker Ellis LLP

Counsel / November 2008-January 2017

Attorney practicing in probate litigation, general business, government law and economic development with emphasis on public-private partnerships to foster economic growth and job creation initiatives

Huffman, Isaac & Frost LLP

Partner / September 1999-November 2008

Attorney in trusts & estates and business practice, and advising of local governments

Education

Case Western Reserve University School of Law / Cleveland, Ohio

Juris Doctor, cum laude / May 1994

International Law Fellow and participant in the US-Canada Law Institute

Emory University / Atlanta, Georgia

Bachelor of Arts, International Studies / May 1991

Political and Civic Experience

Cuyahoga County Board of Elections

Member / May 2007-May 2011 and March 2013-February 2021

Republican Party of Cuyahoga County

Chairman / January 2005-June 2020

Political and Civic Experience (cont.)

Kent State University Board of Trustees

Member / May 2018-present

Ohio Association of Elections Officials

President / January 2019-January 2020

Rocky River City Council / Ward 1

Member / January 2001-May 2006

Biography of Doug Koesel

Background and education.

I grew up in Chesterland Ohio, the youngest of four children. My dad was an auto body repair man. My mom was a teacher. I attended Chester elementary school, Borromeo High School and Borromeo College, both in Wickliffe. In 1978, I received a Masters of Divinity degree from St. Mary Seminary which at the time was located on Ansel Rd. That same year I was ordained to the priesthood.

My first assignment was associate pastor of St. Peter Lorain.

In 1980, I joined the Cleveland Diocesan Latin American Mission Team where I served as pastor of Parroquia Inmaculada Concepcion in La Libertad until May of 1986.

In June of 1986 I was assigned to St. Joseph Parish, Cuyahoga Falls, where I served two years as associate pastor.

In June of 1988 I was made associate pastor of St. Clare Church in Lyndhurst. I served there until 1993, when I was transferred to St. Raphael in Bay Village. In the fall of 1993 I was asked to be administrator of St. Mark Parish in the West Park neighborhood of Cleveland. I served there as administrator and then pastor until November of 2005.

In Nov 2005 I took an authorized leave of absence from the priesthood and worked as a dealer at Ellis Island Casino in Las Vegas, Nevada.

I was head-hunted by the director of Puente Learning Center in East Los Angeles and I took up a position at the center teaching English as a Second Language in January of 2007.

In 2008 I returned to active ministry in the Cleveland diocese, serving briefly as a parochial vicar of St. Peter Parish in North Ridgeville until I was asked to come establish the newly formed Blessed Trinity Parish in Cleveland, Ohio, again in the West Park neighborhood. I have been pastor of Blessed Trinity from February of 2010 to the present.

What I think I bring to this committee. I have lived in Cuyahoga County for forty-one years with five different addresses, two east of the Cuyahoga River and three west of it. My priestly ministry extends far beyond the world of Catholicism.

I bring a sense of justice and fairness to what I do, because I believe we are all in this together. From food programs to help for refugees, I have worked to make Northeast Ohio a better place. Being a member of this committee would provide another opportunity to do that.

Kenneth C. Lumpkin, Esq.



Summary of Professional Profile

Kenneth C. Lumpkin Attorney at Law: Kenneth is a sole practitioner and former managing partner of Lumpkin/McCrary LLC., a public finance and financial services law firm. Kenneth has over 25 years of combined secondary market financing experience and real estate development. The Lumpkin McCrary law firm was formerly a minority-owned law firm specializing in public finance and municipal law. The focus of the firm was too assisting in structured real estate finance products, with special emphasis on housing and community economic development financing representation/land use zoning.

EDUCATION

Juris Doctor (J.D.)
HOWARD UNIVERSITY SCHOOL OF LAW, Washington, D.C.
Bachelor of Science Degree in Economics
CENTRAL STATE UNIVERSITY, Wilberforce, Ohio

Professional Affiliations

Member, State Bar of Ohio

Professional Experience

Former Partner Lumpkin McCrary, LLC
Formerly directed the firm's Public Finance practice in Ohio and Georgia. The Lumpkin McCrary law firm is a minority-owned law firm specializing in public finance and municipal law. He assists in structured real estate finance products, with special emphasis on housing and community economic development financing representation/land use zoning.

Assistant Law Director (City of Cleveland, Ohio)
Special Counsel Attorney General State of Ohio
Hearing Examiner, State of Ohio Department of Health (Certificate of Need Review Board)
Director Community Development Corporation (Founded Fairfax Renaissance Development Corp.)

References upon request

SANDRA MORGAN PERSONAL AND PROFESSIONAL PROFILE

Sandra Morgan serves as Director of External Affairs and Communications for Kent State University College of Arts & Sciences; directly responsible for identifying and developing external relationships on behalf of the College, and creating opportunities that support the strategic goals of the College and University. She leads the A&S communications team responsible for raising the profile and accomplishments of the college through multimedia and direct outreach.

Morgan has held several positions in the corporate and non-profit world, including serving as Director of Institutional Relations at the National Inventors Hall of Fame, Akron, Ohio, where she developed corporate relations, government relations and public relations in support of *promoting creativity through invention*.

She also served as the Regional Manager for Europe, the Middle East, and Africa at World Trade Center Cleveland, promoting bilateral trade with Northeast Ohio based companies, and encouraging foreign investment into the region. The World Trade Center Cleveland, a franchise of the New York based organization, was a part of the economic development division of the Greater Cleveland Growth Association, now known as the Greater Cleveland Partnership.

Morgan is a native Clevelander. She serves as Honorary Consul of the United Kingdom for the State of Ohio, and she is a board member of the US Global Leadership Coalition, Northeast Ohio Consular Corps, The Cleveland International Film Festival and Western Reserve Historical Society. She is the granddaughter of Garrett A. Morgan, a Cleveland inventor and entrepreneur most famous for inventing the tri-color traffic signal and the GA Morgan safety hood, which is the direct precursor of the modern gas mask.

Sandra Morgan

Seasoned professional with excellent communications skills and demonstrated ability in strategic planning, relationship building, and problem solving

Work experience

2006-Present Kent State University Kent, OH

Director, External Affairs and Communications, College of Arts & Sciences (2013-present)

Diversity Representative, College of Arts & Sciences (2010-present)

Director, Outreach Programs, College of Arts & Sciences (2009-2013)

Director, Constituent Development, College of Arts & Sciences (2006-2009)

Identify and cultivate external relationships that promote the mission and goals of the University and the College of Arts & Sciences. Develop and sustain formal agreements centered on research, student achievement, and increased diversity with large regional/national organizations that include (but are not limited to) The Cleveland Clinic Foundation, Holden Arboretum, The Girl Scouts of NE Ohio, US Department of the Interior, US Department of State

Develop and manage the college marketing department to increase “brand” recognition and leverage opportunities for visibility and fundraising. Responsibilities include the coordinated strategic planning and oversight of all departmental and college marketing materials, press releases, social media feeds, faculty and staff highlights, and co-branding opportunities. Also responsible for the direct supervision of classified staff

Work closely with faculty and staff to create funding proposals; including defining the scope and statement of work, developing budget and staffing plans, and designing projects that comply with donors and external partners

Re-engagement and outreach to a significant African American alumni cohort to position them for support of scholarships, capital projects, and student focused opportunities

Committees and Leadership

- Cleveland Water Alliance Program Committee
- A&S Representative, Diversity Scorecard/Academic Diversity Officer
- NorTech/KSU Talent Mapping Committee
- President’s Commission on Women in STEM (subcommittee: Leadership and Mentoring)
- Girl Scouts of Northeast Ohio strategic planning team
- Steering Committee, Cuyahoga Valley National Park Programs
- A&S Facilitator, Affirmative Action

Key Accomplishments

- Successfully positioned KSU as regional university research leaders in all

- matters related to water, increasing opportunity for federal and regional funding with external stakeholders and business entities
- Raised funds from external stakeholders in support of the KSU Water Symposium 2014 through 2020
 - Sustained solid funding from increasingly competitive OBOR based Choose Ohio First program with no cuts to scholarship dollars
 - Successful and continued recruitment of high achieving under represented students to KSU from the NEOREMA program, a collaboration with the Cleveland Clinic Foundation
 - Nourished a relationship between the CVNP and KSU resulting in a number of joint projects including a large, multi-year grant which includes multiple colleges and the US Department of the Interior
 - Initiated and established relationships with the Ohio EPA and other organizations resulting in MOU's centered on joint research, student opportunities and more

2002-2006

Morganmatters

Cleveland, OH

Private Consultant

Provided hands-on fund development and program planning services to regional non-profit organizations. Responsibilities included developing and executing fundraising strategies, organizing special events to support the mission of the organization(s), and developing collaborative relationships between various organizations for programming and funding opportunities.

Key accomplishments

- Raised \$1.4 million in corporate membership, capital campaign, and operating funds
- Created and implemented a roadmap for seeking state and federal funds/appropriations on behalf of clients including mobilizing local support; direct advocacy with state and federal leadership, and developing a protocol for future requests. Resulted in state and federal funding of \$250,000 for arts, education, and business programs

2000-2002

National Inventors Hall of Fame Akron, OH

Director, Institutional Relations

A member of the executive team responsible for raising the national profile of the organization. Directly responsible for building collaborative relationships with the corporate community; local, state, and federal government, and various funding agents. Direct reports included development and public relations.

Key accomplishments

- Developed key public-private partnerships including foundations, government agencies, and corporations to provide "seed" capital for pilot projects
- Managed relationship(s) with the US Patent and Trademark office and various members of Congress to ensure annual federal appropriation of \$3 million
- Developed an institutional model for national promotion and rollout of education programs within urban areas which was piloted in Cleveland, OH and Washington

1995- 2000

World Trade Center Cleveland

Cleveland, OH

Regional Manager, Europe, Middle East & Africa

Member of economic development team focused on international trade promotion. Position entailed identifying and facilitating trade opportunities for member companies using a variety of strategies and resources, both domestic and abroad. Also designed and implemented a one-year flagship program to encourage minority business participation in the global arena.

Key accomplishments

- Developed "expert team" network to identify companies, develop effective business plans, research opportunities, and close sales
- Created external communications strategy in collaboration with Convention and Visitors Bureau, Cleveland Tomorrow, and various other organizations
- Created a model adopted department-wide for developing and hosting trade missions, trade/industry groups, and collaborating with international development agencies

1991 - 1995 AfricAm Exports, Inc.

New London, CT

General Partner

Coordinated the purchase and export of durable goods to West Africa.

Key accomplishments

- Identified key civic leaders and decision makers and established relationships within foreign markets
- Managed the entire export process from sourcing product, to financing and shipment into various ports of West Africa

1985 - 1990

Dean Witter Reynolds, Inc.

New York, NY

Associate Vice President and Project Manager

Developed and implemented marketing strategies to create new products and enhance existing portfolio of services to maintain and grow high net worth (retail brokerage) client base.

Key accomplishment

- Product group generated \$16 million in fee based revenue per year, plus additional income from margin interest and commissions based on marketing new or enhanced products to client base and to national sales force

Education

Smith College, Northampton, MA

BA, Art History 1984

Kent State University, Kent, OH

Executive MBA 2021

Additional Programs/Certification

Kent State University Excellence in Leadership Program 2011-2012
Thunderbird International Business Training Program 2000

Boards and activities

Member, Executive Order of Ohio Commodores 2019-present
Member, State Finance Commission for the City of East Cleveland 2019-present
OH Member, US Global Leadership Coalition 2018-present
Honorary Consul, United Kingdom, State of Ohio 2002-present
Member, British American Chamber 1995-present
Member, Cleveland Council on World Affairs 1995-present
Board Member, Cleveland International Film Festival 2017-2021
Board Member, Western Reserve Historical Society 2014-2020
Board Member, CVNP Conservancy 2013-2018
Member, British Marshall Scholarship Committee 2001-2016
Board Member, OICI, Washington, DC 2010-2014
Vice Chair, Cleveland Bond Accountability Commission 2006-2011
Advisory Board member, Smithsonian Institution 2002-2004
Advisory Board member, Battelle/Glitech 2000-2005
Board member, Cleveland Municipal School District 1998-2003
Commissioner, Cleveland Landmarks Commission 1994-1998

Cathlyn S. Murphy

Education:

J.D. Cum Laude, Thomas Cooley Law School - Michigan
Dual Licensed in both Michigan and Ohio

Professional and Public Service Experience:

Law Clerk, Ohio 11th District Court of Appeals
Past Member of Highland Heights Planning and Zoning Commission
Highland Heights Council Representative for 16 years and Council President for 8 of those years.

Retired 2018 Trustee, Hillcrest Meals on Wheels 1997 to present
Currently practice law in area of estate planning, probate, and senior advocacy

Other achievements:

Friends of Euclid Creek Stewardship Award -land preservation assistance
President Hillcrest Meals on Wheels, 2012-present
Current Member of Community Partnership on Aging Foundation

County Council of Cuyahoga County, Ohio

Resolution No. R2021-0191

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, 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 July 14, 2021 the Personnel Review Commission met and recommended the classification changes (attached hereto as Exhibits A through E) and recommended to County Council the formal adoption and implementation of the attached changes; and

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

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

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

Modifications of the following Classifications: (See attached Classification Specifications)

Proposed Revised Classifications:

Exhibit A: Class Title: *GIS Analyst*

Class Number: 16152
Pay Grade: 10B/Exempt (No change)
* PRC routine maintenance. Classification last revised in 2018.
Changes were made to wording and format. A Technology Requirements section was added to list out software tools to perform the job. No change to pay grade.

Exhibit B: Class Title: *GIS Technician*
Class Number: 16151
Pay Grade: 7B/Non-Exempt (No change)
* PRC routine maintenance. Classification last revised in 2016.
Changes were made to wording and format. A Technology Requirements section was added to list out software tools to perform the job. No change to pay grade.

Exhibit C: Class Title: *Manager, Emergency Management*
Class Number: 12094
Pay Grade: 16A/Exempt (No change)
* PRC routine maintenance. Classification last revised in 2017.
Updates were made to essential job functions, minimum training and experience, certifications, and general formatting and language. Technology requirements section was added. No changes to pay grade or FLSA status.

Exhibit D: Class Title: *Senior GIS Analyst*
Class Number: 16153
Pay Grade: 12B/Exempt (No change)
* PRC routine maintenance. Classification last revised in 2017.
Changes were made to wording and format. A Technology Requirements section was added to list out software tools to perform the job. No change to pay grade.

Proposed Deleted Classification:

Exhibit E: Class Title: *Senior Administrative Secretary*
Class Number: 10261
Pay Grade: 7A/Non-Exempt
* This classification is being eliminated after the consolidation of the administrative and clerical classifications in the County. This position was held until the employees were transferred/retired. There are no longer any incumbents in this classification.

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__



Thomas Colaluca, Chairman
 Deborah Southerington, Commissioner
 F. Allen Boseman, Commissioner

**CUYAHOGA COUNTY
 PERSONNEL REVIEW COMMISSION
 MEMORANDUM**

DATE: July 19, 2021

TO: Cuyahoga County Council President Pernel Jones Jr.
 Shontel Brown, Chairwoman, Human Resources, Appointments & Equity
 Committee
 Council Members, Human Resources, Appointments & Equity
 Committee

FROM: Thomas Colaluca, Chairman
 Cuyahoga County Personnel Review Commission

RE: Recommending Modifications to Class Plan

Please be advised that on July 14, 2021, 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 before any formal action was taken on them. Details of the recommended changes are below:

PROPOSED REVISED CLASSIFICATIONS			
REVISED CLASSIFICATIONS (Revised Title)	CURRENT PAY GRADE & FLSA	RECOMMENDED PAY GRADE & FLSA	DEPARTMENT
GIS Analyst 16152	10B Exempt	10B Exempt (No Change)	Information Technology
GIS Technician 16151	7B Non-Exempt	7B Non-Exempt (No Change)	Information Technology
Manager, Emergency Management 12104	16A Exempt	16A Exempt (No Change)	Public Safety and Justice Services
Senior GIS Analyst 16153	12B Exempt	12B Exempt (No Change)	Information Technology

PROPOSED DELETED CLASSIFICATIONS

Classification Title	Classification Number	Pay Grade	Department
Senior Administrative Secretary 10261	7A Non-Exempt	All Departments	Senior Administrative Secretary 10261

cc: Deborah Southerington, Commissioner
F. Allen Boseman, Commissioner
Rebecca Kopcienski, PRC Director
Armond Budish, County Executive
Jesse Drucker, HR Director

Joseph Nanni, Council Chief of Staff
Kelli Neale, Program Officer 4
Andria Richardson, Clerk of Council
Sheba Marshall, HR Director – Total Rewards

CURRENT CLASSIFICATION

Class Number	Classification Title	Department	FLSA Status	Pay Grade
16152	GIS Analyst	Information Technology	Exempt	10B

PROPOSED REVISED CLASSIFICATION

Class Number	Classification Title	Department	FLSA Status	Pay Grade
16152	GIS Analyst	Information Technology	Exempt	10B

Requested By:	Personnel Review Commission
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Rationale:	PRC routine maintenance. Classification last revised in 2018. Changes were made to wording and format. A Technology Requirements section was added to list out software tools to perform the job. No change to pay grade.
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No. of Employees Affected:	Two (2)
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Dept.(s) Affected:	Information Technology
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Fiscal Impact:	No change
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Staffing Implications:	None
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PRC Contact(s):	David Mizuta, Classification and Compensation Specialist Albert Bouchahine, Manager of Classification and Compensation
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Human Resources and Management Contact(s):	<u>Date of Contact:</u>	<u>Type of Contact:</u>	<u>Reason:</u>
Tom Fisher, Administrator, IT Applications	4/29/2021	Email	Review Draft
Jim Battigaglia, Archer Consultant	5/19/2021	Email	Pay grade evaluation

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	GIS Analyst	Class Number:	16152
FLSA:	Exempt	Pay Grade:	10B
Dept:	Information Technology		

Classification Function

The purpose of this classification is to assist with administration of the Geographic Information System (GIS) environment including the design and update of GIS data and the design and development of GIS applications and dashboards to solve problems using data modeling and spatial analysis.

Distinguishing Characteristics

This is a journey level classification in the GIS series responsible for the integrity of GIS data and for the development of GIS applications and dashboards. Employees at this level work under general supervision from a unit manager. Employees are expected to work independently and exercise judgment and initiative. Positions at this level receive instruction or assistance as needed and are expected to become up to date on the methods, operating procedures, and policies of the work unit. This classification is distinguished from GIS Technician where this classification is responsible for more complex GIS analyses.

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%

• Designs, refines, and updates GIS data, databases and metadata; collects and interprets GIS data (e.g., tax maps, legal centerlines of streets, collected field data) to update databases; cleans data and monitors health and performance of databases. Designs and maintains spatial GIS models. Performs database querying. Develops requirements, specifications and diagrams for the GIS infrastructure.
- 40% +/- 10%

• Designs, develops, deploys, and tests GIS web applications and dashboards; determines clients' GIS needs; writes queries to pull information for the application or dashboard; creates mapviewer applications, interactive graphs, and interactive charts; uses various software to create applications creates user accounts and passwords for client access to applications or dashboards; updates actions as needed.
- 15% +/- 5%

• 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 to lower-level employees and end-users.
- 5% +/- 2%

• Administers GIS databases; deploys and administers GIS applications, server software, middleware, and licensing; create backups; manages database security and user access.

GIS Analyst

Minimum Training and Experience Required to Perform Essential Job Functions

- Bachelor's degree in information technology or related field and three (3) years of GIS analysis, development, or computer programming experience; or an equivalent combination of education, training, and experience.

Additional Requirements

- No special license or certification is required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

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

Technology Requirements

- Ability to operate a variety of software and databases including GIS software (ArcGIS), image editing software (GIMP), spreadsheet software (Microsoft Excel), database software (Microsoft SQL server Studio), and word processing software (Microsoft Word, Nitro).

Supervisory Responsibilities

- No supervisory responsibilities required.

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 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 external GIS data, external assessment data, maintenance data, maps, schematics, design record drawings, CAD files, image files, fiscal records, property deeds, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including database documentation, development documentation, server documentation, Ohio Revised Code, departmental guidelines, and computer software manuals.
- Ability to prepare GIS data, analysis reports, office application data, map reports, map deliverables, 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.

GIS Analyst

- Ability to use and interpret GIS data modeling, database and web development syntax, and statistical analysis terminology.
- Ability to communicate with managers, supervisors, vendors, consultants, other County employees, 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.

CURRENT CLASSIFICATION

Class Number	Classification Title	Department	FLSA Status	Pay Grade
16151	GIS Technician	Information Technology	Non-Exempt	7B

PROPOSED REVISED CLASSIFICATION

Class Number	Classification Title	Department	FLSA Status	Pay Grade
16151	GIS Technician	Information Technology	Non-Exempt	7B

Requested By:	Personnel Review Commission
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Rationale:	PRC routine maintenance. Classification last revised in 2016. Changes were made to wording and format. A Technology Requirements section was added to list out software tools to perform the job. No change to pay grade.
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No. of Employees Affected:	Two (2)
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Dept.(s) Affected:	Information Technology
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Fiscal Impact:	None
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Staffing Implications:	None
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PRC Contact(s):	David Mizuta, Classification and Compensation Specialist Albert Bouchahine, Manager of Classification and Compensation
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Human Resources and Management Contact(s):	<u>Date of Contact:</u>	<u>Type of Contact:</u>	<u>Reason:</u>
Tom Fisher, Administrator, IT Applications	4/29/2021	Email	Review Draft
Jim Battigaglia, Archer Consultant	5/19/2021	Email	Pay grade evaluation

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	GIS Technician	Class Number:	16151
FLSA:	Non-Exempt	Pay Grade:	7B
Dept:	Information Technology		

Classification Function

The purpose of this classification is to compile, refine, and maintain Geographic Information System (GIS) datasets, and create maps using GIS software.

Distinguishing Characteristics

This is an entry level classification in the GIS series that is responsible for providing GIS mapping support. This classification works under general supervision within pre-established methods and guidelines determined by the manager and/or higher-level employees of the work unit. This position is distinguished from the GIS Analysts that are responsible for advanced GIS database design & management, spatial modeling, complex querying, creation of web-based GIS applications, and administration of GIS server software.

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%
- Designs, refines, updates, and maintains GIS data; performs standard database querying and basic spatial analysis; updates GIS using various source materials including CAD design or drawing files, as-builts, hand drawn markups, and hardcopy drawings using GIS Software; collects data in the field using a global positioning system (GPS) receiver.

- 30% +/- 10%
- Creates and publishes maps for county employees, engineers, consultants, contractors, and the public both digitally and in hardcopy by operating and maintaining the printer and plotter equipment; develops online web maps.

- 15% +/- 5%
- Coordinates GIS data and source material sharing and exchanges with partner agencies; shares digital media data and sources; gives access to data and sources for sharing; obtains external data for use by the County; assists in the development of dashboards and web applications for GIS data and maps.

Minimum Training and Experience Required to Perform Essential Job Functions

- Bachelor's degree in information technology or a related field; or an equivalent combination of education, training, and experience.

Additional Requirements

- No special license or certification is required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

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

Technology Requirements

- Ability to operate a variety of software and databases including GIS software (Esri ArcGIS), image editing software (GIMP), spreadsheet software (Microsoft Excel), and word processing software (Microsoft Word, Nitro).

Supervisory Requirements

- No supervisory responsibilities required.

Mathematical Ability

- Ability to add, subtract, multiply, divide, 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 engineering plans, blue prints, street maps, subdivision maps, land survey documentation (plat, deed, legal description), daily sewer maintenance report, requests for GIS information, requests for maps, municipal sewer plans, tax maps, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including the Employee Handbook, department guidelines, Ohio Revised Code, GIS software manuals, and manuals for other software used.
- Ability to prepare a variety of maps, sewer maintenance reports, public information requests, public works annual report maps, and other job-related documents using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.
- Ability to use and interpret engineering, GIS, and data processing terminology and language.
- Ability to communicate with supervisors, vendors, consultants, other County employees, 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.

CURRENT CLASSIFICATION

Class Number	Classification Title	Department	FLSA Status	Pay Grade
12104	Manager, Emergency Management	PSJS	Exempt	16A

PROPOSED REVISED CLASSIFICATION

Class Number	Classification Title	Department	FLSA Status	Pay Grade
12104	Manager, Emergency Management	PSJS	Exempt	16A

Requested By:	Personnel Review Commission
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Rationale:	PRC routine maintenance. Classification last revised in 2017. Updates were made to essential job functions, minimum training and experience, certifications, and general formatting and language. Technology requirements section was added. No changes to pay grade or FLSA status.
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No. of Employees Affected:	One (1)
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Dept.(s) Affected:	Public Safety and Justice Services
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Fiscal Impact:	None
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Staffing Implications:	None
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PRC Contact(s):	Verona Blonde, Classification and Compensation Specialist Albert Bouchahine, Manager of Classification and Compensation
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Human Resources and Management Contact(s):	<u>Date of Contact:</u>	<u>Type of Contact:</u>	<u>Reason:</u>
Melinda Burt – Deputy Director	4/28/2021	Email	Sent draft for review Clarification Regarding Minimum Quals Update
	5/14/2021	Email	
	5/18/2021	Email	
Jim Battigaglia, Archer Consultant	5/19/2021	Email	Pay grade evaluation Reminder
	6/9/2021	Email	

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Manager, Emergency Management	Class Number:	12094
FLSA:	Exempt	Pay Grade:	16A
Dept:	Public Safety and Justice Services		

Classification Function

The purpose of this classification is to provide oversight of the day-to-day operations and long-term strategic goals for the Cuyahoga County Office of Emergency Management as well as management of the County's Emergency Operations Center (EOC) during emergencies.

Distinguishing Characteristics

This is a senior management classification with responsibility for planning, directing, controlling, and overseeing operations of the Office of Emergency Management. This class works under administrative direction from the Public Safety and Justice Services Deputy Director and Director. Work requires the assessment and resolution of operational, technical, administrative, and management problems related to emergency management. The incumbent exercises discretion in addressing organizational issues according to applicable policies and procedures and ensuring that assigned activities are completed in a timely and efficient manner. This position is required to be on-call during times outside of traditional business hours – such as evenings, weekends, and holidays -- for emergency situations.

Essential Job Functions

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

45% +/- 10%

- Manages operations of the Cuyahoga County Office of Emergency Management; develops, recommends, and directs implementation of policy and procedures pertaining to operations within the Office of Emergency Management; monitors and approves expenditures from the Office's budget; monitors and interprets legislation pertaining to emergency management program administration; develops and implements initiatives and special projects that improve public safety capabilities in Cuyahoga County and among public safety stakeholder agencies; oversees the development and maintenance of emergency management plans for the County government and provides technical assistance on planning processes for external stakeholders; serves on and leads various boards, committees, and task forces; ensures compliance with the Emergency Management Accreditation Program (EMAP).

20% +/- 10%

- Leads the overall management of the County's Emergency Operations Center (EOC) during activations, exercises, trainings, and pre-planned incidents; serves as a liaison to federal, state, municipal, and private agencies to coordinate emergency planning and response activities as well as for general networking purposes; conducts short- and long-term planning for response and recovery needs during emergency situations; coordinates the implementation of public safety trainings, drills, and exercises; leads or participates in after-action review process and documentation following exercises or real-life incidents including strategizing improvements to emergency plans and operations; ensures readiness of County Drone Team to respond to emergency requests and pre-planned incidents.

Manager, Emergency Management

15% +/- 5%

- Supervises the Emergency Management Supervisors and other assigned staff; directs staff to ensure work completion and maintenance of standards; plans, assigns, and reviews work; coordinates and/or provides training and instruction; evaluates employee performance; responds to employee questions, concerns, and problems; approves employee timesheets and leave requests; prepares and reviews documents related to timesheets, requests for leave, and overtime; develops and monitors unit work plans and work performance standards; monitors and provides for employee training needs; meets with employees individually and as a unit; recommends personnel actions including selection, promotion, transfer, discipline, or discharge.

5% +/- 2%

- Oversees public education initiatives and dissemination of information to the public; prepares and provides presentations and public education regarding emergency planning and safety; serves as public information officer when needed and in disaster situations by providing interviews to various media.

15% +/- 5%

- Performs supporting administrative responsibilities; prepares reports, audits, Request for Proposals (RFPs), Request for Qualifications (RFQs), and grant proposals; prepares and monitors contractual agreements with vendors; maintains the certificate of authorization for the County Drone Team; prepares and provides documentation necessary for EMAP accreditation.

Minimum Training and Experience Required to Perform Essential Job Functions

- Bachelor's degree in emergency management, homeland security, public health, public administration, or business administration with six (6) years of emergency management, public safety, or public administration experience including three (3) years of supervisory experience; or any equivalent combination of education, training, and experience.
- Have successfully completed FEMA Independent Study Courses – National Incident Management System (NIMS) ICS 100, 200, 300, 400, 700, and 800.
- Valid driver license, proof of automobile insurance, and access to a vehicle.

Additional Requirements

- Must have completed or complete within three (3) years of hire the current training requirements prescribed for county directors by the Ohio Emergency Management Agency, per their authority as legislated in Sections 5502.25, 5502.26, 5502.27, and 5502.271 of the Ohio Revised Code. The most current *County Director Training Requirements* can be obtained from the Ohio Emergency Management Agency's Training and Exercise division.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of office machines and equipment including a computer and multifunction printer.
- Ability to operate land mobile radio, and audio video integration equipment.
- Ability to walk for a prolonged period of time and to balance and climb.

Technology Requirements

- Ability to operate a variety of software applications including word processing software (Microsoft Word), spreadsheet software (Microsoft Excel), database software, presentation software (Microsoft PowerPoint), electronic mail software (Microsoft Outlook), equipment software, incident management systems, and other software as needed.

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, evaluation, or promotion of employees.
- Ability to recommend and act on the discipline or discharge of employees.

Mathematical Ability

- Ability to add, subtract, multiply, divide and calculate decimals and percentages, and perform routine 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 timesheets, mileage and expense reports, legislation, notice of funding awards, grant application guidelines, school emergency plans, billing invoices, resumes, external emergency planning documents, alerts (i.e., weather, intelligence bulletins, radioactive materials shipments, etc.); project plans, contracts, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including but not limited to agency standard operating procedures (SOPs or SOGs), the Cuyahoga County Employee Handbook, Cuyahoga County Charter, Cuyahoga County Code, Ohio Revised Code (ORC), Ohio Administrative Code (OAC), Federal Code of Federal Regulations, Federal Laws such as the Stafford Act of 1988 and the Disaster Mitigation Act of 2000, Emergency Management Accreditation Program standards, and Federal and State publications.
- Ability to prepare grant applications, grant update reports, situation reports, incident action plans, presentations, metrics and productivity reports, emergency plans, performance evaluations, RFPs, RFIs, RFQs, contracts, project plans, SOGs, SOPs, memos, and other job-related documents using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.

Manager, Emergency Management

- Ability to manage people and programs, to counsel and supervise employees, to convince and influence others, to record and deliver information, to explain procedures, and to follow instructions.
- Ability to use and interpret emergency management, public safety, and related legal terminology and language (ICS, NIMS).
- Ability to communicate with various boards and committees, local, state, and federal government officials, department leadership, County Prosecutor, consultants, vendors, public safety partners, law enforcement personnel, fire service personnel, other emergency management professionals, division employees, other County employees, media, and the general public.

Environmental Adaptability

- Work is typically performed in an office environment.
- Work involves responding to emergency situations (real and simulated) and may involve exposure to various weather conditions, bright or dim lights, and the imminent danger of the emergency, such as hazardous materials or natural disasters.

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

CURRENT CLASSIFICATION

Class Number	Classification Title	Department	FLSA Status	Pay Grade
16153	Senior GIS Analyst	Information Technology	Exempt	12B

PROPOSED REVISED CLASSIFICATION

Class Number	Classification Title	Department	FLSA Status	Pay Grade
16153	Senior GIS Analyst	Information Technology	Exempt	12B

Requested By:	Personnel Review Commission
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Rationale:	PRC routine maintenance. Classification last revised in 2017. Changes were made to wording and format. A Technology Requirements section was added to list out software tools to perform the job. No change to pay grade.
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No. of Employees Affected:	One (1)
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Dept.(s) Affected:	Information Technology
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Fiscal Impact:	None
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Staffing Implications:	None
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PRC Contact(s):	David Mizuta, Classification and Compensation Specialist Albert Bouchahine, Manager of Classification and Compensation
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Human Resources and Management Contact(s):	<u>Date of Contact:</u>	<u>Type of Contact:</u>	<u>Reason:</u>
Tom Fisher, Administrator, IT Applications	4/29/2021	Email	Review Draft
Jim Battigaglia, Archer Consultant	5/19/2021	Email	Pay grade evaluation

CUYAHOGA COUNTY ISC CLASSIFICATION SPECIFICATION

Class Title:	Senior GIS Analyst	Class Number:	16153
FLSA:	Exempt	Pay Grade:	12B
Dept:	Information Technology		

Classification Function

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

Distinguishing Characteristics

This is an advanced journey level classification in the GIS series responsible for complex analyses and the administration of GIS software and servers. Employees at this level work under general supervision from the unit manager. 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 employees. This position is distinguished from lower-level GIS positions in the complexity of analyses performed as well as the responsibilities as a lead worker.

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%
Administers and maintains GIS systems; designs, monitors, and updates GIS software, infrastructure, and services; install, maintains, and optimizes application web servers; deploys mapping applications; designs, maintains, and optimizes GIS servers and softwares used by GIS personnel.
- 20% +/- 10%
Updates, maintains, and optimizes GIS datasets; collects and interprets GIS data (e.g. tax maps, legal centerlines of streets, collected field data) to update databases; cleans data and monitors health and performance of databases. Designs and maintains advanced spatial databases; performs complex database queries. Performs complex spatial data modeling and data analysis.
- 20% +/- 10%
Designs, develops, deploys, and tests GIS web applications and dashboards; determines GIS needs of clients; writes queries to pull information for the application or dashboard; creates mapviewer applications, interactive graphs, and interactive charts; uses various software to create application; creates user accounts and passwords for client access to applications or dashboards; updates actions as needed.
- 20% +/- 10%
Serves as a lead worker for the GIS team; mentors GIS Analysts in complex techniques, including administration of GIS database, web servers, and map viewers; works with staff to resolve complex problems involving databases, server operating systems, networks, applications, websites, and code; provides feedback to lower-level GIS positions.
- 15% +/- 5%
Provides support to end users; provide software and application support; creates and publishes maps; coordinates public and County GIS data sharing and exchange; designs and develops reports.

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 an equivalent combination of education, training, and experience.

Additional Requirements

- No special license or certification is required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

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

Technology Requirements

- Ability to operate a variety of software and databases including GIS software (ArcGIS), image editing software (GIMP), spreadsheet software (MS Excel), web application development software (Synapse, Microsoft ISS), word processing software (MS Word, Nitro).

Supervisory Responsibilities

- Ability to assign, review, and plan 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.

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, system logs, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including database documentation, development documentation, server documentation, Ohio Revised Code, departmental guidelines, and computer software manuals.
- Ability to prepare GIS data, analysis reports, office application data, map reports, map deliverables, assessment estimates, application reports, public works annual report maps, and other job-related documents using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.

Senior GIS Analyst

- 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 with managers, supervisors, vendors, consultants, other County employees, 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 DELETED CLASSIFICATIONS

Class Number	Classification Title	Department	FLSA Status	Pay Grade
10261	Senior Administrative Secretary	All Departments	Non-Exempt	7A

Requested By:	Personnel Review Commission
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Rationale:	This classification is being eliminated after the consolidation of the administrative and clerical classifications in the County. This position was held until the employees were transferred/retired. There are no longer any incumbents in this classification.
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No. of Employees Affected:	None - Vacant
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Dept.(s) Affected:	All Departments
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Fiscal Impact:	None
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Staffing Implications:	None
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PRC Contact(s):	Verona Blonde, Classification and Compensation Specialist 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):	HR informed all department directors of consolidation
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CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

Class Title:	Senior Administrative Secretary	Class Number:	10261
FLSA:	Non-Exempt	Pay Grade:	7
Dept:	All Departments		

Classification Function

The purpose of this classification is to relieve a department director and/or deputy director of routine and non-routine administrative functions and serve as a liaison with elected/appointed officials, various departments, general public, and County staff.

Distinguishing Characteristics

This is a journey level classification performing under direction of the Department Director and/or Deputy Director. This class is responsible for performing timely and accurate administrative functions. 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.

- 30% +/- 10%
- Relieves a department director and or Deputy Director of non-routine administrative functions; functions as the department designee on various committees by attending meetings and assisting in the committee's functions; plans and arranges conferences and special events by locating site or facility, planning meals and lodging and producing conference materials; collects and reviews signatures for documents; transmits decisions and directives made by the department director to staff members, other County departments and the general public; maintains personnel and budgetary records; assists in budget preparation and administration; serves as a liaison for director with various departments, County elected/appointed officials, general public, and County staff; coordinates travel arrangements; provides assistance to other agencies and follow-up.
- 30% +/- 10%
- Performs clerical tasks; greets visitors; directs visitors and callers to appropriate office or personnel; directs calls, takes message and/or responds to routine telephone inquiries; opens, screens, sort, and distributes mail; copies, collates and distributes documents; maintains office supply inventory; prepares agendas, takes minutes, and transcribes dictation.
- 20% +/- 10%
- Performs related administrative duties; maintains calendar to arrange appointments, meetings and conferences; deals with problems or details in place of supervisor; prepares and enters documents into electronic agenda management systems; composes responses to correspondence and requests for information; signs correspondence in supervisor's name as directed; gathers information and statistics and prepares reports; coordinates meetings and appointments for the director and prepares materials; attends meetings, prepares and distributes meeting materials & prepares meeting agendas and minutes; provides media outlets, outside agencies, and general public with department related information; answers public inquires by phone and email.

Senior Administrative Secretary

15% +/- 10%

- Produces final draft and/or final copy of documents; compose, proof, and edit annual letters, memos, correspondence, emails, PowerPoint, vouchers, requisitions, specifications, contract agreements and documents; monitors, tracks and edits various documents, reports and contracts; submits letters for proofreading and signature by director; design and construct newsletter; prepare and edit monthly and annual report; design executive level presentations; design promotional material for department; prepares reports and spreadsheets regarding the various business functions of the office; administers and co-ordinates changes to department website.

5% +/- 2%

- Maintains confidential filing system of the department records both electronic and manual; creates filing system; files documents in correct order; maintains privacy; coordinates appeal database & docket; assigns appeals, coordinates hearings amongst all parties and maintains electronic records (physical & audio) of hearings and evidence submitted; provides customer service to parties in appeals and provides information on appeal procedures.

Minimum Training and Experience Required to Perform Essential Job Functions

High school diploma or equivalent and five (5) years of secretarial/administrative 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 Outlook, Microsoft Access, Microsoft Publisher, and Adobe Acrobat.

Physical Requirements

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

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.

Senior Administrative Secretary

- Ability to comprehend a variety of informational documents including billing invoices, staff expense report forms, budget reports, contracts, draft documents, employee performance reviews, correspondence and other reports and records.
- Ability to comprehend a variety of reference books and manuals including Personnel Policies and Procedures Manual, computer applications manuals and office equipment manuals.
- Ability to prepare reimbursement vouchers, meeting minutes, letters, memos, reports (e.g.- monthly and annual department reports), and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to record and deliver information, to explain procedures, to follow instructions.
- Ability to communicate with directors, County Council and their staff members, managerial and supervisory staff, other County employees, vendors, new media, other government agencies, 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.

Posted on 7/1/2021. REVISED

<u>Job Title</u>	<u>Classification Number</u>	<u>Current Pay Grade & FLSA</u>	<u>RECOMMENDED PAY GRADE & FLSA</u>	<u>Department</u>	<u>Rationale</u>
<u>REVISED</u>					
GIS Analyst	16152	10B Exempt	10B Exempt (No Change)	Information Technology	PRC routine maintenance. Classification last revised in 2018. Changes were made to wording and format. A Technology Requirements section was added to list out software tools to perform the job. No change to pay grade.
GIS Technician	16151	7B Non-Exempt	7B Non-Exempt (No Change)	Information Technology	PRC routine maintenance. Classification last revised in 2016. Changes were made to wording and format. A Technology Requirements section was added to list out software tools to perform the job. No change to pay grade.
Manager, Emergency Management	12094	16A Exempt	16A Exempt (No Change)	Public Safety and Justice Services	PRC routine maintenance. Classification last revised in 2017. Updates were made to essential job functions, minimum training and experience, certifications, and general formatting and language. Technology requirements section was added. No changes to pay grade or FLSA status.
Senior GIS Analyst	16153	12B Exempt	12B Exempt (No Change)	Information Technology	PRC routine maintenance. Classification last revised in 2017. Changes were made to wording and format. A Technology Requirements section was added to list out software tools to perform the job. No change to pay grade.
<u>DELETED</u>					
Senior Administrative Secretary	10261	7A Non-Exempt	N/A	All Departments	This classification is being eliminated after the consolidation of the administrative and clerical classifications in the County. This position was held until the employees were transferred/retired. There are no longer any incumbents in this classification.

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

EXHIBIT A

Class Title:	GIS Analyst	Class Number:	16152
FLSA:	Exempt	Pay Grade:	10B
Dept:	Information Technology		

Classification Function

The purpose of this classification is to assist with administration of the Geographic Information System (GIS) environment including the design and update of GIS data and the design and development of GIS applications and dashboards to solve problems using data modeling and spatial analysis.

Distinguishing Characteristics

This is a journey level classification in the GIS series responsible for the integrity of GIS data and for the development of GIS applications and dashboards. Employees at this level work under general supervision from a unit manager. Employees are expected to work independently and exercise judgment and initiative. Positions at this level receive instruction or assistance as needed and are expected to become up to date on the methods, operating procedures, and policies of the work unit. This classification is distinguished from GIS Technician where this classification is responsible for more complex GIS analyses.

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%

- Designs, refines, and updates GIS data, databases and metadata; collects and interprets GIS data (e.g., tax maps, legal centerlines of streets, collected field data) to update databases; cleans data and monitors health and performance of databases. Designs and maintains spatial GIS models. Performs database querying. Develops requirements, specifications and diagrams for the GIS infrastructure.

40% +/- 10%

- Designs, develops, deploys, and tests GIS web applications and dashboards; determines clients' GIS needs; writes queries to pull information for the application or dashboard; creates mapviewer applications, interactive graphs, and interactive charts; uses various software to create applications creates user accounts and passwords for client access to applications or dashboards; updates actions as needed.

15% +/- 5%

- 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 to lower-level employees and end-users.

5% +/- 2%

- Administers GIS databases; deploys and administers GIS applications, server software, middleware, and licensing; create backups; manages database security and user access.

GIS Analyst

Minimum Training and Experience Required to Perform Essential Job Functions

- Bachelor's degree in information technology or related field and three (3) years of GIS analysis, development, or computer programming experience; or an equivalent combination of education, training, and experience.

Additional Requirements

- No special license or certification is required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

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

Technology Requirements

- Ability to operate a variety of software and databases including GIS software (ArcGIS), image editing software (GIMP), spreadsheet software (Microsoft Excel), database software (Microsoft SQL server Studio), and word processing software (Microsoft Word, Nitro).

Supervisory Responsibilities

- No supervisory responsibilities required.

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 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 external GIS data, external assessment data, maintenance data, maps, schematics, design record drawings, CAD files, image files, fiscal records, property deeds, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including database documentation, development documentation, server documentation, Ohio Revised Code, departmental guidelines, and computer software manuals.
- Ability to prepare GIS data, analysis reports, office application data, map reports, map deliverables, 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.

GIS Analyst

- Ability to use and interpret GIS data modeling, database and web development syntax, and statistical analysis terminology.
- Ability to communicate with managers, supervisors, vendors, consultants, other County employees, 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.

CURRENT CLASSIFICATION

Class Number	Classification Title	Department	FLSA Status	Pay Grade
16151	GIS Technician	Information Technology	Non-Exempt	7B

PROPOSED REVISED CLASSIFICATION

Class Number	Classification Title	Department	FLSA Status	Pay Grade
16151	GIS Technician	Information Technology	Non-Exempt	7B

Requested By:	Personnel Review Commission
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Rationale:	PRC routine maintenance. Classification last revised in 2016. Changes were made to wording and format. A Technology Requirements section was added to list out software tools to perform the job. No change to pay grade.
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No. of Employees Affected:	Two (2)
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Dept.(s) Affected:	Information Technology
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Fiscal Impact:	None
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Staffing Implications:	None
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PRC Contact(s):	David Mizuta, Classification and Compensation Specialist Albert Bouchahine, Manager of Classification and Compensation
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Human Resources and Management Contact(s):	<u>Date of Contact:</u>	<u>Type of Contact:</u>	<u>Reason:</u>
Tom Fisher, Administrator, IT Applications	4/29/2021	Email	Review Draft
Jim Battigaglia, Archer Consultant	5/19/2021	Email	Pay grade evaluation

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION EXHIBIT B

Class Title:	GIS Technician	Class Number:	16151
FLSA:	Non-Exempt	Pay Grade:	7B
Dept:	Information Technology		

Classification Function

The purpose of this classification is to compile, refine, and maintain Geographic Information System (GIS) datasets, and create maps using GIS software.

Distinguishing Characteristics

This is an entry level classification in the GIS series that is responsible for providing GIS mapping support. This classification works under general supervision within pre-established methods and guidelines determined by the manager and/or higher-level employees of the work unit. This position is distinguished from the GIS Analysts that are responsible for advanced GIS database design & management, spatial modeling, complex querying, creation of web-based GIS applications, and administration of GIS server software.

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%
- Designs, refines, updates, and maintains GIS data; performs standard database querying and basic spatial analysis; updates GIS using various source materials including CAD design or drawing files, as-builts, hand drawn markups, and hardcopy drawings using GIS Software; collects data in the field using a global positioning system (GPS) receiver.
- 30% +/- 10%
- Creates and publishes maps for county employees, engineers, consultants, contractors, and the public both digitally and in hardcopy by operating and maintaining the printer and plotter equipment; develops online web maps.
- 15% +/- 5%
- Coordinates GIS data and source material sharing and exchanges with partner agencies; shares digital media data and sources; gives access to data and sources for sharing; obtains external data for use by the County; assists in the development of dashboards and web applications for GIS data and maps.

Minimum Training and Experience Required to Perform Essential Job Functions

- Bachelor's degree in information technology or a related field; or an equivalent combination of education, training, and experience.

Additional Requirements

- No special license or certification is required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

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

Technology Requirements

- Ability to operate a variety of software and databases including GIS software (Esri ArcGIS), image editing software (GIMP), spreadsheet software (Microsoft Excel), and word processing software (Microsoft Word, Nitro).

Supervisory Requirements

- No supervisory responsibilities required.

Mathematical Ability

- Ability to add, subtract, multiply, divide, 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 engineering plans, blue prints, street maps, subdivision maps, land survey documentation (plat, deed, legal description), daily sewer maintenance report, requests for GIS information, requests for maps, municipal sewer plans, tax maps, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including the Employee Handbook, department guidelines, Ohio Revised Code, GIS software manuals, and manuals for other software used.
- Ability to prepare a variety of maps, sewer maintenance reports, public information requests, public works annual report maps, and other job-related documents using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.
- Ability to use and interpret engineering, GIS, and data processing terminology and language.
- Ability to communicate with supervisors, vendors, consultants, other County employees, 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.

CURRENT CLASSIFICATION

Class Number	Classification Title	Department	FLSA Status	Pay Grade
12104	Manager, Emergency Management	PSJS	Exempt	16A

PROPOSED REVISED CLASSIFICATION

Class Number	Classification Title	Department	FLSA Status	Pay Grade
12104	Manager, Emergency Management	PSJS	Exempt	16A

Requested By:	Personnel Review Commission
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Rationale:	PRC routine maintenance. Classification last revised in 2017. Updates were made to essential job functions, minimum training and experience, certifications, and general formatting and language. Technology requirements section was added. No changes to pay grade or FLSA status.
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No. of Employees Affected:	One (1)
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Dept.(s) Affected:	Public Safety and Justice Services
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Fiscal Impact:	None
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Staffing Implications:	None
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PRC Contact(s):	Verona Blonde, Classification and Compensation Specialist Albert Bouchahine, Manager of Classification and Compensation
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Human Resources and Management Contact(s):	<u>Date of Contact:</u>	<u>Type of Contact:</u>	<u>Reason:</u>
Melinda Burt – Deputy Director	4/28/2021	Email	Sent draft for review Clarification Regarding Minimum Quals Update
	5/14/2021	Email	
	5/18/2021	Email	
Jim Battigaglia, Archer Consultant	5/19/2021	Email	Pay grade evaluation Reminder
	6/9/2021	Email	

CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

EXHIBIT C

Class Title:	Manager, Emergency Management	Class Number:	12094
FLSA:	Exempt	Pay Grade:	16A
Dept:	Public Safety and Justice Services		

Classification Function

The purpose of this classification is to provide oversight of the day-to-day operations and long-term strategic goals for the Cuyahoga County Office of Emergency Management as well as management of the County's Emergency Operations Center (EOC) during emergencies.

Distinguishing Characteristics

This is a senior management classification with responsibility for planning, directing, controlling, and overseeing operations of the Office of Emergency Management. This class works under administrative direction from the Public Safety and Justice Services Deputy Director and Director. Work requires the assessment and resolution of operational, technical, administrative, and management problems related to emergency management. The incumbent exercises discretion in addressing organizational issues according to applicable policies and procedures and ensuring that assigned activities are completed in a timely and efficient manner. This position is required to be on-call during times outside of traditional business hours – such as evenings, weekends, and holidays -- for emergency situations.

Essential Job Functions

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

45% +/- 10%

- Manages operations of the Cuyahoga County Office of Emergency Management; develops, recommends, and directs implementation of policy and procedures pertaining to operations within the Office of Emergency Management; monitors and approves expenditures from the Office's budget; monitors and interprets legislation pertaining to emergency management program administration; develops and implements initiatives and special projects that improve public safety capabilities in Cuyahoga County and among public safety stakeholder agencies; oversees the development and maintenance of emergency management plans for the County government and provides technical assistance on planning processes for external stakeholders; serves on and leads various boards, committees, and task forces; ensures compliance with the Emergency Management Accreditation Program (EMAP).

20% +/- 10%

- Leads the overall management of the County's Emergency Operations Center (EOC) during activations, exercises, trainings, and pre-planned incidents; serves as a liaison to federal, state, municipal, and private agencies to coordinate emergency planning and response activities as well as for general networking purposes; conducts short- and long-term planning for response and recovery needs during emergency situations; coordinates the implementation of public safety trainings, drills, and exercises; leads or participates in after-action review process and documentation following exercises or real-life incidents including strategizing improvements to emergency plans and operations; ensures readiness of County Drone Team to respond to emergency requests and pre-planned incidents.

Manager, Emergency Management

15% +/- 5%

- Supervises the Emergency Management Supervisors and other assigned staff; directs staff to ensure work completion and maintenance of standards; plans, assigns, and reviews work; coordinates and/or provides training and instruction; evaluates employee performance; responds to employee questions, concerns, and problems; approves employee timesheets and leave requests; prepares and reviews documents related to timesheets, requests for leave, and overtime; develops and monitors unit work plans and work performance standards; monitors and provides for employee training needs; meets with employees individually and as a unit; recommends personnel actions including selection, promotion, transfer, discipline, or discharge.

5% +/- 2%

- Oversees public education initiatives and dissemination of information to the public; prepares and provides presentations and public education regarding emergency planning and safety; serves as public information officer when needed and in disaster situations by providing interviews to various media.

15% +/- 5%

- Performs supporting administrative responsibilities; prepares reports, audits, Request for Proposals (RFPs), Request for Qualifications (RFQs), and grant proposals; prepares and monitors contractual agreements with vendors; maintains the certificate of authorization for the County Drone Team; prepares and provides documentation necessary for EMAP accreditation.

Minimum Training and Experience Required to Perform Essential Job Functions

- Bachelor's degree in emergency management, homeland security, public health, public administration, or business administration with six (6) years of emergency management, public safety, or public administration experience including three (3) years of supervisory experience; or any equivalent combination of education, training, and experience.
- Have successfully completed FEMA Independent Study Courses – National Incident Management System (NIMS) ICS 100, 200, 300, 400, 700, and 800.
- Valid driver license, proof of automobile insurance, and access to a vehicle.

Additional Requirements

- Must have completed or complete within three (3) years of hire the current training requirements prescribed for county directors by the Ohio Emergency Management Agency, per their authority as legislated in Sections 5502.25, 5502.26, 5502.27, and 5502.271 of the Ohio Revised Code. The most current *County Director Training Requirements* can be obtained from the Ohio Emergency Management Agency's Training and Exercise division.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

- Ability to operate a variety of office machines and equipment including a computer and multifunction printer.
- Ability to operate land mobile radio, and audio video integration equipment.
- Ability to walk for a prolonged period of time and to balance and climb.

Technology Requirements

- Ability to operate a variety of software applications including word processing software (Microsoft Word), spreadsheet software (Microsoft Excel), database software, presentation software (Microsoft PowerPoint), electronic mail software (Microsoft Outlook), equipment software, incident management systems, and other software as needed.

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, evaluation, or promotion of employees.
- Ability to recommend and act on the discipline or discharge of employees.

Mathematical Ability

- Ability to add, subtract, multiply, divide and calculate decimals and percentages, and perform routine 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 timesheets, mileage and expense reports, legislation, notice of funding awards, grant application guidelines, school emergency plans, billing invoices, resumes, external emergency planning documents, alerts (i.e., weather, intelligence bulletins, radioactive materials shipments, etc.); project plans, contracts, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including but not limited to agency standard operating procedures (SOPs or SOGs), the Cuyahoga County Employee Handbook, Cuyahoga County Charter, Cuyahoga County Code, Ohio Revised Code (ORC), Ohio Administrative Code (OAC), Federal Code of Federal Regulations, Federal Laws such as the Stafford Act of 1988 and the Disaster Mitigation Act of 2000, Emergency Management Accreditation Program standards, and Federal and State publications.
- Ability to prepare grant applications, grant update reports, situation reports, incident action plans, presentations, metrics and productivity reports, emergency plans, performance evaluations, RFPs, RFIs, RFQs, contracts, project plans, SOGs, SOPs, memos, and other job-related documents using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.

Manager, Emergency Management

- Ability to manage people and programs, to counsel and supervise employees, to convince and influence others, to record and deliver information, to explain procedures, and to follow instructions.
- Ability to use and interpret emergency management, public safety, and related legal terminology and language (ICS, NIMS).
- Ability to communicate with various boards and committees, local, state, and federal government officials, department leadership, County Prosecutor, consultants, vendors, public safety partners, law enforcement personnel, fire service personnel, other emergency management professionals, division employees, other County employees, media, and the general public.

Environmental Adaptability

- Work is typically performed in an office environment.
- Work involves responding to emergency situations (real and simulated) and may involve exposure to various weather conditions, bright or dim lights, and the imminent danger of the emergency, such as hazardous materials or natural disasters.

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

CURRENT CLASSIFICATION

Class Number	Classification Title	Department	FLSA Status	Pay Grade
16153	Senior GIS Analyst	Information Technology	Exempt	12B

PROPOSED REVISED CLASSIFICATION

Class Number	Classification Title	Department	FLSA Status	Pay Grade
16153	Senior GIS Analyst	Information Technology	Exempt	12B

Requested By:	Personnel Review Commission
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Rationale:	PRC routine maintenance. Classification last revised in 2017. Changes were made to wording and format. A Technology Requirements section was added to list out software tools to perform the job. No change to pay grade.
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No. of Employees Affected:	One (1)
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Dept.(s) Affected:	Information Technology
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Fiscal Impact:	None
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Staffing Implications:	None
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PRC Contact(s):	David Mizuta, Classification and Compensation Specialist Albert Bouchahine, Manager of Classification and Compensation
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Human Resources and Management Contact(s):	<u>Date of Contact:</u>	<u>Type of Contact:</u>	<u>Reason:</u>
Tom Fisher, Administrator, IT Applications	4/29/2021	Email	Review Draft
Jim Battigaglia, Archer Consultant	5/19/2021	Email	Pay grade evaluation

CUYAHOGA COUNTY ISC CLASSIFICATION SPECIFICATION

EXHIBIT D

Class Title:	Senior GIS Analyst	Class Number:	16153
FLSA:	Exempt	Pay Grade:	12B
Dept:	Information Technology		

Classification Function

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

Distinguishing Characteristics

This is an advanced journey level classification in the GIS series responsible for complex analyses and the administration of GIS software and servers. Employees at this level work under general supervision from the unit manager. 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 employees. This position is distinguished from lower-level GIS positions in the complexity of analyses performed as well as the responsibilities as a lead worker.

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%
- Administers and maintains GIS systems; designs, monitors, and updates GIS software, infrastructure, and services; install, maintains, and optimizes application web servers; deploys mapping applications; designs, maintains, and optimizes GIS servers and softwares used by GIS personnel.
- 20% +/- 10%
- Updates, maintains, and optimizes GIS datasets; collects and interprets GIS data (e.g. tax maps, legal centerlines of streets, collected field data) to update databases; cleans data and monitors health and performance of databases. Designs and maintains advanced spatial databases; performs complex database queries. Performs complex spatial data modeling and data analysis.
- 20% +/- 10%
- Designs, develops, deploys, and tests GIS web applications and dashboards; determines GIS needs of clients; writes queries to pull information for the application or dashboard; creates mapviewer applications, interactive graphs, and interactive charts; uses various software to create application; creates user accounts and passwords for client access to applications or dashboards; updates actions as needed.
- 20% +/- 10%
- Serves as a lead worker for the GIS team; mentors GIS Analysts in complex techniques, including administration of GIS database, web servers, and map viewers; works with staff to resolve complex problems involving databases, server operating systems, networks, applications, websites, and code; provides feedback to lower-level GIS positions.
- 15% +/- 5%
- Provides support to end users; provide software and application support; creates and publishes maps; coordinates public and County GIS data sharing and exchange; designs and develops reports.

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 an equivalent combination of education, training, and experience.

Additional Requirements

- No special license or certification is required.

Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

Physical Requirements

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

Technology Requirements

- Ability to operate a variety of software and databases including GIS software (ArcGIS), image editing software (GIMP), spreadsheet software (MS Excel), web application development software (Synapse, Microsoft ISS), word processing software (MS Word, Nitro).

Supervisory Responsibilities

- Ability to assign, review, and plan 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.

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, system logs, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including database documentation, development documentation, server documentation, Ohio Revised Code, departmental guidelines, and computer software manuals.
- Ability to prepare GIS data, analysis reports, office application data, map reports, map deliverables, assessment estimates, application reports, public works annual report maps, and other job-related documents using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.

Senior GIS Analyst

- 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 with managers, supervisors, vendors, consultants, other County employees, 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 DELETED CLASSIFICATIONS

Class Number	Classification Title	Department	FLSA Status	Pay Grade
10261	Senior Administrative Secretary	All Departments	Non-Exempt	7A

Requested By:	Personnel Review Commission
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Rationale:	This classification is being eliminated after the consolidation of the administrative and clerical classifications in the County. This position was held until the employees were transferred/retired. There are no longer any incumbents in this classification.
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No. of Employees Affected:	None - Vacant
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Dept.(s) Affected:	All Departments
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Fiscal Impact:	None
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Staffing Implications:	None
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PRC Contact(s):	Verona Blonde, Classification and Compensation Specialist 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):	HR informed all department directors of consolidation
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**CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION
EXHIBIT E**

Class Title:	Senior Administrative Secretary	Class Number:	10261
FLSA:	Non-Exempt	Pay Grade:	7
Dept:	All Departments		

Classification Function

The purpose of this classification is to relieve a department director and/or deputy director of routine and non-routine administrative functions and serve as a liaison with elected/appointed officials, various departments, general public, and County staff.

Distinguishing Characteristics

This is a journey level classification performing under direction of the Department Director and/or Deputy Director. This class is responsible for performing timely and accurate administrative functions. 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.

- 30% +/- 10%
- Relieves a department director and or Deputy Director of non-routine administrative functions; functions as the department designee on various committees by attending meetings and assisting in the committee’s functions; plans and arranges conferences and special events by locating site or facility, planning meals and lodging and producing conference materials; collects and reviews signatures for documents; transmits decisions and directives made by the department director to staff members, other County departments and the general public; maintains personnel and budgetary records; assists in budget preparation and administration; serves as a liaison for director with various departments, County elected/appointed officials, general public, and County staff; coordinates travel arrangements; provides assistance to other agencies and follow-up.

- 30% +/- 10%
- Performs clerical tasks; greets visitors; directs visitors and callers to appropriate office or personnel; directs calls, takes message and/or responds to routine telephone inquiries; opens, screens, sort, and distributes mail; copies, collates and distributes documents; maintains office supply inventory; prepares agendas, takes minutes, and transcribes dictation.

- 20% +/- 10%
- Performs related administrative duties; maintains calendar to arrange appointments, meetings and conferences; deals with problems or details in place of supervisor; prepares and enters documents into electronic agenda management systems; composes responses to correspondence and requests for information; signs correspondence in supervisor’s name as directed; gathers information and statistics and prepares reports; coordinates meetings and appointments for the director and prepares materials; attends meetings, prepares and distributes meeting materials & prepares meeting agendas and minutes; provides media outlets, outside agencies, and general public with department related information; answers public inquires by phone and email.

Senior Administrative Secretary

15% +/- 10%

- Produces final draft and/or final copy of documents; compose, proof, and edit annual letters, memos, correspondence, emails, PowerPoint, vouchers, requisitions, specifications, contract agreements and documents; monitors, tracks and edits various documents, reports and contracts; submits letters for proofreading and signature by director; design and construct newsletter; prepare and edit monthly and annual report; design executive level presentations; design promotional material for department; prepares reports and spreadsheets regarding the various business functions of the office; administers and co-ordinates changes to department website.

5% +/- 2%

- Maintains confidential filing system of the department records both electronic and manual; creates filing system; files documents in correct order; maintains privacy; coordinates appeal database & docket; assigns appeals, coordinates hearings amongst all parties and maintains electronic records (physical & audio) of hearings and evidence submitted; provides customer service to parties in appeals and provides information on appeal procedures.

Minimum Training and Experience Required to Perform Essential Job Functions

High school diploma or equivalent and five (5) years of secretarial/administrative 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 Outlook, Microsoft Access, Microsoft Publisher, and Adobe Acrobat.

Physical Requirements

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

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.

Senior Administrative Secretary

- Ability to comprehend a variety of informational documents including billing invoices, staff expense report forms, budget reports, contracts, draft documents, employee performance reviews, correspondence and other reports and records.
- Ability to comprehend a variety of reference books and manuals including Personnel Policies and Procedures Manual, computer applications manuals and office equipment manuals.
- Ability to prepare reimbursement vouchers, meeting minutes, letters, memos, reports (e.g.- monthly and annual department reports), and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to record and deliver information, to explain procedures, to follow instructions.
- Ability to communicate with directors, County Council and their staff members, managerial and supervisory staff, other County employees, vendors, new media, other government agencies, 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.

County Council of Cuyahoga County, Ohio

Resolution No. R2021-0192

Sponsored by: County Executive Budish/Fiscal Officer/Office of Budget and Management	A Resolution amending the 2020/2021 Biennial Operating Budget for 2021 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, 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 10, 2019, the Cuyahoga County Council adopted the Biennial Operating Budget and Capital Improvements Program for 2020/2021 (Resolution No. R2019-0224) establishing the 2020/2021 biennial budget for all County departments, offices and agencies; and

WHEREAS, it is necessary to adjust the Biennial Operating Budget for 2021 to reflect budgetary funding increases, funding reductions, to transfer budget appropriations and to transfer cash between budgetary funds, 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 2020/2021 Biennial Operating Budget for 2021 be amended to provide for the following additional appropriation increases and decreases:

Fund Nos./Budget Accounts

Journal Nos.

A. Children Services			JE326
HS215100 – Client Support Services			
Other Expenses	\$	15,800.00	

The Department of Children and Family Services request an appropriation of \$15,800 for the cost associated with the 2021 Graduation Allocation awarded from Ohio Department of Job & Family Services (ODJFS). Funding source is the 2021 Graduation Allocation from ODJFS.

B. General Fund			JE328
FS100140 – Recording/Conveyance			
Other Expenses	\$	47,901.82	
 General Fund			
FS100160 – General Services			
Other Expenses	\$	14,969.32	
 Delinquent Real Estate Assess.			
FS251500 – Delinquent Tax Collections			
Other Expenses	\$	86,822.05	
 Real Estate Assessment			
FS305100 – Tax AssesContractual Svcs.			
Other Expenses	\$	47,901.82	

The Fiscal Department requests additional appropriation of \$197,595.01 for call center technology and hosting service charges. Previous Real Estate Tax collection telecommunications equipment and caller workflow were inadequate to meet the needs of our county taxpayers and fiscal staff. Due to the systems limited call capacity and adaptability, taxpayers were experiencing an abundance of dropped calls and excessive wait times. Replacement and integration through the Amazon Cloud Platform provides a robust system to queue, deliver, and answer residents calls. This approach will better streamline callers and help facilitate their goal of a one call resolution. Additionally, the new cloud infrastructure allows for work remote or work from the office strategy providing fiscal management a variety of staffing opportunities for the Fiscal Office. Funding sources are County General Fund, Treasury Delinquent Tax Collection Fund, and the Real Estate Assessment Fund.

C. Children Services			JE330
HS215100 – Client Support Services			
Other Expenses	\$	1,656,869.00	

The Department of Health and Human Services-Division of Children & Family Services is requesting appropriation of the Chafee Stimulus Grant in the amount of \$1,656,869. This grant was awarded to Public Children Services Agencies to assist with preventing youth from aging out of foster care and to facilitate re-entry into foster care for youth, who previously aged out of foster care. Additionally, the grant temporarily waives certain Title IV-E foster care eligibility requirements for youth age 18 or older and provides additional funding for the Chafee program for SFY21. The funding may also

be used for expenses traditionally allowable under Chafee through September 30, 2022. Funding sources is the Chafee Stimulus allocation from Ohio Department of Job & Family Services (ODJFS).

D. General Fund		JE331
FS100125 – Office of Procurement		
Personal Services	\$	(139,965.00)

The Office of Budget and Management is requesting to decrease appropriations in the amount of \$139,965 in the Purchasing Department following the creation of the Department of Equity and Inclusion. This reduction accounts for staff and vacancies moving to the new department. Funding source is County General Fund.

E. Other Health and Safety		5U52PS00470302
HS280105 – TB Control Program - MetroHealth		
Other Expenses	\$	76,000.00

The Office of Budget and Management is requesting an appropriation increase in the amount of \$76,000 for the purpose of establishing the 2020 Tuberculosis Program grant award. Cuyahoga County received an annual grant award from the Ohio Department of Health that is passed through to the MetroHealth System to partially reimburse them for tuberculosis prevention and control efforts during the agreement period. The funding source is the U.S. Department of Health and Human Services (CFDA 93.116), passed through the Ohio Department of Health and covers the period of October 19, 2020, to December 31, 2020. This grant requires no cash match.

F. Community Development		HS-2021-COC-CE
HS220130 – Coordinated Entry		
Other Expenses	\$	500,000.00

The Department of Health and Human Services - Office of Homeless Services is requesting new appropriation of \$500,000 for the purpose of establishing the FFY 2020 Coordinated Entry grant award. This annual award funds operational costs of the Cleveland/Cuyahoga County Continuum of Care’s Coordinated Entry System, the front door to accessing shelter and housing services for persons experiencing a housing crisis in Cuyahoga County. The 2009 federal HEARTH Act requires that Continuums of Care establish a Coordinated Entry System to assure that those who are most vulnerable and literally homeless are prioritized for the limited resources available for intervention services. This grant is funded by the U.S. Department of Housing and Urban Development (CFDA 14.231) and covers the period of February 1, 2021, to January 31, 2022. This grant is paid on a reimbursable basis and requires a 25% match, the responsibility for which will be passed contractually to subrecipient(s).

G. Community Development		HS-2021-RRH-FAM
HS220110 – Supportive Housing Program		
Other Expenses	\$	492,744.00

The Department of Health and Human Services - Office of Homeless Services is requesting new appropriation of \$492,744 for the purpose of establishing the FFY 2020 Rapid Re-Housing for Families grant award. This annual award funds contracts with local providers that aid homeless families throughout Cuyahoga County, enabling them

to move into housing quickly while providing supportive services during the rent subsidy period to help stabilize the household. This grant is funded by the U.S. Department of Housing and Urban Development (CFDA 14.231) and covers the period of June 1, 2021, to May 31, 2022. This grant is paid on a reimbursable basis and requires a 25% match, the responsibility for which will be passed contractually to subrecipient(s).

H. Other Judicial		1479TI081022-01
CP285155 – SAMHSA Veterans Treatment Court		
Personal Services	\$	195,523.00
Other Expenses	\$	204,477.00

Common Pleas Court is requesting an appropriation increase of \$400,000 to fully appropriate the SAMHSA Veterans Treatment Court 2018-23 grant award. This grant was awarded by the U.S. Department of Health and Human Services (CFDA 93.243) in August 2018 in the amount of \$1.2 million. Only \$800,000.00 has been appropriated to date. Grant funds will be used to provide treatment services and recovery support services to eligible Veterans Drug Court clients. This grant covers the period of September 30, 2018, to September 29, 2021, with two optional one-year extensions that would extend the grant performance period through September 29, 2023. A cash match is not required.

I. Other Judicial		PJ-20-JJDP-ADM
PJ285150 – Juvenile Justice Administration		
Personal Services	\$	10,000.00

The Department of Public Safety and Justice Services is requesting new appropriation in the amount of \$10,000 for the purpose of establishing the FFY 2020 Juvenile Justice and Delinquency Program (JJDP) Administration Grant award. Cuyahoga County regularly receives JJDP formula grants to develop more effective juvenile delinquency programming. The requested appropriation is a separate grant award specifically to offset a portion of County payroll costs associated with administering the JJDP program. This grant is funded by the U.S. Department of Justice (CFDA 16.540), passed through the Ohio Department of Youth Services and covers the performance period of October 1, 2020, to December 31, 2021. The grant is paid on a reimbursable basis and requires no cash match.

J. Youth Services		JC-22-ODYS-CALM
JC330100 – Youth Services Subsidy - FDCC		
Other Expenses	\$	62,458.80

Juvenile Court is requesting new appropriation in the amount of \$62,458.80 for the purpose of establishing the state fiscal year 2022 RECLAIM grant award. The RECLAIM grant program provides funding for a vast array of community-based treatment, intervention, diversion, and prevention programs, with the goal of diverting juvenile offenders from state institutions and keeping them local where families can participate more fully in their rehabilitation and treatment. The requested appropriation will be used to provide out of home respite services as a diversion from the detention for low-level domestic violence offenders. This renewal grant is funded by the Ohio Department of Youth Services for the performance period of July 1, 2021, to June 30, 2022 and is paid as an advanced payment. There is no cash match required.

K. Youth Services		JC-22-ODYS-INT2
JC330100 – Youth Services Subsidy - FDCC		
Other Expenses	\$	106,503.72

Juvenile Court is requesting new appropriation in the amount of \$106,503.72 for the purpose of establishing the state fiscal year 2022 RECLAIM grant award. The RECLAIM grant program provides funding for a vast array of community-based treatment, intervention, diversion, and prevention programs, with the goal of diverting juvenile offenders from state institutions and keeping them local where families can participate more fully in their rehabilitation and treatment. The requested appropriation will be used to support the Community Based Intervention Center (CBIC), which is a day report program designed to address criminogenic risk factors with the use of cognitive-behavioral group interventions. This renewal grant is funded by the Ohio Department of Youth Services for the performance period of July 1, 2021, to June 30, 2022 and is paid as an advanced payment. There is no cash match required.

L. Youth Services		JC-22-ODYS-DCM
JC330100 – Youth Services Subsidy - FDCC		
Other Expenses	\$	90,000.00

Juvenile Court is requesting new appropriation in the amount of \$90,000 for the purpose of establishing the state fiscal year 2022 RECLAIM grant award. The RECLAIM grant program provides funding for a vast array of community-based treatment, intervention, diversion, and prevention programs, with the goal of diverting juvenile offenders from state institutions and keeping them local where families can participate more fully in their rehabilitation and treatment. The requested appropriation will be used to provide Diversion Case Management services with the goal of keeping low risk youth from entering the official court system. This renewal grant is funded by the Ohio Department of Youth Services for the performance period of July 1, 2021, to June 30, 2022 and is paid as an advanced payment. There is no cash match required.

M. Youth Services		JC-22-ODYS-WRAP
JC330100 – Youth Services Subsidy - FDCC		
Other Expenses	\$	33,332.48

Juvenile Court is requesting new appropriation in the amount of \$33,332.48 for the purpose of establishing the state fiscal year 2022 RECLAIM grant award. The RECLAIM grant program provides funding for a vast array of community-based treatment, intervention, diversion, and prevention programs, with the goal of diverting juvenile offenders from state institutions and keeping them local where families can participate more fully in their rehabilitation and treatment. The requested appropriation will be used to provide High Fidelity Wraparound Services to youth and their families involved in diversion services. This renewal grant is funded by the Ohio Department of Youth Services for the performance period of July 1, 2021, to June 30, 2022 and is paid as an advanced payment. There is no cash match required.

N. Youth Services		JC-22-ODYS-IH
JC330100 – Youth Services Subsidy - FDCC		
Other Expenses	\$	200,000.00

Juvenile Court is requesting new appropriation in the amount of \$200,000 for the purpose of establishing the state fiscal year 2022 RECLAIM grant award. The RECLAIM grant program provides funding for a vast array of community-based treatment, intervention, diversion, and prevention programs, with the goal of diverting juvenile offenders from state institutions and keeping them local where families can participate more fully in their rehabilitation and treatment. The requested appropriation will be used to provide in-home family therapy to youth and families involved with the Court in diversion or probation services. This renewal grant is funded by the Ohio Department of Youth Services for the performance period of July 1, 2021, to June 30, 2022 and is paid as an advanced payment. There is no cash match required.

O. Youth Services		JC-22-ODYS-INT
JC330100 – Youth Services Subsidy – FDCC		
Personal Services	\$	657,065.67
Other Expenses	\$	926,647.00

Juvenile Court is requesting new appropriation in the amount of \$1,583,712.67 for the purpose of establishing the state fiscal year 2022 RECLAIM grant award. The RECLAIM grant program provides funding for a vast array of community-based treatment, intervention, diversion, and prevention programs, with the goal of diverting juvenile offenders from state institutions and keeping them local where families can participate more fully in their rehabilitation and treatment. The requested appropriation will be used to support the Court’s Early Intervention and Diversion Center, which screens youth to identify their appropriateness for diversion services and provides recommendations and referrals to treatment services. This renewal grant is funded by the Ohio Department of Youth Services for the performance period of July 1, 2021, to June 30, 2022 and is paid as an advanced payment. There is no cash match required.

P. Youth Services		JC-22-ODYS-JDAI
JC330100 – Youth Services Subsidy – FDCC		
Other Expenses	\$	109,420.00

Juvenile Court is requesting new appropriation in the amount of \$109,420 for the purpose of establishing the state fiscal year 2022 RECLAIM grant award. The RECLAIM grant program provides funding for a vast array of community-based treatment, intervention, diversion, and prevention programs, with the goal of diverting juvenile offenders from state institutions and keeping them local where families can participate more fully in their rehabilitation and treatment. The requested appropriation will be used to support the Court’s continued Juvenile Detention Alternatives Initiative (JDAI) efforts, including training and technical assistance from national experts and services for youth in the detention center. This renewal grant is funded by the Ohio Department of Youth Services for the performance period of July 1, 2021, to June 30, 2022 and is paid as an advanced payment. There is no cash match required.

Q. Youth Services		JC-22-ODYS-MH
JC330100 – Youth Services Subsidy – FDCC		
Personal Services	\$	851,003.76
Other Expenses	\$	57,500.00

Juvenile Court is requesting new appropriation in the amount of \$908,503.76 for the purpose of establishing the state fiscal year 2022 RECLAIM grant award. The

RECLAIM grant program provides funding for a vast array of community-based treatment, intervention, diversion, and prevention programs, with the goal of diverting juvenile offenders from state institutions and keeping them local where families can participate more fully in their rehabilitation and treatment. The requested appropriation will be used to provide Multi-Systemic Therapy to youth and families involved in diversion or probation services. This renewal grant is funded by the Ohio Department of Youth Services for the performance period of July 1, 2021, to June 30, 2022 and is paid as an advanced payment. There is no cash match required.

R. Youth Services		JC-22-ODYS-MENT
JC330100 – Youth Services Subsidy – FDCC		
Other Expenses	\$	750,000.00

Juvenile Court is requesting new appropriation in the amount of \$750,000 for the purpose of establishing the state fiscal year 2022 RECLAIM grant award. The RECLAIM grant program provides funding for a vast array of community-based treatment, intervention, diversion, and prevention programs, with the goal of diverting juvenile offenders from state institutions and keeping them local where families can participate more fully in their rehabilitation and treatment. The requested appropriation will be used to provide mentoring services to youth on probation with the Court to assist in their development of pro-social skills and eventual success. This renewal grant is funded by the Ohio Department of Youth Services for the performance period of July 1, 2021, to June 30, 2022 and is paid as an advanced payment. There is no cash match required.

S. Youth Services		JC-22-ODYS-PHX
JC330100 – Youth Services Subsidy – FDCC		
Personal Services	\$	271,332.83

Juvenile Court is requesting new appropriation in the amount of \$271,332.83 for the purpose of establishing the state fiscal year 2022 RECLAIM grant award. The RECLAIM grant program provides funding for a vast array of community-based treatment, intervention, diversion, and prevention programs, with the goal of diverting juvenile offenders from state institutions and keeping them local where families can participate more fully in their rehabilitation and treatment. The requested appropriation will be used to support the Court’s Phoenix Court Docket, which is a juvenile mental health docket designed to provide intensive services to probation youth. This renewal grant is funded by the Ohio Department of Youth Services for the performance period of July 1, 2021, to June 30, 2022, and is paid as an advanced payment. There is no cash match required.

T. Youth Services		JC-22-ODYS-PTM
JC330100 – Youth Services Subsidy – FDCC		
Personal Services	\$	807,068.95

Juvenile Court is requesting new appropriation in the amount of \$807,068.95 for the purpose of establishing the state fiscal year 2022 RECLAIM grant award. The RECLAIM grant program provides funding for a vast array of community-based treatment, intervention, diversion, and prevention programs, with the goal of diverting juvenile offenders from state institutions and keeping them local where families can participate more fully in their rehabilitation and treatment. The requested appropriation

will be used to support the Court’s Pre-Trial Monitoring Unit, which provides home detention and electronic monitoring services to ensure youth’s compliance and attendance at future court hearings. This renewal grant is funded by the Ohio Department of Youth Services for the performance period of July 1, 2021, to June 30, 2022 and is paid as an advanced payment. There is no cash match required.

U. Youth Services		JC-22-ODYS-PREN
JC330100 – Youth Services Subsidy – FDCC		
Other Expenses	\$	50,000.00

Juvenile Court is requesting new appropriation in the amount of \$50,000.00 for the purpose of establishing the state fiscal year 2022 RECLAIM grant award. The RECLAIM grant program provides funding for a vast array of community-based treatment, intervention, diversion, and prevention programs, with the goal of diverting juvenile offenders from state institutions and keeping them local where families can participate more fully in their rehabilitation and treatment. The requested appropriation will be used to support training and technical assistance services in order for the Court to participate in the State’s Probation Transformation Initiative through the Annie E. Casey Foundation. This renewal grant is funded by the Ohio Department of Youth Services for the performance period of July 1, 2021, to June 30, 2022 and is paid as an advanced payment. There is no cash match required.

V. Youth Services		JC-22-ODYS-PA
JC330100 – Youth Services Subsidy – FDCC		
Personal Services	\$	621,535.43

Juvenile Court is requesting new appropriation in the amount of \$621,535.43 for the purpose of establishing the state fiscal year 2022 RECLAIM grant award. The RECLAIM grant program provides funding for a vast array of community-based treatment, intervention, diversion, and prevention programs, with the goal of diverting juvenile offenders from state institutions and keeping them local where families can participate more fully in their rehabilitation and treatment. The requested appropriation will be used to fund seven positions responsible for the development and monitoring of the ODYS funds and budget reports, the identification of effective programming and contracting, the monitoring, data collection, and quality assurance of all Court and contracted youth services, and the completion of all required ODYS reports. This renewal grant is funded by the Ohio Department of Youth Services for the performance period of July 1, 2021, to June 30, 2022 and is paid as an advanced payment. There is no cash match required.

W. Youth Services		JC-22-ODYS-DEV
JC330100 – Youth Services Subsidy – FDCC		
Other Expenses	\$	214,450.00

Juvenile Court is requesting new appropriation in the amount of \$214,450 for the purpose of establishing the state fiscal year 2022 RECLAIM grant award. The RECLAIM grant program provides funding for a vast array of community-based treatment, intervention, diversion, and prevention programs, with the goal of diverting juvenile offenders from state institutions and keeping them local where families can participate more fully in their rehabilitation and treatment. The requested appropriation will be used to fund the training of Court staff and program development. These trainings

include OYAS train-the-trainer, EPICS train-the-trainer, Motivational Interviewing train-the-trainer, trauma trainings, and race, equity and inclusion training. This renewal grant is funded by the Ohio Department of Youth Services for the performance period of July 1, 2021, to June 30, 2022 and is paid as an advanced payment. There is no cash match required.

X. Youth Services		JC-22-ODYS-BHJJ
JC330100 – Youth Services Subsidy – FDCC		
Other Expenses	\$	206,700.00

Juvenile Court is requesting new appropriation in the amount of \$206,700 for the purpose of establishing the state fiscal year 2022 RECLAIM grant award. The RECLAIM grant program provides funding for a vast array of community-based treatment, intervention, diversion, and prevention programs, with the goal of diverting juvenile offenders from state institutions and keeping them local where families can participate more fully in their rehabilitation and treatment. The requested appropriation will be used to support the treatment services and incentives for the Court’s Promise Team, which is a highly intensive treatment team in collaboration with Children and Family Services for girls who have dual involvement. This was a separate competitive award for this project. This renewal grant is funded by the Ohio Department of Youth Services for the performance period of July 1, 2021, to June 30, 2022 and is paid as an advanced payment. There is no cash match required.

Y. Youth Services		JC-22-ODYS-PROM
JC330100 – Youth Services Subsidy – FDCC		
Personal Services	\$	78,466.18

Juvenile Court is requesting new appropriation in the amount of \$78,466.18 for the purpose of establishing the state fiscal year 2022 RECLAIM grant award. The RECLAIM grant program provides funding for a vast array of community-based treatment, intervention, diversion, and prevention programs, with the goal of diverting juvenile offenders from state institutions and keeping them local where families can participate more fully in their rehabilitation and treatment. The requested appropriation will be used to support the treatment services and incentives for the Court’s Promise Team, which is a highly intensive treatment team in collaboration with Children and Family Services for girls who have dual involvement. This renewal grant is funded by the Ohio Department of Youth Services for the performance period of July 1, 2021, to June 30, 2022 and is paid as an advanced payment. There is no cash match required.

Z. Youth Services		JC-22-ODYS-REST
JC330100 – Youth Services Subsidy – FDCC		
Other Expenses	\$	60,000.00

Juvenile Court is requesting new appropriation in the amount of \$60,000 for the purpose of establishing the state fiscal year 2022 RECLAIM grant award. The RECLAIM grant program provides funding for a vast array of community-based treatment, intervention, diversion, and prevention programs, with the goal of diverting juvenile offenders from state institutions and keeping them local where families can participate more fully in their rehabilitation and treatment. The requested appropriation will be used to support the Restitution Program, which will allow diverted youth to complete community service for compensation at a rate equal to minimum wage with all the earnings being credited

towards making restitution to their victim. This renewal grant is funded by the Ohio Department of Youth Services for the performance period of July 1, 2021, to June 30, 2022 and is paid as an advanced payment. There is no cash match required.

AA. Youth Services	JC-22-ODYS-REJU
JC330100 – Youth Services Subsidy – FDCC	
Other Expenses	\$ 170,000.00

Juvenile Court is requesting new appropriation in the amount of \$170,000 for the purpose of establishing the state fiscal year 2022 RECLAIM grant award. The RECLAIM grant program provides funding for a vast array of community-based treatment, intervention, diversion, and prevention programs, with the goal of diverting juvenile offenders from state institutions and keeping them local where families can participate more fully in their rehabilitation and treatment. The requested appropriation will be used to support Restorative Justice Programming, which will provide an alternative response to official juvenile court filings for delinquency matters by engaging youth and their victims to resolve the matter through an accountability process that heals relationships and strengthens communities without mandated system involvement. This renewal grant is funded by the Ohio Department of Youth Services for the performance period of July 1, 2021, to June 30, 2022 and is paid as an advanced payment. There is no cash match required.

AB. Youth Services	JC-22-ODYS-SHD
JC330100 – Youth Services Subsidy – FDCC	
Other Expenses	\$ 226,627.52

Juvenile Court is requesting new appropriation in the amount of \$226,627.52 for the purpose of establishing the state fiscal year 2022 RECLAIM grant award. The RECLAIM grant program provides funding for a vast array of community-based treatment, intervention, diversion, and prevention programs, with the goal of diverting juvenile offenders from state institutions and keeping them local where families can participate more fully in their rehabilitation and treatment. The requested appropriation will be used to support services for youth identified as victims of human trafficking and assigned to the Safe Harbor Docket. These services include short-term safe space respite services, trauma-informed mentoring, and trauma-informed counseling. This renewal grant is funded by the Ohio Department of Youth Services for the performance period of July 1, 2021, to June 30, 2022 and is paid as an advanced payment. There is no cash match required.

AC. Youth Services	JC-22-ODYS-SO
JC330100 – Youth Services Subsidy – FDCC	
Other Expenses	\$ 150,000.00

Juvenile Court is requesting new appropriation in the amount of \$150,000 for the purpose of establishing the state fiscal year 2022 RECLAIM grant award. The RECLAIM grant program provides funding for a vast array of community-based treatment, intervention, diversion, and prevention programs, with the goal of diverting juvenile offenders from state institutions and keeping them local where families can participate more fully in their rehabilitation and treatment. The requested appropriation will be used to provide sex offender assessment and treatment services to youth involved with the Court. This renewal grant is funded by the Ohio Department of Youth Services

for the performance period of July 1, 2021, to June 30, 2022 and is paid as an advanced payment. There is no cash match required.

AD. Youth Services		JC-22-ODYS-SA
JC330100 – Youth Services Subsidy – FDCC		
Other Expenses	\$	125,000.00

Juvenile Court is requesting new appropriation in the amount of \$125,000 for the purpose of establishing the state fiscal year 2022 RECLAIM grant award. The RECLAIM grant program provides funding for a vast array of community-based treatment, intervention, diversion, and prevention programs, with the goal of diverting juvenile offenders from state institutions and keeping them local where families can participate more fully in their rehabilitation and treatment. The requested appropriation will be used to provide substance use assessment and treatment services to youth involved with the Court. This renewal grant is funded by the Ohio Department of Youth Services for the performance period of July 1, 2021, to June 30, 2022 and is paid as an advanced payment. There is no cash match required.

AE. Youth Services		JC-22-ODYS-TRMH
JC330100 – Youth Services Subsidy – FDCC		
Personal Services	\$	1,368,373.92
Other Expenses	\$	2,115,545.83

Juvenile Court is requesting new appropriation in the amount of \$3,483,919.75 for the purpose of establishing the state fiscal year 2022 RECLAIM grant award. The RECLAIM grant program provides funding for a vast array of community-based treatment, intervention, diversion, and prevention programs, with the goal of diverting juvenile offenders from state institutions and keeping them local where families can participate more fully in their rehabilitation and treatment. The requested appropriation will be used to provide Multi-Systemic Therapy, Multi-Systemic Therapy -Problem Sexual Behavior, the residential Community-Based Treatment Center services, and the design and development of a Secured Adolescent Treatment Program within the Court’s Detention Center. This renewal grant is funded by the Ohio Department of Youth Services for the performance period of July 1, 2021, to June 30, 2022 and is paid as an advanced payment. There is no cash match required.

AF. Youth Services		JC-22-ODYS-VES
JC330100 – Youth Services Subsidy – FDCC		
Other Expenses	\$	400,000.00

Juvenile Court is requesting new appropriation in the amount of \$400,000.00 for the purpose of establishing the state fiscal year 2022 RECLAIM grant award. The RECLAIM grant program provides funding for a vast array of community-based treatment, intervention, diversion, and prevention programs, with the goal of diverting juvenile offenders from state institutions and keeping them local where families can participate more fully in their rehabilitation and treatment. The requested appropriation will be used to provide vocational and educational services to youth involved with probation services. This renewal grant is funded by the Ohio Department of Youth Services for the performance period of July 1, 2021, to June 30, 2022 and is paid as an advanced payment. There is no cash match required.

AG. Youth Services		JC-22-ODYS-ST
JC330100 – Youth Services Subsidy – FDCC		
Other Expenses	\$	158,190.00

Juvenile Court is requesting new appropriation in the amount of \$158,190 for the purpose of establishing the state fiscal year 2022 RECLAIM grant award. The RECLAIM grant program provides funding for a vast array of community-based treatment, intervention, diversion, and prevention programs, with the goal of diverting juvenile offenders from state institutions and keeping them local where families can participate more fully in their rehabilitation and treatment. The requested appropriation will be used to support the development of the Secured Adolescent Treatment Program within the Court’s Detention Center. This renewal grant is funded by the Ohio Department of Youth Services for the performance period of July 1, 2021, to June 30, 2022 and is paid as an advanced payment. There is no cash match required.

AH. Youth Services		JC-22-ODYS-YCC
JC330100 – Youth Services Subsidy – FDCC		
Other Expenses	\$	931,734.34

Juvenile Court is requesting new appropriation in the amount of \$931,734.34 for the purpose of establishing the state fiscal year 2022 RECLAIM grant award. The RECLAIM grant program provides funding for a vast array of community-based treatment, intervention, diversion, and prevention programs, with the goal of diverting juvenile offenders from state institutions and keeping them local where families can participate more fully in their rehabilitation and treatment. The requested appropriation will be used to provide short-term safe spaces in group homes for youth awaiting placements or court hearings. These homes will provide an array of safe, trauma-informed respite services to meet the diverse treatment and placement needs of youth involved in the juvenile justice system. This renewal grant is funded by the Ohio Department of Youth Services for the performance period of July 1, 2021, to June 30, 2022 and is paid as an advanced payment. There is no cash match required.

AI. County Airport		CAOPR0000601
PW700200 – Airport Capital Projects		
Personal Services	\$	2,000.00
Other Expenses	\$	122,000.00

The Department of Public Works is requesting new appropriation in the amount of \$124,000 for the purpose of establishing a capital project to transfer, replace, and lower utility power equipment on Richmond Road by the Cuyahoga County Airport in order to eliminate obstructions. The County Airport has been awarded an \$88,493 grant by the Ohio Department of Transportation to cover a portion of projects costs. The remaining costs totaling \$35,507 will be paid by the General Fund.

AJ. COVID-10 CARES Act Fund		FS-20-CARES-CRF
FS350100 – COVID-19 CARES Act		
Other Expenses	\$	21,064.85

The Office of Budget and Management requests an appropriation increase of \$21,064.85 for the purpose of appropriating interest accrued on Cuyahoga County’s allocation of federal Coronavirus Relief Fund dollars (CFDA 21.019) received from the U.S.

Department of the Treasury. Total interest received as of July 2021 is \$521,064.85. County Council has appropriated \$500,000.00 in accrued interest to date. This appropriation request appropriates the surplus interest balance as of July 31, 2021. The cash balance of the Coronavirus Relief Fund was \$8,963,777.55 as of June 30, 2021.

AK. Victim Assistance		PJ-21-VOCA-DCI
PJ325140 – Defending Childhood Initiative/Intake		
Other Expenses	\$	246,151.00

The Department of Public Safety and Justice Services is requesting new appropriation in the amount of \$246,151 for the purpose of establishing a FFY 2022 Victims of Crime Act (VOCA) grant award. These funds will support the ongoing Defending Childhood Initiative Project, a countywide program that screens, assesses, and treats children between 0 and 17 years of age who are exposed to violence. This grant is funded by the U.S. Department of Justice (CFDA 16.575), passed through the Office of the Ohio Attorney General, and covers the performance period of October 1, 2021, to September 30, 2022. The grant is paid on a reimbursable basis and does not require a cash match.

AL. County Airport		CAOPR0000401
PW700200 – Airport Capital Projects		
Other Expenses	\$	150,000.00

The Department of Public Works is requesting an appropriation increase in the amount of \$150,000. This appropriation will allow the County to hire a qualified consultant to provide professional engineering services for projects identified at the County Airport. The total estimated contract is \$450,000 but only \$150,000 has been appropriated to date. This project is funded by the General Fund Capital Improvement Subsidy and is included as part of the 2020 Capital Improvement Plan.

SECTION 2. That the 2020/2021 Biennial Operating Budget for 2021 be amended to provide for the following cash transfers between County funds:

<u>Fund Nos./Budget Accounts</u>	<u>Journal Nos.</u>
A. FROM: Capital Projects	GL1-00
ME600100 – Cuyahoga County Forensic Science Lab Capital Projects	
Trans Out – Transfer Out	\$ 20,430.92
TO: General Fund	
FS100350 – General Fund Operating Subsidies	
Trans In – Transfer In	\$ 20,430.92

The Office of Budget and Management requests a cash transfer of \$20,430.92 to reimburse the General Fund with unspent project funds related to the Automated Fingerprint Identification System (AFIS) capital project. This project was established in 2019 to account for the costs of purchasing the AFIS/Cogent Bridge Upgrade for hardware, software, and set up services. Funding for this capital project was provided by a combination of the Medical Examiner's Coroner's Lab Fund, which is now part of the General Fund, and the Department of Information Technology via the General Fund.

B. FROM: General Fund	GL3-00
FS100130 – General Fund Operating Subsidies	
Trans Out – Transfer Out	\$ 6,800,000.00
TO: Capital Projects	
PW600100 – Capital Projects	
Trans In – Transfer In	\$ 6,800,000.00

The Office of Budget and Management requests a cash transfer of \$6,800,000.00 to fulfill the annual General Fund subsidy that funds the Capital Improvements Plan. This cash subsidy was approved as part of the 2020/2021 Biennial Budget (R2019-0224).

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

Journal CC043
August 3, 2021



To: Andria Richardson, Clerk of County Council

From: Walter Parfejewiec, Office of Budget and Management

Date: July 27, 2021

Re: Fiscal Agenda – 8/3/2021 - Proposed

cc: Michael Chambers, Fiscal Office; Mary Louise Madigan, Communications

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 **August 3, 2021**. The requested fiscal items, including additional appropriations, appropriation transfers, and cash transfers, are necessary to reconcile the originally adopted 2020 Budget. Items of note on this agenda include:

- Request to provide appropriation increase/decrease as requested.
- Request grant appropriation.
- Request to provide cash transfers as requested.

Additional Appropriation Summary – Additional appropriation is requested to cover expenditures that exceed 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	Item	Funding Source	Purpose
Children & Family Services	\$15,800.00	A	Special Revenue – No General/HHS Levy Fund Impact	Appropriation Increase
Fiscal Office	\$197,595.01	B	Special Revenue – No General/HHS Levy Fund Impact	Appropriation Increase
Children & Family Services	\$1,656,869.00	C	Special Revenue – No General/HHS Levy Fund Impact	Appropriation Increase
Fiscal Office	(\$139,965.00)	D	General Fund	Appropriation Decrease
OBM	\$76,000.00	E	Grant – No General/HHS Levy Fund Impact	Appropriation Increase
Homeless Services	\$992,774.00	F, G	Grant – No General/HHS Levy Fund Impact	Appropriation Increase

Common Pleas	\$400,000.00	H	Grant – No General/HHS Levy Fund Impact	Appropriation Increase
Public Safety and Justice Services	\$10,000.00	I	Grant – No General/HHS Levy Fund Impact	Appropriation Increase
Juvenile Court	\$11,798,956.43	J-AH	Grant – No General/HHS Levy Fund Impact	Appropriation Increase
Public Works	\$124,000.00	AI	Grant – General Fund Impact	Appropriation Increase
OBM	\$21,064.85	AJ	Special Revenue – No General/HHS Levy Fund Impact	Appropriation Increase
Public Safety and Justice Services	\$246,151.00	AK	Grant – No General/HHS Levy Fund Impact	Appropriation Increase
Public Works	\$150,000.00	AL	CIP - General Fund	Appropriation Increase

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	Item	Funding Source	Purpose
Medical Examiner	\$20,430.92	A	General Fund	Cash Transfer
Public Works	\$6,800,000.00	B	General Fund	Cash Transfer

County Council of Cuyahoga County, Ohio

Resolution No. R2021-0193

<p>Sponsored by: County Executive Budish/Departments of Law and Health and Human Services, Job and Family Service Unit</p>	<p>A Resolution approving a Collective Bargaining Agreement between Cuyahoga County and the Teamsters Local 407, Affiliated with the International Brotherhood of Teamsters, representing approximately 20 employees in 2 classifications from the Cuyahoga County Department of Health and Human Services, Job and Family Services Division, for the period 7/1/2021 – 6/30/2024; 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.</p>
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WHEREAS, the Cuyahoga County Department of Law has been engaged in negotiations with the Teamsters Local 407, Affiliated with the International Brotherhood of Teamsters (“the Union”), in an effort to negotiate a new successor Collective Bargaining Agreement (“CBA”) for the period 7/1/2021 – 6/30/2024, representing approximately 20 employees in the Cuyahoga County Department of Health and Human Services; and

WHEREAS, the Union represents employees in the Job and Family Services Investigations Unit consisting of Investigators and Investigation Assistants within the Department of Health and Human Services; and

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

WHEREAS, on or about July 26, 2021, the members of the bargaining unit voted to ratify the proposed successor collective bargaining agreement; and,

WHEREAS, O.R.C. 4117.10 (B) requires that a public employer submit a request for funds necessary to implement an agreement, and for approval of any other matter requiring the approval of the appropriate legislative body to the legislative body within 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.

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

SECTION 1. The Cuyahoga County Council hereby approves the Collective Bargaining Agreement between Cuyahoga County and the Teamsters Local 407, Affiliated with the International Brotherhood of Teamsters, representing approximately 20 employees in the Cuyahoga County Department of Health and Human Services, Job and Family Services Unit for the period 7/1/2021 – 6/30/2024, and authorizes the County Executive to execute all documents consistent with this Resolution.

SECTION 2. Funds necessary to implement the CBA between the County and the Teamsters Local 407 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 (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 CC043
August 3, 2021

County Council of Cuyahoga County, Ohio

Resolution No. R2021-0194

<p>Sponsored by: County Executive Budish/Department of Public Works/Division of County Engineer</p>	<p>A Resolution making an award on RQ6876 to CATTs Construction, Inc. in the amount not-to-exceed \$1,084,826.42 for the rehabilitation of Union Street from Broadway Avenue (North) to Broadway Avenue (South) in the City of Bedford, Ohio; 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 the County Motor Vehicle \$7.50 License Tax Fund to fund a portion of 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 RQ 6876 to CATTs Construction, Inc. in the amount not-to-exceed \$1,084,826.42 for the rehabilitation of Union Street from Broadway Avenue (North) to Broadway Avenue (South) in the City of Bedford, Ohio; 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 the County Motor Vehicle \$7.50 License Tax Fund to fund a portion of said contract; and

WHEREAS, the primary goals of this project are the resurfacing of 1.0 miles of roadway on Union Street (CR-233), including pavement repairs, utility casting adjustments, installation of ADA compliant curb ramps, drainage system, concrete walks, sanitary sewers, and other associated improvements; and

WHEREAS, the project is funded as follows: (a) 73% from County Motor Vehicle \$7.50 License Tax Fund and (c) 27% from City of Bedford; 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 RQ 6876 to CATTS Construction, Inc. in the amount not-to-exceed \$1,084,826.42 for the rehabilitation of Union Street from Broadway Avenue (North) to Broadway Avenue (South) in the City of Bedford, Ohio; 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 the County Motor Vehicle \$7.50 License Tax Fund to fund a portion of said contract.

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 not-to-exceed \$867,861.14 to fund a portion of said contact.

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__

Department of Public Works Award for Union Street (CR-233) Resurfacing from Broadway Avenue (North) to Broadway Avenue (South) in the City of Bedford, Ohio RQ 6876 RFB to CATTs Construction, Inc. Vendor

A. Scope of Work Summary

1. The Department of Public Works is requesting approval of a contract with CATTs for the anticipated cost of \$1,084,826.42.

The Project is new to the County. W&C R2021-0018.

The anticipated start-completion dates are 8/9/2021- 12/1/2021.

2. The primary goals of the project are (list 2 to 3 goals).

This is a project consisting of resurfacing of 1.0 mile of Union Street (CR-233) from its northwest end at the intersection of Broadway Avenue to its terminus where it intersects Broadway Avenue again. Pavement repairs, utility casting adjustments, ADA compliant curb ramps, pavement markings, and loop detectors will also be included with this project.

3. The project is not mandated. Municipality is Bedford, Ohio.

B. Procurement

1. The procurement method for this project was RFB. The total value of the RFB is \$1,084,826.42 which is 11.5% under the engineer's estimate of \$1,226,255.80.

2. The RFB was closed on 7/22/2021. There is an SBE of 7%, MBE 17%, WBE 6%.

3. There were 6 bids pulled from OPD, 5 bids submitted for review, 1 bid approved.

C. Contractor and Project Information

1. The address(es) of all vendors and/or contractors is (provide the full address in the following format):

CATTs Construction, Inc.
21223 Aurora Road
Warrensville Hts., OH 44146
Council District 9

2. The owner for the contractor is Michael Dempsey, Jr.

3.a [When applicable] The address or location of the project is: (provide the full address or list the municipality(ies) impacted by the project in the following format):

(Vendor/Contractor Name)
(Street Number and Name)
(City, State, and Zip Code)

3.b. The project is located in Council District 9.

D. Project Status and Planning

1. The project is a new to the County.

3. The project is on a critical action path because construction needs to begin asap in order to finish this season per the request of the City of Bedford.

E. Funding

1. The project is funded locally using 73% county funds and 27% city funds per the agreement with the City of Bedford.

2. The schedule of payments is by invoice.



Department of Purchasing Tabulation Sheet

REQUISITION NUMBER: 6876 Event 1384	TYPE: (RFB/RFP/RFQ): RFB	ESTIMATE: \$1,226,255.80
CONTRACT PERIOD:	RFB/RFP/RFQ DUE DATE: July 22, 2021	NUMBER OF RESPONSES (issued/submitted): 7/5
REQUESTING DEPARTMENT: Public Works	COMMODITY DESCRIPTION: Union Street (CR-233) Resurfacing	
DIVERSITY GOAL/SBE 7 %	DIVERSITY GOAL/MBE 17 %	DIVERSITY GOAL/WBE 6 %
Does CCBB Apply: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	CCBB: Low Non-CCBB Bid\$: 1,223,943.67	Add 2%, Total is: \$1,248,422.54
Does CCBEIP Apply: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	CCBEIP: Low Non-CCBEIP Bid \$: 1,084,826.42	Add 2%, Total is: \$1,223,943.67
*PRICE PREFERENCE LOWEST BID REC'D \$1,084,826.42	RANGE OF LOWEST BID REC'D \$1,000,001 - \$3,000,000	Minus \$, =
PRICE PREF % & \$ LIMIT: \$86,786.11 (Max \$210,000)	MAX SBE/MBE/WBE PRICE PREF \$ 1,171,612.53	DOES PRICE PREFERENCE APPLY? <input type="checkbox"/> Yes <input type="checkbox"/> No

Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE	Dept. Tech. Review	Award: (Y/N)
1. CATT'S Construction, Inc. 21223 Aurora Road Warrens Heights, OH 44146	Bid Bond Atlantic Specialty Insurance Company 100%	\$1,084,826.42	Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 21-0042 NCA: <input checked="" type="checkbox"/> Yes PH: <input checked="" type="checkbox"/> Yes CCBB: <input checked="" type="checkbox"/> Yes CCBEIP: <input checked="" type="checkbox"/> N/A	<input type="checkbox"/> Yes <input type="checkbox"/> No	CCBB <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No CCBEIP <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Subcontractor Name(s): (MW) CATT'S Construction, Inc. - SBE 20% (FW) Cuyahoga Supply & Tool, Inc. - SBE/WBE 2.1% (FW) Trafftech, Inc. - SBE/WBE 4.93% SBE/MBE/WBE Prime: (Y/N) <input checked="" type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> No	Department of Public Works is recommending an award to this vendor as the lowest and best bid. Bid is mathematically and materially balanced. meb	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Transaction ID:

Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE	Dept. Tech. Review	Award: (Y/N)
			Bid Form: <input checked="" type="checkbox"/> Yes Bid Bond: OK Prime Worktypes: <input checked="" type="checkbox"/> Yes Diversity Worktypes: <input checked="" type="checkbox"/> Yes DFSP: <input checked="" type="checkbox"/> Yes Similar Experience: <input checked="" type="checkbox"/> Yes EEO Covenant: <input checked="" type="checkbox"/> No OPD Buyer Initials: TN			SBE: <u>20</u> % MBE: <u>0</u> % WBE: <u>7.03</u> % SBE/MBE/WBE Comply: (Y/N) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No LL 7/23/21 SBE/MBE/WBE Comments and Initials: Div.3 form not submitted. ~RV 7/22/21 LL 7/23/21		

Transaction ID:

Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: OPD Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE	Dept. Tech. Review	Award: (Y/N)
2. The Vallejo Company 4000 Brookpark Road Cleveland, OH 44134	Bid Bond The Cincinnati Insurance Company	\$1,223,943.67	Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 19-0025 NCA: <input checked="" type="checkbox"/> Yes PH: <input checked="" type="checkbox"/> Yes CCBB: <input checked="" type="checkbox"/> Yes CCBEIP: <input checked="" type="checkbox"/> Yes Bid Form: <input checked="" type="checkbox"/> Yes Bid Bond: Pending Law Review Prime Worktypes: <input checked="" type="checkbox"/> Yes Diversity Worktypes: <input checked="" type="checkbox"/> Yes DFSP: <input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Yes <input type="checkbox"/> No	CCBB <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No CCBEIP <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Subcontractor Name(s): (FW) All Contractors Supply, LLC – WBE 1.33% (FW) Cuyahoga Supply & Tool, Inc. – SBE/WBE 3.76% (MHA) Garcia Surveyors, Inc. – MBE .30% (MAA) RAR Contracting Co., Inc. – SBE/WBE .41% (FW) The Vallejo Company – SBE/WBE 20% (FW) Trafftech, Inc. – SBE/WBE 4.36% SBE/WBE/MBE Prime: (Y/N) <input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/> SBE <input type="checkbox"/> MBE <input checked="" type="checkbox"/> WBE <input type="checkbox"/> No Total % SBE: <u>20 %</u> MBE: <u>0.710 %</u> WBE: <u>9.86 %</u> SBE/WBE/MBE Comply: (Y/N) <input checked="" type="checkbox"/> Yes LL 7/23/21 <input type="checkbox"/> No SBE/WBE/MBE Comments and Initials: Div.3 form not submitted. ~RV 7/22/21 LL 7/23/21		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Transaction ID:

Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: OPD Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE	Dept. Tech. Review	Award: (Y/N)
			Similar Experience: <input checked="" type="checkbox"/> Yes EEO Covenant: <input checked="" type="checkbox"/> Yes OPD Buyer Initials: TN					

Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: OPD Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE	Dept. Tech. Review	Award: (Y/N)
3. Perk Companies 8100 Grand Ave, Suite 300 Cleveland, OH 44115	Bid Bond Hudson Insurance Group 100%	\$1,256,835.70	Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 12-2187 NCA: <input checked="" type="checkbox"/> Yes PH: <input checked="" type="checkbox"/> Yes CCBB: <input checked="" type="checkbox"/> Yes CCBEIP: <input checked="" type="checkbox"/> No Bid Form: <input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Yes <input type="checkbox"/> No	CCBB <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No CCBEIP <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Subcontractor Name(s): (FW) Cuyahoga Supply & Tool, Inc. – SBE/WBE 3.23% (FW) P.G.T. Construction, Inc. – SBE/WBE 3.6% (MW) Perk Company, Inc. – SBE 20% (FW) Trafftech, Inc. – SBE/WBE 4.41% SBE/MBE/WBE Prime: (Y/N) <input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> No Total % SBE: <u>20</u> % MBE: <u>0</u> % WBE: <u>11.24</u> %		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Transaction ID:

Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: OPD Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE	Dept. Tech. Review	Award: (Y/N)				
			Bid Bond: Pending Law Review Prime Worktypes: <input checked="" type="checkbox"/> Yes Diversity Worktypes: <input checked="" type="checkbox"/> Yes DFSP: <input checked="" type="checkbox"/> Yes Similar Experience: <input checked="" type="checkbox"/> Yes EEO Covenant: <input checked="" type="checkbox"/> Yes OPD Buyer Initials: TN			<table border="1"> <tr> <td>SBE/MBE/WBE Comply: (Y/N)</td> <td><input checked="" type="checkbox"/> Yes LL 7/23/21 <input type="checkbox"/> No</td> </tr> <tr> <td>SBE/MBE/WBE Comments and Initials:</td> <td>No waiver requested ~RV7/23/21 LL 7/23/21</td> </tr> </table>	SBE/MBE/WBE Comply: (Y/N)	<input checked="" type="checkbox"/> Yes LL 7/23/21 <input type="checkbox"/> No	SBE/MBE/WBE Comments and Initials:	No waiver requested ~RV7/23/21 LL 7/23/21		
SBE/MBE/WBE Comply: (Y/N)	<input checked="" type="checkbox"/> Yes LL 7/23/21 <input type="checkbox"/> No											
SBE/MBE/WBE Comments and Initials:	No waiver requested ~RV7/23/21 LL 7/23/21											

Transaction ID:

Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: OPD Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE	Dept. Tech. Review	Award: (Y/N)
4. Vandra Brothers Construction, Inc 24629 Broadway Avenue Oakwood, OH 44146	Bid Bond Western Surety Company 100%	\$1,439,402.10	Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 12-2906 NCA: <input checked="" type="checkbox"/> Yes PH: <input checked="" type="checkbox"/> Yes CCBB: <input checked="" type="checkbox"/> Yes CCBEIP: <input checked="" type="checkbox"/> Yes Bid Form: <input checked="" type="checkbox"/> Yes Bid Bond: Pending Law Review Prime Worktypes: <input checked="" type="checkbox"/> Yes Diversity Worktypes: <input checked="" type="checkbox"/> Yes DFSP: <input checked="" type="checkbox"/> Yes	Price Preference: <input type="checkbox"/> Yes <input type="checkbox"/> No	CCBB: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No CCBEIP: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	(M/W) Vandra Brothers Construction, Inc – SBE 20% Subcontractor Name(s): SBE/MBE/WBE Prime: (Y/N) <input checked="" type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> No Total % SBE: 20 % MBE: 0 % WBE: 0 % SBE/MBE/WBE Comply: (Y/N) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No LL 7/23/21 SBE/MBE/WBE Comments and Initials: Div. 2 & 3 forms not submitted ~RV7/23/21 LL 7/23/21		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Transaction ID:

Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: OPD Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE	Dept. Tech. Review	Award: (Y/N)
			Similar Experience: <input checked="" type="checkbox"/> Yes EEO Covenant: <input checked="" type="checkbox"/> Yes OPD Buyer Initials: TN					

Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: OPD Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE	Dept. Tech. Review	Award: (Y/N)
5. Chagrin Valley Paving, Inc. 17290 Munn Road Chagrin Falls, OH 44023	Bid Bond Merchants Bonding Company 100%	\$1,474,141.00	Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 12-0807 NCA: <input checked="" type="checkbox"/> Yes PH: <input checked="" type="checkbox"/> Yes CCBB: <input checked="" type="checkbox"/> N/A CCBEIP: <input checked="" type="checkbox"/> N/A Bid Form: <input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Yes <input type="checkbox"/> No	CCBB <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No CCBEIP <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Subcontractor Name(s): (MAA) Mayfield Cement, Ltd. – SBE/MBE 36% (FW) Trafftech, Inc. – SBE/WBE 4.34% SBE/MBE/WBE Prime: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input checked="" type="checkbox"/> No Total % SBE: 0 % MBE: 36 % WBE: 4.34 %		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Transaction ID:

Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: OPD Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE	Dept. Tech. Review	Award: (Y/N)						
			Bid Bond: Pending Law Review Prime Worktypes: <input checked="" type="checkbox"/> Yes Diversity Worktypes: <input checked="" type="checkbox"/> Yes DFSP: <input checked="" type="checkbox"/> Yes Similar Experience: <input checked="" type="checkbox"/> Yes EEP Covenant: <input checked="" type="checkbox"/> Yes OPD Buyer Initials: TN			<table border="1"> <tr> <td>SBE/MBE/WBE Comply: (Y/N)</td> <td><input checked="" type="checkbox"/> Yes LL 7/23/21 <input type="checkbox"/> No</td> </tr> <tr> <td>SBE/MBE/WBE Comments and Initials:</td> <td>Div.3 form not submitted ~RV7/23/21 LL 7/23/21</td> </tr> <tr> <td></td> <td></td> </tr> </table>	SBE/MBE/WBE Comply: (Y/N)	<input checked="" type="checkbox"/> Yes LL 7/23/21 <input type="checkbox"/> No	SBE/MBE/WBE Comments and Initials:	Div.3 form not submitted ~RV7/23/21 LL 7/23/21				
SBE/MBE/WBE Comply: (Y/N)	<input checked="" type="checkbox"/> Yes LL 7/23/21 <input type="checkbox"/> No													
SBE/MBE/WBE Comments and Initials:	Div.3 form not submitted ~RV7/23/21 LL 7/23/21													

Transaction ID:

Office of Procurement and Diversity – Required Documents Checklist

Upload as “word” document in OnBase Document Management

Infor/Lawson RQ#:	6876
Buyspeed RQ# (if applicable):	
Infor/Lawson PO# Code (if applicable):	
Event #	1384
CM Contract#	1710

	Department	Clerk of the Board
Briefing Memo	meb	

Late Submittal Required:	Yes <input type="checkbox"/>	<input checked="" type="checkbox"/> No
Why is the contract being submitted late?		
What is being done to prevent this from reoccurring?		

TAC Required:	Yes <input type="checkbox"/>	<input checked="" type="checkbox"/> No
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❖ **UNLESS THE DOCUMENT HAS CONVERTED OVER FROM THE EVENT THEN THE BELOW LISTED DOCUMENTS MUST BE UPLOADED TO THE PO IN PO 20 FOR REVIEW BY CONTRACTING AUTHORITY**

FULL AND OPEN COMPETITION Construction Projects – Road & Bridge		
	Department initials	OPD
Notice of Intent to Award (sent to all responding vendors)	Meb	
Bid Specification Packet <i>(includes Legal Notice to Bidders)</i>	Meb	
Diversity Documents – <i>if required (goal set)</i>	Meb	
Award Letter (sent to awarded vendor)	Meb	
Vendor’s Confidential Financial Statement – <i>if RFB requested</i>	n/a	
Non-Collusion Affidavit	Meb	
Public Works Bid Results	Meb	
Tabulation Sheet	Meb	
Bid Guarantee & Contract Bond – <i>including Power of Attorney & Financial Statement of Bonding Company and State of Ohio Department of Insurance Certificate of Compliance</i>	Meb	
Prevailing Wage Public Improvement Agreement	Meb	
Sales and Use Tax Construction Contract Exemption Form, <i>if applicable</i>	Meb	
Worktype Worksheets, <i>if applicable</i>	Meb	
SBE Worktype Worksheets, <i>if applicable</i>	n/a	
Drug Free Workplace, <i>if applicable</i>	Meb	
Project of Similar Complexity, <i>if applicable</i>	Meb	
EEOC (Equal Employment Opportunity Commission), <i>if applicable</i>	Meb	
Prevailing Wage Determination Cover Letter (with Prevailing Wage Rate sheets) – <i>The cover letter n/a if Federally Funded – state wage</i>	meb	

Office of Procurement and Diversity – Required Documents Checklist

Upload as “word” document in OnBase Document Management

<i>sheets are required</i>						
Other, per Section 3 “Required Bid Documents”						
IG#	21-0042 exp 12/31/2025				meb	
Debarment/Suspension Verified		Date:	7/23/2021		Meb	
Auditor’s Finding		Date:	7/23/2021		Meb	
Vendor’s Submission (<i>Form of Proposal</i>)					Meb	
W-9 – <i>if required</i>	Tax ID#	27-3760152	Date:	4/15/2021	Meb	
Independent Contractor (I.C.) Requirement			Date:	7/26/2021	Meb	
Agreement/Contract and Exhibits					Meb	
Vendor’s Confidential Financial Statement - <i>if RFB required</i>					n/a	
Contract Evaluation – <i>if required</i>					Meb-similar project	
Matrix Law Screen shot (documenting approval of Contract; COI; Workers’ Compensation Certificate; Bid Guaranty and Contract Bond)					meb	
COI - <i>*To be reviewed by the Department of Law via OnBase. *OPD Buyer to check for attachment; not for compliance.</i>					meb	
Workers’ Compensation Insurance - <i>*To be reviewed by the Department of Law via OnBase. *OPD Buyer to check for attachment; not for compliance.</i>					meb	
Railroad Insurance - <i>if required – *To be reviewed by the Department of Law via OnBase. *OPD Buyer to check for attachment; not for compliance.</i>					n/a	
Checklist Verification					meb	

Other documentation may be required depending upon your specific item

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

Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
n/a	PW270205	73300		\$1,084,826.42
	No activity			
			TOTAL	\$1,084,826.42

OPD Use Only:

Prior Resolutions:	
PO#:	
Vendor Name:	
ftp:	
Amount:	

Office of Procurement and Diversity – Required Documents Checklist

Upload as “word” document in OnBase Document Management

History/CE:	
EL:	
Procurement Notes:	

OPD Buyer approval:

County Council of Cuyahoga County, Ohio

Resolution No. R2021-0195

Sponsored by: County Executive Budish/Fiscal Officer	A Resolution extending the appointment of Catherine Tkachyk as Interim Director of the Department of Purchasing; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, pursuant to Article II, Section 2.03(2) of the Charter of Cuyahoga County, the County Executive may appoint interim officers to serve as any departmental director, as Inspector General, or in any position outlined in Article V of this Charter without confirmation by the Council for a period not to exceed 120 days; and

WHEREAS, pursuant to said Section 2.03(2) an interim appointment may continue beyond 120 days by extension or reappointment or another person may be successively appointed to the same position on an interim basis only if confirmed by the Council prior to the expiration of the initial interim appointment; and

WHEREAS, the initial term of Catherine Tkachyk as Interim Director of the Department of Purchasing is set to expire on September 30, 2021; and

WHEREAS, County Executive Armond Budish has recommended extending the term of Ms. Tkachyk's appointment as Interim Director of the Department of Purchasing until March 31, 2022, or until a permanent appointment is made, whichever is sooner; and

WHEREAS, 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 County government.

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

SECTION 1. That the Cuyahoga County Council hereby confirms the extension of the term of Catherine Tkachyk as Interim Director of the Department of Purchasing until March 31, 2022, or until a permanent appointment is made, whichever is sooner.

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

Journal _____
_____, 20__

County Council of Cuyahoga County, Ohio

Resolution No. R2021-0177

Sponsored by: County Executive Budish/Department of Public Works	A Resolution making an award on RQ6320 to Cold Harbor Building Company in the amount not-to-exceed \$5,310,000.00 for hazardous material abatement, debris removal, building envelope mitigation, temporary electrical infrastructure and security hardening of the Old Juvenile Court Complex; authorizing the County Executive to execute Contract No. 1642 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Executive/Department of Public Works/Division of County Engineer has recommended an award on RQ6320 to Cold Harbor Building Company in the amount not-to-exceed \$5,310,000.00 for hazardous material abatement, debris removal, building envelope mitigation, temporary electrical infrastructure and security hardening of the Old Juvenile Court Complex; and

WHEREAS, the primary goals of this project are to collect architectural/historical significance, removal of debris, waste and courtyard wall, hazardous material abatement, roof repairs and provide new electrical service to facility; and

WHEREAS, the project is funded 100% by General Fund Reserve; 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 RQ6320 to Cold Harbor Building Company in the amount not-to-exceed \$5,310,000.00 for hazardous material abatement, debris removal, building envelope mitigation, temporary electrical infrastructure and security hardening of the Old Juvenile Court Complex.

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: July 20, 2021

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

Journal _____
_____, 20__

Old Juvenile Court Complex Safety and Security Hardening Department of Public Works RQ6320 RFB

Scope of Work Summary

Department of Public Works is requesting approval of a contract with Cold Harbor Building Company for the anticipated cost of \$5,310,000.00.

Installation of temporary fencing to secure site, Selective removal of items of architectural and/or historical significance prior to debris and waste removal; items not removed are to be protected. Hazardous material abatement and proper disposal thereof, Removal of all debris and waste throughout the facility including disposal; This includes but is not limited to: acoustical ceilings, carpeting, exposed ducts, exposed piping, systems furniture, mechanical equipment, etc, Removal of courtyard wall. Provide new electrical service to facility, Permanent closure of selective exterior doors, Roof repairs. The anticipated start-completion dates are 305 days after the Notice to Proceed. Anticipated to be complete by 9/12/2022.

The project is not mandated. Project is in Cleveland.

Procurement

The procurement method for this project was RFB. The total value of the RFB is \$5,310,000.00. The engineer's base estimate was \$4,581,105.00 but the department is selecting alternates that were part of the bid which is over and above the base estimate. ***

The RFB was closed on 6/11/2021. There is an SBE or DBE participation/goal of SBE 7%, MBE 17% and WBE 6%.

There were 9 bids pulled from OPD, 3 bids were submitted for review, 3 bids approved.

***The lowest bidder (for the base bid) was not selected due to the addition of the alternates. Once the alternates were selected, the base bid + alternates #1-4 placed Cold Harbor as the lowest bidder for the project. See bid tab with notes from Matt Rymer.*

Contractor and Project Information

The address(es) of all vendors and/or contractors is (provide the full address in the following format):

Cold Harbor Building Company
115 Industrial Parkway
Chardon, Ohio 44024
Council District N/A (Geauga County)

The Chief Executive Officer for the contractor is Neille Vitale.

The address or location of the project is: East 22nd Street and Central Avenue in Cleveland.

The project is located in Council District (7).

Project Status and Planning

The project is new to the County.

Funding The project is funded 100% general fund reserve.

The schedule of payments is monthly.

Office of Procurement and Diversity – Required Documents Checklist

Upload as “word” document in OnBase Document Management

Infor/Lawson RQ#:	6320
Buyspeed RQ# (if applicable):	N/A
Infor/Lawson PO# Code (if applicable):	N/A
Event #	1046
CM Contract#	1642

	Department	Clerk of the Board
Briefing Memo	meb	Attached

Late Submittal Required:	Yes <input type="checkbox"/>	<input checked="" type="checkbox"/> No
Why is the contract being submitted late?		
What is being done to prevent this from reoccurring?		

TAC Required:	Yes <input type="checkbox"/>	<input checked="" type="checkbox"/> No
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❖ **UNLESS THE DOCUMENT HAS CONVERTED OVER FROM THE EVENT THEN THE BELOW LISTED DOCUMENTS MUST BE UPLOADED TO THE PO IN PO 20 FOR REVIEW BY CONTRACTING AUTHORITY**

FULL AND OPEN COMPETITION Construction Projects – Buildings		
	Department initials	OPD
Notice of Intent to Award (sent to all responding vendors)	meb	OK 6/24/21
Bid Specification Packet (<i>includes Legal Notice to Bidders</i>)	meb	OK
Diversity Documents – <i>if required (goal set)</i>	meb	OK
Award Letter (sent to awarded vendor)	meb	OK 6/24/21
Vendor’s Confidential Financial Statement – <i>if RFB requested</i>	Not requested	N/A
Non-Collusion Affidavit	meb	OK
Public Works Bid Results	On bid tab	OK – Results on the Tab Sheet
Tabulation Sheet	meb	OK
Bid Guarantee & Contract Bond – <i>including Power of Attorney & Financial Statement of Bonding Company and State of Ohio Department of Insurance Certificate of Compliance</i>	meb	OK
Prevailing Wage Public Improvement Agreement	meb	OK
Sales and Use Tax Construction Contract Exemption Form, <i>if applicable</i>	meb	OK
Worktype Worksheets, <i>if applicable</i>	Not requested	N/A
SBE Worktype Worksheets, <i>if applicable</i>	Not requested	N/A
Drug Free Workplace, <i>if applicable</i>	No requested	N/A
Project of Similar Complexity, <i>if applicable</i>	meb	OK
EEOC (Equal Employment Opportunity Commission), <i>if applicable</i>	Not requested	N/A
Prevailing Wage Determination Cover Letter (with Prevailing Wage Rate sheets) – <i>The cover letter n/a if Federally Funded – state wage sheets are required</i>	meb	OK
Other, <i>per those listed in the Project Manual - see: Article 3,</i>	CCBB,Elect. Sign,	CCBB – OK

Office of Procurement and Diversity – Required Documents Checklist

Upload as “word” document in OnBase Document Management

Section B. 2. “Bid Proposal Shall Contain the Following Document; and “Supplements Cuyahoga County Form of Proposal”				meb	Haz Mat, escrow	CCBEIP - OK EL - OK Haz Mat - OK
IG#	20-0346 exp 12/31/24			Meb		20-0346
Debarment/Suspension Verified		Date:	6/24/21	Meb		OK
Auditor’s Finding		Date:	6/24/21	Meb		OK
Vendor’s Submission (Form of Proposal)				Meb		OK
W-9 – if required	Tax ID#	34-1915165	Date: 7/2/21 3/11/21	Meb		OK
Independent Contractor (I.C.) Requirement			Date: 6/28/21	Meb		OK
Agreement/Contract and Exhibits, including AIA documents				Meb		OK
Vendor’s Confidential Financial Statement -if RFB required				Not requested		N/A
Contract Evaluation – if required				New vendor		N/A
Matrix Law Screen shot (documenting approval of Contract; COI; Workers’ Compensation Certificate; Bid Guaranty and Contract Bond)				meb		Attached
COI - <i>*To be reviewed by the Department of Law via OnBase. *OPD Buyer to check for attachment; not for compliance.</i>				meb		Attached
Workers’ Compensation Insurance - <i>*To be reviewed by the Department of Law via OnBase. *OPD Buyer to check for attachment; not for compliance.</i>				meb		Attached
Checklist Verification				meb		

Other documentation may be required depending upon your specific item

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

Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
Upon signing- 12/31/21	PW600100	55130	CFJJC0001301	\$1,407,000.00
1/1/2022-9/12/22	PW600100	55130	CFJJC0001301	\$3,903,000.00
			TOTAL	\$5,310,000.00

OPD Use Only:

Prior Resolutions:	
Contract #:	1642
Vendor Name:	Cold Harbor Building Company
Amount:	\$5,310,000.00 M
History/CE:	N/A
EL:	OK

2 | Page

Revised 9/11/2020

Office of Procurement and Diversity – Required Documents Checklist

Upload as “word” document in OnBase Document Management

Procurement Notes:	Line dates can not span calendar years. TN 7/9/21
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OPD Buyer approval: OK to proceed to Council for approval. TN 7/13/21



Office of Procurement and Diversity Tabulation Sheet

REQUISITION NUMBER: 6320 Event #1046	TYPE: (RFB/RFP/RFQ): RFB	ESTIMATE: \$4,581,105.00
CONTRACT PERIOD:	RFB/RFP/RFQ DUE DATE: June 11, 2021	NUMBER OF RESPONSES (issued/submitted): 9/3
REQUESTING DEPARTMENT: Public Works	COMMODITY DESCRIPTION: Cuyahoga County Old Juvenile Court Complex Safety & Security Hardening	
DIVERSITY GOAL/SBE 7%	DIVERSITY GOAL/MBE 17%	DIVERSITY GOAL/WBE 6%
Does CCBB Apply: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	CCBB: Low Non-CCBB Bid\$:4,852,254.00	Add 2%, Total is:\$4,949,299.08
Does CCBEIP Apply: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	CCBEIP: Low Non-CCBEIP Bid \$: 4,852,254.00	Add 2%, Total is:\$4,949,299.08
*PRICE PREFERENCE LOWEST BID REC'D \$4,852,254.00	RANGE OF LOWEST BID REC'D \$ 3000001-5000000	Minus \$, =
PRICE PEF % & \$ LIMIT (7%)\$339,657.78 (max 250,000)	MAX SBE/MBE/WBE PRICE PEF \$5,102,254.00	DOES PRICE PREFERENCE APPLY? <input type="checkbox"/> Yes <input type="checkbox"/> No

#	Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: OPD Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE	Dept. Tech. Review	Award: (Y/N)
1.	Precision Environmental Co 5500 Old Brecksville Rd Independence, OH 44131		\$4,852,254.00	Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 12-2248 NCA: <input checked="" type="checkbox"/> Yes PH: <input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Yes <input type="checkbox"/> No	CCBB <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No CCBEIP <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Subcontractor Name(s): (FW) Ballast Construction, Inc. dba Ballast Fence SBE/WBE 2% (MAA) Coleman Development, Inc. SBE/MBE 16% (HM) Adrian Maldonado & Assoc, SBE/MBE 1% SBE/MBE/WBE Prime: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input checked="" type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No

Transaction ID:

	Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: OPD Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE		Dept. Tech. Review	Award: (Y/N)
				CCBB: <input checked="" type="checkbox"/> Yes CCBEIP: <input checked="" type="checkbox"/> Yes Bid Bond: <input checked="" type="checkbox"/> Yes AIA A305: <input checked="" type="checkbox"/> Yes EL Signatures: <input checked="" type="checkbox"/> Yes Existing Haz: <input checked="" type="checkbox"/> Yes Addendum 1: <input checked="" type="checkbox"/> Yes Addendum 2: <input checked="" type="checkbox"/> Yes Site Visit: <input checked="" type="checkbox"/> Yes (5/25/21, 6/1/21, 6/7/21) OPD Buyer Initials: TN			Total %	SBE: <u>0</u> % MBE: <u>17</u> % WBE: <u>2</u> %		
							SBE/MBE/WBE Comply: (Y/N)	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No LL 6/16/21		
							SBE/MBE/WBE Comments and Initials:	Lakeland Electric Supply Co., Inc. Expired 3/26/2021 No waiver requested EN 6/14/21 No Covenant of Non-discrimination (DIV-1) and No Good Faith Efforts Certification (DIV-3) LL 6/16/21		

Transaction ID:

	Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: OPD Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE		Dept. Tech. Review	Award: (Y/N)
2.	Cold Harbor Building Company 115 Industrial Pkwy Chardon, OH 44024		\$4,854,000.00	Compliant: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 20-0346 NCA: <input checked="" type="checkbox"/> Yes PH: <input checked="" type="checkbox"/> Yes CCBB: <input checked="" type="checkbox"/> No CCBEIP: <input checked="" type="checkbox"/> Yes Bid Bond: <input checked="" type="checkbox"/> Yes AIA A305: <input checked="" type="checkbox"/> Yes EL Signatures: <input checked="" type="checkbox"/> Yes Existing Haz: <input checked="" type="checkbox"/> Yes Addendum 1: <input checked="" type="checkbox"/> Yes Addendum 2:	<input type="checkbox"/> Yes <input type="checkbox"/> No	CCBB <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No CCBEIP <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Subcontractor Name(s): SBE/MBE/WBE Prime: (Y/N) Total % SBE/MBE/WBE Comply: (Y/N) SBE/MBE/WBE Comments and Initials:	(FAA) The AKA Team, Inc. SBE/MBE/WBE 2.7% (FW) Ballast Construction, Inc. dba Ballast Fence SBE/WBE 5% (MHA) North Electric, Inc. SBE/MBE 7.9 (MHA) On Point Construction Services, LLC SBE/MBE 7% (FW) Total Roofing Services, LLC SBE/WBE 1% (MW) Warren Roofing and Insulation Co. SBE 12% <input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input checked="" type="checkbox"/> No SBE: <u>12 %</u> MBE: <u>15.9 %</u> WBE: <u>7.7 %</u> <input checked="" type="checkbox"/> Yes LL 6/16/21 <input type="checkbox"/> No No waiver requested EN 6/14/21 LL 6/16/21		<input type="checkbox"/> Yes <input type="checkbox"/> No

Transaction ID:

Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: OPD Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE	Dept. Tech. Review	Award: (Y/N)
			<input checked="" type="checkbox"/> Yes Site Visit: <input checked="" type="checkbox"/> Yes (5/25/21) OPD Buyer Initials: TN					

Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: OPD Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE	Dept. Tech. Review	Award: (Y/N)						
3. R. W. Clark Co, Inc 1677 E 40 th Street Cleveland, OH 44103		\$4,890,000.00	Compliant: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> No IG Number: **Needed NCA: <input checked="" type="checkbox"/> Yes PH: <input checked="" type="checkbox"/> Yes CCBB: <input checked="" type="checkbox"/> Yes CCBEIP: <input checked="" type="checkbox"/> Yes Bid Bond: <input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Yes <input type="checkbox"/> No	CCBB <input type="checkbox"/> Yes <input type="checkbox"/> No CCBEIP <input type="checkbox"/> Yes <input type="checkbox"/> No	<table border="1"> <tr> <td>Subcontractor Name(s):</td> <td>(WM) R. W. Clark Co., Inc. SBE 20% (MW) AAA - American Abatement & Asbestos Removal Corporation SBE 32% (MAA) Petty Group, Inc. SBE/MBE 4.2%</td> </tr> <tr> <td>SBE/MBE/WBE Prime: (Y/N)</td> <td><input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> No</td> </tr> <tr> <td>Total %</td> <td>SBE: <u>52%</u> MBE: <u>4.2%</u> WBE: <u>0 %</u></td> </tr> </table>	Subcontractor Name(s):	(WM) R. W. Clark Co., Inc. SBE 20% (MW) AAA - American Abatement & Asbestos Removal Corporation SBE 32% (MAA) Petty Group, Inc. SBE/MBE 4.2%	SBE/MBE/WBE Prime: (Y/N)	<input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> No	Total %	SBE: <u>52%</u> MBE: <u>4.2%</u> WBE: <u>0 %</u>		<input type="checkbox"/> Yes <input type="checkbox"/> No
Subcontractor Name(s):	(WM) R. W. Clark Co., Inc. SBE 20% (MW) AAA - American Abatement & Asbestos Removal Corporation SBE 32% (MAA) Petty Group, Inc. SBE/MBE 4.2%													
SBE/MBE/WBE Prime: (Y/N)	<input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> No													
Total %	SBE: <u>52%</u> MBE: <u>4.2%</u> WBE: <u>0 %</u>													

Transaction ID:

	Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: OPD Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE		Dept. Tech. Review	Award: (Y/N)
				<p>AIA A305: <input checked="" type="checkbox"/> Yes</p> <p>EL Signatures: <input checked="" type="checkbox"/> Yes</p> <p>Existing Haz: <input checked="" type="checkbox"/> Yes</p> <p>Addendum 1: <input checked="" type="checkbox"/> Yes</p> <p>Addendum 2: <input checked="" type="checkbox"/> Yes</p> <p>Site Visit: <input checked="" type="checkbox"/> Yes (5/25/21)</p> <p>OPD Buyer Initials: TN</p>			<p>SBE/MBE/WBE Comply: (Y/N)</p>	<p><input checked="" type="checkbox"/> Yes LL 6/16/21 <input type="checkbox"/> No</p>		
							<p>SBE/MBE/WBE Comments and Initials:</p>	<p>Lakeland Electric Supply Co., Inc. Expired 3/26/2021 Partial waiver requested for MBE and WBE. NO contact info provided. EN 6/14/21 LL 6/16/21</p>		

Transaction ID:

County Council of Cuyahoga County, Ohio

Resolution No. R2021-0170

Sponsored by: County Executive Budish	A Resolution confirming the County Executive’s reappointment of various individuals to serve on the City of Cleveland/Cuyahoga County Workforce Development Board for the term 7/1/2021 – 6/30/2024; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the Cuyahoga County Charter Section 6.04, entitled Special Boards and Commissions, states that “[w]hen general law or any agreement with another public agency or court order provides for appointment of members of a special board or commission or other agency by the board of county commissioners, such appointment shall be made by the County Executive, subject to confirmation by the Council,” and

WHEREAS, the City of Cleveland/Cuyahoga County Workforce Development Board, formerly known as Workforce Investment Board, was established to fulfill the functions outlines in the Federal Workforce Investment Act of 1998 and was created pursuant to the provisions of Ohio Revise Code Chapter 6301; and

WHEREAS, Chapter 114 of the Cuyahoga County Code provides the requirements for submission of appointments to County Council; and

WHEREAS, the joint operation between the City of Cleveland and Cuyahoga County provides public policy guidelines and exercises oversight of local programs of workforce activities; and

WHEREAS, County Executive Armond Budish has nominated the following individuals to serve on the City of Cleveland/Cuyahoga County Workforce Development Board for the term 7/1/2021 – 6/30/2024:

Reappointments:

1. Pamela K. Jankowski for the term 7/1/2021 – 6/30/2024.
2. William E. Moore for the term 7/1/2021 – 6/30/2024.
3. Jason Shank for the term 7/1/2021 – 6/30/2024.
4. Dan O’Malley for the term 7/1/2021 – 6/30/2024.
5. David Merriman for the term 7/1/2021 – 6/30/2024.
6. Shana Marbury for the term 7/1/2021 – 6/30/2024.
7. LaToya M. Smith for the term 7/1/2021 – 6/30/2024.

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 City of Cleveland/Cuyahoga County Workforce Development Board for various terms:

Reappointments:

1. Pamela K. Jankowski for the term 7/1/2021 – 6/30/2024.
2. William E. Moore for the term 7/1/2021 – 6/30/2024.
3. Jason Shank for the term 7/1/2021 – 6/30/2024.
4. Dan O'Malley for the term 7/1/2021 – 6/30/2024.
5. David Merriman for the term 7/1/2021 – 6/30/2024.
6. Shana Marbury for the term 7/1/2021 – 6/30/2024.
7. LaToya M. Smith for the term 7/1/2021 – 6/30/2024.

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: July 20, 2021

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

Journal _____
_____, 20__

County Council of Cuyahoga County, Ohio

Resolution No. R2021-0171

Sponsored by: County Executive Budish	A Resolution confirming the County Executive's appointment of Paul Herdeg, upon his taking the oath of office, as Director of Development; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, pursuant to Article VII, Section 7.03 of the Charter of Cuyahoga County, the Director of Development shall be appointed by the County Executive, subject to confirmation by Council; and

WHEREAS, Article VII, Section 7.03 of the Charter provides for the powers, duties and qualifications of the Director of Development; and

WHEREAS, the County Executive has nominated Paul Herdeg for appointment to the position of Director of Development; and

WHEREAS, the Council conducted a confirmation hearing which was noticed to the public and held in an open meeting on _____, 2021; and

WHEREAS, the Council elects to confirm the County Executive's appointment of Paul Herdeg to the position of Director of Development; and

WHEREAS, 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 County government.

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

SECTION 1. That the Cuyahoga County Council hereby confirms the appointment of Paul Herdeg to serve as Director of Development upon his taking the oath of office.

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 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:

_____ Date

_____ Date

_____ Date

First Reading/Referred to Committee: July 20, 2021

Committee(s) Assigned: Committee of the Whole

Journal _____
_____, 20__



July 13, 2021
Pernel Jones, President
Cuyahoga County Council
2079 E. Ninth Street, 8th Floor
Cleveland, OH 44115

Re: Cuyahoga County Director of Development

Dear President Jones,

Pursuant to Cuyahoga County Code Article VII, Section 7.03, I am pleased to nominate Paul Herdeg to serve as the Director of Development for Cuyahoga County. Mr. Herdeg most recently served as the interim leader for the Department of Development following Ted Carter's departure from the County. He brings a focus on economic development, housing, loan policies and procedures.

Prior to leading the Department, Mr. Herdeg has had many years of experience in the Cuyahoga County Department of Development formerly as the Deputy to Ted Carter and as the Director of Strategic Planning and Business Intelligence. He has also served the County as Housing Manager, and as the Administrator of Community Development and Housing. Through these experiences, he has shown considerable leadership and initiative. Mr. Herdeg's most recent accomplishments include standing up small business and emergency rental assistance programs deploying millions of dollars in grants and loans to support County residents in recovery from the COVID-19 pandemic. Based on his most recent experience leading the Department and his accomplishments in the roles he has served; he has the qualities that align with our administration's overall strategies to promote the enhancement of the economic well-being and prosperity of the County and all of its residents.

I ask that this nomination be addressed as soon as Council's schedule allows. Should you or any of your colleagues have any questions, please feel free to contact my Executive Assistant, Laura Roche at 216-443-7181.

Sincerely,



Armond Budish
County Executive

Paul Herdeg



PROFESSIONAL EXPERIENCE

Cuyahoga County Department of Development

Deputy Chief Economic Development Officer, 2019-Present

Director, Strategic Planning and Business Intelligence, 2017-2019

Administrator, Community Development and Housing, 2013-2017

Housing Manager, 1994-2013

Negotiated and directed the closing and implementation of agreements for development financing leveraging well over \$1 billion of new and renovated housing, commercial, and industrial construction throughout Cuyahoga County. Areas of responsibility progressively grew over 26 years to include affordable housing, market rate housing, lead remediation, vacant property demolition and nuisance abatement, renovation of vacant residential and commercial properties, storefront renovation, business growth lending, brownfield cleanup, large scale business attraction.

Stood up both small business assistance and emergency rental assistance programs during the COVID-19 pandemic, engaging stakeholders and leading operational planning to deploy over \$8 million of small business grants, over \$3 million of loans, and over \$10 million of rental assistance. Lead planning and execution of ongoing countywide business and housing COVID recovery work.

Planned, resourced and led execution of strategies to advance Cuyahoga County's housing, community, and economic development. Coordinated development strategies with County-led workforce innovation programming including the SkillUp service and workforce funder alignment.

Managed staff hiring, training, evaluation, coaching, and progressive discipline for a work unit of up to 40 staff. Assigned staff to duties based on their skills, knowledge, abilities, needs of the County, and available funding. Outsourced service delivery as needed to ensure quality of work.

Prepared budgets, controlled spending, and allocated funding of \$6 to over \$20 million per year. Managed performance and financial reporting to funding sources, ensuring compliance with both program and fiscal regulations. Managed the federal and state audit process for my programs and received consistently positive monitoring and audit reports for federally funded activities.

Directed strategic and operational planning for federally funded activities including housing, community development, and affirmatively furthering fair housing. Led the development of a departmental strategic plan aligned with the County strategic plan. Lead annual updating of the County's five year economic development plan. Lead performance measurement and reporting for the County strategic plan and five year economic development plan. Led the development of economic measures for the five year economic development plan. Created an analytical process to better analyze the County's return on its economic development funding investments.

PRIOR PROFESSIONAL EXPERIENCE

Union-Miles Development Corporation,

Executive Director, 1990-1994

Directed all activities of nonprofit agency in southeast Cleveland. Hired, trained, evaluated, promoted, and assigned staff as needed to execute strategy within resource limits. Developed both housing and economic development projects to advance placemaking and job creation goals. Maintained strong stakeholder relationships with elected officials, funders, and intermediaries.

Legal Aid Society of Cleveland

Specialist Attorney, Law Reform Unit, 1985-1990

Led teams of attorneys in complex federal civil rights and consumer litigation. Led both internal and external teams to update and revise the standard reference manual for Ohio consumer law.

EDUCATION AND TRAINING

J.D., Cleveland-Marshall College of Law, 1985, *magna cum laude*

Admitted to the practice of law in Ohio and in the U.S. District Court, Northern District of Ohio

B.S. in Mathematics, Case Western Reserve University, 1980, *cum laude*

Strategic Leadership Training, Cleveland Neighborhood Progress, 1990

Neighborhood Development Leadership, Development Training Institute, 1991

Public Sector Leadership, Fisher College of Business, Ohio State University, 1996-1997

Cuyahoga County supervision and leadership training, multiple courses, 1995-2019

Certificates in federal funds administration and economic research

ASSOCIATION LEADERSHIP

National Association for County Community and Economic Development – Housing Committee Chair, Member of the Board of Directors 2012-14

Ohio Conference of Community Development – Sessions and Training Committee Chair, Member of the Executive Board 2015-19, Vice President 2016-17, President 2017-18

County Council of Cuyahoga County, Ohio

Resolution No. R2021-0172

<p>Sponsored by: County Executive Budish/Department of Public Works/Division of County Engineer</p>	<p>A Resolution making an award on RQ6453 to Tri Mor Corporation in the amount not-to-exceed \$11,873,953.35 for reconstruction and widening of Sprague Road from West 130th Street to York Road in the Cities of Parma and North Royalton; 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 the County Motor Vehicle \$7.50 License Tax Fund in the amount of \$3,146,597.64 to fund a portion of 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 RQ6453 to Tri Mor Corporation in the amount not-to-exceed \$11,873,953.35 for reconstruction and widening of Sprague Road from West 130th Street to York Road in the Cities of Parma and North Royalton; 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 the County Motor Vehicle \$7.50 License Tax Fund in the amount of \$3,146,597.64 to fund a portion of said contract; and

WHEREAS, the primary goals of this project are the grading, drainage and paving with widening of 1.21 miles of Sprague Road (CR-67) including the installation of curbing, underdrains, a closed drainage system, concrete walks, ADA curb ramps, culvert replacement, water main replacement, sanitary pump station replacement, sanitary sewers, and other associated improvements; and

WHEREAS, the project is funded as follows: (a) 47% from OPWC; (b) 26.5% from County Motor Vehicle \$7.50 License Tax Fund and (c) 26.5% from 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 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 RQ6453 to Tri Mor Corporation in the amount not-to-exceed \$11,873,953.35 for reconstruction and widening of Sprague Road from West 130th Street to York Road in the Cities of Parma and North Royalton.

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 not-to-exceed \$3,146,597.64 to fund a portion of said contact.

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: July 20, 2021

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

Legislation Substituted in Committee: July 28, 2021

Journal _____
_____, 20__

County Council of Cuyahoga County, Ohio

Resolution No. R2021-0173

<p>Sponsored by: County Executive Budish/Department of Public Works/Division of County Engineer</p> <p>Co-sponsored by: Councilmember Miller</p>	<p>A Resolution approving Right-of-Way Exhibits as set forth in Plat No. M-5047 for pier repairs on West 150th Street Bridge No. 01.94 over Chatfield Avenue, Greater Cleveland Regional Transit Authority, Norfolk Southern Railroad and Emery Road Extension in the City of Cleveland; authorizing the County Executive through the Department of Public Works to acquire said necessary Rights-of-Way; 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 approving Right-of-Way Exhibits as set forth in Plat No. M-5047 for pier repairs on West 150th Street Bridge No. 01.94 over Chatfield Avenue, Greater Cleveland Regional Transit Authority, Norfolk Southern Railroad and Emery Road Extension in the City of Cleveland; and

WHEREAS, the primary goal of this project is to obtain Council's review and approval of the right-of-way plans and approval of the required acquisitions needed for pier repairs on West 150th Street Bridge No. 01.94 over Chatfield Avenue, Greater Cleveland Regional Transit Authority, Norfolk Southern Railroad and Emery Road Extension; and

WHEREAS, the project is located in Council District 7; and

WHEREAS, the estimated right-of-way acquisition cost is \$1,000.00, which will be funded 100% by County Road and Bridge 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 approves Right-of-Way Exhibits as set forth in Plat No. M-5047 for pier repairs on West 150th Street Bridge No. 01.94 over Chatfield Avenue, Greater Cleveland Regional Transit Authority, Norfolk Southern Railroad and Emery Road Extension in the City of Cleveland.

SECTION 2. That the County Executive through the Department of Public Works is hereby authorized to acquire the Right-of-Way necessary for said improvement.

SECTION 3. That all proceedings relative to the Right-of-Way Exhibit as set forth in Plat No. M-5047 are hereby ordered copied into the Road Record of the County by the Department of Public Works are copied into all other proper records of the County by the Fiscal Officer as required by law.

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: July 20, 2021
Committee(s) Assigned: Public Works, Procurement & Contracting

Journal _____
_____, 20__

County Council of Cuyahoga County, Ohio

Resolution No. R2021-0174

Sponsored by: County Executive Budish/Department of Public Works	A Resolution fixing the 2022 water, storm and sanitary sewer maintenance and/or sewerage treatment rates for County Sewer District Nos. 1, 1A, 2, 3, 5, 8, 9, 13, 14, 18, 20, 21, 22 and 24, in accordance with Ohio Revised Code Section 6117.02; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Executive/Department of Public Works/County Sanitary Engineer recommends fixing water, storm and sanitary sewer maintenance and/or sewerage treatment rates for the County Sewer District Nos. 1, 1A, 2, 3, 5, 8, 9, 13, 14, 18, 20, 21, 22 and 24 for Fiscal 2022; and

WHEREAS, the County has contractual obligations with communities to operate and maintain water lines and sewerage systems including storm sewers, sanitary sewers, wastewater treatment plants, and pumping stations; and

WHEREAS, the funds are necessary to pay for the treatment and disposal costs, and for proper maintenance and operation of the water lines and sewerage systems in said districts for Fiscal 2022; and

WHEREAS, in accordance with the Ohio Revised Code Section 6117.02, the County may levy an assessment to pay the cost and expense of the maintenance and operation of such improvements, including the disposal of sewage; and

WHEREAS, said water, storm and sanitary sewer maintenance and/or sewerage treatment rates shall be applied as follows:

Single Family	Front footage x maintenance rate
Condominiums	Average front footage for the community x 0.87 x sewer maintenance rate
Apartments	Per settlement formula per Common Pleas Case #245631
Commercial	Front footage x maintenance rate x 1.15
Industrial	Front footage x maintenance rate x 1.15

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 in order to provide funds with which to maintain and operate water lines and sewerage systems in County Sewer District Nos. 1, 1A, 2, 3, 5, 8, 9, 13, 14, 18, 20, 21, 22 and 24 for Fiscal 2022, the following rates shall be charged to the actual and/or potential users of such sewerage system:

**Sewer Maintenance Rate
(Per Front Foot)**

2022

Sewer Area No. 1

Brooklyn	
Sanitary Sewer	\$ 2.00
Storm Sewer	\$.60
Linndale - All Sewers	\$ 2.50
Parma Heights	
Sanitary Sewer	\$ 1.20
Storm Sewer	\$ 1.25
Water Transmission Lines	\$ 0.05

Sewer Area No. 1A

Parma	
Sanitary Sewers	\$ 1.75
Storm Sewers	\$ 0.40

Sewer Area No. 2

Brooklyn Heights	
Sanitary Sewers	\$ 1.50
Storm Sewers	\$ 0.25
Seven Hills - Sanitary Sewers	\$ 1.00 (A)

Sewer Area No. 3

Beachwood	
Sanitary Sewers	\$ 0.75
Storm Sewers	\$ 0.75
Gates Mills - Sanitary Sewers	\$ 10.00
Highland Heights	
Sanitary Sewers	\$ 1.00
Storm Sewers	\$ 1.50
Lyndhurst - Sanitary Sewers	\$ 1.00
Mayfield Heights	
Sanitary Sewers	\$ 2.50
Storm Sewers	\$ 0.00

Mayfield Village - Sanitary Sewers	\$ 2.00
Pepper Pike - Sanitary Sewers	\$ 2.50
	\$ 200.00 (B)
Richmond Heights	
Sanitary Sewers	\$ 2.00
Storm Sewers	\$ 0.70
South Euclid - Sanitary Sewers	\$ 1.00 (C)

Sewer Area No. 5

Beachwood	
Sanitary Sewers	\$ 0.75
Storm Sewers	\$ 0.75
Bedford Heights - Sanitary Sewers	\$ 1.95
Highland Hills - Storm Only	\$ 2.50
North Randall	
Sanitary Sewers	\$ 0.75
Storm Sewers	\$ 1.75
Orange Village - Sanitary Sewers	\$ 3.00
Warrensville Heights	
Sanitary Sewers	\$1.25
Storm Sewers	\$1.25

Sewer Area No. 8

Middleburg Heights	
Sanitary Sewer	\$ 2.00
Storm Sewer	\$ 0.50
Water Transmission Lines	\$ 0.20

Sewer Area No. 9

Garfield Heights	
Sanitary Sewers	\$ 2.20
Storm Sewers	\$ 0.30
Maple Heights	
Sanitary Sewers	\$ 2.25
Storm Sewers	\$ 0.70
Water Transmission Lines	\$ 0.10

Sewer Area No. 13

Brecksville	
Sanitary Sewers	\$ 2.50
Storm Sewers	\$ 2.10
Broadview Heights	
Sanitary Sewers	\$ 1.50

Sewer Area No. 14

Olmsted Township	
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Sanitary Sewers	\$ 3.50
Storm Sewers	\$ 0.47

Sewer Area No. 18

Oakwood

Sanitary Sewers	\$1.10
Storm Sewers	\$0.40

Sewer Area No. 20

Bedford - Sanitary Sewers	\$ 1.60
Walton Hills - Sanitary Sewers	\$ 1.60 (D)
	\$ 150.00 (E)

Sewer Area No. 21

Woodmere

Sanitary Sewers	\$ 2.25
	\$ 225.00 (F)
	\$ 150.00 (F)
Storm Sewers	\$ 0.40
Water Transmission Lines	\$ 0.10

Sewer Area No. 22

Newburgh Heights - All Sewers	\$ 6.20
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Sewer Area No. 24

East Cleveland - All Sewers	\$ 3.00
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- (A) Rate Applies to properties served by County Improvement No. 231.
- (B) Flat Rate: \$200.00 per year to residential parcels tributary to Creekside, (ten years - beginning 1/1/2016). Commercial charge based on water consumption.
- (C) Rate Applies to portion of South Euclid tributary to County Improvement Nos. 3-A-1 and 3-A-2 only.
- (D) Rate Applies to commercial/industrial parcels only
- (E) Flat Rate: \$150.00 charge for a residential parcel served by sanitary sewers.
- (F) Flat Rate: \$225.00 charge for each improved parcel.
\$150.00 charge for each unimproved parcel.

Any charges that are not paid shall be certified to the County Fiscal Officer, as provided by law, for collection.

First Reading/Referred to Committee: July 20, 2021
Committee(s) Assigned: Public Works, Procurement & Contracting

Journal _____
_____, 20__

County Council of Cuyahoga County, Ohio

Resolution No. R2021-0175

Sponsored by: County Executive Budish/Department of Public Works	A Resolution approving and confirming the 2022 water, storm and sanitary sewer maintenance and/or sewerage treatment assessments for County Sewer District Nos. 1, 1A, 2, 3, 5, 8, 9, 13, 14, 18, 20, 21, 22 and 24, in accordance with Ohio Revised Code Section 6117.02; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Sanitary Engineer has prepared and presented to the County Council for the County of Cuyahoga, Ohio the 2022 water, storm and sanitary sewer maintenance and/or sewerage treatment assessments for County Sewer District Nos. 1, 1A, 2, 3, 5, 8, 9, 13, 14, 18, 20, 21, 22 and 24; and

WHEREAS, funds are necessary to pay for the operation and maintenance of water lines, sewerage systems, including storm sewers, sanitary sewers, wastewater treatment plants, and pumping stations for said Districts for Fiscal 2022; and

WHEREAS, the primary goal is to collect all operational expenditures from revenues collected from users of the water lines and sewerage systems; and

WHEREAS, in accordance with the Ohio Revised Code Section 6117.02, the County may levy an assessment to pay the cost and expense of the maintenance and operation of such improvements, including the disposal of sewage; 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 water, storm and sanitary sewer maintenance and/or sewerage treatment assessments for County Sewer District Nos. 1, 1A, 2, 3, 5, 8, 9, 13, 14, 18, 20, 21, 22 and 24, as prepared and filed with the Council by the County Sanitary Engineer be, and the same are, hereby approved and confirmed and said assessments are hereby ordered recorded in the original assessment records of the County of Cuyahoga, Ohio for the year 2022, to which reference is hereby made a part hereof, as fully and completely as though set forth at length and rewritten herein.

SECTION 2. That there be, and hereby is, levied and assessed upon the several lots and parcels of land listed and described in said report the amount set forth to be assessed by the County of Cuyahoga, Ohio, through the Department of Public Works/County Sanitary Engineer, upon each of said lots and parcels of land.

SECTION 3. That the said assessments so made, approved and confirmed, are hereby certified to the County Fiscal Officer for collection.

SECTION 4. That the installments of such assessments, when collected, shall be placed to the credit of the Department of Public Works/County Sanitary Engineer's fund to be used for the purposes set forth in the Resolution directing the Department to prepare such assessments.

SECTION 5. That the Clerk of Council be, and she is hereby, instructed to transmit a copy of this Resolution to the County Fiscal Officer and one copy to the Department of Public Works/County Sanitary Engineer.

SECTION 6. It is necessary that this Resolution become immediately effective to comply with the Ohio Revised Code, Section 6117.33, which provides that assessments for such rates must be certified on or before the second Monday in September, that being September 13, 2021. 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 7. It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

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

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

First Reading/Referred to Committee: July 20, 2021
Committee(s) Assigned: Public Works, Procurement & Contracting

Journal _____
_____, 20__

County Council of Cuyahoga County, Ohio

Resolution No. R2021-0176

Sponsored by: County Executive Budish/Department of Public Works	A Resolution authorizing a Purchase and Sale Agreement with Castle Heating & Air, Inc. in the amount of \$550,000.00 for the property located at 2000-2020 Lakeside Avenue, Cleveland, Ohio; authorizing the County Executive to take all necessary actions and to execute the agreements and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Executive Budish, through the Department of Public Works, has submitted for Council's approval a Purchase and Sale Agreement with Castle Heating & Air, Inc. in the amount of \$550,000.00 for the property located at 2000-2020 Lakeside Avenue, Cleveland, Ohio; and

WHEREAS, the purchase of this property is for the expansion of the Men's Shelter; and

WHEREAS, funding for the Purchase and Sale Agreement with Caste Heating & Air, Inc is 100% from the Coronavirus Aid, Relief, and Economic Security (CARES) Act; 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 approves a Purchase and Sale Agreement Purchase and Sale Agreement with Castle Heating & Air, Inc. in the amount of \$550,000.00 for the property located at 2000-2020 Lakeside Avenue, Cleveland, Ohio.

SECTION 2. To the extent that any exemptions are necessary under the County Code and contracting procedures, they shall be deemed approved by the adoption of this Resolution.

SECTION 3. That the County Executive or his authorized designee is authorized to (a) take all actions, and to execute, acknowledge, deliver and/or file for record (as and where appropriate) (i) all documents and instruments necessary or desirable to facilitate and/or consummate the transactions contemplated hereby, including, but not limited to, a Purchase and Sale Agreement, the lease agreements and all documents to be executed by the County thereunder, (ii) all other and further documents, instruments, certificates, agreements, amendments, subleases, assignments, consents, affidavits, certifications, disbursement authorizations, settlement statements, closing statements, proration statements, escrow agreements, escrow instructions, deeds and notices, and (iii) amendments, modifications and supplements to any of the foregoing, that the County Executive may deem necessary or advisable in connection with the consummation of the transactions contemplated hereby, in all cases containing such terms and conditions as may be approved by the County's Director of Law, (b) agree to such payments and other arrangements as may be necessary or advisable in connection therewith to facilitate and/or consummate such transactions, and (c) prosecute and/or defend any actions or proceedings that may be necessary or advisable relative to any of the foregoing matters.

SECTION 4. That all documents to be executed in connection with the transactions contemplated herein be subject to the Law Director's approval as to legal form and correctness.

SECTION 5. 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 6. It is found and determined that all formal actions of this Council relating to the adoption of this Resolution were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in compliance with all legal requirements, including Section 121.22 of the Ohio Revised Code.

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

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

First Reading/Referred to Committee: July 20, 2021

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

Legislation Substituted in Committee: July 28, 2021

Journal _____
_____, 20__

County Council of Cuyahoga County, Ohio

Resolution No. R2021-0179

Sponsored by: County Executive Budish/Department of Health and Human Services/Division of Children and Family Services	A Resolution making awards on RQ5074 to various providers in the amount not-to-exceed \$1,575,000.00 for emergency assistance services for the period of 9/1/2021 – 8/31/2022; authorizing the County Executive to execute the master contract and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Executive/Department of Health and Human Services/Division of Children and Family Services has recommended awards on RQ5074 to various providers in the amount not-to-exceed \$1,575,000.00 for emergency assistance services for the period of 9/1/2021 – 8/31/2022 as follows:

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

WHEREAS, this project is funded as follows: (a) 79% Federal Emergency Services (ESSA) and (b) 21% Health and Human Services Levy; 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 RQ5074 to various providers in the amount not-to-exceed \$1,575,000.00 for emergency assistance services for the period of 9/1/2021 – 8/31/2022 as follows:

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

SECTION 2. That the County Executive is authorized to execute the master contract in connection with said award and all 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: July 20, 2021
Committee(s) Assigned: Health, Human Services & Aging

Journal _____
_____, 20__

County Council of Cuyahoga County, Ohio

Resolution No. R2021-0180

<p>Sponsored by: County Executive Budish/Department of Health and Human Services/Cuyahoga Job and Family Services</p>	<p>A Resolution authorizing amendments to contracts with various providers for the Propel Cuyahoga – Workforce Services Program for the period 7/1/209 – 6/30/2021 to extend the time period to 6/30/2022 and for additional funds in the amount not-to-exceed \$7,309,902.78; 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/ Cuyahoga Job and Family Services has recommended authorizing amendments to contracts with various providers for the Propel Cuyahoga – Workforce Services Program for the period 7/1/209 – 6/30/2021 to extend the time period to 6/30/2022 and for additional funds in the amount not-to-exceed \$7,309,902.78 as follows:

- a) Contract No. 1122 with The Centers for Families and Children in the amount not-to-exceed \$4,400,001.34; and
- b) Contract No. 1230 with Maximus Human Services Inc. in the amount not-to-exceed \$2,909,901.44; and

WHEREAS, the primary goals of this project are to increase: (a) employment attainment, (b) maintaining client eligibility, (c) matching to in-demand occupations, (d) retention of paid employment, (e) wage and career advancement; and

WHEREAS, this project is funded 100% by Federal Temporary Assistance for Needy Families (TANF) funding; 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 the Propel Cuyahoga – Workforce Services Program for the period 7/1/2019 – 6/30/2021 to extend the time period to 6/30/2022 and for additional funds in the amount not-to-exceed \$7,309,902.78 as follows:

- a) Contract No. 1122 with The Centers for Families and Children in the amount not-to-exceed \$4,400,001.34; and
- b) Contract No. 1230 with Maximus Human Services Inc. in the amount not-to-exceed \$2,909,901.44; and

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

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

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

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

First Reading/Referred to Committee: July 20, 2021

Committee(s) Assigned: Health, Human Services & Aging

Journal _____
_____, 20__

County Council of Cuyahoga County, Ohio

Resolution No. R2021-0181

<p>Sponsored by: County Executive Budish/Department of Health and Human Services/Division of Community Initiatives/Office of Early Childhood</p>	<p>A Resolution authorizing a contract with Child Care Resource Center of Cuyahoga County, dba Starting Point in the amount not-to-exceed \$5,327,330.00 for management, administration and implementation of various support services for the Universal Pre-Kindergarten Program for the period of 8/1/2021 – 7/31/2024; authorizing the County Executive to execute Contract No. 1640 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.</p>
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WHEREAS, the County Executive/Department of Health and Human Services has recommended a contract (RQ6928) with Child Care Resource Center of Cuyahoga County, dba Starting Point in the amount not-to-exceed \$5,327,330.00 for management, administration and implementation of various support services for the Universal Pre-Kindergarten Program for the period of 8/1/2021 – 7/31/2024; and

WHEREAS, the primary goals of this project are to provide: (a) management of the UPK Management Information System (MIS), (b) UPK Safety Net Scholarship program, (c) implementation of the UPK family engagement, (d) resource coordination and (e) program enhancement components to support the provision of high-quality UPK programming in UPK sites; and,

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

WHEREAS, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue 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 contract (RQ6928) with Child Care Resource Center of Cuyahoga County, dba Starting Point in the amount not-to-exceed \$5,327,330.00 for management, administration and implementation of various support services for the Universal Pre-Kindergarten Program for the period of 8/1/2021 – 7/31/2024.

County Council of Cuyahoga County, Ohio

Resolution No. R2021-0182

Sponsored by: County Executive Budish/Department of Health and Human Services/Division of Community Initiatives/Office of Early Childhood	A Resolution making awards on RQ4517 with various providers in the total amount not-to-exceed \$27,703,997.03 for expansion of Universal Pre-Kindergarten Program services for the period 8/1/2021-7/31/2024; authorizing the County Executive to execute the master contract and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Executive/Department of Health and Human Services/ Division of Community Initiatives/Office of Early Childhood has recommended awards on RQ4517 with various providers in the total amount not-to-exceed \$27,703,997.03 for expansion of Universal Pre-Kindergarten Program services for the period 8/1/2021- 7/31/2024 as follows:

- a) Contract No. 1478 with Apples of Gold in the amount not-to-exceed \$187,547.85;
- b) Contract No. 1489 with Bedford City School District in the amount not-to-exceed \$369,000.00;
- c) Contract No. 1490 with Berea City School District in the amount not-to-exceed \$1,151,04.50;
- d) Contract No. 1491 with Brooklyn City School District in the amount not-to-exceed \$266,400,.00;
- e) Contract No. 1478 with Catholic Charities Corporation in the amount not-to-exceed \$2,625,383.16;
- f) Contract No. 1493 with Cleveland Heights/University Heights City School District in the amount not-to-exceed \$879,300.00;
- g) Contract No. 1494 with Cirque du Kids in the amount not-to-exceed \$133,200.00;

- h) Contract No. 1495 with Cleveland Children’s Daycare Academy in the amount not-to-exceed \$432,000.00;
- i) Contract No. 1496 with Cleveland Metropolitan School District in the amount not-to-exceed \$144,000.00;
- j) Contract No. 1497 with Corinna Bryant in the amount not-to-exceed \$87,349.95;
- k) Contract No. 1546 with Norak Inc. dba Dynamic Creations Learning Center in the amount not-to-exceed \$1110.2350.00;
- l) Contract No. 1499 with Early Childhood Enrichment Center in the amount not-to-exceed \$972,000.00;
- m) Contract No. 1500 with East Cleveland City School District in the amount not-to-exceed \$432,000.00;
- n) Contract No. 1501 with Euclid City School District in the amount not-to-exceed \$1,144,800.00;
- o) Contract No. 1502 with Menorah Park Center for Senior Living in the amount not-to-exceed \$467,100.00;
- p) Contract No. 1503 with Temple-Tifereth Israel in the amount not-to-exceed \$415,800.00;
- q) Contract No. 1504 with Garfield Heights City School District in the amount not-to-exceed \$310,1040.00;
- r) Contract No. 1548 with Great Expectations Preschool in the amount not-to-exceed \$215,870.85;
- s) Contract No. 1507 with Haven Child Enrichment Center in the amount not-to-exceed \$114,364.80;
- t) Contract No. 1508 with Horizon Education Centers in the amount not-to-exceed \$2,115,900.00;
- u) Contract No. 1509 with Kiddie City Child Care Community in the amount not-to-exceed \$584,100.00;
- v) Contract No. 1547 with Let’s Make a Change II Enrichment Center in the amount not-to-exceed \$103,500.00;

- w) Contract No. 1510 with Little Achievers Learning Center in the amount not-to-exceed \$73,800.00;
- x) Contract No. 1511 with Little Critters Early Learning Center in the amount not-to-exceed \$229,572.00;
- y) Contract No. 1512 with Loving Cup Kids Academy of Fairview Park in the amount not-to-exceed \$463,920.45;
- z) Contract No. 1513 with Loving Cup Kids Academy of North Royalton in the amount not-to-exceed \$123,563.70;
- aa) Contract No. 1514 with Loving Cup Kids Academy of Old Brooklyn in the amount not-to-exceed \$212,107.83;
- bb) Contract No. 1515 with Loving Cup Kids Academy of Richmond Heights in the amount not-to-exceed \$91,582.20;
- cc) Contract No. 1516 with Maple Heights City School District in the amount not-to-exceed \$358,200.00;
- dd) Contract No. 1517 with Merrick House in the amount not-to-exceed \$217,800.00;
- ee) Contract No. 1518 with Mini Miracles & Beyond Learning Academy in the amount not-to-exceed \$213,750.00;
- ff) Contract No. 1519 with Mini Miracles Learning Academy in the amount not-to-exceed \$282,600.00;
- gg) Contract No. 1535 with Murtis Taylor Human Service System in the amount not-to-exceed \$371,800.00;
- hh) Contract No. 1536 with Sandy's Darlin Munchkins in the amount not-to-exceed \$100,800.00;
- ii) Contract No. 1537 with St. Peter's Child Care in the amount not-to-exceed \$252,900.00;
- jj) Contract No. 1538 with Step Forward in the amount not-to-exceed \$5,635,599.74;
- kk) Contract No. 1539 with The Centers for Families and Children in the amount not-to-exceed \$2,505,600.00;

- ll) Contract No. 1540 with The Lillian & Betty Ratner Montessori School in the amount not-to-exceed \$540,000.00;
- mm) Contract No. 1541 with The Cleveland School Music Settlement dbaWThe Music Settlement in the amount not-to-exceed \$1,361,700.00;
- nn) Contract No. 1542 with The Salvation Army in the amount not-to-exceed \$263,700.00;
- oo) Contract No. 1543 with Urban Community School in the amount not-to-exceed \$536,400.00;
- pp) Contract No. 1544 with Warrensville Heights City School District in the amount not-to-exceed \$324,000.00;
- qq) Contract No. 1545 with YMCA of Greater Cleveland in the amount not-to-exceed \$283,500.00; and

WHEREAS, the primary goal of this project is to increase the quantity of 3 to 4-year old children in the County participating in a high-quality pre-school experience; and

WHEREAS, this 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.

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

SECTION 1. That the Cuyahoga County Council hereby makes awards on RQ4517 with various providers in the total amount not-to-exceed \$27,703,997.03 for expansion of Universal Pre-Kindergarten Program services for the period 8/1/2021-7/31/2024 as follows:

- a) Contract No. 1478 with Apples of Gold in the amount not-to-exceed \$187,547.85;
- b) Contract No. 1489 with Bedford City School District in the amount not-to-exceed \$369,000.00;
- c) Contract No. 1490 with Berea City School District in the amount not-to-exceed \$1,151,04.50;

- d) Contract No. 1491 with Brooklyn City School District in the amount not-to-exceed \$266,400.00;
- e) Contract No. 1478 with Catholic Charities Corporation in the amount not-to-exceed \$2,625,383.16;
- f) Contract No. 1493 with Cleveland Heights/University Heights City School District in the amount not-to-exceed \$879,300.00;
- g) Contract No. 1494 with Cirque du Kids in the amount not-to-exceed \$133,200.00;
- h) Contract No. 1495 with Cleveland Children's Daycare Academy in the amount not-to-exceed \$432,000.00;
- i) Contract No. 1496 with Cleveland Metropolitan School District in the amount not-to-exceed \$144,000.00;
- j) Contract No. 1497 with Corinna Bryant in the amount not-to-exceed \$87,349.95;
- k) Contract No. 1546 with Norak Inc. dba Dynamic Creations Learning Center in the amount not-to-exceed \$1110.2350.00;
- l) Contract No. 1499 with Early Childhood Enrichment Center in the amount not-to-exceed \$972,000.00;
- m) Contract No. 1500 with East Cleveland City School District in the amount not-to-exceed \$432,000.00;
- n) Contract No. 1501 with Euclid City School District in the amount not-to-exceed \$1,144,800.00;
- o) Contract No. 1502 with Menorah Park Center for Senior Living in the amount not-to-exceed \$467,100.00;
- p) Contract No. 1503 with Temple-Tifereth Israel in the amount not-to-exceed \$415,800.00;
- q) Contract No. 1504 with Garfield Heights City School District in the amount not-to-exceed \$310,1040.00;
- r) Contract No. 1548 with Great Expectations Preschool in the amount not-to-exceed \$215,870.85;

- s) Contract No. 1507 with Haven Child Enrichment Center in the amount not-to-exceed \$114,364.80;
- t) Contract No. 1508 with Horizon Education Centers in the amount not-to-exceed \$2,115,900.00;
- u) Contract No. 1509 with Kiddie City Child Care Community in the amount not-to-exceed \$584,100.00;
- v) Contract No. 1547 with Let's Make a Change II Enrichment Center in the amount not-to-exceed \$103,500.00;
- w) Contract No. 1510 with Little Achievers Learning Center in the amount not-to-exceed \$73,800.00;
- x) Contract No. 1511 with Little Critters Early Learning Center in the amount not-to-exceed \$229,572.00;
- y) Contract No. 1512 with Loving Cup Kids Academy of Fairview Park in the amount not-to-exceed \$463,920.45;
- z) Contract No. 1513 with Loving Cup Kids Academy of North Royalton in the amount not-to-exceed \$123,563.70;
- aa) Contract No. 1514 with Loving Cup Kids Academy of Old Brooklyn in the amount not-to-exceed \$212,107.83;
- bb) Contract No. 1515 with Loving Cup Kids Academy of Richmond Heights in the amount not-to-exceed \$91,582.20;
- cc) Contract No. 1516 with Maple Heights City School District in the amount not-to-exceed \$358,200.00;
- dd) Contract No. 1517 with Merrick House in the amount not-to-exceed \$217,800.00;
- ee) Contract No. 1518 with Mini Miracles & Beyond Learning Academy in the amount not-to-exceed \$213,750.00;
- ff) Contract No. 1519 with Mini Miracles Learning Academy in the amount not-to-exceed \$282,600.00;
- gg) Contract No. 1535 with Murtis Taylor Human Services System in the amount not-to-exceed \$371,800.00;

- hh) Contract No. 1536 with Sandy’s Darlin Munchkins in the amount not-to-exceed \$100,800.00;
- ii) Contract No. 1537 with St. Peter’s Child Care in the amount not-to-exceed \$252,900.00;
- jj) Contract No. 1538 with Step Forward, Inc. in the amount not-to-exceed \$5,635,599.74;
- kk) Contract No. 1539 with The Centers for Families and Children in the amount not-to-exceed \$2,505,600.00;
- ll) Contract No. 1540 with The Lillian & Betty Ratner Montessori School in the amount not-to-exceed \$540,000.00;
- mm) Contract No. 1541 with The Cleveland Music School Settlement dba The Music Settlement in the amount not-to-exceed \$1,361,700.00;
- nn) Contract No. 1542 with The Salvation Army in the amount not-to-exceed \$263,700.00;
- oo) Contract No. 1543 with Urban Community School in the amount not-to-exceed \$536,400.00;
- pp) Contract No. 1544 with Warrensville Heights City School District in the amount not-to-exceed \$324,000.00;
- qq) Contract No. 1545 with YWCA of Greater Cleveland in the amount not-to-exceed \$283,500.00; and

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

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

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

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

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

First Reading/Referred to Committee: July 20, 2021

Committee(s) Assigned: Education, Environment & Sustainability

Journal _____
_____, 20__

County Council of Cuyahoga County, Ohio

Resolution No. R2021-0183

Sponsored by: County Executive Budish/Department of Health and Human Services/Division of Community Initiatives/Office of Homeless Services	A Resolution making awards to various providers in the total amount not-to-exceed \$2,000,000.00 for permanent supportive housing services to chronically homeless single adults and high-barrier homeless persons for the period 7/1/2021 – 6/30/2022; authorizing the County Executive to execute the master contract and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Executive Budish/Department of Health and Human Services/Division of Community Initiatives/Office of Homeless Services has recommended awards to various providers in the amount not-to-exceed \$2,000,000.00 for permanent supportive housing services to chronically homeless single adults and high-barrier homeless persons for the period 7/1/2021 – 6/30/2022 as follows:

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

- g) Contract No. 1614 with YWCA of Greater Cleveland/Independence Place in the amount not-to-exceed \$141,576.00;

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

WHEREAS, this project is funded 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 makes awards to various providers in the amount not-to-exceed \$2,000,000.00 for permanent supportive housing services to chronically homeless single adults and high-barrier homeless persons for the period 7/1/2021 – 6/30/2022 as follows:

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

SECTION 2. That the County Executive is authorized to execute the master contract in connection with said awards and all 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: July 20, 2021
 Committee(s) Assigned: Health, Human Services & Aging

Journal _____
 _____, 20__

County Council of Cuyahoga County, Ohio

Resolution No. R2021-0184

<p>Sponsored by: County Executive Budish/Department of Workforce Development, in partnership with City of Cleveland/Cuyahoga County Workforce Development Board and Department of Health and Human Services/Cuyahoga Job and Family Services</p>	<p>A Resolution authorizing an amendment to Contract No. 561 with The Centers for Families and Children for the Out-of-School Youth Program for Comprehensive Case Management and Employment Program-Employment, Education and Training services for Young Adults in connection with the Workforce Innovation and Opportunity Act for the period 7/1/2019 – 6/30/2021 to extend the time period to 6/30/2022 and for additional funds in the amount not-to-exceed \$1,150,000.00; authorizing the County Executive to execute the amendment and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.</p>
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WHEREAS, the County Executive/Department of Workforce Development, in partnership with City of Cleveland/Cuyahoga County Workforce Development Board and Department of Health and Human Services/Cuyahoga County Job and Family Services recommends an amendment to Contract No. 561 with The Centers for Families and Children for the Out-of-School Youth Program for Comprehensive Case Management and Employment Program-Employment, Education and Training services for Young Adults in connection with Workforce Innovation and Opportunity Act for the period 7/1/2019 – 6/30/2021 to extend the time period to 6/30/2022 and for additional funds in the amount not-to-exceed \$1,150,000.00; and

WHEREAS, the primary goal for this amendment is to continue to provide a comprehensive case management and employment program for youth; and

WHEREAS, the project funded by (a) 14% Workforce Innovation & Opportunity Act funds and (b) 86% Temporary Assistance to Needy Families 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. 561 with The Centers for Families and Children for the Out-of-School Youth Program for Comprehensive Case Management and Employment Program-Employment, Education and Training services for Young Adults in connection with Workforce Innovation and Opportunity Act for the period 7/1/2019 – 6/30/2021 to extend the time period to 6/30/2022 and for additional funds in the amount not-to-exceed \$1,150,000.00.

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: July 20, 2021

Committee(s) Assigned: Education, Environment & Sustainability

Journal _____
_____, 20____

County Council of Cuyahoga County, Ohio

Resolution No. R2021-0185

Sponsored by: County Executive Budish/Department of Workforce Development, in partnership with City of Cleveland/ Cuyahoga County Workforce Development Board and Department of Health and Human Services/Cuyahoga Job and Family Services	A Resolution authorizing an amendment to Contract No. 649 with Cuyahoga Community College District Advanced Technology Academy for the Out-of-School Youth Program for Comprehensive Case Management and Employment Program-Employment, Education and Training Services for Young Adults in connection with the Workforce Innovation and Opportunity Act for the period of 7/1/2019 – 6/30/2021 to extend the time period to 6/30/2022 and for additional funds in the amount not-to-exceed \$1,200,000.00; authorizing the County Executive to execute the amendment 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 Workforce Development, in partnership with City of Cleveland/ Cuyahoga County Workforce Development Board and Department of Health and Human Services/Cuyahoga Job and Family Services has recommended an amendment to Contract No. 649 with Cuyahoga Community College District Advanced Technology Academy for the Out-of-School Youth Program for Comprehensive Case Management and Employment Program-Employment, Education and Training Services for Young Adults in connection with the Workforce Innovation and Opportunity Act for the period of 7/1/2019 – 6/30/2021 to extend the time period to 6/30/2022 and for additional funds in the amount not-to-exceed \$1,200,000.00; and

WHEREAS, the primary goals to continue to provide a comprehensive case management and employment program for youth; and

WHEREAS, the project is funded by 67% Workforce Innovation and Opportunity Act (WIOA) fund and 33% Temporary Assistance to Needy Families (TANF) 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. 649 with Cuyahoga Community College District Advanced Technology Academy for the Out-of-School Youth Program for Comprehensive Case Management and Employment Program-Employment, Education and Training Services for Young Adults in connection with the Workforce Innovation and Opportunity Act for the period of 7/1/2019 – 6/30/2021 to extend the time period to 6/30/2022 and for additional funds in the amount not-to-exceed \$1,200,000.00;

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: July 20, 2021

Committee(s) Assigned: Education, Environment & Sustainability

Journal _____
_____, 20__

County Council of Cuyahoga County, Ohio

Resolution No. R2021-0186

Sponsored by: County Executive Budish/Department of Workforce Development, in partnership with City of Cleveland/Cuyahoga County Workforce Development Board and Department of Health and Human Services/Cuyahoga County Job and Family Services	A Resolution authorizing an amendment to Contract No. 620 with Towards Employment, Inc. for Program Activities for the Out-of-School Youth Program for the Comprehensive Case Management and Employment Program-Employment, Education and Training services for Young Adults in connection with Workforce Innovation and Opportunity Act for the period 7/1/2019 – 6/30/2021 to extend the time period to 6/30/2022 and for additional funds in the amount not-to-exceed \$700,000.00; authorizing the County Executive to execute the amendment 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 Workforce Development, in partnership with City of Cleveland/Cuyahoga County Workforce Development Board and Department of Health and Human Services/Cuyahoga County Job and Family Services recommends an amendment to Contract No. 620 with Towards Employment, Inc. for Program Activities for the Out-of-School Youth Program for the Comprehensive Case Management and Employment Program-Employment, Education and Training services for Young Adults in connection with Workforce Innovation and Opportunity Act for the period 7/1/2019 – 6/30/2021 to extend the time period to 6/30/2022 and for additional funds in the amount not-to-exceed \$700,000.00; and

WHEREAS, the primary goal of this amendment is to continue provide a comprehensive case management and employment program for youth; and

WHEREAS, the project is funded by 50% Workforce Innovation & Opportunity Act (WIOA) fund and 50% Temporary Assistance to Needy Families (TANF) 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. 620 with Towards Employment, Inc. for Program Activities for the Out-of-School Youth Program for the Comprehensive Case Management and Employment Program-Employment, Education and Training services for Young Adults in connection with Workforce Innovation and Opportunity Act for the period 7/1/2019 – 6/30/2021 to extend the time period to 6/30/2022 and for additional funds in the amount not-to-exceed \$700,000.00

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: July 20, 2021
Committee(s) Assigned: Education, Environment & Sustainability

Journal _____
_____, 20____

County Council of Cuyahoga County, Ohio

Resolution No. R2021-0187

<p>Sponsored by: County Executive Budish/Department of Workforce Development, in partnership with City of Cleveland/Cuyahoga County Workforce Development Board and Department of Health and Human Services/Cuyahoga County Job and Family Services</p>	<p>A Resolution authorizing an amendment to Contract No. 627 with Youth Opportunities Unlimited for the Out-of-School Youth Program for the Comprehensive Case Management and Employment Program-Employment, Education and Training services for Young Adults in connection with Workforce Innovation and Opportunity Act for the period 7/1/2019 – 6/30/2021 to extend the time period to 6/30/2022 and for additional funds in the amount not-to-exceed \$3,223,129.00; authorizing the County Executive to execute the amendment and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.</p>
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WHEREAS, the County Executive/Department of Workforce Development, in partnership with City of Cleveland/Cuyahoga County Workforce Development Board and Department of Health and Human Services/Cuyahoga County Job and Family Services recommends an amendment to Contract No. 627 with Youth Opportunities Unlimited for the Out-of-School Youth Program for the Comprehensive Case Management and Employment Program-Employment, Education and Training services for Young Adults in connection with Workforce Innovation and Opportunity Act for the period 7/1/2019 – 6/30/2021 to extend the time period to 6/30/2022 and for additional funds in the amount not-to-exceed \$3,223,129.00; and

WHEREAS, the primary goal of this amendment is to continue provide a comprehensive case management and employment program for youth; and

WHEREAS, the project is funded by 51% Workforce Innovation & Opportunity Act (WIOA) fund and 49% Temporary Assistance to Needy Families (TANF) 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. 627 with Youth Opportunities Unlimited for the Out-of-School Youth Program for the Comprehensive Case Management and Employment Program-Employment, Education and Training services for Young Adults in connection with Workforce Innovation and Opportunity Act for the period 7/1/2019 – 6/30/2021 to extend the time period to 6/30/2022 and for additional funds in the amount not-to-exceed \$3,223,129.00.

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: July 20, 2021

Committee(s) Assigned: Education, Environment & Sustainability

Journal _____
_____, 20____

County Council of Cuyahoga County, Ohio

Resolution No. R2021-0188

<p>Sponsored by: County Executive Budish/Department of Workforce Development, in partnership with City of Cleveland/Cuyahoga County Workforce Development Board and Department of Health and Human Services/Cuyahoga County Job and Family Services</p>	<p>A Resolution authorizing an amendment to Contract No. 652 with Youth Opportunities Unlimited for operation of the Youth Resource Center for the Comprehensive Case Management and Employment Program-Employment, Education and Training services for Young Adults in connection with Workforce Innovation and Opportunity Act for the period 7/1/2019 – 6/30/2021 to extend the time period to 6/30/2022 and for additional funds in the amount not-to-exceed \$968,640.00; authorizing the County Executive to execute the amendment and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.</p>
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WHEREAS, the County Executive/Department of Workforce Development, in partnership with City of Cleveland/Cuyahoga County Workforce Development Board and Department of Health and Human Services/Cuyahoga County Job and Family Services recommends an amendment to Contract No. 652 with Youth Opportunities Unlimited for operation of the Youth Resource Center for the Comprehensive Case Management and Employment Program-Employment, Education and Training services for Young Adults in connection with Workforce Innovation and Opportunity Act for the period 7/1/2019 – 6/30/2021 to extend the time period to 6/30/2022 and for additional funds in the amount not-to-exceed \$968,640.00; and

WHEREAS, the primary goal of this amendment is to continue provide a comprehensive case management and employment program for youth; and

WHEREAS, the project is funded by 46% Workforce Innovation & Opportunity Act (WIOA) fund and 54% Temporary Assistance to Needy Families (TANF) 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. 652 with Youth Opportunities Unlimited for operation of the Youth Resource Center for the Comprehensive Case Management and Employment Program-Employment, Education and Training services for Young Adults in connection with Workforce Innovation and Opportunity Act for the period 7/1/2019 – 6/30/2021 to extend the time period to 6/30/2022 and for additional funds in the amount not-to-exceed \$968,640.00.

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: July 20, 2021

Committee(s) Assigned: Education, Environment & Sustainability

Journal _____
_____, 20____

County Council of Cuyahoga County, Ohio

Resolution No. R2021-0189

Sponsored by: County Executive Budish/Department of Workforce Development, in partnership with City of Cleveland/Cuyahoga County Workforce Development Board and Department of Health and Human Services/Cuyahoga County Job and Family Services	A Resolution authorizing an amendment to Contract No. 488 with OhioGuidestone for the Out-of-School Youth Program for the Comprehensive Case Management and Employment Program-Employment, Education and Training services for Young Adults in connection with Workforce Innovation and Opportunity Act for the period 7/1/2019 – 6/30/2021 to extend the time period to 6/30/2022 and for additional funds in the amount not-to-exceed \$2,100,000.00; authorizing the County Executive to execute the amendment 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 Workforce Development, in partnership with City of Cleveland/Cuyahoga County Workforce Development Board and Department of Health and Human Services/Cuyahoga County Job and Family Services recommends an amendment to Contract No. 488 with OhioGuidestone for the Out-of-School Youth Program for the Comprehensive Case Management and Employment Program-Employment, Education and Training services for Young Adults in connection with Workforce Innovation and Opportunity Act for the period 7/1/2019 – 6/30/2021 to extend the time period to 6/30/2022 and for additional funds in the amount not-to-exceed \$2,100,000.00; and

WHEREAS, the primary goal of this amendment is to continue provide a comprehensive case management and employment program for youth; and

WHEREAS, the project is funded by 71% Workforce Innovation & Opportunity Act (WIOA) fund and 29% Temporary Assistance to Needy Families (TANF) 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. 488 with OhioGuidestone for the Out-of-School Youth Program for the Comprehensive Case Management and Employment Program-Employment, Education and Training services for Young Adults in connection with Workforce Innovation and Opportunity Act for the period 7/1/2019 – 6/30/2021 to extend the time period to 6/30/2022 and for additional funds in the amount not-to-exceed \$2,100,000.00.

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: July 20, 2021

Committee(s) Assigned: Education, Environment & Sustainability

Journal _____
_____, 20____

County Council of Cuyahoga County, Ohio

Resolution No. R2021-0163

Sponsored by: County Executive Budish/Department of Public Works/Division of County Engineer	A Resolution approving Right-of-Way Exhibits as set forth in Plat No. M-5050 for replacement of Pleasant Valley Bridge No. 09.68 over Cuyahoga River in the City of Independence and Village of Valley View; authorizing the County Executive through the Department of Public Works to acquire said necessary Rights-of-Way; and declaring the necessity that this Resolution become immediately effective.
---	---

WHEREAS, the County Executive/Department of Public Works/Division of County Engineer has recommended approving Right-of-Way Exhibits as set forth in Plat No. M-5050 for replacement of Pleasant Valley Bridge No. 09.68 over Cuyahoga River in the City of Independence and Village of Valley View; and

WHEREAS, the primary goal of this project is to obtain Council's review and approval of the right-of-way plans and approval of the required acquisitions needed for the replacement of Pleasant Valley Bridge over Cuyahoga River; and

WHEREAS, the project is located in Council District 6; and

WHEREAS, the estimated right-of-way acquisition cost is \$50,000.00, which will be funded 100% by County Road and Bridge 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 approves Right-of-Way Exhibits as set forth in Plat No. M-5050 for replacement of Pleasant Valley Bridge No. 09.68 over Cuyahoga River in the City of Independence and Village of Valley View.

SECTION 2. That the County Executive through the Department of Public Works is hereby authorized to acquire the Right-of-Way necessary for said improvement.

SECTION 3. That all proceedings relative to the Right-of-Way Exhibits as set forth in Plat No. M-5050 are hereby ordered copied into the Road Record of the County by the Department of Public Works are copied into all other proper records of the County by the Fiscal Officer as required by law.

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: July 6, 2021
Committee(s) Assigned: Public Works, Procurement & Contracting

Committee Report/Second Reading: July 20, 2021

Journal _____
_____, 20__

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Rev. 06/09

Ver. Date 03/03/21

PID 104504

**PARCEL 2-SH1
CUY-PLEASANT VALLEY ROAD (C.R. 39)
PERPETUAL EASEMENT FOR HIGHWAY PURPOSES
WITHOUT LIMITATION OF EXISTING ACCESS RIGHTS
IN THE NAME AND FOR THE USE OF THE
CUYAHOGA COUNTY, OHIO**

An exclusive perpetual easement for public highway and road purposes, including, but not limited to any utility construction, relocation and/or utility maintenance work deemed appropriate by the Cuyahoga County, Ohio, its successors and assigns forever.

Grantor/Owner, for himself and his heirs, executors, administrators, successors and assigns, reserves all existing rights of ingress and egress to and from any residual area (as used herein, the expression "Grantor/Owner" includes the plural, and words in the masculine include the feminine or neuter).

[Surveyor's description of the premises follows]

Situated in the City of Independence and State of Ohio, County of Cuyahoga, Township of Independence, Tract 3 West of the River, Original Lot 30 and being known as part of land conveyed to The United States of America by deed dated November 28, 1980 and recorded in O.R. Volume 15409, Page 573 of the Cuyahoga County Records and more particularly bounded:

Commencing for reference on Pleasant Valley Road (80') existing centerline of right of way at the monument box with a 5/8 inch iron pin found at Station 78+51.36, 0.00 feet left; thence, along Pleasant Valley Road existing centerline of right of way North 79 degrees 29 minutes 22 seconds West, 1133.13 feet to a point at Station 67+18.23; thence North 10 degrees 30 minutes 38 seconds East, 40.00 feet to Station 67+18.23, 40.00 feet left of Pleasant Valley Road centerline of right of way, said point also being the intersection of the northerly right of way of Pleasant Valley Road and the southwesterly right of way of Riverview Road (66'), and the TRUE POINT OF BEGINNING of the parcel herein described;

1. Thence, along the northerly right of way line of Pleasant Valley Road, North 79 degrees 29 minutes 22 seconds West, 348.23 feet to Station to a point at 63+70.00, 40.00 feet left of Pleasant Valley Road centerline of right of way;
2. Thence, North 63 degrees 38 minutes 26 seconds East, 150.00 feet to a point at Station 64+90.00, 130.00 feet left of Pleasant Valley Road centerline of right of way;

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3. Thence, South 79 degrees 29 minutes 22 seconds East, 158.57 feet to a point at Station 66+48.57, 130.00 feet left of Pleasant Valley Road centerline of right of way, said point being on the southwesterly right of way of Riverview Road;
4. Thence, along the southwesterly right of way line of Riverview Road, South 27 degrees 13 minutes 48 seconds East, 113.81 feet to the TRUE POINT OF BEGINNING and enclosing an area of 0.5235 acres, more or less, none of which is present road occupied.

The above described parcel is a portion of Cuyahoga County Auditor's Parcel No. 564-22-005.

Bearings for the above description are based upon the Ohio State Plane Coordinates System, North Zone, NAD 83 (2011) Datum.

Stations referred to in the above description are based upon the Pleasant Valley Road (C.R. 39) centerline of right of way, unless otherwise noted, as shown on the Centerline Plat found in Cuyahoga County Department of Public Works Plan CUY-Pleasant Valley Road (C.R. 39), M-5050 and recorded as AFN No. _____ in Cuyahoga County Records.

This description was prepared and reviewed under the supervision of Mary Ellen Kimberlin, P.E.,P.S., Registered Surveyor No. 7540, and is based on survey made by Euthenics, Inc. between February 2017 and May 2018 for the Cuyahoga County Department of Public Works.

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Rev. 06/09

Ver. Date 03/03/21

PID 104504

**PARCEL 2-SH2
CUY-PLEASANT VALLEY ROAD (C.R. 39)
PERPETUAL EASEMENT FOR HIGHWAY PURPOSES
WITHOUT LIMITATION OF EXISTING ACCESS RIGHTS
IN THE NAME AND FOR THE USE OF THE
CUYAHOGA COUNTY, OHIO**

An exclusive perpetual easement for public highway and road purposes, including, but not limited to any utility construction, relocation and/or utility maintenance work deemed appropriate by the Cuyahoga County, Ohio, its successors and assigns forever.

Grantor/Owner, for himself and his heirs, executors, administrators, successors and assigns, reserves all existing rights of ingress and egress to and from any residual area (as used herein, the expression "Grantor/Owner" includes the plural, and words in the masculine include the feminine or neuter).

[Surveyor's description of the premises follows]

Situated in the City of Independence and State of Ohio, County of Cuyahoga, Township of Independence, Tract 3 West of the River, Original Lot 30 and being known as part of land conveyed to The United States of America by deed dated January 13, 1978 and recorded in O.R. Volume 14661, Page 643 of the Cuyahoga County Records and more particularly bounded:

Commencing for reference on Pleasant Valley Road (80') existing centerline of right of way at the monument box with a 5/8 inch iron pin found at Station 82+39.01, 0.00 feet left; thence, along Pleasant Valley Road existing centerline of right of way North 87 degrees 02 minutes 19 seconds East, 115.56 feet to a point at Station 83+54.57, said point being on the southwesterly right of way of The Cuyahoga Valley Scenic Railroad; thence, along the southwesterly right of way of The Cuyahoga Valley Scenic Railroad, North 43 degrees 58 minutes 11 seconds West, 53.01 feet to a point at Station 83+19.79, 40.00 feet left of Pleasant Valley Road centerline of right of way, said point being on the northerly right of way of Pleasant Valley Road; thence, continuing along the southwesterly right of way of The Cuyahoga Valley Scenic Railroad, North 43 degrees 58 minutes 11 seconds West, 97.32 feet to a point at Station 82+55.93, 113.44 feet left of Pleasant Valley Road centerline of right of way, said point being on the Grantor's southerly property line and the TRUE POINT OF BEGINNING of the parcel herein described;

1. Thence, along the Grantor's southerly property line, South 82 degrees 57 minutes 27 seconds West, 396.52 feet to a point at Station 78+47.32, 40.00 feet left of Pleasant

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Valley Road centerline of right of way, said point being on the northerly right of way of Pleasant Valley Road;

2. Thence, along the northerly right of way of Pleasant Valley Road, North 79 degrees 29 minutes 22 seconds West, 1,045.63 feet to a point at Station 68+01.69, 40.00 feet left of Pleasant Valley Road centerline of right of way, said point being on the northeasterly right of way of Riverview Road;
3. Thence, along the northeasterly right of way of Riverview Road, North 27 degrees 13 minutes 48 seconds West, 82.20 feet to a point at Station 67+51.38, 105.00 feet left of Pleasant Valley Road centerline of right of way;
4. Thence, South 69 degrees 11 minutes 29 seconds East, 184.59 feet to a point at Station 69+33.00, 72.00 feet left of Pleasant Valley Road centerline of right of way;
5. Thence, South 79 degrees 29 minutes 22 seconds East, 796.00 feet to a point at Station 77+29.00, 72.00 feet left of Pleasant Valley Road centerline of right of way;
6. Thence, North 89 degrees 14 minutes 02 seconds East, 493.43 feet to a point at Station 82+45.88, 125.00 feet left of Pleasant Valley Road centerline of right of way, said point being on the southwesterly right of way of The Cuyahoga Valley Scenic Railroad;
7. Thence, along the southwesterly right of way of The Cuyahoga Valley Scenic Railroad, South 43 degrees 58 minutes 11 seconds East, 15.32 feet to the TRUE POINT OF BEGINNING and enclosing an area of 1.1574 acres, more or less, none of which is present road occupied.

The above described parcel is a portion of Cuyahoga County Auditor's Parcel No. 564-24-001.

Bearings for the above description are based upon the Ohio State Plane Coordinates System, North Zone, NAD 83 (2011) Datum.

Stations referred to in the above description are based upon the Pleasant Valley Road (C.R. 39) centerline of right of way, unless otherwise noted, as shown on the Centerline Plat found in Cuyahoga County Department of Public Works Plan CUY-Pleasant Valley Road (C.R. 39), M-5050 and recorded as AFN No. _____ in Cuyahoga County Records.

This description was prepared and reviewed under the supervision of Mary Ellen Kimberlin, P.E.,P.S., Registered Surveyor No. 7540, and is based on survey made by Euthenics, Inc. between February 2017 and May 2018 for the Cuyahoga County Department of Public Works.

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Ver. Date 03/03/21

PID 104504

**PARCEL 2-SH3
CUY-PLEASANT VALLEY ROAD (C.R. 39)
PERPETUAL EASEMENT FOR HIGHWAY PURPOSES
WITHOUT LIMITATION OF EXISTING ACCESS RIGHTS
IN THE NAME AND FOR THE USE OF THE
CUYAHOGA COUNTY, OHIO**

An exclusive perpetual easement for public highway and road purposes, including, but not limited to any utility construction, relocation and/or utility maintenance work deemed appropriate by the Cuyahoga County, Ohio, its successors and assigns forever.

Grantor/Owner, for himself and his heirs, executors, administrators, successors and assigns, reserves all existing rights of ingress and egress to and from any residual area (as used herein, the expression "Grantor/Owner" includes the plural, and words in the masculine include the feminine or neuter).

[Surveyor's description of the premises follows]

Situated in the City of Independence and State of Ohio, County of Cuyahoga, Township of Independence, Tract 3 West of the River, Original Lot 30 and being known as part of land conveyed to The United States of America by deed dated December 05, 1977 and recorded in O.R. Volume 14649, Page 979 of the Cuyahoga County Records and more particularly bounded:

Commencing for reference on Pleasant Valley Road (80') existing centerline of right of way at the monument box with a 5/8 inch iron pin found at Station 82+39.01, 0.00 feet left; thence, along Pleasant Valley Road existing centerline of right of way North 87 degrees 02 minutes 19 seconds East, 115.56 feet to a point at Station 83+54.57, said point being on the southwesterly right of way of The Cuyahoga Valley Scenic Railroad; thence, along the southwesterly right of way of The Cuyahoga Valley Scenic Railroad, North 43 degrees 58 minutes 11 seconds West, 53.01 feet to a point at Station 83+19.79, 40.00 feet left of Pleasant Valley Road centerline of right of way, said point being on the northerly right of way of Pleasant Valley Road and the TRUE POINT OF BEGINNING of the parcel herein described;

1. Thence, along the northerly right of way of Pleasant Valley Road, South 87 degrees 02 minutes 19 seconds West, 81.10 feet to a point of tangent at Station 82+38.69, 40.00 feet left of Pleasant Valley Road centerline of right of way;
2. Thence, continuing along the northerly right of way of Pleasant Valley Road, along an arc of curve to the right having a delta of 3 degrees 00 minutes 00 seconds, a radius of

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1,869.94 feet, an arc length of 97.91 feet, and a chord bearing South 88 degrees 32 minutes 19 seconds West, 97.90 feet to a point of compound curvature at Station 81+38.69, 40.00 feet left of Pleasant Valley Road centerline of right of way;

3. Thence, continuing along the northerly right of way of Pleasant Valley Road, along an arc of curve to the right having a delta of 7 degrees 28 minutes 18 seconds, a radius of 1,392.39 feet, an arc length of 181.58 feet, and a chord bearing North 86 degrees 13 minutes 31 seconds West, 181.45 feet to a point of compound curvature at Station 79+51.89, 40.00 feet left of Pleasant Valley Road centerline of right of way;
4. Thence, continuing along the northerly right of way of Pleasant Valley Road, along an arc of curve to the right having a delta of 3 degrees 00 minutes 00 seconds, a radius of 1,869.94 feet, an arc length of 97.91 feet, and a chord bearing North 80 degrees 59 minutes 22 seconds West, 97.90 feet to a point of curvature at Station 78+51.89, 40.00 feet left of Pleasant Valley Road centerline of right of way;
5. Thence, continuing along the northerly right of way of Pleasant Valley Road, North 79 degrees 29 minutes 22 seconds West, 4.57 feet to a point at Station 78+47.32, 40.00 feet left of Pleasant Valley Road centerline of right of way, said point being the Grantor's southwesterly property corner;
6. Thence, along the Grantor's northwesterly property line, North 82 degrees 57 minutes 27 seconds East, 396.52 feet to a point at Station 82+55.93, 113.44 feet left of Pleasant Valley Road centerline of right of way, said point being on the southwesterly right of way of The Cuyahoga Valley Scenic Railroad;
7. Thence, along the southwesterly right of way of The Cuyahoga Valley Scenic Railroad, South 43 degrees 58 minutes 11 seconds East, 97.32 feet to the TRUE POINT OF BEGINNING and enclosing an area of 0.4658 acres, more or less, none of which is present road occupied.

The above described parcel is a portion of Cuyahoga County Auditor's Parcel No. 564-24-002.

Bearings for the above description are based upon the Ohio State Plane Coordinates System, North Zone, NAD 83 (2011) Datum.

Stations referred to in the above description are based upon the Pleasant Valley Road (C.R. 39) centerline of right of way, unless otherwise noted, as shown on the Centerline Plat found in Cuyahoga County Department of Public Works Plan CUY-Pleasant Valley Road (C.R. 39), M-5050 and recorded as AFN No. _____ in Cuyahoga County Records.

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This description was prepared and reviewed under the supervision of Mary Ellen Kimberlin, P.E.,P.S., Registered Surveyor No. 7540, and is based on survey made by Euthenics, Inc. between February 2017 and May 2018 for the Cuyahoga County Department of Public Works.

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Rev. 06/09

Ver. Date 03/03/21

PID 104504

**PARCEL 2-SH4
CUY-PLEASANT VALLEY ROAD (C.R. 39)
PERPETUAL EASEMENT FOR HIGHWAY PURPOSES
WITHOUT LIMITATION OF EXISTING ACCESS RIGHTS
IN THE NAME AND FOR THE USE OF THE
CUYAHOGA COUNTY, OHIO**

An exclusive perpetual easement for public highway and road purposes, including, but not limited to any utility construction, relocation and/or utility maintenance work deemed appropriate by the Cuyahoga County, Ohio, its successors and assigns forever.

Grantor/Owner, for himself and his heirs, executors, administrators, successors and assigns, reserves all existing rights of ingress and egress to and from any residual area (as used herein, the expression "Grantor/Owner" includes the plural, and words in the masculine include the feminine or neuter).

[Surveyor's description of the premises follows]

Situated in the City of Independence and State of Ohio, County of Cuyahoga, Township of Independence, Tract 3 West of the River, Original Lot 30 and being known as part of land conveyed to The United States of America by deed dated January 13, 1978 and recorded in O.R. Volume 14661, Page 647 (Tract 103-01) of the Cuyahoga County Records and more particularly bounded:

Commencing for reference on Pleasant Valley Road (80') existing centerline of right of way at the monument box with a 5/8 inch iron pin found at Station 82+39.01, 0.00 feet left; thence, along Pleasant Valley Road existing centerline of right of way North 87 degrees 02 minutes 19 seconds East, 195.07 feet to a point at Station 84+34.08, said point being on the northeasterly right of way of The Cuyahoga Valley Scenic Railroad; thence, along the northeasterly right of way of The Cuyahoga Valley Scenic Railroad, North 43 degrees 58 minutes 11 seconds West, 53.01 feet to a point at Station 83+99.30, 40.00 feet left of Pleasant Valley Road centerline of right of way, said point being on the northerly right of way of Pleasant Valley Road; thence, continuing along the northeasterly right of way of The Cuyahoga Valley Scenic Railroad, North 43 degrees 58 minutes 11 seconds West, 104.40 feet to a point at Station 83+30.80, 118.78 feet left of Pleasant Valley Road centerline of right of way and the TRUE POINT OF BEGINNING of the parcel herein described;

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1. Thence, continuing along the northeasterly right of way of The Cuyahoga Valley Scenic Railroad, North 43 degrees 58 minutes 11 seconds West, 12.22 feet to a point at Station 83+22.78, 128.00 feet left of Pleasant Valley Road centerline of right of way;
2. Thence, North 84 degrees 47 minutes 19 seconds East, 305.65 feet to a point at Station 86+28.19, 140.00 feet left of Pleasant Valley Road centerline of right of way;
3. Thence, South 82 degrees 57 minutes 27 seconds West, 298.15 feet to the TRUE POINT OF BEGINNING and enclosing an area of 0.0334 acres, more or less, none of which is present road occupied.

The above described parcel is a portion of Cuyahoga County Auditor's Parcel No. 564-24-001.

Bearings for the above description are based upon the Ohio State Plane Coordinates System, North Zone, NAD 83 (2011) Datum.

Stations referred to in the above description are based upon the Pleasant Valley Road (C.R. 39) centerline of right of way, unless otherwise noted, as shown on the Centerline Plat found in Cuyahoga County Department of Public Works Plan CUY-Pleasant Valley Road (C.R. 39), M-5050 and recorded as AFN No. _____ in Cuyahoga County Records.

This description was prepared and reviewed under the supervision of Mary Ellen Kimberlin, P.E.,P.S., Registered Surveyor No. 7540, and is based on survey made by Euthenics, Inc. between February 2017 and May 2018 for the Cuyahoga County Department of Public Works.

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Rev. 06/09

Ver. Date 03/03/21

PID 104504

**PARCEL 2-SH5
CUY-PLEASANT VALLEY ROAD (C.R. 39)
PERPETUAL EASEMENT FOR HIGHWAY PURPOSES
WITHOUT LIMITATION OF EXISTING ACCESS RIGHTS
IN THE NAME AND FOR THE USE OF THE
CUYAHOGA COUNTY, OHIO**

An exclusive perpetual easement for public highway and road purposes, including, but not limited to any utility construction, relocation and/or utility maintenance work deemed appropriate by the Cuyahoga County, Ohio, its successors and assigns forever.

Grantor/Owner, for himself and his heirs, executors, administrators, successors and assigns, reserves all existing rights of ingress and egress to and from any residual area (as used herein, the expression "Grantor/Owner" includes the plural, and words in the masculine include the feminine or neuter).

[Surveyor's description of the premises follows]

Situated in the City of Independence and State of Ohio, County of Cuyahoga, Township of Independence, Tract 3 West of the River, Original Lot 30 and also the Village of Valley View, Tract 5 East of the River, Original Lot 2 & 3 and being known as part of land conveyed to The United States of America deed dated January 13, 1978 and recorded in O.R. Volume 14661, Page 647 (Tract 103-02) of the Cuyahoga County Records and more particularly bounded:

Commencing for reference on Pleasant Valley Road (80') existing centerline of right of way at the monument box with a 5/8 inch iron pin found at Station 82+39.01, 0.00 feet left; thence, along Pleasant Valley Road existing centerline of right of way North 87 degrees 02 minutes 19 seconds East, 195.07 feet to a point at Station 84+34.08, said point being on the northeasterly right of way of The Cuyahoga Valley Scenic Railroad; thence, along the northeasterly right of way of The Cuyahoga Valley Scenic Railroad, North 43 degrees 58 minutes 11 seconds West, 53.01 feet to a point at Station 83+99.30, 40.00 feet left of Pleasant Valley Road centerline of right of way, said point being on the northerly right of way of Pleasant Valley Road and the TRUE POINT OF BEGINNING of the parcel herein described;

1. Thence, continuing along the northeasterly right of way of The Cuyahoga Valley Scenic Railroad, North 43 degrees 58 minutes 11 seconds West, 104.40 feet to a point at Station 83+30.80, 118.78 feet left of Pleasant Valley Road centerline of right of way, said point being the Grantor's northwesterly property corner;

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2. Thence, along the Grantor's northerly property line, North 82 degrees 57 minutes 27 seconds East, 298.15 feet to a point at Station 86+28.19, 140.00 feet left of Pleasant Valley Road centerline of right of way;
3. Thence, South 85 degrees 07 minutes 02 seconds East, 476.26 feet to an angle break at Station 91+00.00, 75.00 feet left of Pleasant Valley Road centerline of right of way;
4. Thence, North 87 degrees 02 minutes 19 seconds East, 494.51 feet to a point at Station 95+90.21, 79.47 feet left of Pleasant Valley Road centerline of right of way;
5. Thence, South 43 degrees 17 minutes 57 seconds West, 54.39 feet to a point at Station 95+53.56, 40.00 feet left of Pleasant Valley Road centerline of right of way, said point being on the northerly right of way of Pleasant Valley Road;
6. Thence, along the northerly right of way of Pleasant Valley Road, along an arc of curve to the left having a delta of 2 degrees 25 minutes 34 seconds, a radius of 2,904.79 feet, an arc length of 123.00 feet, and a chord bearing South 88 degrees 15 minutes 07 seconds West, 122.99 feet to a point of curvature at Station 94+32.25, 40.00 feet left of Pleasant Valley Road centerline of right of way;
7. Thence, continuing along the northerly right of way of Pleasant Valley Road, South 87 degrees 02 minutes 19 seconds West, 1,032.95 feet to the TRUE POINT OF BEGINNING and enclosing an area of 1.6646 acres, more or less, none of which is present road occupied.

The above described parcel is a portion of Cuyahoga County Auditor's Parcel No. 564-30-001.

Bearings for the above description are based upon the Ohio State Plane Coordinates System, North Zone, NAD 83 (2011) Datum.

Stations referred to in the above description are based upon the Pleasant Valley Road (C.R. 39) centerline of right of way, unless otherwise noted, as shown on the Centerline Plat found in Cuyahoga County Department of Public Works Plan CUY-Pleasant Valley Road (C.R. 39), M-5050 and recorded as AFN No. _____ in Cuyahoga County Records.

This description was prepared and reviewed under the supervision of Mary Ellen Kimberlin, P.E.,P.S., Registered Surveyor No. 7540, and is based on survey made by Euthenics, Inc. between February 2017 and May 2018 for the Cuyahoga County Department of Public Works.

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Rev. 06/09

Ver. Date 03/03/21

PID 104504

**PARCEL 2-SH6
CUY-PLEASANT VALLEY ROAD (C.R. 39)
PERPETUAL EASEMENT FOR HIGHWAY PURPOSES
WITHOUT LIMITATION OF EXISTING ACCESS RIGHTS
IN THE NAME AND FOR THE USE OF THE
CUYAHOGA COUNTY, OHIO**

An exclusive perpetual easement for public highway and road purposes, including, but not limited to any utility construction, relocation and/or utility maintenance work deemed appropriate by the Cuyahoga County, Ohio, its successors and assigns forever.

Grantor/Owner, for himself and his heirs, executors, administrators, successors and assigns, reserves all existing rights of ingress and egress to and from any residual area (as used herein, the expression "Grantor/Owner" includes the plural, and words in the masculine include the feminine or neuter).

[Surveyor's description of the premises follows]

Situated in the Village of Valley View and State of Ohio, County of Cuyahoga, Township of Independence, Tract 5 East of the River, Original Lot 2 & 3 and being known as part of land conveyed to The United States of America by deed dated January 13, 1978 and recorded in O.R. Volume 14661, Page 643 (Tract 103-02) of the Cuyahoga County Records and more particularly bounded:

Commencing for reference on Pleasant Valley Road (80') existing centerline of right of way at the monument box with a 5/8 inch iron pin found at Station 94+32.19, 0.00 feet left; thence, along Pleasant Valley Road existing centerline of right of way, along an arc of curve to the right having a delta of 2 degrees 25 minutes 38 seconds, a radius of 2,864.79 feet, an arc length of 121.37 feet, and a chord bearing North 88 degrees 15 minutes 05 seconds East, 121.36 feet to a point at Station 95+53.56, 0.00 feet left of Pleasant Valley Road centerline of right of way; thence, North 00 degrees 32 minutes 06 seconds West, 40.00 feet to a point at Station 95+53.56, 40.00 feet left of Pleasant Valley Road centerline of right of way, said point being on the northerly right of way of Pleasant Valley Road and the TRUE POINT OF BEGINNING of the parcel herein described;

1. Thence, North 43 degrees 17 minutes 57 seconds East, 54.39 feet to a point at Station 95+90.21, 79.47 feet left of Pleasant Valley Road centerline of right of way;

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2. Thence, North 87 degrees 02 minutes 19 seconds East, 193.88 feet to a point at Station 97+77.62, 96.49 feet left of Pleasant Valley Road centerline of right of way, said point being on the Grantor's easterly property line;
3. Thence, along the Grantor's easterly property line, South 28 degrees 40 minutes 56 seconds East, 67.35 feet to a point at Station 98+13.44, 40.00 feet left of Pleasant Valley Road centerline of right of way, said point being on the northerly right of way of Pleasant Valley Road;
4. Thence, along the northerly right of way of Pleasant Valley Road, along an arc of curve to the left having a delta of 5 degrees 11 minutes 51 seconds, a radius of 2,904.79 feet, an arc length of 263.51 feet, and a chord bearing North 87 degrees 56 minutes 11 seconds West, 263.41 feet to the TRUE POINT OF BEGINNING and enclosing an area of 0.2466 acres, more or less, none of which is present road occupied.

The above described parcel is a portion of Cuyahoga County Auditor's Parcel No. 573-24-006.

Bearings for the above description are based upon the Ohio State Plane Coordinates System, North Zone, NAD 83 (2011) Datum.

Stations referred to in the above description are based upon the Pleasant Valley Road (C.R. 39) centerline of right of way, unless otherwise noted, as shown on the Centerline Plat found in Cuyahoga County Department of Public Works Plan CUY-Pleasant Valley Road (C.R. 39), M-5050 and recorded as AFN No. _____ in Cuyahoga County Records.

This description was prepared and reviewed under the supervision of Mary Ellen Kimberlin, P.E.,P.S., Registered Surveyor No. 7540, and is based on survey made by Euthenics, Inc. between February 2017 and May 2018 for the Cuyahoga County Department of Public Works.

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**PARCEL 2-SH7
CUY-PLEASANT VALLEY ROAD (C.R. 39)
PERPETUAL EASEMENT FOR HIGHWAY PURPOSES
WITHOUT LIMITATION OF EXISTING ACCESS RIGHTS
IN THE NAME AND FOR THE USE OF THE
CUYAHOGA COUNTY, OHIO**

An exclusive perpetual easement for public highway and road purposes, including, but not limited to any utility construction, relocation and/or utility maintenance work deemed appropriate by the Cuyahoga County, Ohio, its successors and assigns forever.

Grantor/Owner, for himself and his heirs, executors, administrators, successors and assigns, reserves all existing rights of ingress and egress to and from any residual area (as used herein, the expression "Grantor/Owner" includes the plural, and words in the masculine include the feminine or neuter).

[Surveyor's description of the premises follows]

Situated in the Village of Valley View and State of Ohio, County of Cuyahoga, Township of Independence, Tract 5 East of the River, Original Lot 2 & 3 and being known as part of land conveyed to The United States of America by deed dated January 05, 1979 and recorded in O.R. Volume 14892, Page 517 of the Cuyahoga County Records and more particularly bounded:

Commencing for reference on Pleasant Valley Road (80') existing centerline of right of way at the monument box with a 5/8 inch iron pin found at Station 94+32.19, 0.00 feet left; thence, along Pleasant Valley Road existing centerline of right of way, along an arc of curve to the right having a delta of 10 degrees 20 minutes 52 seconds, a radius of 2,864.79 feet, an arc length of 517.38 feet, and a chord bearing South 87 degrees 47 minutes 19 seconds East, 516.68 feet to a point at Station 99+49.58, 0.00 feet left of Pleasant Valley Road centerline of right of way; thence, North 07 degrees 23 minutes 07 seconds East, 40.00 feet to a point at Station 99+49.58, 40.00 feet left of Pleasant Valley Road centerline of right of way, said point being on the northerly right of way of Pleasant Valley Road and the TRUE POINT OF BEGINNING of the parcel herein described;

1. Thence, North 19 degrees 13 minutes 43 seconds West, 52.43 feet to an angle break at Station 99+26.79, 86.96 feet left of Pleasant Valley Road centerline of right of way;
2. Thence, North 01 degrees 42 minutes 10 seconds East, 43.21 feet to a point at Station 99+23.02, 130.00 feet left of Pleasant Valley Road centerline of right of way;

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3. Thence, along an arc of curve to the right having a delta of 4 degrees 25 minutes 17 seconds, a radius of 2,994.79 feet, an arc length of 231.10 feet, and a chord bearing South 80 degrees 56 minutes 07 seconds East, 231.05 feet to a point at Station 101+44.09, 130.00 feet left of Pleasant Valley Road centerline of right of way, said point being on the Grantor's easterly property line;
4. Thence, along the Grantor's easterly property line, South 29 degrees 29 minutes 45 seconds East, 20.17 feet to an angle break at Station 101+56.76, 114.75 feet left of Pleasant Valley Road centerline of right of way;
5. Thence, continuing along the Grantor's easterly property line, South 28 degrees 10 minutes 17 seconds East, 77.61 feet to a point at Station 102+05.39, 55.46 feet left of Pleasant Valley Road centerline of right of way;
6. Thence, South 87 degrees 24 minutes 29 seconds West, 61.72 feet to a point at Station 101+46.62, 40.00 feet left of Pleasant Valley Road centerline of right of way, said point being on the northerly right of way of Pleasant Valley Road;
7. Thence, along the northerly right of way of Pleasant Valley Road, along an arc of curve to the left having a delta of 3 degrees 56 minutes 27 seconds, a radius of 2,904.79 feet, an arc length of 199.79 feet, and a chord bearing North 80 degrees 38 minutes 40 seconds West, 199.75 feet to the TRUE POINT OF BEGINNING and enclosing an area of 0.5168 acres, more or less, none of which is present road occupied.

The above described parcel is a portion of Cuyahoga County Auditor's Parcel No. 573-24-006.

Bearings for the above description are based upon the Ohio State Plane Coordinates System, North Zone, NAD 83 (2011) Datum.

Stations referred to in the above description are based upon the Pleasant Valley Road (C.R. 39) centerline of right of way, unless otherwise noted, as shown on the Centerline Plat found in Cuyahoga County Department of Public Works Plan CUY-Pleasant Valley Road (C.R. 39), M-5050 and recorded as AFN No. _____ in Cuyahoga County Records.

This description was prepared and reviewed under the supervision of Mary Ellen Kimberlin, P.E.,P.S., Registered Surveyor No. 7540, and is based on survey made by Euthenics, Inc. between February 2017 and May 2018 for the Cuyahoga County Department of Public Works.

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PID 104504

**PARCEL 2-SH8
CUY-PLEASANT VALLEY ROAD (C.R. 39)
PERPETUAL EASEMENT FOR HIGHWAY PURPOSES
WITHOUT LIMITATION OF EXISTING ACCESS RIGHTS
IN THE NAME AND FOR THE USE OF THE
CUYAHOGA COUNTY, OHIO**

An exclusive perpetual easement for public highway and road purposes, including, but not limited to any utility construction, relocation and/or utility maintenance work deemed appropriate by the Cuyahoga County, Ohio, its successors and assigns forever.

Grantor/Owner, for himself and his heirs, executors, administrators, successors and assigns, reserves all existing rights of ingress and egress to and from any residual area (as used herein, the expression "Grantor/Owner" includes the plural, and words in the masculine include the feminine or neuter).

[Surveyor's description of the premises follows]

Situated in the Village of Valley View and State of Ohio, County of Cuyahoga, Township of Independence, Tract 5 East of the River, Original Lot 2 & 3 and being known as part of land conveyed to The United States of America (no recording data) of the Cuyahoga County Records and more particularly bounded:

Commencing for reference on Pleasant Valley Road (80') existing centerline of right of way at the monument box with a 5/8 inch iron pin found at Station 94+32.19, 0.00 feet left; thence, along Pleasant Valley Road existing centerline of right of way, along an arc of curve to the right having a delta of 15 degrees 43 minutes 32 seconds, a radius of 2,864.79 feet, an arc length of 786.27 feet, and a chord bearing South 85 degrees 05 minutes 55 seconds East, 783.81 feet to a point at Station 102+18.52, 0.00 feet left of Pleasant Valley Road centerline of right of way; thence, North 12 degrees 45 minutes 51 seconds East, 40.00 feet to a point at Station 102+18.52, 40.00 feet left of Pleasant Valley Road centerline of right of way, said point being on the northerly right of way of Pleasant Valley Road and the TRUE POINT OF BEGINNING of the parcel herein described;

1. Thence, North 28 degrees 10 minutes 17 West, 98.04 feet to an angle break at Station 101+56.76, 114.75 feet left of Pleasant Valley Road centerline of right of way;
2. Thence, North 29 degrees 29 minutes 45 seconds West, 20.17 feet to a point at Station 101+44.09, 130.00 feet left of Pleasant Valley Road centerline of right of way;

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3. Thence, along an arc of curve to the right having a delta of 0 degrees 27 minutes 36 seconds, a radius of 2,994.79 feet, an arc length of 24.04 feet, and a chord bearing South 78 degrees 29 minutes 40 seconds East, 24.04 feet to a point at Station 101+67.09, 130.00 feet left of Pleasant Valley Road centerline of right of way, said point being on the Grantor's easterly property line;
4. Thence, along the Grantor's easterly property line, South 28 degrees 40 minutes 56 seconds East, 91.45 feet to an angle break at Station 102+25.15, 60.97 feet left of Pleasant Valley Road centerline of right of way;
5. Thence, along the Grantor's easterly property line, North 87 degrees 24 minutes 29 seconds East, 30.02 feet to an angle break at Station 102+53.34, 69.08 feet left of Pleasant Valley Road centerline of right of way;
6. Thence, along the Grantor's easterly property line, South 28 degrees 40 minutes 56 seconds East, 39.38 feet to a point at Station 102+79.40, 40.00 feet left of Pleasant Valley Road centerline of right of way, said point being on the northerly right of way of Pleasant Valley Road;
7. Thence, along the northerly right of way of Pleasant Valley Road, along an arc of curve to the left having a delta of 1 degrees 13 minutes 03 seconds, a radius of 2,904.79 feet, an arc length of 61.72 feet, and a chord bearing North 76 degrees 37 minutes 38 seconds West, 61.72 feet to the TRUE POINT OF BEGINNING and enclosing an area of 0.0713 acres, more or less, none of which is present road occupied.

The above described parcel is a portion of Cuyahoga County Auditor's Parcel No. 573-28-900.

Bearings for the above description are based upon the Ohio State Plane Coordinates System, North Zone, NAD 83 (2011) Datum.

Stations referred to in the above description are based upon the Pleasant Valley Road (C.R. 39) centerline of right of way, unless otherwise noted, as shown on the Centerline Plat found in Cuyahoga County Department of Public Works Plan CUY-Pleasant Valley Road (C.R. 39), M-5050 and recorded as AFN No. _____ in Cuyahoga County Records.

This description was prepared and reviewed under the supervision of Mary Ellen Kimberlin, P.E.,P.S., Registered Surveyor No. 7540, and is based on survey made by Euthenics, Inc. between February 2017 and May 2018 for the Cuyahoga County Department of Public Works.

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**PARCEL 2-SH9
CUY-PLEASANT VALLEY ROAD (C.R. 39)
PERPETUAL EASEMENT FOR HIGHWAY PURPOSES
WITHOUT LIMITATION OF EXISTING ACCESS RIGHTS
IN THE NAME AND FOR THE USE OF THE
CUYAHOGA COUNTY, OHIO**

An exclusive perpetual easement for public highway and road purposes, including, but not limited to any utility construction, relocation and/or utility maintenance work deemed appropriate by the Cuyahoga County, Ohio, its successors and assigns forever.

Grantor/Owner, for himself and his heirs, executors, administrators, successors and assigns, reserves all existing rights of ingress and egress to and from any residual area (as used herein, the expression "Grantor/Owner" includes the plural, and words in the masculine include the feminine or neuter).

[Surveyor's description of the premises follows]

Situated in the Village of Valley View and State of Ohio, County of Cuyahoga, Township of Independence, Tract 5 East of the River, Original Lot 2 & 3 and being known as part of land conveyed to The United States of America by deed dated December 29, 1977 and recorded in O.R. Volume 14658, Page 133 of the Cuyahoga County Records and more particularly bounded:

Commencing for reference on Pleasant Valley Road (80') existing centerline of right of way at the monument box with a 5/8 inch iron pin found at Station 94+32.19, 0.00 feet left; thence, along Pleasant Valley Road existing centerline of right of way, along an arc of curve to the right having a delta of 17 degrees 23 minutes 32 seconds, a radius of 2,864.79 feet, an arc length of 869.61 feet, and a chord bearing South 84 degrees 15 minutes 59 seconds East, 866.27 feet to a point at Station 103+01.80, 0.00 feet left of Pleasant Valley Road centerline of right of way; thence, North 14 degrees 25 minutes 47 seconds East, 40.00 feet to a point at Station 103+01.80, 40.00 feet left of Pleasant Valley Road centerline of right of way and Station 7+78.09, 30.00 feet right of Canal Road centerline of right of way, said point being on the northerly right of way of Pleasant Valley Road and also the southwesterly right of way of Canal Road and the TRUE POINT OF BEGINNING of the parcel herein described;

1. Thence, along the northerly right of way of Pleasant Valley Road, along an arc of curve to the left having a delta of 0 degrees 26 minutes 53 seconds, a radius of 2,904.79 feet, an arc length of 22.72 feet, and a chord bearing North 75 degrees 47 minutes 39 seconds

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West, 22.72 feet to a point at Station 102+79.40, 40.00 feet left of Pleasant Valley Road centerline of right of way, said point being on the Grantor's westerly property line;

2. Thence, along the Grantor's westerly property line, North 28 degrees 40 minutes 56 seconds West, 39.42 feet to an angle break at Station 102+53.34, 69.08 feet left of Pleasant Valley Road centerline of right of way;
3. Thence, along the Grantor's westerly property line, South 87 degrees 24 minutes 29 seconds West, 29.92 feet to an angle break at Station 102+25.15, 60.97 feet left of Pleasant Valley Road centerline of right of way;
4. Thence, along the Grantor's westerly property, North 28 degrees 40 minutes 56 seconds West, 91.45 feet to a point at Station 101+67.09, 130.00 feet left of Pleasant Valley Road centerline of right of way;
5. Thence, along an arc of curve to the right having a delta of 1 degrees 07 minutes 00 seconds, a radius of 2,994.79 feet, an arc length of 58.37 feet, and a chord bearing South 77 degrees 42 minutes 22 seconds East, 58.37 feet to a point at Station 102+22.93, 130.00 feet left of Pleasant Valley Road centerline of right of way and also Station 6+56.87, 30.00 feet right of Canal Road centerline of right of way, said point being on the southwesterly right of way of Canal Road;
6. Thence, along the southwesterly right of way of Canal Road, South 28 degrees 25 minutes 26 seconds East, 121.22 feet to the TRUE POINT OF BEGINNING and enclosing an area of 0.1004 acres, more or less, none of which is present road occupied.

The above described parcel is a portion of Cuyahoga County Auditor's Parcel No. 573-25-006.

Bearings for the above description are based upon the Ohio State Plane Coordinates System, North Zone, NAD 83 (2011) Datum.

Stations referred to in the above description are based upon the Pleasant Valley Road (C.R. 39) centerline of right of way, unless otherwise noted, as shown on the Centerline Plat found in Cuyahoga County Department of Public Works Plan CUY-Pleasant Valley Road (C.R. 39), M-5050 and recorded as AFN No. _____ in Cuyahoga County Records.

This description was prepared and reviewed under the supervision of Mary Ellen Kimberlin, P.E.,P.S., Registered Surveyor No. 7540, and is based on survey made by Euthenics, Inc. between February 2017 and May 2018 for the Cuyahoga County Department of Public Works.

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PID 104504

**PARCEL 2-SH10
CUY-PLEASANT VALLEY ROAD (C.R. 39)
PERPETUAL EASEMENT FOR HIGHWAY PURPOSES
WITHOUT LIMITATION OF EXISTING ACCESS RIGHTS
IN THE NAME AND FOR THE USE OF THE
CUYAHOGA COUNTY, OHIO**

An exclusive perpetual easement for public highway and road purposes, including, but not limited to any utility construction, relocation and/or utility maintenance work deemed appropriate by the Cuyahoga County, Ohio, its successors and assigns forever.

Grantor/Owner, for himself and his heirs, executors, administrators, successors and assigns, reserves all existing rights of ingress and egress to and from any residual area (as used herein, the expression "Grantor/Owner" includes the plural, and words in the masculine include the feminine or neuter).

[Surveyor's description of the premises follows]

Situated in the City of Independence and State of Ohio, County of Cuyahoga, Township of Independence, Tract 3 West of the River, Original Lot 30 and being known as part of land conveyed to The United States of America by deed dated September 30, 1987 and recorded in O.R. Volume 76499, Page 09 of the Cuyahoga County Records and more particularly bounded:

Commencing for reference on Pleasant Valley Road (80') existing centerline of right of way at the monument box with a 5/8 inch iron pin found at Station 82+39.01, 0.00 feet left; thence, along Pleasant Valley Road existing centerline of right of way North 87 degrees 02 minutes 19 seconds East, 115.56 feet to a point at Station 83+54.57, said point being on the southwesterly right of way of The Cuyahoga Valley Scenic Railroad and Station 707+31.03, 30.00 feet right of The Cuyahoga Valley Scenic Railroad centerline of right of way; thence, along the southwesterly right of way of The Cuyahoga Valley Scenic Railroad, North 43 degrees 58 minutes 11 seconds West, 22.78 feet to a point at Station 83+39.62, 17.19 feet left of Pleasant Valley Road centerline of right of way and Station 707+08.25, 30.00 feet right of The Cuyahoga Valley Scenic Railroad centerline of right of way and the TRUE POINT OF BEGINNING of the parcel herein described;

1. Thence, continuing along the southwesterly right of way of The Cuyahoga Valley Scenic Railroad, North 43 degrees 58 minutes 11 seconds West, 38.00 feet to a point at Station 83+14.69, 45.86 feet left of Pleasant Valley Road centerline of right of way and Station

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706+70.25, 30.00 feet right of The Cuyahoga Valley Scenic Railroad centerline of right of way;

2. Thence, North 46 degrees 01 minutes 49 seconds East, 12.00 feet to a point at Station 83+23.75, 53.74 feet left of Pleasant Valley Road centerline of right of way and Station 706+70.25, 18.00 feet right of The Cuyahoga Valley Scenic Railroad centerline of right of way;
3. Thence, South 43 degrees 58 minutes 11 seconds East, 38.00 feet to a point at Station 83+48.68, 25.06 feet left of Pleasant Valley Road centerline of right of way and Station 707+08.25, 18.09 feet right of The Cuyahoga Valley Scenic Railroad centerline of right of way;
4. Thence, South 46 degrees 01 minutes 49 seconds West, 12.00 feet to the TRUE POINT OF BEGINNING and enclosing an area of 0.0105 acres, more or less, none of which is present road occupied.

The above described parcel is a portion of Cuyahoga County Auditor's Parcel No. 562-15-002.

Bearings for the above description are based upon the Ohio State Plane Coordinates System, North Zone, NAD 83 (2011) Datum.

Stations referred to in the above description are based upon the Pleasant Valley Road (C.R. 39) centerline of right of way, unless otherwise noted, as shown on the Centerline Plat found in Cuyahoga County Department of Public Works Plan CUY-Pleasant Valley Road (C.R. 39), M-5050 and recorded as AFN No. _____ in Cuyahoga County Records.

This description was prepared and reviewed under the supervision of Mary Ellen Kimberlin, P.E.,P.S., Registered Surveyor No. 7540, and is based on survey made by Euthenics, Inc. between February 2017 and May 2018 for the Cuyahoga County Department of Public Works.

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Ver. Date 03/03/21

PID 104504

**PARCEL 2-SH11
CUY-PLEASANT VALLEY ROAD (C.R. 39)
PERPETUAL EASEMENT FOR HIGHWAY PURPOSES
WITHOUT LIMITATION OF EXISTING ACCESS RIGHTS
IN THE NAME AND FOR THE USE OF THE
CUYAHOGA COUNTY, OHIO**

An exclusive perpetual easement for public highway and road purposes, including, but not limited to any utility construction, relocation and/or utility maintenance work deemed appropriate by the Cuyahoga County, Ohio, its successors and assigns forever.

Grantor/Owner, for himself and his heirs, executors, administrators, successors and assigns, reserves all existing rights of ingress and egress to and from any residual area (as used herein, the expression "Grantor/Owner" includes the plural, and words in the masculine include the feminine or neuter).

[Surveyor's description of the premises follows]

Situated in the City of Independence and State of Ohio, County of Cuyahoga, Township of Independence, Tract 3 West of the River, Original Lot 30 and being known as part of land conveyed to The United States of America by deed dated September 30, 1987 and recorded in O.R. Volume 76499, Page 09 of the Cuyahoga County Records and more particularly bounded:

Commencing for reference on Pleasant Valley Road (80') existing centerline of right of way at the monument box with a 5/8 inch iron pin found at Station 82+39.01, 0.00 feet left; thence, along Pleasant Valley Road existing centerline of right of way North 87 degrees 02 minutes 19 seconds East, 195.07 feet to a point at Station 84+34.08, said point being on the northeasterly right of way of The Cuyahoga Valley Scenic Railroad and Station 707+83.20, 30.00 feet left of The Cuyahoga Valley Scenic Railroad centerline of right of way; thence, along the northeasterly right of way of The Cuyahoga Valley Scenic Railroad, North 43 degrees 58 minutes 11 seconds West, 29.99 feet to a point at Station 84+14.40, 22.63 feet left of Pleasant Valley Road centerline of right of way and Station 707+53.20, 30.00 feet left of The Cuyahoga Valley Scenic Railroad centerline of right of way and the TRUE POINT OF BEGINNING of the parcel herein described;

1. Thence, South 46 degrees 01 minutes 49 seconds West, 12.00 feet to a point at Station 84+05.34, 14.76 feet left of Pleasant Valley Road centerline of right of way and Station 707+53.20, 18.00 feet left of The Cuyahoga Valley Scenic Railroad centerline of right of way;

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2. Thence, North 43 degrees 58 minutes 11 seconds West, 38.00 feet to a point at Station 83+80.41, 43.44 feet left of Pleasant Valley Road centerline of right of way and Station 707+15.20, 18.00 feet left of The Cuyahoga Valley Scenic Railroad centerline of right of way;
3. Thence, North 46 degrees 01 minutes 49 seconds East, 12.00 feet to a point at Station 83+89.46, 51.31 feet left of Pleasant Valley Road centerline of right of way and Station 707+15.20, 30.00 feet left of The Cuyahoga Valley Scenic Railroad centerline of right of way, said point being on the northeasterly right of way of The Cuyahoga Valley Scenic Railroad;
4. Thence, South 43 degrees 58 minutes 11 seconds East, 38.00 feet to the TRUE POINT OF BEGINNING and enclosing an area of 0.0105 acres, more or less, none of which is present road occupied.

The above described parcel is a portion of Cuyahoga County Auditor's Parcel No. 562-15-002.

Bearings for the above description are based upon the Ohio State Plane Coordinates System, North Zone, NAD 83 (2011) Datum.

Stations referred to in the above description are based upon the Pleasant Valley Road (C.R. 39) centerline of right of way, unless otherwise noted, as shown on the Centerline Plat found in Cuyahoga County Department of Public Works Plan CUY-Pleasant Valley Road (C.R. 39), M-5050 and recorded as AFN No. _____ in Cuyahoga County Records.

This description was prepared and reviewed under the supervision of Mary Ellen Kimberlin, P.E.,P.S., Registered Surveyor No. 7540, and is based on survey made by Euthenics, Inc. between February 2017 and May 2018 for the Cuyahoga County Department of Public Works.

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Rev. 07/09

Ver. Date 3/10/21

PID 104509

**PARCEL 2-T
CUY-PLEASANT VALLEY ROAD (C.R. 39)
TEMPORARY EASEMENT FOR THE PURPOSE OF
PERFORMING THE WORK NECESSARY TO
FOR GRADING PURPOSES
FOR 36 MONTHS FROM DATE OF ENTRY BY THE
CUYAHOGA COUNTY, OHIO**

[Surveyor's description of the premises follows]

Situated in the City of Independence and State of Ohio, County of Cuyahoga, Township of Independence, Tract 3 West of the River, Original Lot 30 and being known as part of land conveyed to The United States of America by deed dated September 30, 1987 and recorded in O.R. Volume 76499, Page 09 of the Cuyahoga County Records and more particularly bounded:

Commencing for reference on Pleasant Valley Road (80') existing centerline of right of way at the monument box with a 5/8 inch iron pin found at Station 82+39.01, 0.00 feet left; thence, along Pleasant Valley Road existing centerline of right of way North 87 degrees 02 minutes 19 seconds East, 115.56 feet to a point at Station 83+54.57, said point being on the southwesterly right of way of The Cuyahoga Valley Scenic Railroad and Station 707+31.03, 30.00 feet right of The Cuyahoga Valley Scenic Railroad centerline of right of way; thence, along the southwesterly right of way of The Cuyahoga Valley Scenic Railroad, South 43 degrees 58 minutes 11 seconds East, 53.01 feet to a point at Station 83+89.35, 40.00 feet right of Pleasant Valley Road centerline of right of way and Station 707+84.03, 30.00 feet right of The Cuyahoga Valley Scenic Railroad centerline of right of way, said point being at the intersection with the southerly right of way line of Pleasant Valley Road and the TRUE POINT OF BEGINNING of the parcel herein described;

1. Thence, reversing along the southwesterly right of way of The Cuyahoga Valley Scenic Railroad, North 43 degrees 58 minutes 11 seconds West, 23.78 feet to a point at Station 83+73.75, 22.05 feet right of Pleasant Valley Road centerline of right of way and Station 707+60.25, 30.00 feet right of The Cuyahoga Valley Scenic Railroad centerline of right of way;
2. Thence, North 46 degrees 01 minutes 49 seconds East, 12.00 feet to a point at Station 83+82.80, 14.18 feet right of Pleasant Valley Road centerline of right of way and Station 707+60.25, 18.00 feet right of The Cuyahoga Valley Scenic Railroad centerline of right of way;

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3. Thence, North 43 degrees 58 minutes 11 seconds West, 90.00 feet to a point at Station 83+23.75, 53.74 feet left of Pleasant Valley Road centerline of right of way and Station 706+70.25, 18.00 feet right of The Cuyahoga Valley Scenic Railroad centerline of right of way;
4. Thence, South 46 degrees 01 minutes 49 seconds West, 12.00 feet to a point at Station 83+14.69, 45.86 feet left of Pleasant Valley Road centerline of right of way and Station 706+70.25, 30.00 feet right of The Cuyahoga Valley Scenic Railroad centerline of right of way, said point being on the southwesterly right of way of The Cuyahoga Valley Scenic Railroad;
5. Thence, along the southwesterly right of way of The Cuyahoga Valley Scenic Railroad, North 43 degrees 58 minutes 11 seconds West, 104.87 feet to a point at Station 82+45.88, 125.00 feet left of Pleasant Valley Road centerline of right of way and Station 705+65.38, 30.00 feet right of The Cuyahoga Valley Scenic Railroad centerline of right of way;
6. Thence, North 84 degrees 47 minutes 19 seconds East, 76.96 feet to a point at Station 83+22.78, 128.00 feet left of Pleasant Valley Road centerline of right of way and Station 706+13.58, 30.00 feet left of The Cuyahoga Valley Scenic Railroad centerline of right of way, said point being on the northeasterly right of way of The Cuyahoga Valley Scenic Railroad;
7. Thence, along the northeasterly right of way of The Cuyahoga Valley Scenic Railroad, South 43 degrees 58 minutes 11 seconds East, 101.63 feet to a point at Station 83+89.46, 51.31 feet left of Pleasant Valley Road centerline of right of way and Station 707+15.20, 30.00 feet left of The Cuyahoga Valley Scenic Railroad centerline of right of way;
8. Thence, South 46 degrees 01 minutes 49 seconds West, 12.00 feet to a point at Station 83+80.41, 43.44 feet left of Pleasant Valley Road centerline of right of way and Station 707+15.20, 18.00 feet left of The Cuyahoga Valley Scenic Railroad centerline of right of way;
9. Thence, South 43 degrees 58 minutes 11 seconds East, 90.00 feet to a point at Station 84+39.46, 24.48 feet right of Pleasant Valley Road centerline of right of way and Station 708+05.20, 18.00 feet left of The Cuyahoga Valley Scenic Railroad centerline of right of way;
10. Thence, North 46 degrees 01 minutes 49 seconds East, 12.00 feet to a point at Station 84+48.52, 16.61 feet right of Pleasant Valley Road centerline of right of way and Station

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708+05.20, 30.00 feet left of The Cuyahoga Valley Scenic Railroad centerline of right of way, said point being on the northeasterly right of way of The Cuyahoga Valley Scenic Railroad;

11. Thence, along the northeasterly right of way of The Cuyahoga Valley Scenic Railroad, South 43 degrees 58 minutes 11 seconds East, 31.00 feet to a point at Station 84+68.86, 40.00 feet right of Pleasant Valley Road centerline of right of way and Station 708+36.21, 30.00 feet left of The Cuyahoga Valley Scenic Railroad centerline of right of way, said point being at the intersection with the southerly right of way line of Pleasant Valley Road;
12. Thence, South 87 degrees 02 minutes 19 seconds West, 79.51 feet to the TRUE POINT OF BEGINNING and enclosing an area of 0.2543 acres, more or less, none of which is present road occupied.

The above described parcel is a portion of Cuyahoga County Auditor's Parcel No. 562-15-002.

Bearings for the above description are based upon the Ohio State Plane Coordinates System, North Zone, NAD 83 (2011) Datum.

Stations referred to in the above description are based upon the Pleasant Valley Road (C.R. 39) centerline of right of way, unless otherwise noted, as shown on the Centerline Plat found in Cuyahoga County Department of Public Works Plan CUY-Pleasant Valley Road (C.R. 39), M-5050 and recorded as AFN No. _____ in Cuyahoga County Records.

This description was prepared and reviewed under the supervision of Mary Ellen Kimberlin, P.E.,P.S., Registered Surveyor No. 7540, and is based on survey made by Euthenics, Inc. between February 2017 and May 2018 for the Cuyahoga County Department of Public Works.

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**PARCEL 3-SH1
CUY-PLEASANT VALLEY ROAD (C.R. 39)
PERPETUAL EASEMENT FOR HIGHWAY PURPOSES
WITHOUT LIMITATION OF EXISTING ACCESS RIGHTS
IN THE NAME AND FOR THE USE OF THE
CUYAHOGA COUNTY, OHIO**

An exclusive perpetual easement for public highway and road purposes, including, but not limited to any utility construction, relocation and/or utility maintenance work deemed appropriate by the Cuyahoga County, Ohio, its successors and assigns forever.

Grantor/Owner, for himself and his heirs, executors, administrators, successors and assigns, reserves all existing rights of ingress and egress to and from any residual area (as used herein, the expression "Grantor/Owner" includes the plural, and words in the masculine include the feminine or neuter).

[Surveyor's description of the premises follows]

Situated in the Village of Valley View and State of Ohio, County of Cuyahoga, Township of Independence, Tract 5 East of the River, Original Lot 2 & 3 and being known as part of land conveyed to The Board of County Commissioners of Cuyahoga County, Ohio by deed dated March 11, 1957 and recorded in O.R. Volume 8839, Page 01 of the Cuyahoga County Records and more particularly bounded:

Commencing for reference on Pleasant Valley Road (80') existing centerline of right of way at the monument box with a 5/8 inch iron pin found at Station 94+32.19, 0.00 feet left; thence, along Pleasant Valley Road existing centerline of right of way, along an arc of curve to the right having a delta of 7 degrees 37 minutes 29 seconds, a radius of 2,864.79 feet, an arc length of 381.24 feet, and a chord bearing South 89 degrees 09 minutes 00 seconds East, 380.96 feet to a point at Station 98+13.44, 0.00 feet left of Pleasant Valley Road centerline of right of way; thence, North 04 degrees 39 minutes 45 seconds West, 40.00 feet to a point at Station 98+13.44, 40.00 feet left of Pleasant Valley Road centerline of right of way, said point being on the northerly right of way of Pleasant Valley Road and the TRUE POINT OF BEGINNING of the parcel herein described;

1. Thence, North 28 degrees 40 minutes 56 seconds West, 107.04 feet to a point at Station 97+57.15, 130.00 feet left of Pleasant Valley Road centerline of right of way;

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2. Thence, along an arc of curve to the right having a delta of 3 degrees 19 minutes 03 seconds, a radius of 2,994.79 feet, an arc length of 173.40 feet, and a chord bearing South 84 degrees 48 minutes 17 seconds East, 173.37 feet to a point at Station 99+23.02, 130.00 feet left of Pleasant Valley Road centerline of right of way;
3. Thence, South 01 degrees 42 minutes 10 seconds West, 43.21 feet to an angle break at Station 99+26.79, 86.96 feet left of Pleasant Valley Road centerline of right of way;
4. Thence, South 19 degrees 13 minutes 43 seconds East, 52.43 feet to a point at Station 99+49.58, 40.00 feet left of Pleasant Valley Road centerline of right of way, said point being on the northerly right of way of Pleasant Valley Road;
5. Thence, along the northerly right of way of Pleasant Valley Road, along an arc of curve to the left having a delta of 2 degrees 43 minutes 22 seconds, a radius of 2,904.79 feet, an arc length of 132.04 feet, and a chord bearing North 83 degrees 58 minutes 34 seconds West, 138.03 feet to the TRUE POINT OF BEGINNING and enclosing an area of 0.3126 acres, more or less, none of which is present road occupied.

The above described parcel is a portion of land belonging to The Board of County Commissioners of Cuyahoga County, Ohio.

Bearings for the above description are based upon the Ohio State Plane Coordinates System, North Zone, NAD 83 (2011) Datum.

Stations referred to in the above description are based upon the Pleasant Valley Road (C.R. 39) centerline of right of way, unless otherwise noted, as shown on the Centerline Plat found in Cuyahoga County Department of Public Works Plan CUY-Pleasant Valley Road (C.R. 39), M-5050 and recorded as AFN No. _____ in Cuyahoga County Records.

This description was prepared and reviewed under the supervision of Mary Ellen Kimberlin, P.E.,P.S., Registered Surveyor No. 7540, and is based on survey made by Euthenics, Inc. between February 2017 and May 2018 for the Cuyahoga County Department of Public Works.

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**PARCEL 3-SH2
CUY-PLEASANT VALLEY ROAD (C.R. 39)
PERPETUAL EASEMENT FOR HIGHWAY PURPOSES
WITHOUT LIMITATION OF EXISTING ACCESS RIGHTS
IN THE NAME AND FOR THE USE OF THE
CUYAHOGA COUNTY, OHIO**

An exclusive perpetual easement for public highway and road purposes, including, but not limited to any utility construction, relocation and/or utility maintenance work deemed appropriate by the Cuyahoga County, Ohio, its successors and assigns forever.

Grantor/Owner, for himself and his heirs, executors, administrators, successors and assigns, reserves all existing rights of ingress and egress to and from any residual area (as used herein, the expression "Grantor/Owner" includes the plural, and words in the masculine include the feminine or neuter).

[Surveyor's description of the premises follows]

Situated in the Village of Valley View and State of Ohio, County of Cuyahoga, Township of Independence, Tract 5 East of the River, Original Lot 2 & 3 and being known as part of land conveyed to The Board of County Commissioners of Cuyahoga County, Ohio by deed dated March 11, 1957 and recorded in O.R. Volume 8839, Page 01 of the Cuyahoga County Records and more particularly bounded:

Commencing for reference on Pleasant Valley Road (80') existing centerline of right of way at the monument box with a 5/8 inch iron pin found at Station 94+32.19, 0.00 feet left; thence, along Pleasant Valley Road existing centerline of right of way, along an arc of curve to the right having a delta of 15 degrees 43 minutes 32 seconds, a radius of 2,864.79 feet, an arc length of 786.27 feet, and a chord bearing South 85 degrees 05 minutes 55 seconds East, 783.81 feet to a point at Station 102+18.52, 0.00 feet left of Pleasant Valley Road centerline of right of way; thence, North 12 degrees 45 minutes 51 seconds East, 40.00 feet to a point at Station 102+18.52, 40.00 feet left of Pleasant Valley Road centerline of right of way, said point being on the northerly right of way of Pleasant Valley Road and the TRUE POINT OF BEGINNING of the parcel herein described;

1. Thence, along the northerly right of way of Pleasant Valley Road, along an arc of curve to the left having a delta of 1 degrees 58 minutes 21 seconds, a radius of 2,904.79 feet, an arc length of 72.91 feet, and a chord bearing North 77 degrees 57 minutes 18 seconds

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West, 72.91 feet to a point at Station 101+46.62, 40.00 feet left of Pleasant Valley Road centerline of right of way, said point being the Grantor's westerly property corner;

2. Thence, along the Grantor's northerly property line, North 87 degrees 24 minutes 29 seconds East, 61.72 feet to a point at Station 102+05.39, 55.46 feet left of Pleasant Valley Road centerline of right of way, said point being the Grantor's easterly property line;
3. Thence, along the Grantor's easterly property line, South 28 degrees 10 minutes 17 seconds East, 20.43 feet to the TRUE POINT OF BEGINNING and enclosing an area of 0.0128 acres, more or less, none of which is present road occupied.

The above described parcel is a portion of land belonging to The Board of County Commissioners of Cuyahoga County, Ohio.

Bearings for the above description are based upon the Ohio State Plane Coordinates System, North Zone, NAD 83 (2011) Datum.

Stations referred to in the above description are based upon the Pleasant Valley Road (C.R. 39) centerline of right of way, unless otherwise noted, as shown on the Centerline Plat found in Cuyahoga County Department of Public Works Plan CUY-Pleasant Valley Road (C.R. 39), M-5050 and recorded as AFN No. _____ in Cuyahoga County Records.

This description was prepared and reviewed under the supervision of Mary Ellen Kimberlin, P.E.,P.S., Registered Surveyor No. 7540, and is based on survey made by Euthenics, Inc. between February 2017 and May 2018 for the Cuyahoga County Department of Public Works.

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**PARCEL 5-SW
CUY-PLEASANT VALLEY ROAD (C.R. 39)
PERPETUAL EASEMENT TO CONSTRUCT AND MAINTAIN A SEWER**

A perpetual easement for the construction and maintenance of a sewer in, upon and over the within described real estate. Grantor/Owner herein retains the right to use said real estate for any and all other purposes provided that such use does not interfere with nor impair the exercise of the easement herein granted (as used herein, the expression "Grantor/Owner" includes the plural, and words in the masculine include the feminine or neuter).

[Surveyor's description of the premises follows]

Situated in the Village of Valley View and State of Ohio, County of Cuyahoga, Township of Independence, Tract 5 East of the River, Original Lot 2 & 3 and being known as part of land conveyed to Robert L. and Lisa G. Froehlich by deed dated April 04, 2011 and recorded in Document No. 201104040319 of the Cuyahoga County Records and more particularly bounded:

Commencing for reference on Pleasant Valley Road (80') existing centerline of right of way at the monument box with a 3/4 inch iron pin found at Station 108+33.23, 0.00 feet left; thence, along Pleasant Valley Road existing centerline of right of way, along an arc of curve to the left having a delta of 5 degrees 19 minutes 53 seconds, a radius of 2,864.79 feet, an arc length of 266.57 feet, and a chord bearing North 67 degrees 36 minutes 26 seconds West, 266.47 feet to a point at Station 105+66.66, 0.00 feet left of Pleasant Valley Road centerline of right of way; thence North 19 degrees 43 minutes 37 seconds East, 109.33 feet to a point at Station 105+66.66, 109.33 feet left of Pleasant Valley Road centerline of right of way and Station 9+23.33, 209.80 feet left of Canal Road centerline of right of way, said point being on the northerly right of way of Pleasant Valley Road and the Grantor's southeasterly property corner; thence, along the northerly right of way of Pleasant Valley Road, thence North 46 degrees 55 minutes 40 seconds West, 18.01 feet to a point at Station 105+50.78, 116.51 feet left of Pleasant Valley Road centerline of right of way and Station 9+06.25, 204.09 feet left of Canal Road centerline of right of way and the TRUE POINT OF BEGINNING of the parcel herein described;

1. Thence, continuing along the northerly right of way of Pleasant Valley Road, North 46 degrees 55 minutes 40 seconds West, 24.59 feet to a point at Station 105+29.21, 126.46 feet left of Pleasant Valley Road centerline of right of way and Station 8+82.94, 196.28 feet left of Canal Road centerline of right of way;
2. Thence, North 78 degrees 38 minutes 14 seconds East, 50.35 feet to a point at Station 105+70.48, 152.21 feet left of Pleasant Valley Road centerline of right of way and

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Station 8+97.71, 244.42 feet left of Canal Road centerline of right of way, said point being on the Grantor's easterly property line;

3. Thence, along the Grantor's easterly property line, South 25 degrees 04 minutes 32 seconds West, 24.86 feet to a point at Station 105+68.29, 127.45 feet left of Pleasant Valley Road centerline of right of way and Station 9+12.50, 224.44 feet left of Canal Road centerline of right of way;
4. Thence, South 78 degrees 38 minutes 14 seconds West, 21.29 feet to the TRUE POINT OF BEGINNING and enclosing an area of 0.0164 acres, more or less, none of which is present road occupied.

The above described parcel is a portion of Cuyahoga County Auditor's Parcel No. 573-25-005.

Bearings for the above description are based upon the Ohio State Plane Coordinates System, North Zone, NAD 83 (2011) Datum.

Stations referred to in the above description are based upon the Pleasant Valley Road (C.R. 39) centerline of right of way, unless otherwise noted, as shown on the Centerline Plat found in Cuyahoga County Department of Public Works Plan CUY-Pleasant Valley Road (C.R. 39), M-5050 and recorded as AFN No. _____ in Cuyahoga County Records.

This description was prepared and reviewed under the supervision of Mary Ellen Kimberlin, P.E.,P.S., Registered Surveyor No. 7540, and is based on survey made by Euthenics, Inc. between February 2017 and May 2018 for the Cuyahoga County Department of Public Works.

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**PARCEL 5-T1
CUY-PLEASANT VALLEY ROAD (C.R. 39)
TEMPORARY EASEMENT FOR THE PURPOSE OF
PERFORMING THE WORK NECESSARY TO
FOR GRADING PURPOSES
FOR 36 MONTHS FROM DATE OF ENTRY BY THE
CUYAHOGA COUNTY, OHIO**

[Surveyor's description of the premises follows]

Situated in the Village of Valley View and State of Ohio, County of Cuyahoga, Township of Independence, Tract 5 East of the River, Original Lot 2 & 3 and being known as part of land conveyed to Robert L. and Lisa G. Froehlich by deed dated April 04, 2011 and recorded in Document No. 201104040319 of the Cuyahoga County Records and more particularly bounded:

Commencing for reference on Pleasant Valley Road (80') existing centerline of right of way at the monument box with a 3/4 inch iron pin found at Station 108+33.23, 0.00 feet left; thence, along Pleasant Valley Road existing centerline of right of way, along an arc of curve to the left having a delta of 5 degrees 19 minutes 53 seconds, a radius of 2,864.79 feet, an arc length of 266.57 feet, and a chord bearing North 67 degrees 36 minutes 26 seconds West, 266.47 feet to a point at Station 105+66.66, 0.00 feet left of Pleasant Valley Road centerline of right of way; thence North 19 degrees 43 minutes 37 seconds East, 109.33 feet to a point at Station 105+66.66, 109.33 feet left of Pleasant Valley Road centerline of right of way and Station 9+23.33, 209.80 feet left of Canal Road centerline of right of way, said point being on the northerly right of way of Pleasant Valley Road and the Grantor's southeasterly property corner; thence, along the northerly right of way of Pleasant Valley Road, thence North 46 degrees 55 minutes 40 seconds West, 42.60 feet to a point at Station 105+29.21, 126.46 feet left of Pleasant Valley Road centerline of right of way and Station 8+82.94, 196.28 feet left of Canal Road centerline of right of way and the TRUE POINT OF BEGINNING of the parcel herein described;

1. Thence, continuing along the northerly right of way of Pleasant Valley Road, North 46 degrees 55 minutes 40 seconds West, 7.17 feet to a point at Station 105+22.95, 129.39 feet left of Pleasant Valley Road centerline of right of way and Station 8+76.14, 194.01 feet left of Canal Road centerline of right of way;
2. Thence, North 78 degrees 34 minutes 01 seconds East, 58.88 feet to a point at Station 105+71.12, 159.52 feet left of Pleasant Valley Road centerline of right of way and Station 8+93.35, 250.32 feet left of Canal Road centerline of right of way, said point being on the Grantor's easterly property line;

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3. Thence, along the Grantor's easterly property line, South 25 degrees 04 minutes 32 seconds West, 7.34 feet to a point at Station 105+70.48, 152.21 feet left of Pleasant Valley Road centerline of right of way and Station 8+97.71, 244.42 feet left of Canal Road centerline of right of way;
4. Thence, South 78 degrees 38 minutes 14 seconds West, 50.35 feet to the TRUE POINT OF BEGINNING and enclosing an area of 0.0074 acres, more or less, none of which is present road occupied.

The above described parcel is a portion of Cuyahoga County Auditor's Parcel No. 573-25-005.

Bearings for the above description are based upon the Ohio State Plane Coordinates System, North Zone, NAD 83 (2011) Datum.

Stations referred to in the above description are based upon the Pleasant Valley Road (C.R. 39) centerline of right of way, unless otherwise noted, as shown on the Centerline Plat found in Cuyahoga County Department of Public Works Plan CUY-Pleasant Valley Road (C.R. 39), M-5050 and recorded as AFN No. _____ in Cuyahoga County Records.

This description was prepared and reviewed under the supervision of Mary Ellen Kimberlin, P.E.,P.S., Registered Surveyor No. 7540, and is based on survey made by Euthenics, Inc. between February 2017 and May 2018 for the Cuyahoga County Department of Public Works.

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**PARCEL 5-T2
CUY-PLEASANT VALLEY ROAD (C.R. 39)
TEMPORARY EASEMENT FOR THE PURPOSE OF
PERFORMING THE WORK NECESSARY TO
FOR GRADING PURPOSES
FOR 36 MONTHS FROM DATE OF ENTRY BY THE
CUYAHOGA COUNTY, OHIO**

[Surveyor's description of the premises follows]

Situated in the Village of Valley View and State of Ohio, County of Cuyahoga, Township of Independence, Tract 5 East of the River, Original Lot 2 & 3 and being known as part of land conveyed to Robert L. and Lisa G. Froehlich by deed dated April 04, 2011 and recorded in Document No. 201104040319 of the Cuyahoga County Records and more particularly bounded:

Commencing for reference on Pleasant Valley Road (80') existing centerline of right of way at the monument box with a 3/4 inch iron pin found at Station 108+33.23, 0.00 feet left; thence, along Pleasant Valley Road existing centerline of right of way, along an arc of curve to the left having a delta of 5 degrees 19 minutes 53 seconds, a radius of 2,864.79 feet, an arc length of 266.57 feet, and a chord bearing North 67 degrees 36 minutes 26 seconds West, 266.47 feet to a point at Station 105+66.66, 0.00 feet left of Pleasant Valley Road centerline of right of way; thence North 19 degrees 43 minutes 37 seconds East, 109.33 feet to a point at Station 105+66.66, 109.33 feet left of Pleasant Valley Road centerline of right of way and Station 9+23.33, 209.80 feet left of Canal Road centerline of right of way, said point being on the northerly right of way of Pleasant Valley Road and the Grantor's southeasterly property corner and the TRUE POINT OF BEGINNING of the parcel herein described;

1. Thence, along the northerly right of way of Pleasant Valley Road, thence North 46 degrees 55 minutes 40 seconds West, 18.01 feet to a point at Station 105+50.78, 116.51 feet left of Pleasant Valley Road centerline of right of way and Station 9+06.25, 204.09 feet left of Canal Road centerline of right of way;
2. Thence, North 78 degrees 38 minutes 14 seconds East, 21.29 feet to a point at Station 105+68.29, 127.45 feet left of Pleasant Valley Road centerline of right of way and Station 9+12.50, 224.44 feet left of Canal Road centerline of right of way, said point being on the Grantor's easterly property line;

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3. Thence, along the Grantor's easterly property line, South 25 degrees 04 minutes 32 seconds West, 18.21 feet to the TRUE POINT OF BEGINNING and enclosing an area of 0.0036 acres, more or less, none of which is present road occupied.

The above described parcel is a portion of Cuyahoga County Auditor's Parcel No. 573-25-005.

Bearings for the above description are based upon the Ohio State Plane Coordinates System, North Zone, NAD 83 (2011) Datum.

Stations referred to in the above description are based upon the Pleasant Valley Road (C.R. 39) centerline of right of way, unless otherwise noted, as shown on the Centerline Plat found in Cuyahoga County Department of Public Works Plan CUY-Pleasant Valley Road (C.R. 39), M-5050 and recorded as AFN No. _____ in Cuyahoga County Records.

This description was prepared and reviewed under the supervision of Mary Ellen Kimberlin, P.E.,P.S., Registered Surveyor No. 7540, and is based on survey made by Euthenics, Inc. between February 2017 and May 2018 for the Cuyahoga County Department of Public Works.

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**PARCEL 6-SW
CUY-PLEASANT VALLEY ROAD (C.R. 39)
PERPETUAL EASEMENT TO CONSTRUCT AND MAINTAIN A SEWER**

A perpetual easement for the construction and maintenance of a sewer in, upon and over the within described real estate. Grantor/Owner herein retains the right to use said real estate for any and all other purposes provided that such use does not interfere with nor impair the exercise of the easement herein granted (as used herein, the expression "Grantor/Owner" includes the plural, and words in the masculine include the feminine or neuter).

[Surveyor's description of the premises follows]

Situated in the Village of Valley View and State of Ohio, County of Cuyahoga, Township of Independence, Tract 5 East of the River, Original Lot 2 & 3 and being known as part of land conveyed to Diane C. Fovozzo by deed dated October 11, 2017 and recorded in Document No. 201710110206 of the Cuyahoga County Records and more particularly bounded:

Commencing for reference on Pleasant Valley Road (80') existing centerline of right of way at the monument box with a 3/4 inch iron pin found at Station 108+33.23, 0.00 feet left; thence, along Pleasant Valley Road existing centerline of right of way, along an arc of curve to the left having a delta of 5 degrees 19 minutes 53 seconds, a radius of 2,864.79 feet, an arc length of 266.57 feet, and a chord bearing North 67 degrees 36 minutes 26 seconds West, 266.47 feet to a point at Station 105+66.66, 0.00 feet left of Pleasant Valley Road centerline of right of way; thence North 19 degrees 43 minutes 37 seconds East, 109.33 feet to a point at Station 105+66.66, 109.33 feet left of Pleasant Valley Road centerline of right of way and Station 9+23.33, 209.80 feet left of Canal Road centerline of right of way, said point being on the northerly right of way of Pleasant Valley Road and the Grantor's southeasterly property corner; thence, along the Grantor's westerly property line, North 25 degrees 04 minutes 32 seconds East, 18.21 feet to a point at Station 105+68.29, 127.45 feet left of Pleasant Valley Road centerline of right of way and Station 9+12.50, 224.44 feet left of Canal Road centerline of right of way and the TRUE POINT OF BEGINNING of the parcel herein described;

1. Thence, continuing along the Grantor's westerly property line, North 25 degrees 04 minutes 32 seconds East, 24.86 feet to a point at Station 105+70.48, 152.21 feet left of Pleasant Valley Road centerline of right of way and Station 8+97.71, 244.42 feet left of Canal Road centerline of right of way;

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2. Thence, North 78 degrees 38 minutes 14 seconds East, 4.36 feet to a point at Station 105+74.02, 154.47 feet left of Pleasant Valley Road centerline of right of way and Station 8+98.99, 248.59 feet left of Canal Road centerline of right of way;
3. Thence, South 11 degrees 21 minutes 46 seconds East, 20.00 feet to a point at Station 105+83.91, 137.38 feet left of Pleasant Valley Road centerline of right of way and Station 9+18.11, 242.72 feet left of Canal Road centerline of right of way;
4. Thence, South 78 degrees 38 minutes 14 seconds West, 19.13 feet to the TRUE POINT OF BEGINNING and enclosing an area of 0.0054 acres, more or less, none of which is present road occupied.

The above described parcel is a portion of Cuyahoga County Auditor's Parcel No. 573-25-007.

Bearings for the above description are based upon the Ohio State Plane Coordinates System, North Zone, NAD 83 (2011) Datum.

Stations referred to in the above description are based upon the Pleasant Valley Road (C.R. 39) centerline of right of way, unless otherwise noted, as shown on the Centerline Plat found in Cuyahoga County Department of Public Works Plan CUY-Pleasant Valley Road (C.R. 39), M-5050 and recorded as AFN No. _____ in Cuyahoga County Records.

This description was prepared and reviewed under the supervision of Mary Ellen Kimberlin, P.E.,P.S., Registered Surveyor No. 7540, and is based on survey made by Euthenics, Inc. between February 2017 and May 2018 for the Cuyahoga County Department of Public Works.

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**PARCEL 6-T1
CUY-PLEASANT VALLEY ROAD (C.R. 39)
TEMPORARY EASEMENT FOR THE PURPOSE OF
PERFORMING THE WORK NECESSARY TO
FOR GRADING PURPOSES
FOR 36 MONTHS FROM DATE OF ENTRY BY THE
CUYAHOGA COUNTY, OHIO**

[Surveyor's description of the premises follows]

Situated in the Village of Valley View and State of Ohio, County of Cuyahoga, Township of Independence, Tract 5 East of the River, Original Lot 2 & 3 and being known as part of land conveyed to Diane C. Fovozzo by deed dated October 11, 2017 and recorded in Document No. 201710110206 of the Cuyahoga County Records and more particularly bounded:

Commencing for reference on Pleasant Valley Road (80') existing centerline of right of way at the monument box with a 3/4 inch iron pin found at Station 108+33.23, 0.00 feet left; thence, along Pleasant Valley Road existing centerline of right of way, along an arc of curve to the left having a delta of 5 degrees 19 minutes 53 seconds, a radius of 2,864.79 feet, an arc length of 266.57 feet, and a chord bearing North 67 degrees 36 minutes 26 seconds West, 266.47 feet to a point at Station 105+66.66, 0.00 feet left of Pleasant Valley Road centerline of right of way; thence North 19 degrees 43 minutes 37 seconds East, 109.33 feet to a point at Station 105+66.66, 109.33 feet left of Pleasant Valley Road centerline of right of way and Station 9+23.33, 209.80 feet left of Canal Road centerline of right of way, said point being on the northerly right of way of Pleasant Valley Road and the Grantor's southwesterly property corner; thence, along the Grantor's westerly property line, North 25 degrees 04 minutes 32 seconds East, 43.07 feet to a point at Station 105+70.48, 152.21 feet left of Pleasant Valley Road centerline of right of way and Station 8+97.71, 244.42 feet left of Canal Road centerline of right of way and the TRUE POINT OF BEGINNING of the parcel herein described;

1. Thence, continuing along the Grantor's westerly property line, North 25 degrees 04 minutes 32 seconds East, 7.34 feet to a point at Station 105+71.12, 159.52 feet left of Pleasant Valley Road centerline of right of way and Station 8+93.35, 250.32 feet left of Canal Road centerline of right of way;
2. Thence, South 11 degrees 21 minutes 46 seconds East, 5.91 feet to a point at Station 105+74.02, 154.47 feet left of Pleasant Valley Road centerline of right of way and Station 8+98.99, 248.59 feet left of Canal Road centerline of right of way;

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3. Thence, South 78 degrees 38 minutes 14 seconds West, 4.36 feet to the TRUE POINT OF BEGINNING and enclosing an area of 13 square feet, more or less, none of which is present road occupied.

The above described parcel is a portion of Cuyahoga County Auditor's Parcel No. 573-25-007.

Bearings for the above description are based upon the Ohio State Plane Coordinates System, North Zone, NAD 83 (2011) Datum.

Stations referred to in the above description are based upon the Pleasant Valley Road (C.R. 39) centerline of right of way, unless otherwise noted, as shown on the Centerline Plat found in Cuyahoga County Department of Public Works Plan CUY-Pleasant Valley Road (C.R. 39), M-5050 and recorded as AFN No. _____ in Cuyahoga County Records.

This description was prepared and reviewed under the supervision of Mary Ellen Kimberlin, P.E.,P.S., Registered Surveyor No. 7540, and is based on survey made by Euthenics, Inc. between February 2017 and May 2018 for the Cuyahoga County Department of Public Works.

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**PARCEL 6-T2
CUY-PLEASANT VALLEY ROAD (C.R. 39)
TEMPORARY EASEMENT FOR THE PURPOSE OF
PERFORMING THE WORK NECESSARY TO
FOR GRADING PURPOSES
FOR 36 MONTHS FROM DATE OF ENTRY BY THE
CUYAHOGA COUNTY, OHIO**

[Surveyor's description of the premises follows]

Situated in the Village of Valley View and State of Ohio, County of Cuyahoga, Township of Independence, Tract 5 East of the River, Original Lot 2 & 3 and being known as part of land conveyed to Diane C. Fovozzo by deed dated October 11, 2017 and recorded in Document No. 201710110206 of the Cuyahoga County Records and more particularly bounded:

Commencing for reference on Pleasant Valley Road (80') existing centerline of right of way at the monument box with a 3/4 inch iron pin found at Station 108+33.23, 0.00 feet left; thence, along Pleasant Valley Road existing centerline of right of way, along an arc of curve to the left having a delta of 5 degrees 19 minutes 53 seconds, a radius of 2,864.79 feet, an arc length of 266.57 feet, and a chord bearing North 67 degrees 36 minutes 26 seconds West, 266.47 feet to a point at Station 105+66.66, 0.00 feet left of Pleasant Valley Road centerline of right of way; thence North 19 degrees 43 minutes 37 seconds East, 109.33 feet to a point at Station 105+66.66, 109.33 feet left of Pleasant Valley Road centerline of right of way and Station 9+23.33, 209.80 feet left of Canal Road centerline of right of way, said point being on the northerly right of way of Pleasant Valley Road and the Grantor's southwesterly property corner; thence, along the Grantor's westerly property line, North 25 degrees 04 minutes 32 seconds East, 8.57 feet to a point at Station 105+67.43, 117.86 feet left of Pleasant Valley Road centerline of right of way and Station 9+18.23, 216.69 feet left of Canal Road centerline of right of way and the TRUE POINT OF BEGINNING of the parcel herein described;

1. Thence, continuing along the Grantor's westerly property line, North 25 degrees 04 minutes 32 seconds East, 9.64 feet to a point at Station 105+68.29, 127.45 feet left of Pleasant Valley Road centerline of right of way and Station 9+12.50, 224.44 feet left of Canal Road centerline of right of way;
2. Thence, North 78 degrees 38 minutes 14 seconds East, 19.13 feet to a point at Station 105+83.91, 137.38 feet left of Pleasant Valley Road centerline of right of way and Station 9+18.11, 242.72 feet left of Canal Road centerline of right of way;

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3. Thence, South 11 degrees 21 minutes 46 seconds East, 7.75 feet to a point at Station 105+87.78, 130.77 feet left of Pleasant Valley Road centerline of right of way and Station 9+25.52, 240.45 feet left of Canal Road centerline of right of way;
4. Thence, South 78 degrees 38 minutes 14 seconds West, 24.85 feet to the TRUE POINT OF BEGINNING and enclosing an area of 0.0039 acres, more or less, none of which is present road occupied.

The above described parcel is a portion of Cuyahoga County Auditor's Parcel No. 573-25-007.

Bearings for the above description are based upon the Ohio State Plane Coordinates System, North Zone, NAD 83 (2011) Datum.

Stations referred to in the above description are based upon the Pleasant Valley Road (C.R. 39) centerline of right of way, unless otherwise noted, as shown on the Centerline Plat found in Cuyahoga County Department of Public Works Plan CUY-Pleasant Valley Road (C.R. 39), M-5050 and recorded as AFN No. _____ in Cuyahoga County Records.

This description was prepared and reviewed under the supervision of Mary Ellen Kimberlin, P.E.,P.S., Registered Surveyor No. 7540, and is based on survey made by Euthenics, Inc. between February 2017 and May 2018 for the Cuyahoga County Department of Public Works.

County Council of Cuyahoga County, Ohio

Resolution No. R2021-0164

Sponsored by: County Executive Budish/Department of Public Works/Division of County Engineer	A Resolution approving Right-of-Way Exhibits as set forth in Plat No. M-5049 for rehabilitation of Warrensville Center Road Bridge Nos. 05.92 East and 05.92 West over Greater Cleveland Regional Transit Authority in the City of Shaker Heights; authorizing the County Executive through the Department of Public Works to acquire said necessary Rights-of-Way; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Executive/Department of Public Works/Division of County Engineer has recommended approving Right-of-Way Exhibits as set forth in Plat No. M-5049 for rehabilitation of Warrensville Center Road Bridge Nos. 05.92 East and 05.92 West over Greater Cleveland Regional Transit Authority in the City of Shaker Heights; and

WHEREAS, the primary goal of this project is to obtain Council’s review and approval of the right-of-way plans and approval of the required acquisitions needed for the rehabilitation of Warrensville Center Road Bridge over Greater Cleveland Regional Transit Authority; and

WHEREAS, the project is located in Council District 9; and

WHEREAS, the estimated right-of-way acquisition cost is \$25,000.00, which will be funded 100% by County Road and Bridge 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 approves Right-of-Way Exhibits as set forth in Plat No. M-5049 for rehabilitation of Warrensville Center Road Bridge Nos. 05.92 East and 05.92 West over Greater Cleveland Regional Transit Authority in the City of Shaker Heights.

SECTION 2. That the County Executive through the Department of Public Works is hereby authorized to acquire the Right-of-Way necessary for said improvement.

SECTION 3. That all proceedings relative to the Right-of-Way Exhibit as set forth in Plat No. M-5049 are hereby ordered copied into the Road Record of the County by the Department of Public Works are copied into all other proper records of the County by the Fiscal Officer as required by law.

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: July 6, 2021
Committee(s) Assigned: Public Works, Procurement & Contracting

Committee Report/Second Reading: July 20, 2021

Journal _____
_____, 20__

Scope of Work Summary

This Legislative Action Request does not involve a contract.

The Department of Public Works is seeking the following in connection with the rehabilitation of Warrensville Center Road Bridges 05.92: (1) approval of the Right-of-Way Plans M-5049 (2) authority to acquire required right-of-way; and (3) ruling that special assessments are not to be levied and collected to pay any part of the County's costs of these improvements.

Since June 11, 2021 and continuing until the Resolution granting the requested action is either adopted or rejected, the Department of Public Works has posted and provided continuous notice of the following on its website:

- The Department of Public Works has submitted the Project's Right of Way Property Plans M-5049 for County Council approval and that the same are available for viewing on said website;
- The Department of Public Works intends to acquire right-of-way for said improvement;
- That a First Reading of the Resolution approving the revised right-of-way plans will be made by the Cuyahoga County Council at its meeting scheduled to begin at 5:00 p.m. on July 13, 2021; and,
- That general public access and ability to review the right-of-way plans via an electronic link as indicated.

There are a total of 6 ownerships and 14 parcels associated with the acquisition of right-of-way for this project

The primary goal of this project is to obtain Council's review and approval of the right-of-way plans and approval of the required acquisitions needed for the Pleasant Valley Road Bridges Project

Location: Warrensville Center Road in the City of Shaker Heights and City of Cleveland

District 7 & 9

Project Status

Acquisition must be completed in 2021. The Project is anticipated for construction in 2022.

Funding

The right-of-way estimate is \$25,000.00 – County R&B Funds

Construction is estimated to be \$3,907,000 (2M OPWC, 1.907M County)

Prior Resolutions: R2020-0232 – Convenience and Welfare

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PID M-5049

**PARCEL 1-T
CUY-WARRENSVILLE CENTER ROAD (C.R. 4)-05.92 COUNTY I.D. 1231
TEMPORARY EASEMENT FOR THE PURPOSE OF
PERFORMING THE WORK NECESSARY TO
GRADE, REMOVE ITEMS, RECONSTRUCT A DRIVEWAY,
AND ADJUST MANHOLES
FOR 24 MONTHS FROM DATE OF ENTRY BY THE
CUYAHOGA COUNTY, OHIO**

[Surveyor's description of the premises follows]

Situated in the City of Shaker Heights and State of Ohio, County of Cuyahoga, Township of Warrensville, Original Lot 36 and being known as a part of a parcel conveyed to WRA Shaker, LLC., an Ohio Limited Liability Company by deed dated August 23, 2017 and recorded as AFN #201708230539 of the Cuyahoga County Records and more particularly bounded and described as follows:

Commencing on the Warrensville Center Road (C.R. 4) (width varies) eastern right of way at the intersection with the northern line of the Grantor at Station 36+38.30, 55.00 feet right as shown on the Centerline Plat found in Cuyahoga County Department of Works Plan CUY-Warrensville Center Road (C.R. 4)-05.92, M-5049, and recorded as AFN _____, and the TRUE POINT OF BEGINNING of the parcel herein described;

1. Thence, along the northern line of the Grantor, North 89 degrees 08 minutes 28 seconds East, 20.00 feet to Station 36+38.35, 75.00 feet right;
2. Thence, parallel with the Warrensville Center Road centerline of right of way, South 00 degrees 42 minutes 48 seconds East, 38.35 feet to Station 36+00.00, 75.00 feet right;
3. Thence, South 45 degrees 42 minutes 48 seconds East, 21.21 feet to Station 35+85.00, 90.00 feet right;
4. Thence, parallel with the Warrensville Center Road centerline of right of way, South 00 degrees 42 minutes 48 seconds East, 25.00 feet to Station 35+60.00, 90.00 feet right;
5. Thence, South 55 degrees 35 minutes 48 seconds West, 18.03 feet to Station 35+50.00, 75.00 feet right;

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6. Thence, South 11 degrees 33 minutes 57 seconds West, 70.53 feet to a point on curve in the Warrensville Center Road eastern right of way at Station 34+81.08, 60.00 feet right;
7. Thence, along the Warrensville Center eastern right of way, along a curve deflecting to the right with a delta 18 degrees 11 minutes 42 seconds, a radius of 100.00 feet, a length of 31.76 feet, and a chord bearing North 09 degrees 48 minutes 39 seconds West, 31.62 feet to a point of tangency in the Warrensville Center Road eastern right of way at Station 35+12.31, 55.00 feet right;
8. Thence, continuing along the Warrensville Center Road eastern right of way, North 00 degrees 42 minutes 48 seconds West, 125.99 feet to the TRUE POINT OF BEGINNING and enclosing an area of 0.0721 acres, more or less, and is from Cuyahoga County Auditor's Parcel No. 734-16-016.

The stations and offsets referred in the above description are based upon the Warrensville Center Road centerline of right of way as shown on the aforementioned M-5049 Centerline Plat.

Bearings for the above description are based upon the Ohio State Plane Coordinates System, North Zone, NAD83 (Conus)(Mol).

This description was prepared by Scott A. Horan, P.S., Registered Surveyor No. 8678, and is based on a survey made by Euthenics, Inc. between April and August 2019 for the Cuyahoga County Department of Public Works.



Scott A. Horan, P.S. 8678

01/27/21

Date



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**PARCEL 2-T
CUY-WARRENSVILLE CENTER ROAD (C.R. 4)-05.92 COUNTY I.D. 1231
TEMPORARY EASEMENT FOR THE PURPOSE OF
PERFORMING THE WORK NECESSARY TO
GRADE AND REMOVE BRUSH
FOR 24 MONTHS FROM DATE OF ENTRY BY THE
CUYAHOGA COUNTY, OHIO**

[Surveyor's description of the premises follows]

Situated in the City of Shaker Heights and State of Ohio, County of Cuyahoga, Township of Warrensville, Original Lot 35 and being known as a part of a parcel conveyed to the City of Shaker Heights by deed dated March 31, 1950 and recorded as Volume 6893, Page 458 and prst of "Block A" in The Van Sweringen Company's Resubdivision No. 15 plat and recorded as Plat Volume 87, Page 39 of the Cuyahoga County Records and more particularly bounded and described as follows:

Commencing on the Warrensville Center Road (C.R. 4) (width varies) western right of way at the intersection with the Shaker Boulevard southern right of way as shown on said Resubdivision plat at Station 36+38.20, 55.00 feet left as shown on the Centerline Plat found in Cuyahoga County Department of Works Plan CUY-Warrensville Center Road (C.R. 4)-05.92, M-5049, and recorded as AFN _____, and the TRUE POINT OF BEGINNING of the parcel herein described;

1. Thence, along the Warrensville Center Road western right of way, South 00 degrees 42 minutes 48 seconds East, 153.20 feet to Station 34+85.00, 55.00 feet left;
2. Thence, North 34 degrees 24 minutes 12 seconds West, 18.03 feet to Station 35+00.00, 65.00 feet left,
3. Thence, parallel with the Warrensville Center Road centerline of right of way, North 00 degrees 42 minutes 48 seconds West, 100.00 feet to Station 36+00.00, 65.00 feet left;
4. Thence, North 27 degrees 16 minutes 42 seconds West, 42.74 feet to the Shaker Boulevard southern right of way at Station 36+38.23, 84.11 feet left;
5. Thence, along the Shaker Boulevard southern right of way, North 89 degrees 19 minutes 57 seconds East, 29.11 feet to the TRUE POINT OF BEGINNING and enclosing an area

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of 0.0418 acres, more or less, and is from Cuyahoga County Auditor's parcel No. 733-23-020.

The stations and offsets referred in the above description are based upon the Warrensville Center Road centerline of right of way as shown on the aforementioned M-5049 Centerline Plat.

Bearings for the above description are based upon the Ohio State Plane Coordinates System, North Zone, NAD83 (Conus)(Mol).

This description was prepared by Scott A. Horan, P.S., Registered Surveyor No. 8678, and is based on a survey made by Euthenics, Inc. between April and August 2019 for the Cuyahoga County Department of Public Works.

Scott Horan

Scott A. Horan, P.S. 8678

01/27/21

Date



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PID M-5049

**PARCEL 3-WD1
CUY-WARRENSVILLE CENTER ROAD (C.R. 4)-05.92 COUNTY I.D. 1231
ALL RIGHT, TITLE AND INTEREST IN FEE SIMPLE
IN THE FOLLOWING DESCRIBED PROPERTY
WITHOUT LIMITATION OF EXISTING ACCESS RIGHTS**

Grantor/Owner, for himself and his heirs, executors, administrators, successors and assigns, reserves all existing rights of ingress and egress to and from any residual area (as used herein, the expression "Grantor/Owner" includes the plural, and words in the masculine include the feminine or neuter).

[Surveyor's description of the premises follows]

Situated in the City of Shaker Heights and State of Ohio, County of Cuyahoga, Township of Warrensville, Original Lot 36 and being known as a part of a parcel conveyed to The City of Shaker Heights, an Ohio Municipal Corporation by deed dated January 10, 1945 and recorded as Volume 5837, Page 115 of the Cuyahoga County Records and more particularly bounded and described as follows:

Commencing at a monument box with a 3/4 inch iron pin found at an angle break in the Warrensville Center Road (C.R. 4) (width varies) centerline of right of way and the northwest corner of said Original Lot 36 at Station 40+00.00 as shown on the Centerline Plat found in Cuyahoga County Department of Works Plan CUY-Warrensville Center Road (C.R. 4)-05.92, M-5049, and recorded as AFN _____; thence, along the Warrensville Center Road centerline of right of way, South 00 degrees 42 minutes 48 seconds East, 301.70 feet to Station 36+98.30; thence, perpendicular with the Warrensville Center Road centerline of right of way, North 89 degrees 17 minutes 12 seconds East, 55.00 feet to the Warrensville Center Road eastern right of way and the southern line of a 70.0 feet wide strip of land in "Parcel No. 9 - Part C" conveyed to The City of Shaker Heights, an Ohio Municipal Corporation by deed dated August 07, 1944 and recorded as Volume 5806, Page 01 of the Cuyahoga County Records at Station 36+98.30, 55.00 feet right, and the TRUE POINT OF BEGINNING of the parcel herein;

1. Thence, along the aforementioned southern line, North 89 degrees 08 minutes 28 seconds East, 7.00 feet to an iron pin set at Station 36+98.32, 62.00 feet right;
2. Thence, parallel with the Warrensville Center Road centerline of right of way, South 00 degrees 42 minutes 48 seconds East, 38.32 feet to an iron pin set at Station 36+60.00, 62.00 feet right;

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3. Thence, perpendicular with the Warrensville Center Road centerline of right of way, South 89 degrees 17 minutes 12 seconds West, 7.00 feet to an iron pin set on the Warrensville Center Road eastern right of way at Station 36+60.00, 55.00 feet right;
4. Thence, along the Warrensville Center Road eastern right of way, North 00 degrees 42 minutes 48 seconds West, 38.30 feet to the TRUE POINT OF BEGINNING and enclosing an area of 0.0062 acres, more or less, 0.0038 acres of which is present road occupied.

The above-described parcel is a portion of Cuyahoga County Auditor's Parcel No. 734-16-013. Said parcel overlaps the present road occupied "Parcel No. 3-1" highway easement conveyed to the Board of County Commissioners of Cuyahoga County, Ohio by deed dated March 09, 1987 and recorded as Volume 87-1460, Page 18 of the Cuyahoga County Recorders.

The stations and offsets referred in the above description are based upon the Warrensville Center Road centerline of right of way as shown on the aforementioned M-5049 Centerline Plat.

"Iron Pin Set" in the above description is a 3/4 inch by 30 inch reinforcing rod with a 2 inch aluminum cap stamped "R/W" and "S. Horan PS8678".

Bearings for the above description are based upon the Ohio State Plane Coordinates System, North Zone, NAD83 (Conus)(Mol).

This description was prepared by Scott A. Horan, P.S., Registered Surveyor No. 8678, and is based on a survey made by Euthenics, Inc. between April and August 2019 for the Cuyahoga County Department of Public Works.

Scott A. Horan

Scott A. Horan, P.S. 8678

01/27/21

Date



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Ver. Date 12/30/20

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**PARCEL 3-WD2
CUY-WARRENSVILLE CENTER ROAD (C.R. 4)-05.92 COUNTY I.D. 1231
ALL RIGHT, TITLE AND INTEREST IN FEE SIMPLE
IN THE FOLLOWING DESCRIBED PROPERTY
WITHOUT LIMITATION OF EXISTING ACCESS RIGHTS**

Grantor/Owner, for himself and his heirs, executors, administrators, successors and assigns, reserves all existing rights of ingress and egress to and from any residual area (as used herein, the expression "Grantor/Owner" includes the plural, and words in the masculine include the feminine or neuter).

[Surveyor's description of the premises follows]

Situated in the City of Shaker Heights and State of Ohio, County of Cuyahoga, Township of Warrensville, Original Lot 36 and being known as a part of "Parcel No. 9 – Part C" conveyed to The City of Shaker Heights, an Ohio Municipal Corporation by deed dated August 07, 1944 and recorded as Volume 5806, Page 01 of the Cuyahoga County Records and more particularly bounded and described as follows:

Commencing at a monument box with a 3/4 inch iron pin found at an angle break in the Warrensville Center Road (C.R. 4) (width varies) centerline of right of way and the northwest corner of said Original Lot 36 at Station 40+00.00 as shown on the Centerline Plat found in Cuyahoga County Department of Works Plan CUY-Warrensville Center Road (C.R. 4)-05.92, M-5049, and recorded as AFN _____; thence, along the Warrensville Center Road centerline of right of way, South 00 degrees 42 minutes 48 seconds East, 301.70 feet to Station 36+98.30; thence, perpendicular with the Warrensville Center Road centerline of right of way, North 89 degrees 17 minutes 12 seconds East, 55.00 feet to the Warrensville Center Road eastern right of way and the southern line of a 70.0 feet wide strip of land in said "Parcel No. 9 – Part C" at Station 36+98.30, 55.00 feet right, and the TRUE POINT OF BEGINNING of the parcel herein;

1. Thence, along the Warrensville Center Road eastern right of way, North 00 degrees 42 minutes 48 seconds West, 26.52 feet to Station 37+24.82, 55.00 feet right, said point referenced by an iron pin set South 00 degrees 42 minutes 48 seconds West, 12.00 feet at Station 37+12.82, 55.00 feet right;
2. Thence, perpendicular with the Warrensville Center Road centerline of right of way, North 89 degrees 17 minutes 12 seconds East, 7.00 feet to Station 37+24.82, 62.00 feet

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right, said point referenced by an iron pin set South 00 degrees 42 minutes 48 seconds East, 12.00 feet at Station 37+12.82, 62.00 feet right;

3. Thence, parallel with the Warrensville Center Road centerline of right of way, South 00 degrees 42 minutes 48 seconds East, 26.50 feet to an iron pin set on the aforementioned southern line of a 70.0 feet wide strip of land in said "Parcel No. 9 – Part C" at Station 36+98.32, 62.00 feet right;
4. Thence, along the aforementioned southern line, South 89 degrees 08 minutes 28 seconds West, 7.00 feet to the TRUE POINT OF BEGINNING and enclosing an area of 0.0043 acres (186 square feet), more or less, all of which is present road occupied.

The above-described parcel is a portion of Cuyahoga County Auditor's Parcel No. 734-16-014. Said parcel overlaps the present road occupied "Parcel No. 3-1" highway easement conveyed to the Board of County Commissioners of Cuyahoga County, Ohio by deed dated March 09, 1987 and recorded as Volume 87-1460, Page 18 of the Cuyahoga County Recorders.

The stations and offsets referred in the above description are based upon the Warrensville Center Road centerline of right of way as shown on the aforementioned M-5049 Centerline Plat.

"Iron Pin Set" in the above description is a 3/4 inch by 30 inch reinforcing rod with a 2 inch aluminum cap stamped "R/W" and "S. Horan PS8678".

Bearings for the above description are based upon the Ohio State Plane Coordinates System, North Zone, NAD83 (Conus)(Mol).

This description was prepared by Scott A. Horan, P.S., Registered Surveyor No. 8678, and is based on a survey made by Euthenics, Inc. between April and August 2019 for the Cuyahoga County Department of Public Works.

Scott A. Horan

Scott A. Horan, P.S. 8678

01/27/21

Date



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**PARCEL 3-WD3
CUY-WARRENSVILLE CENTER ROAD (C.R. 4)-05.92 COUNTY I.D. 1231
ALL RIGHT, TITLE AND INTEREST IN FEE SIMPLE
IN THE FOLLOWING DESCRIBED PROPERTY
WITHOUT LIMITATION OF EXISTING ACCESS RIGHTS**

Grantor/Owner, for himself and his heirs, executors, administrators, successors and assigns, reserves all existing rights of ingress and egress to and from any residual area (as used herein, the expression "Grantor/Owner" includes the plural, and words in the masculine include the feminine or neuter).

[Surveyor's description of the premises follows]

Situated in the City of Shaker Heights and State of Ohio, County of Cuyahoga, Township of Warrensville, Original Lot 36 and being known as a part of a parcel conveyed to The City of Shaker Heights, an Ohio Municipal Corporation by deed dated January 10, 1945 and recorded as Volume 5837, Page 115 of the Cuyahoga County Records and more particularly bounded and described as follows:

Commencing at a monument box with a 3/4 inch iron pin found at an angle break in the Warrensville Center Road (C.R. 4) (width varies) centerline of right of way and the northwest corner of said Original Lot 36 at Station 40+00.00 as shown on the Centerline Plat found in Cuyahoga County Department of Works Plan CUY-Warrensville Center Road (C.R. 4)-05.92, M-5049, and recorded as AFN _____; thence, along the Warrensville Center Road centerline of right of way, South 00 degrees 42 minutes 48 seconds East, 171.70 feet to Station 38+28.30; thence, perpendicular with the Warrensville Center Road centerline of right of way, North 89 degrees 17 minutes 12 seconds East, 55.00 feet to the Warrensville Center Road eastern right of way and the southwest corner of a parcel conveyed to The City of Shaker Heights by deed dated July 07, 1950 and recorded as Volume 7037, Page 147 of the Cuyahoga County Records at Station 38+28.30, 55.00 feet right, and the TRUE POINT OF BEGINNING of the parcel herein;

1. Thence, along the southern line of said parcel conveyed to the City of Shaker Heights, North 89 degrees 08 minutes 28 seconds East, 7.00 feet to a magnail set at Station 38+28.32, 62.00 feet right;
2. Thence, parallel with the Warrensville Center Road centerline of right of way, South 00 degrees 42 minutes 48 seconds East, 28.50 feet to a magnail set at Station 37+99.82, 62.00 feet right;

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3. Thence, perpendicular with the Warrensville Center Road centerline of right of way, South 89 degrees 17 minutes 12 seconds West, 7.00 feet to a magnail set on the Warrensville Center Road eastern right of way at Station 37+99.82, 55.00 feet right;
4. Thence, along the Warrensville Center Road centerline of right of way, North 00 degrees 42 minutes 48 seconds West, 28.48 feet to the TRUE POINT OF BEGINNING and enclosing an area of 0.0046 acres, more or less, all of which is present road occupied.

The above-described parcel is a portion of Cuyahoga County Auditor's Parcel No. 734-16-013. Said parcel overlaps the present road occupied "Parcel No. 3-2" highway easement conveyed to the Board of County Commissioners of Cuyahoga County, Ohio by deed dated March 09, 1987 and recorded as Volume 87-1460, Page 18 of the Cuyahoga County Recorders.

The stations and offsets referred in the above description are based upon the Warrensville Center Road centerline of right of way as shown on the aforementioned M-5049 Centerline Plat.

Bearings for the above description are based upon the Ohio State Plane Coordinates System, North Zone, NAD83 (Conus)(Mol).

This description was prepared by Scott A. Horan, P.S., Registered Surveyor No. 8678, and is based on a survey made by Euthenics, Inc. between April and August 2019 for the Cuyahoga County Department of Public Works.



Scott A. Horan, P.S. 8678

01/27/21
Date



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Ver. Date 03/24/21

PID M-5049

**PARCEL 3-T1
CUY-WARRENSVILLE CENTER ROAD (C.R. 4)-05.92 COUNTY I.D. 1231
TEMPORARY EASEMENT FOR THE PURPOSE OF
PERFORMING THE WORK NECESSARY TO
GRADE AND REMOVE BRUSH
FOR 24 MONTHS FROM DATE OF ENTRY BY THE
CUYAHOGA COUNTY, OHIO**

[Surveyor's description of the premises follows]

Situated in the City of Shaker Heights and State of Ohio, County of Cuyahoga, Township of Warrensville, Original Lot 36 and being known as a part of a parcel conveyed to The City of Shaker Heights, an Ohio Municipal Corporation by deed dated January 10, 1945 and recorded as Volume 5837, Page 115 of the Cuyahoga County Records and more particularly bounded and described as follows:

Commencing on the Warrensville Center Road eastern right of way at the intersection with the southern line of the Grantor at Station 36+38.30, 55.00 feet right as shown on the Centerline Plat found in Cuyahoga County Department of Works Plan CUY-Warrensville Center Road (C.R. 4)-05.92, M-5049, and recorded as AFN _____, and the TRUE POINT OF BEGINNING of the parcel herein described;

1. Thence, along the Warrensville Center Road eastern right of way, North 00 degrees 42 minutes 48 seconds West, 21.70 feet to an iron pin set at Station 36+60.00, 55.00 feet right;
2. Thence, perpendicular with the Warrensville Center Road centerline of right of way, North 89 degrees 17 minutes 12 seconds East, 7.00 feet to an iron pin set at Station 36+60.00, 62.00 feet right;
3. Thence, parallel with the Warrensville Center Road centerline of right of way, North 00 degrees 42 minutes 48 seconds West, 38.32 feet to an iron pin set on the northern line of the Grantor at Station 36+98.32, 62.00 feet right;
4. Thence, along the northern line of the Grantor, North 89 degrees 08 minutes 28 seconds East, 28.00 feet to Station 36+98.39, 90.00 feet right;
5. Thence, parallel with the Warrensville Center Road centerline of right of way, South 00 degrees 42 minutes 48 seconds East, 23.39 feet to Station 36+75.00, 90.00 feet right;

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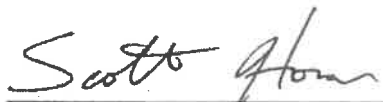
6. Thence, South 30 degrees 15 minutes 02 seconds West, 29.16 feet to Station 36+50.00, 75.00 feet right;
7. Thence parallel with the Warrensville Center Road centerline of right of way, South 00 degrees 42 minutes 48 seconds East, 11.65 feet to the southern line of the Grantor at Station 36+38.35, 75.00 feet right;
8. Thence, along the southern line of the Grantor, South 89 degrees 08 minutes 28 seconds West, 20.00 feet to the TRUE POINT OF BEGINNING and enclosing an area of 0.0337 acres, more or less, and is from Cuyahoga County Auditor's Parcel No. 734-16-013.

The stations and offsets referred in the above description are based upon the Warrensville Center Road centerline of right of way as shown on the aforementioned M-5049 Centerline Plat.

"Iron Pin Set" in the above description is a 3/4 inch by 30 inch reinforcing rod with a 2 inch aluminum cap stamped "R/W" and "S. Horan PS8678".

Bearings for the above description are based upon the Ohio State Plane Coordinates System, North Zone, NAD83 (Conus)(Mol).

This description was prepared by Scott A. Horan, P.S., Registered Surveyor No. 8678, and is based on a survey made by Euthenics, Inc. between April and August 2019 for the Cuyahoga County Department of Public Works.



Scott A. Horan, P.S. 8678

01/27/21

Date



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PID M-5049

**PARCEL 3-T2
CUY-WARRENSVILLE CENTER ROAD (C.R. 4)-05.92 COUNTY I.D. 1231
TEMPORARY EASEMENT FOR THE PURPOSE OF
PERFORMING THE WORK NECESSARY TO
GRADE AND ACCESS CONSTRUCTION SITE
FOR 24 MONTHS FROM DATE OF ENTRY BY THE
CUYAHOGA COUNTY, OHIO**

[Surveyor's description of the premises follows]

Situated in the City of Shaker Heights and State of Ohio, County of Cuyahoga, Township of Warrensville, Original Lot 36 and being known as a part of "Parcel No. 9 - Part C" conveyed to The City of Shaker Heights, an Ohio municipal Corporation by deed dated August 07, 1944 and recorded as Volume 5806, Page 01 of the Cuyahoga County Records and more particularly bounded and described as follows:

Commencing on the Warrensville Center Road (C.R. 4) (width varies) eastern right of way at the intersection with the northern line of the Grantor at Station 37+68.30, 55.00 feet right as shown on the Centerline Plat found in Cuyahoga County Department of Works Plan CUY-Warrensville Center Road (C.R. 4)-05.92, M-5049, and recorded as AFN _____, and the TRUE POINT OF BEGINNING of the parcel herein described;

1. Thence, along the northern line of the Grantor, North 89 degrees 08 minutes 28 seconds East, 175.00 feet to an angle break in the northern line of the Grantor at Station 37+68.74, 230.00 feet right;
2. Thence, continuing along the northern line of the Grantor, North 00 degrees 42 minutes 48 seconds West, 45.00 feet to an angle break in the northern line of the Grantor at Station 38+13.74, 230.00 feet right;
3. Thence, continuing along the northern line of the Grantor, North 89 degrees 08 minutes 28 seconds East, 10.00 feet to Station 38+13.77, 240.00 feet right;
4. Thence, parallel with the Warrensville Center Road centerline of right of way, South 00 degrees 42 minutes 48 seconds East, 53.77 feet to Station 37+60.00, 240.00 feet right;
5. Thence, perpendicular with the Warrensville Center Road centerline of right of way, South 89 degrees 17 minutes 12 seconds West, 160.00 feet to Station 37+60.00, 80.00 feet right;

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- 6. Thence, parallel with the Warrensville Center Road centerline of right of way, South 00 degrees 42 minutes 48 seconds East, 50.00 feet to Station 37+10.00, 80.00 feet right;
- 7. Thence, South 41 degrees 26 minutes 55 seconds East, 15.32 feet to the southern line of the Grantor at Station 36+98.39, 90.00 feet right;
- 8. Thence, along the southern line of the Grantor, South 89 degrees 08 minutes 28 seconds West, 28.00 feet to an iron pin set at Station 36+98.32, 62.00 feet right;
- 9. Thence, parallel with the Warrensville Center Road centerline of right of way, North 00 degrees 42 minutes 48 seconds West, 26.50 feet to Station 37+24.82, 62.00 feet right, said point referenced by an iron pin set South 00 degrees 42 minutes 48 seconds East, 12.00 feet;
- 10. Thence, perpendicular with the Warrensville Center Road centerline of right of way, South 89 degrees 17 minutes 12 seconds West, 7.00 feet to the Warrensville Center Road eastern right of way at Station 37+24.82, 55.00 feet right, said point referenced by an iron pin set South 00 degrees 42 minutes 48 seconds East, 12.00 feet;
- 11. Thence, along the Warrensville Center Road eastern right of way, North 00 degrees 42 minutes 48 seconds West, 43.48 feet to the TRUE POINT OF BEGINNING and enclosing an area of 0.0790 acres (3443 square feet), more or less, and is from Cuyahoga County Auditor's parcel No. 734-16-014.

The stations and offsets referred in the above description are based upon the Warrensville Center Road centerline of right of way as shown on the aforementioned M-5049 Centerline Plat.

"Iron Pin Set" in the above description is a 3/4 inch by 30 inch reinforcing rod with a 2 inch aluminum cap stamped "R/W" and "S. Horan PS8678".

Bearings for the above description are based upon the Ohio State Plane Coordinates System, North Zone, NAD83 (Conus)(Mol).

This description was prepared by Scott A. Horan, P.S., Registered Surveyor No. 8678, and is based on a survey made by Euthenics, Inc. between April and August 2019 for the Cuyahoga County Department of Public Works.

Scott Horan

 Scott A. Horan, P.S. 8678
 01/27/21

 Date



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**PARCEL 3-T3
CUY-WARRENSVILLE CENTER ROAD (C.R. 4)-05.92 COUNTY I.D. 1231
TEMPORARY EASEMENT FOR THE PURPOSE OF
PERFORMING THE WORK NECESSARY TO
ACCESS CONSTRUCTION SITE
FOR 24 MONTHS FROM DATE OF ENTRY BY THE
CUYAHOGA COUNTY, OHIO**

[Surveyor's description of the premises follows]

Situated in the City of Shaker Heights and State of Ohio, County of Cuyahoga, Township of Warrensville, Original Lot 36 and being known as a part of a parcel conveyed to The City of Shaker Heights, an Ohio Municipal Corporation by deed dated January 10, 1945 and recorded as Volume 5837, Page 115 of the Cuyahoga County Records and more particularly bounded and described as follows:

Commencing on the Warrensville Center Road eastern right of way at the intersection with the southern line of the Grantor at Station 37+68.30, 55.00 feet right as shown on the Centerline Plat found in Cuyahoga County Department of Works Plan CUY-Warrensville Center Road (C.R. 4)-05.92, M-5049, and recorded as AFN _____, and the TRUE POINT OF BEGINNING of the parcel herein described;

1. Thence, along the Warrensville Center Road eastern right of way, North 00 degrees 42 minutes 48 seconds West, 31.52 feet to a magnail set at Station 37+99.82, 55.00 feet right;
2. Thence, perpendicular with the Warrensville Center Road centerline of right of way, North 89 degrees 17 minutes 12 seconds East, 7.00 feet to a magnail set at Station 37+99.82, 62.00 feet right;
3. Thence, parallel with the Warrensville Center Road centerline of right of way, North 00 degrees 42 minutes 48 seconds West, 28.50 feet to a magnail set on the northern line of the Grantor at Station 38+28.32, 62.00 feet right;
4. Thence, along the northern line of Grantor, North 89 degrees 08 minutes 28 seconds East, 178.00 feet to Station 38+28.77, 240.00 feet right;

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5. Thence, parallel with the Warrensville Center Road centerline of right of way, South 00 degrees 42 minutes 48 seconds East, 15.00 feet to the southern line of the Grantor at Station 38+13.77, 240.00 feet right;
6. Thence, along the southern line of the Grantor, South 89 degrees 08 minutes 28 seconds West, 10.00 feet to an angle break in the southern line of the Grantor at Station 38+13.74, 230.00 feet right;
7. Thence, continuing along the southern line of the Grantor, South 00 degrees 42 minutes 48 seconds East, 45.00 feet to an angle break in the southern line of the Grantor at Station 37+68.74, 230.00 feet right;
8. Thence, continuing along the southern line of the Grantor, South 89 degrees 08 minutes 28 seconds West, 175.00 feet to the TRUE POINT OF BEGINNING and enclosing an area of 0.2399 acres, more or less, and is from Cuyahoga County Auditor's Parcel No. 734-16-013.

The stations and offsets referred in the above description are based upon the Warrensville Center Road centerline of right of way as shown on the aforementioned M-5049 Centerline Plat.

Bearings for the above description are based upon the Ohio State Plane Coordinates System, North Zone, NAD83 (Conus)(Mol).

This description was prepared by Scott A. Horan, P.S., Registered Surveyor No. 8678, and is based on a survey made by Euthenics, Inc. between April and August 2019 for the Cuyahoga County Department of Public Works.



Scott A. Horan, P.S. 8678

01/27/21
Date



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PID M-5049

**PARCEL 4-T
CUY-WARRENSVILLE CENTER ROAD (C.R. 4)-05.92 COUNTY I.D. 1231
TEMPORARY EASEMENT FOR THE PURPOSE OF
PERFORMING THE WORK NECESSARY TO
ACCESS CONSTRUCTION SITE
FOR 24 MONTHS FROM DATE OF ENTRY BY THE
CUYAHOGA COUNTY, OHIO**

[Surveyor's description of the premises follows]

Situated in the City of Shaker Heights and State of Ohio, County of Cuyahoga, Township of Warrensville, Original Lot 35 and being known as a part of "Parcel No. 9 - Part B" conveyed to The City of Shaker Heights, an Ohio municipal Corporation by deed dated August 07, 1944 and recorded as Volume 5806, Page 01 of the Cuyahoga County Records and more particularly bounded and described as follows:

Commencing on the Warrensville Center Road (C.R. 4) (width varies) western right of way at the intersection with the Shaker Boulevard northern right of way (of the southern leg) as shown on the Warrensville Center Road Widening plat and recorded as Plat Volume 104, Page 36 of the Cuyahoga County Records at Station 37+03.20, 55.00 feet left as shown on the Centerline Plat found in Cuyahoga County Department of Works Plan CUY-Warrensville Center Road (C.R. 4)-05.92, M-5049, and recorded as AFN _____, and the TRUE POINT OF BEGINNING of the parcel herein described;

1. Thence, along the Shaker Boulevard northern right of way, South 89 degrees 19 minutes 57 seconds West, 45.00 feet to Station 37+03.24, 100.00 feet left;
2. Thence, North 63 degrees 41 minutes 56 seconds East, 38.81 feet to Station 37+20.00, 65.00 feet left;
3. Thence, parallel with the Warrensville center Road centerline of right of way, North 00 degrees 42 minutes 48 seconds West, 43.21 feet to the Shaker Boulevard southern right of way (or the northern leg) as shown on said Widening plat at Station 37+63.21, 65.00 feet left;
4. Thence, along the Shaker Boulevard southern right of way, North 89 degrees 19 minutes 57 seconds East, 10.00 feet to the Warrensville Center Road western right of way at Station 37+63.20, 55.00 feet left;

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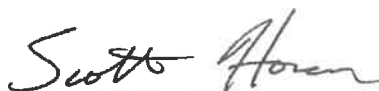
5. Thence, along the Warrensville Center Road western right of way, South 00 degree 42 minutes 48 seconds East, 60.00 feet to the TRUE POINT OF BEGINNING and enclosing an area of 0.0205 (894 square feet) acres, more or less, 0.0035 acres (151 square feet) of which is present road occupied.

The above-described parcel is a portion of Cuyahoga County Auditor's Parcel No. 733-12-016. Said parcel overlaps the present road occupied "Parcel No. 4-1" highway easement conveyed to the Board of County Commissioners of Cuyahoga County, Ohio by deed dated March 09, 1987 and recorded as Volume 87-1460, Page 18 of the Cuyahoga County Recorders.

The stations and offsets referred in the above description are based upon the Warrensville Center Road centerline of right of way as shown on the aforementioned M-5049 Centerline Plat.

Bearings for the above description are based upon the Ohio State Plane Coordinates System, North Zone, NAD83 (Conus)(Mol).

This description was prepared by Scott A. Horan, P.S., Registered Surveyor No. 8678, and is based on a survey made by Euthenics, Inc. between April and August 2019 for the Cuyahoga County Department of Public Works.



Scott A. Horan, P.S. 8678

01/27/21

Date



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PID M-5049

**PARCEL 5-WD
CUY-WARRENSVILLE CENTER RD. (C.R. 4)-05.92 COUNTY I.D. 1231
ALL RIGHT, TITLE AND INTEREST IN FEE SIMPLE
IN THE FOLLOWING DESCRIBED PROPERTY
WITHOUT LIMITATION OF EXISTING ACCESS RIGHTS**

Grantor/Owner, for himself and his heirs, executors, administrators, successors and assigns, reserves all existing rights of ingress and egress to and from any residual area (as used herein, the expression "Grantor/Owner" includes the plural, and words in the masculine include the feminine or neuter).

[Surveyor's description of the premises follows]

Situated in the City of Shaker Heights and State of Ohio, County of Cuyahoga, Township of Warrensville, Original Lot 35 and being known as a part of "Parcel G" conveyed to The City of Cleveland by deed dated December 18, 1915 and recorded as Volume 1718, Page 568 of the Cuyahoga County Records and more particularly bounded and described as follows:

Commencing at a monument box with a 3/4 inch iron pin found at an angle break in the Warrensville Center Road (C.R. 4) (width varies) centerline of right of way and the northeast corner of said Original Lot 35 at Station 40+00.00 as shown on the Centerline Plat found in Cuyahoga County Department of Works Plan CUY-Warrensville Center Road (C.R. 4)-05.92, M-5049, and recorded as AFN _____; thence, along the Warrensville Center Road centerline of right of way, South 00 degrees 42 minutes 48 seconds East, 171.80 feet to Station 38+28.20; thence, perpendicular with the Warrensville Center Road centerline of right of way, South 89 degrees 17 minutes 12 seconds West, 50.00 feet to the intersection of the Warrensville Center Road western right of way with the Shaker Boulevard northern right of way as shown on The Van Sweringen Co's Subdivision No. 28 plat and recorded as Plat Volume 97, Page 28 of the Cuyahoga County Records at Station 38+28.20, 50.00 feet left, and the TRUE POINT OF BEGINNING of the parcel herein;

1. Thence, along the Shaker Boulevard northern right of way, South 89 degrees 19 minutes 57 seconds West, 12.00 feet to an iron pin set at Station 38+28.21, 62.00 feet left;
2. Thence, parallel with the Warrensville Center Road centerline of right of way, North 00 degrees 42 minutes 48 seconds West, 36.79 feet to an iron pin set at Station 38+65.00, 62.00 feet left;

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3. Thence, perpendicular with the Warrensville Center Road centerline of right of way, North 89 degrees 17 minutes 12 seconds East, 7.00 feet to an iron pin set at Station 38+65.00, 55.00 feet left;
4. Thence, parallel with the Warrensville Center Road centerline of right of way, North 00 degrees 42 minutes 48 seconds West, 112.00 feet to an iron pin set at Station 39+77.00, 55.00 feet left;
5. Thence, perpendicular with the Warrensville Center Road centerline of right of way, North 89 degrees 17 minutes 12 seconds East, 5.00 feet to an iron pin set on the Warrensville Center Road western right of way at Station 39+77.00, 50.00 feet left;
6. Thence, along the Warrensville Center Road western right of way, South 00 degrees 42 minutes 48 seconds East, 148.80 feet to the TRUE POINT OF BEGINNING and enclosing an area of 0.0230 acres, more or less, 0.0060 acres of which is present road occupied.

The above-described parcel is a portion of Cuyahoga County Auditor's Parcel No. 733-12-015. Said parcel overlaps the present road occupied highway easement conveyed to the Board of County Commissioners of Cuyahoga County, Ohio by deed dated May 06, 1988 and recorded as Volume 88-1978, Page 32 of the Cuyahoga County Recorders.

The stations and offsets referred in the above description are based upon the Warrensville Center Road centerline of right of way as shown on the aforementioned M-5049 Centerline Plat.

"Iron Pin Set" in the above description is a 3/4 inch by 30 inch reinforcing rod with a 2 inch aluminum cap stamped "R/W" and "S. Horan PS8678".

Bearings for the above description are based upon the Ohio State Plane Coordinates System, North Zone, NAD83 (Conus)(Mol).

This description was prepared by Scott A. Horan, P.S., Registered Surveyor No. 8678, and is based on a survey made by Euthenics, Inc. between April and August 2019 for the Cuyahoga County Department of Public Works.

Scott Horan

Scott A. Horan, P.S. 8678

01/27/21

Date



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**PARCEL 5-T
CUY-WARRENSVILLE CENTER ROAD (C.R. 4)-05.92 COUNTY I.D. 1231
TEMPORARY EASEMENT FOR THE PURPOSE OF
PERFORMING THE WORK NECESSARY TO
GRADE, ADJUST PULLBOX, AND REMOVE BRUSH
FOR 24 MONTHS FROM DATE OF ENTRY BY THE
CUYAHOGA COUNTY, OHIO**

[Surveyor's description of the premises follows]

Situated in the City of Shaker Heights and State of Ohio, County of Cuyahoga, Township of Warrensville, Original Lot 35 and being known as a part of "Parcel G" conveyed to The City of Cleveland by deed dated December 18, 1915 and recorded as Volume 1718, Page 568 of the Cuyahoga County Records and more particularly bounded and described as follows:

Commencing for reference on the Warrensville Center Road (C.R. 4) (width varies) western right of way at the intersection with the Shaker Boulevard northern right of way as shown on The Van Sweringen Co's Subdivision No. 28 plat and recorded as Plat Volume 97, Page 28 of the Cuyahoga County Records at Station 38+28.20, 50.00 feet left as shown on the Centerline Plat found in Cuyahoga County Department of Works Plan CUY-Warrensville Center Road (C.R. 4)-05.92, M-5049, and recorded as AFN _____; thence, along the Shaker Boulevard northern right of way, South 89 degrees 19 minutes 57 seconds West, 12.00 feet to an iron pin set at Station 38+28.21, 62.00 feet left and the TRUE POINT OF BEGINNING of the parcel herein described;

1. Thence, continuing along the Shaker Boulevard northern right of way, South 89 degrees 19 minutes 57 seconds West, 13.00 feet to Station 38+28.22, 75.00 feet left;
2. Thence, parallel with the Warrensville Center Road centerline of right of way, North 00 degrees 42 minutes 48 seconds West, 21.78 feet to Station 38+50.00, 75.00 feet left;
3. Thence, North 05 degrees 52 minutes 07 seconds East, 130.86 feet to Station 39+80.00, 60.00 feet left;
4. Thence, perpendicular with the Warrensville Center Road centerline of right of way, North 89 degrees 17 minutes 12 seconds East, 10.00 feet to the Warrensville Center Road western right of way at Station 39+80.00, 50.00 feet left;

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5. Thence, along the Warrensville Center Road western right of way, South 00 degrees 42 minutes 48 seconds East, 3.00 feet to an iron pin set at Station 39+77.00, 50.00 feet left;
6. Thence, perpendicular with the Warrensville Center Road centerline of right of way, South 89 degrees 17 minutes 12 seconds West, 5.00 feet to an iron pin set at Station 39+77.00, 55.00 feet left;
7. Thence, parallel with the Warrensville Center Road centerline of right of way, South 00 degrees 42 minutes 48 seconds East, 112.00 feet to an iron pin set at Station 38+65.00, 55.00 feet left;
8. Thence, perpendicular with the Warrensville Center Road centerline of right of way, South 89 degrees 17 minutes 12 seconds West, 7.00 feet to an iron pin set at Station 38+65.00, 62.00 feet left;
9. Thence, parallel with the Warrensville Center Road centerline of right of way, South 00 degrees 42 minutes 48 seconds East, 36.79 feet to the TRUE PLACE OF BEGINNING and enclosing an area of 0.0417 acres, more or less, and is from Cuyahoga County Auditor's Parcel No. 733-12-015.

The stations and offsets referred in the above description are based upon the Warrensville Center Road centerline of right of way as shown on the aforementioned M-5049 Centerline Plat.

"Iron Pin Set" in the above description is a 3/4 inch by 30 inch reinforcing rod with a 2 inch aluminum cap stamped "R/W" and "S. Horan PS8678".

Bearings for the above description are based upon the Ohio State Plane Coordinates System, North Zone, NAD83 (Conus)(Mol).

This description was prepared by Scott A. Horan, P.S., Registered Surveyor No. 8678, and is based on a survey made by Euthenics, Inc. between April and August 2019 for the Cuyahoga County Department of Public Works.



Scott A. Horan, P.S. 8678

01/27/21

Date



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PID M-5049

**PARCEL 6-WD1
CUY-WARRENSVILLE CENTER ROAD (C.R. 4)-05.92 COUNTY I.D. 1231
ALL RIGHT, TITLE AND INTEREST IN FEE SIMPLE
IN THE FOLLOWING DESCRIBED PROPERTY
WITHOUT LIMITATION OF EXISTING ACCESS RIGHTS**

Grantor/Owner, for himself and his heirs, executors, administrators, successors and assigns, reserves all existing rights of ingress and egress to and from any residual area (as used herein, the expression "Grantor/Owner" includes the plural, and words in the masculine include the feminine or neuter).

[Surveyor's description of the premises follows]

Situated in the City of Shaker Heights and State of Ohio, County of Cuyahoga, Township of Warrensville, Original Lot 36 and being known as a part of a parcel conveyed to The City of Shaker Heights by deed dated July 07, 1950 and recorded as Volume 7037, Page 147 of the Cuyahoga County Records and more particularly bounded and described as follows:

Commencing at a monument box with a 3/4 inch iron pin found at an angle break in the Warrensville Center Road (C.R. 4) (width varies) centerline of right of way and the northwest corner of said Original Lot 36 at Station 40+00.00 as shown on the Centerline Plat found in Cuyahoga County Department of Works Plan CUY-Warrensville Center Road (C.R. 4)-05.92, M-5049, and recorded as AFN _____; thence, along the Warrensville Center Road centerline of right of way, South 00 degrees 42 minutes 48 seconds East, 171.70 feet to Station 38+28.30; thence, perpendicular with the Warrensville Center Road centerline of right of way, North 89 degrees 17 minutes 12 seconds East, 55.00 feet to the Warrensville Center Road eastern right of way and the northern line of a 190.0 feet wide strip of land conveyed to The City of Shaker Heights, an Ohio Municipal Corporation by deed dated January 10, 1945 and recorded as Volume 5837, Page 115 of the Cuyahoga County Records at Station 38+28.30, 55.00 feet right, and the TRUE POINT OF BEGINNING of the parcel herein;

1. Thence, along the Warrensville Center Road eastern right of way, North 00 degrees 42 minutes 48 seconds West, 41.70 feet to an iron pin set at Station 38+70.00, 55.00 feet right;
2. Thence, perpendicular with the Warrensville Center Road centerline of right of way, North 89 degrees 17 minutes 12 seconds East, 7.00 feet to an iron pin set at Station 38+70.00, 62.00 feet right;

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3. Thence, parallel with the Warrensville Center Road centerline of right of way, South 00 degrees 42 minutes 48 seconds East, 41.68 feet to a magnail set on the aforementioned northern line of a 190.0 feet wide strip of land conveyed to the City of Shaker Heights, an Ohio Municipal Corporation at Station 38+28.32, 62.00 feet right;
4. Thence, along the aforementioned northern line, South 89 degrees 08 minutes 28 seconds West, 7.00 feet to the TRUE POINT OF BEGINNING and enclosing an area of 0.0067 acres, more or less, 0.0035 acres of which is present road occupied.

The above-described parcel is a portion of Cuyahoga County Auditor's Parcel No. 734-16-017. Said parcel overlaps the present road occupied "Parcel No. 3-2" highway easement conveyed to the Board of County Commissioners of Cuyahoga County, Ohio by deed dated March 09, 1987 and recorded as Volume 87-1460, Page 18 of the Cuyahoga County Recorders.

The stations and offsets referred in the above description are based upon the Warrensville Center Road centerline of right of way as shown on the aforementioned M-5049 Centerline Plat.

"Iron Pin Set" in the above description is a 3/4 inch by 30 inch reinforcing rod with a 2 inch aluminum cap stamped "R/W" and "S. Horan PS8678".

Bearings for the above description are based upon the Ohio State Plane Coordinates System, North Zone, NAD83 (Conus)(Mol).

This description was prepared by Scott A. Horan, P.S., Registered Surveyor No. 8678, and is based on a survey made by Euthenics, Inc. between April and August 2019 for the Cuyahoga County Department of Public Works.



Scott A. Horan, P.S. 8678

01/27/21

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**PARCEL 6-T
CUY-WARRENSVILLE CENTER ROAD (C.R. 4)-05.92 COUNTY I.D. 1231
TEMPORARY EASEMENT FOR THE PURPOSE OF
PERFORMING THE WORK NECESSARY TO
GRADE, ADJUST PULLBOX, AND REMOVE BRUSH
FOR 24 MONTHS FROM DATE OF ENTRY BY THE
CUYAHOGA COUNTY, OHIO**

[Surveyor's description of the premises follows]

Situated in the City of Shaker Heights and State of Ohio, County of Cuyahoga, Township of Warrensville, Original Lot 36 and being known as a part of a parcel conveyed to The City of Shaker Heights by deed dated July 07, 1950 and recorded as Volume 7037, Page 147 of the Cuyahoga County Records and more particularly bounded and described as follows:

Commencing for reference on the Warrensville Center Road eastern right of way at the intersection with the southern line of the Grantor at Station 38+28.30, 55.00 feet right as shown as shown on the Centerline Plat found in Cuyahoga County Department of Works Plan CUY-Warrensville Center Road (C.R. 4)-05.92, M-5049, and recorded as AFN _____; thence, along the southern line of the Grantor, North 89 degrees 08 minutes 28 seconds East, 7.00 feet to a magnail set at Station 38+28.32, 62.00 feet right and the TRUE POINT OF BEGINNING of the parcel herein described;

1. Thence, parallel with the Warrensville Center Road centerline of right of way, North 00 degrees 42 minutes 48 seconds West, 41.68 feet to an iron pin set at Station 38+70.00, 62.00 feet right;
2. Thence, perpendicular with the Warrensville Center Road centerline of right of way, South 89 degrees 17 minutes 12 seconds West, 7.00 feet to an iron pin set on the Warrensville Center Road eastern right of way at Station 38+70.00, 55.00 feet right;
3. Thence, along the Warrensville Center Road eastern right of way, North 00 degrees 42 minutes 48 seconds West, 48.00 feet to an iron pin set at Station 39+18.00, 55.00 feet right;
4. Thence, perpendicular with the Warrensville Center Road centerline of right of way, North 89 degrees 17 minutes 12 seconds East, 8.00 feet to an iron pin set at Station 39+18.00, 63.00 feet right;

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5. Thence, parallel with the Warrensville Center Road centerline of right of way, North 00 degrees 42 minutes 48 seconds West, 8.00 feet to an iron pin set at Station 39+26.00, 63.00 feet right;
6. Thence, perpendicular with the Warrensville Center Road centerline of right of way, South 89 degrees 17 minutes 12 seconds West, 8.00 feet to an iron pin set on the Warrensville Center Road eastern right of way at Station 39+26.00, 55.00 feet right;
7. Thence, along the Warrensville Center Road eastern right of way, North 00 degrees 42 minutes 48 seconds West, 25.31 feet to a point of curvature in the Warrensville Center Road eastern right of way at Station 39+51.31, 55.00 feet right;
8. Thence, continuing along the Warrensville Center Road eastern right of way, along a curve deflecting to the right with a delta of 21 degrees 58 minutes 59 seconds, a radius of 90.00 feet, a length of 17.48 feet, and a chord bearing North 10 degrees 16 minutes 42 seconds East, 34.32 feet to Station 39+85.00, 61.54 feet right;
9. Thence, South 53 degrees 56 minutes 41 seconds East, 41.77 feet to Station 39+60.00, 95.00 feet right;
10. Thence, South 24 degrees 40 minutes 33 seconds East, 49.24 feet to Station 39+15.00, 115.00 feet right;
11. Thence, parallel with the Warrensville Center Road centerline of right of way, South 00 degrees 42 minutes 48 seconds East, 40.00 feet to Station 38+75.00, 115.00 feet right;
12. Thence, South 53 degrees 44 minutes 57 seconds West, 43.01 feet to Station 38+50.00, 80.00 feet right;
13. Thence, parallel with the Warrensville Center Road centerline of right of way, South 00 degrees 42 minutes 48 seconds East, 21.64 feet to the southern line of the Grantor at Station 38+28.36, 80.00 feet right;
14. Thence, along the southern line of the Grantor, South 89 degrees 08 minutes 28 seconds West, 18.00 feet to the TRUE POINT OF BEGINNING and enclosing an area of 0.1471 acres (6,408 square feet), more or less, and is from Cuyahoga County Auditor's Parcel No. 734-16-017.

The stations and offsets referred in the above description are based upon the Warrensville Center Road centerline of right of way as shown on the aforementioned M-5049 Centerline Plat.

EXHIBIT A

Page 3 of 3


LPA RX 887 T

Rev. 07/09

“Iron Pin Set” in the above description is a 3/4 inch by 30 inch reinforcing rod with a 2 inch aluminum cap stamped “R/W” and “S. Horan PS8678”.

Bearings for the above description are based upon the Ohio State Plane Coordinates System, North Zone, NAD83 (Conus)(Mol).

This description was prepared by Scott A. Horan, P.S., Registered Surveyor No. 8678, and is based on a survey made by Euthenics, Inc. between April and August 2019 for the Cuyahoga County Department of Public Works.



Scott A. Horan, P.S. 8678

05/17/21

Date



EXHIBIT A

Page 1 of 2

RX 250 WD

Rev. 06/09

Ver. Date 05/17/21

PID M-5049

**PARCEL 6-WD2
CUY-WARRENSVILLE CENTER ROAD (C.R. 4)-05.92 COUNTY I.D. 1231
ALL RIGHT, TITLE AND INTEREST IN FEE SIMPLE
IN THE FOLLOWING DESCRIBED PROPERTY
WITHOUT LIMITATION OF EXISTING ACCESS RIGHTS**

Grantor/Owner, for himself and his heirs, executors, administrators, successors and assigns, reserves all existing rights of ingress and egress to and from any residual area (as used herein, the expression "Grantor/Owner" includes the plural, and words in the masculine include the feminine or neuter).

[Surveyor's description of the premises follows]

Situated in the City of Shaker Heights and State of Ohio, County of Cuyahoga, Township of Warrensville, Original Lot 36 and being known as a part of a parcel conveyed to The City of Shaker Heights by deed dated July 07, 1950 and recorded as Volume 7037, Page 147 of the Cuyahoga County Records and more particularly bounded and described as follows:

Commencing at a monument box with a 3/4 inch iron pin found at an angle break in the Warrensville Center Road (C.R. 4) (width varies) centerline of right of way and the northwest corner of said Original Lot 36 at Station 40+00.00 as shown on the Centerline Plat found in Cuyahoga County Department of Works Plan CUY-Warrensville Center Road (C.R. 4)-05.92, M-5049, and recorded as AFN _____; thence, along the Warrensville Center Road centerline of right of way, South 00 degrees 42 minutes 48 seconds East, 171.70 feet to Station 38+28.30; thence, perpendicular with the Warrensville Center Road centerline of right of way, North 89 degrees 17 minutes 12 seconds East, 55.00 feet to the Warrensville Center Road eastern right of way and the northern line of a 190.0 feet wide strip of land conveyed to The City of Shaker Heights, an Ohio Municipal Corporation by deed dated January 10, 1945 and recorded as Volume 5837, Page 115 of the Cuyahoga County Records at Station 38+28.30, 55.00 feet right; thence, along the Warrensville Center Road eastern right of way, North 00 degrees 42 minutes 48 seconds West, 89.70 feet to an iron pin set at Station 39+18.00, 55.00 feet right and the TRUE POINT OF BEGINNING of the parcel herein;

1. Thence, continuing along the Warrensville Center Road eastern right of way, North 00 degrees 42 minutes 48 seconds West, 8.00 feet to an iron pin set at Station 39+26.00, 55.00 feet right;

EXHIBIT A

RX 250 WD

- 2. Thence, perpendicular with the Warrensville Center Road centerline of right of way, North 89 degrees 17 minutes 12 seconds East, 8.00 feet to an iron pin set at Station 39+26.00, 63.00 feet right;
- 3. Thence, parallel with the Warrensville Center Road centerline of right of way, South 00 degrees 42 minutes 48 seconds East, 8.00 feet to an iron pin set at Station 39+18.00, 63.00 feet right;
- 4. Thence, perpendicular with the Warrensville Center Road centerline of right of way, South 89 degrees 17 minutes 12 seconds West, 8.00 feet to the TRUE POINT OF BEGINNING and enclosing an area of 0.0015 acres (64 square feet), more or less, and is from Cuyahoga County Auditor's Parcel No. 734-16-017.

The stations and offsets referred in the above description are based upon the Warrensville Center Road centerline of right of way as shown on the aforementioned M-5049 Centerline Plat.

"Iron Pin Set" in the above description is a 3/4 inch by 30 inch reinforcing rod with a 2 inch aluminum cap stamped "R/W" and "S. Horan PS8678".

Bearings for the above description are based upon the Ohio State Plane Coordinates System, North Zone, NAD83 (Conus)(Mol).

This description was prepared by Scott A. Horan, P.S., Registered Surveyor No. 8678, and is based on a survey made by Euthenics, Inc. between April and August 2019 for the Cuyahoga County Department of Public Works.

Scott Horan

 Scott A. Horan, P.S. 8678

05/17/21

 Date



PROJECT DESCRIPTION
 THIS PROJECT CONSISTS OF REHABILITATION OF WARRENSVILLE CENTER ROAD BRIDGES 05.92 EAST & WEST OVER THE G.C.R. I.A. GREEN LINE INCLUDING REPLACEMENT OF THE SUPERS STRUCTURES, ROADWAY, DRAINAGE, AND TRAFFIC SIGNAL IMPROVEMENTS AND INSTALLATION OF A SHARED-USE PATH ACROSS THE NORTHBOUND (EAST) STRUCTURE.

PLANS PREPARED BY:
 FIRM NAME: ELZEVENICS, INC.
 R/W DESIGNER: ALAN R. PATAK, P.E.
 R/W REVIEWER: SCOTT A. HORAN, P.S.
 FIELD REVIEWER: SCOTT A. HORAN, P.S.
 PRELIMINARY FIELD REVIEW DATE: 12/24/20
 TRACINGS FIELD REVIEW DATE: -
 OWNERSHIP UPDATED BY: SCOTT A. HORAN, P.S.
 DATE COMPLETED: 12/30/20
 PLAN COMPLETION DATE: 05/17/21

STRUCTURE KEY
 [] RESIDENTIAL
 [] COMMERCIAL
 [] OUT-BUILDING

LEGEND
 A = AERIAL
 SH = STANDARD HIGHWAY
 T = TEMPORARY
 U = UTILITY
 WD = WARRANTY DEED

INDEX OF SHEETS:

1	LEGEND SHEET
2	CENTERLINE PLAT
3	PROPERTY MAP
4	SUMMARY OF ADDITIONAL R/W
5, 7	R/W TOPO
6, 8	R/W BOUNDARY
9	RAILROAD PLAT

NOTES:
 THE LOCATION OF THE UNDERGROUND UTILITIES SHOWN ON THE PLANS ARE OBTAINED FROM THE OWNER OF THE UTILITIES AS REQUIRED BY SECTION 453.64 O.R.C.

I, SCOTT A. HORAN, P.S. HAVE CONDUCTED A SURVEY OF THE EXISTING CONDITIONS FOR THE CUYAHOGA COUNTY DEPARTMENT OF PUBLIC WORKS BETWEEN APRIL AND JUNE 2019. THE RESULTS OF THAT SURVEY ARE CONTAINED HEREIN. UNDERGROUND UTILITY LOCATIONS ARE SHOWN FOR INFORMATIONAL PURPOSES ONLY, THOUGH THEY ARE BELIEVED TO BE ACCURATE. THEIR LOCATION IS AS MARKED ON THE GROUND BY THE UTILITY COMPANY OR PLANS PROVIDED BY THE UTILITY COMPANY PER COUPS AND COUP'S CONFIRMATION NUMBERS A100064 AND A100060 AND THOSE MARKINGS SUBSEQUENTLY BEING SURVEYED AS PART OF THIS PROJECT. THE HORIZONTAL COORDINATES EXPRESSED HEREIN ARE BASED ON THE OHIO STATE PLANE COORDINATE SYSTEM, NORTH ZONE ON NAD 83 (CONUSNAD) DATUM. THE PROJECT GROUND COORDINATES (GS SURVEY FEET) ARE RELATIVE TO STATE PLANE GRID COORDINATES (US SURVEY FEET) BY A PROJECT ADJUSTMENT FACTOR OF 0.99891674. AS A PART OF THIS PROJECT I HAVE REESTABLISHED THE LOCATIONS OF THE EXISTING PROPERTY LINES AND CENTERLINE OF EXISTING RIGHT OF WAY FOR THE PROPERTY FRAMES CONTAINED HEREIN. AS A PART OF THIS PROJECT I HAVE ESTABLISHED THE PROPOSED PROPERTY LINES, CALCULATED THE GROSS TAKE, PRESENT ROADWAY OCCUPIED (PRO), NET TAKE, AND NET RESIDUES AS WELL AS PREPARED THE LEGAL DESCRIPTIONS NECESSARY TO ACCURE THE PARCELS SHOWN HEREIN. AS PART OF THIS WORK I HAVE SET RIGHT OF WAY MONUMENTS AT PROPERTY CORNERS, POINTS ALONG THE RIGHT OF WAY AND/OR ANGLE POINTS ON THE RIGHT OF WAY, AND OTHER POINTS SHOWN HEREIN. ALL OF MY WORK CONTAINED HEREIN WAS CONDUCTED IN ACCORDANCE WITH THE OHIO ADMINISTRATIVE CODE CHAPTER 4703-37 STANDARDS FOR BOUNDARY SURVEYS UNLESS SO NOTED. THE WORDS "T" AND "M" AS USED HEREIN ARE TO MEAN THAT EITHER MYSELF OR SOMEONE WORKING UNDER MY DIRECT SUPERVISION.

CONVENTIONAL SYMBOLS

- County Line
- Township Line
- Section Line
- Corporation Line
- Fence Line (Ex)
- Center Line
- Right of Way (Ex)
- Right of Way (R/W)
- Standard Highway EASE (EX)
- Temporary Right of Way (TMP)
- Channel EASE (PR)
- Aerial EASE (PR)
- Aerial EASE (PR)
- Utility EASE (PR)
- Utility EASE (PR)
- Sewer EASE (EX)
- Railroad
- Conduit (EX)
- Construction Limits
- Edge of Pavement (Ex)
- Edge of Shoulder (Ex)
- Ditch / Creek (PR)
- Tree Line (Ex)
- Ownership Hook Symbol (Z)
- Property Line Symbol (Z)
- Break Line Symbol (Z)
- Tree (PR)
- Tree (EX)
- Shrub (Remove)
- Evergreen (Remove)
- Stump (Remove)
- Post (Ex)
- Mailbox (Ex)
- Water Meter (Ex)
- Light (Ex)
- Fire Hydrant (Ex)
- Water Valve (Ex)
- Telephone Pole (Ex)
- Light Pole (Ex)

TELECOMMUNICATIONS:

WDF (WIRELESS WEST):
 CLEVELAND, OH 44102
 CONTACT: KEVIN BRY
 PHONE: (440) 546-9706
 EMAIL: kevin.bry@wdf.com

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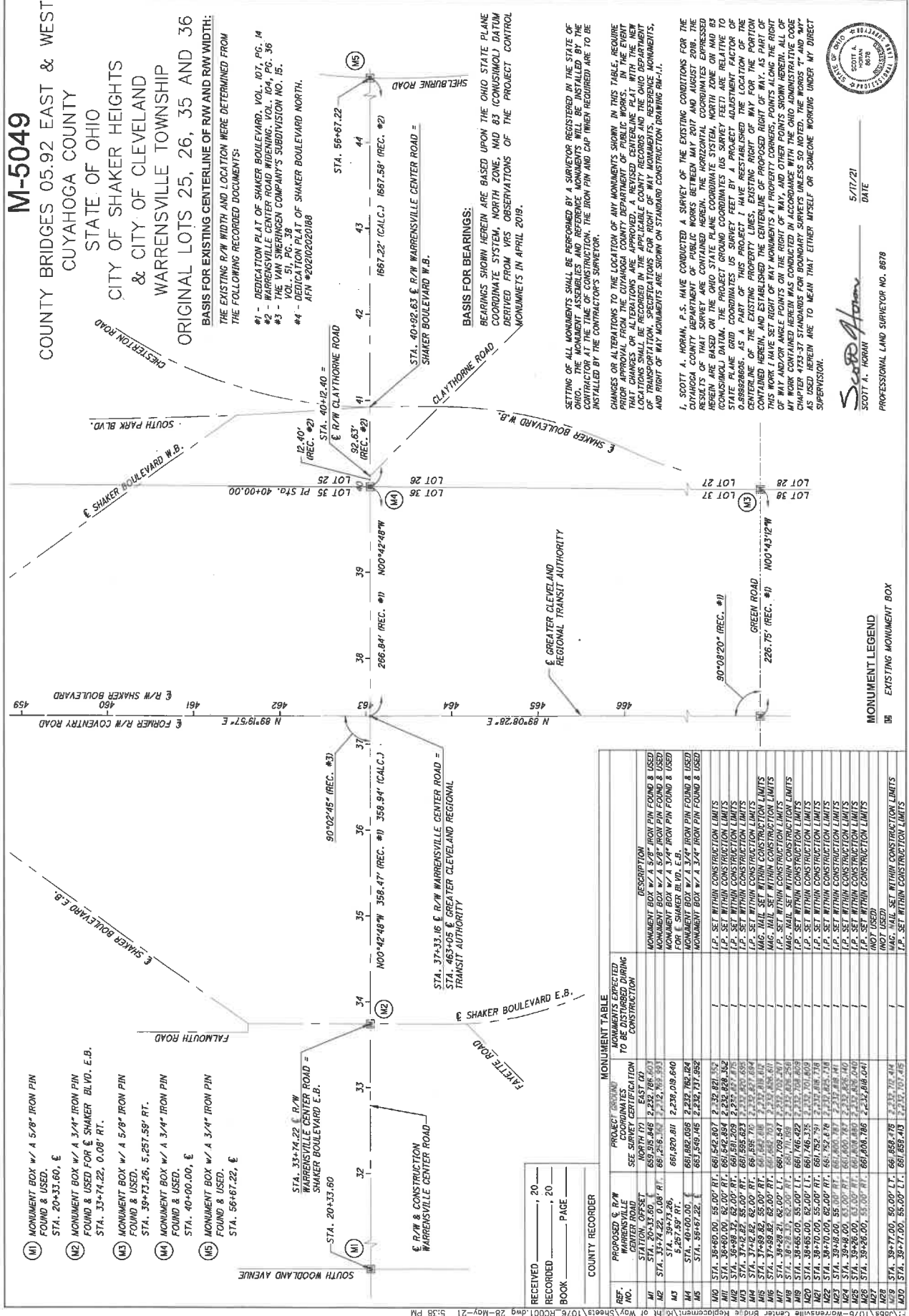
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M-5049
 COUNTY BRIDGES 05.92 EAST & WEST
 CUYAHOGA COUNTY
 STATE OF OHIO
 CITY OF SHAKER HEIGHTS
 & CITY OF CLEVELAND
 WARRENSVILLE TOWNSHIP
 ORIGINAL LOTS 25, 26, 35 AND 36
 BASIS FOR EXISTING CENTERLINE OF ROW AND ROW WIDTH:
 THE EXISTING R/W WIDTH AND LOCATION WERE DETERMINED FROM
 THE FOLLOWING RECORDED DOCUMENTS:
 #1 - DEDICATION PLAT OF SHAKER BOULEVARD, VOL. 107, PG. 14
 #2 - WARRENSVILLE CENTER ROAD WIDENING, VOL. 104, PG. 36
 #3 - THE VAN SIERINGEN COMPANY'S SUBDIVISION NO. 15,
 VOL. 57, PG. 39
 #4 - DEED PLAT OF SHAKER BOULEVARD NORTH,
 AFN #20202020188

BASIS FOR BEARINGS:
 BEARINGS SHOWN HEREIN ARE BASED UPON THE OHIO STATE PLANE
 COORDINATE SYSTEM, NORTH ZONE, NAD 83 (CONUSMOL) DATUM
 DERIVED FROM VRS OBSERVATIONS OF THE PROJECT CONTROL
 MONUMENTS IN APRIL 2019.

SETTING OF ALL MONUMENTS SHALL BE REFERENCED BY A SURVEYOR REGISTERED IN THE STATE OF
 OHIO. THE MONUMENT ASSEMBLIES AND REFERENCE MONUMENTS WILL BE INSTALLED BY THE
 CONTRACTOR AT THE TIME OF CONSTRUCTION. THE IRON PIN AND CAP WHEN REQUIRED ARE TO BE
 INSTALLED BY THE CONTRACTOR'S SURVEYOR.

CHANGES OR ALTERATIONS TO THE LOCATION OF ANY MONUMENTS SHOWN IN THIS TABLE, REQUIRE
 PRIOR APPROVAL FROM THE CUYAHOGA COUNTY DEPARTMENT OF PUBLIC WORKS. IN THE EVENT
 OF SUCH APPROVAL, THE SURVEYOR SHALL BE RESPONSIBLE FOR THE LOCATION OF ANY MONUMENTS
 LOCATIONS SHALL BE RECORDED IN THE APPLICABLE COUNTY RECORDS. THE OHIO DEPARTMENT
 OF TRANSPORTATION, SPECIFICATIONS FOR RIGHT OF WAY MONUMENTS, REFERENCE MONUMENTS,
 AND RIGHT OF WAY MONUMENTS ARE SHOWN ON STANDARD CONSTRUCTION DRAWING RM-1.1.

I, SCOTT A. HORAN, P.S., HAVE CONDUCTED A SURVEY OF THE EXISTING CONDITIONS FOR THE
 CUYAHOGA COUNTY DEPARTMENT OF PUBLIC WORKS BETWEEN MAY 2017 AND AUGUST 2018. THE
 RESULTS OF THAT SURVEY ARE CONTAINED HEREIN. THE HORIZONTAL COORDINATES EXPRESSED
 HEREIN ARE BASED UPON THE OHIO STATE PLANE COORDINATE SYSTEM, NORTH ZONE ON NAD 83
 (CONUSMOL) DATUM. THE PROJECT IS BEING SURVEYED BY A PROJECT ADJUSTMENT FACTOR OF
 0.898826605. AS A PART OF THIS PROJECT I HAVE REESTABLISHED THE LOCATION OF THE
 CENTERLINE OF THE EXISTING PROPERTY LINES, EXISTING RIGHT OF WAY FOR THE PORTION
 CENTERLINE HEREIN, AND ESTABLISHED THE CENTERLINE OF PROPOSED RIGHT OF WAY. AS PART
 OF THIS WORK I HAVE SET RIGHT OF WAY MONUMENTS AT PROPERTY CORNERS, POINTS ALONG THE RIGHT
 OF WAY AND/OR ANGLE POINTS ON THE RIGHT OF WAY, AND OTHER POINTS SHOWN HEREIN. ALL OF
 THE MONUMENTS SHOWN HEREIN ARE TO BE SET IN ACCORDANCE WITH THE OHIO DEPARTMENT OF
 TRANSPORTATION, SPECIFICATIONS FOR BOUNDARY SURVEYS UNLESS SO NOTED. THE WORDS "AND MY"
 AS USED HEREIN ARE TO MEAN THAT EITHER MYSELF OR SOMEONE WORKING UNDER MY DIRECT
 SUPERVISION.

SCOTT A. HORAN
 PROFESSIONAL LAND SURVEYOR NO. 8678
 DATE 5/17/21

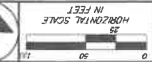
MONUMENT LEGEND
 156 EXISTING MONUMENT BOX

MONUMENT TABLE

REF. NO.	PROPOSED & R/W WARRENSVILLE CENTER ROAD	PROJECT ORIGIN COORDINATES SEE 650171 CENTERLINE EAST 10'	MONUMENTS EXPECTED TO BE DISTURBED DURING CONSTRUCTION
M1	STA. 38+60.00, 55.00' R.T., 661,542.807	2,232,827.552	I.P. SET WITHIN CONSTRUCTION LIMITS
M2	STA. 38+60.00, 62.00' R.T., 661,542.854	2,232,829.352	I.P. SET WITHIN CONSTRUCTION LIMITS
M3	STA. 38+60.00, 69.00' R.T., 661,543.101	2,232,831.152	I.P. SET WITHIN CONSTRUCTION LIMITS
M4	STA. 37+42.22, 55.00' R.T., 661,565.823	2,232,630.655	I.P. SET WITHIN CONSTRUCTION LIMITS
M5	STA. 37+42.22, 62.00' R.T., 661,566.710	2,232,632.455	I.P. SET WITHIN CONSTRUCTION LIMITS
M6	STA. 37+42.22, 69.00' R.T., 661,567.597	2,232,634.255	I.P. SET WITHIN CONSTRUCTION LIMITS
M7	STA. 37+42.22, 76.00' R.T., 661,568.484	2,232,636.055	I.P. SET WITHIN CONSTRUCTION LIMITS
M8	STA. 37+42.22, 83.00' R.T., 661,569.371	2,232,637.855	I.P. SET WITHIN CONSTRUCTION LIMITS
M9	STA. 37+42.22, 90.00' R.T., 661,570.258	2,232,639.655	I.P. SET WITHIN CONSTRUCTION LIMITS
M10	STA. 37+42.22, 97.00' R.T., 661,571.145	2,232,641.455	I.P. SET WITHIN CONSTRUCTION LIMITS
M11	STA. 37+42.22, 104.00' R.T., 661,572.032	2,232,643.255	I.P. SET WITHIN CONSTRUCTION LIMITS
M12	STA. 37+42.22, 111.00' R.T., 661,572.919	2,232,645.055	I.P. SET WITHIN CONSTRUCTION LIMITS
M13	STA. 37+42.22, 118.00' R.T., 661,573.806	2,232,646.855	I.P. SET WITHIN CONSTRUCTION LIMITS
M14	STA. 37+42.22, 125.00' R.T., 661,574.693	2,232,648.655	I.P. SET WITHIN CONSTRUCTION LIMITS
M15	STA. 37+42.22, 132.00' R.T., 661,575.580	2,232,650.455	I.P. SET WITHIN CONSTRUCTION LIMITS
M16	STA. 37+42.22, 139.00' R.T., 661,576.467	2,232,652.255	I.P. SET WITHIN CONSTRUCTION LIMITS
M17	STA. 37+42.22, 146.00' R.T., 661,577.354	2,232,654.055	I.P. SET WITHIN CONSTRUCTION LIMITS
M18	STA. 37+42.22, 153.00' R.T., 661,578.241	2,232,655.855	I.P. SET WITHIN CONSTRUCTION LIMITS
M19	STA. 37+42.22, 160.00' R.T., 661,579.128	2,232,657.655	I.P. SET WITHIN CONSTRUCTION LIMITS
M20	STA. 37+42.22, 167.00' R.T., 661,580.015	2,232,659.455	I.P. SET WITHIN CONSTRUCTION LIMITS
M21	STA. 37+42.22, 174.00' R.T., 661,580.902	2,232,661.255	I.P. SET WITHIN CONSTRUCTION LIMITS
M22	STA. 37+42.22, 181.00' R.T., 661,581.789	2,232,663.055	I.P. SET WITHIN CONSTRUCTION LIMITS
M23	STA. 37+42.22, 188.00' R.T., 661,582.676	2,232,664.855	I.P. SET WITHIN CONSTRUCTION LIMITS
M24	STA. 37+42.22, 195.00' R.T., 661,583.563	2,232,666.655	I.P. SET WITHIN CONSTRUCTION LIMITS
M25	STA. 37+42.22, 202.00' R.T., 661,584.450	2,232,668.455	I.P. SET WITHIN CONSTRUCTION LIMITS
M26	STA. 37+42.22, 209.00' R.T., 661,585.337	2,232,670.255	I.P. SET WITHIN CONSTRUCTION LIMITS
M27	STA. 37+42.22, 216.00' R.T., 661,586.224	2,232,672.055	I.P. SET WITHIN CONSTRUCTION LIMITS
M28	STA. 37+42.22, 223.00' R.T., 661,587.111	2,232,673.855	I.P. SET WITHIN CONSTRUCTION LIMITS
M29	STA. 37+42.22, 230.00' R.T., 661,587.998	2,232,675.655	I.P. SET WITHIN CONSTRUCTION LIMITS
M30	STA. 37+42.22, 237.00' R.T., 661,588.885	2,232,677.455	I.P. SET WITHIN CONSTRUCTION LIMITS

RECEIVED _____, 20____
 RECORDED _____, 20____
 BOOK _____ PAGE _____

COUNTY RECORDER

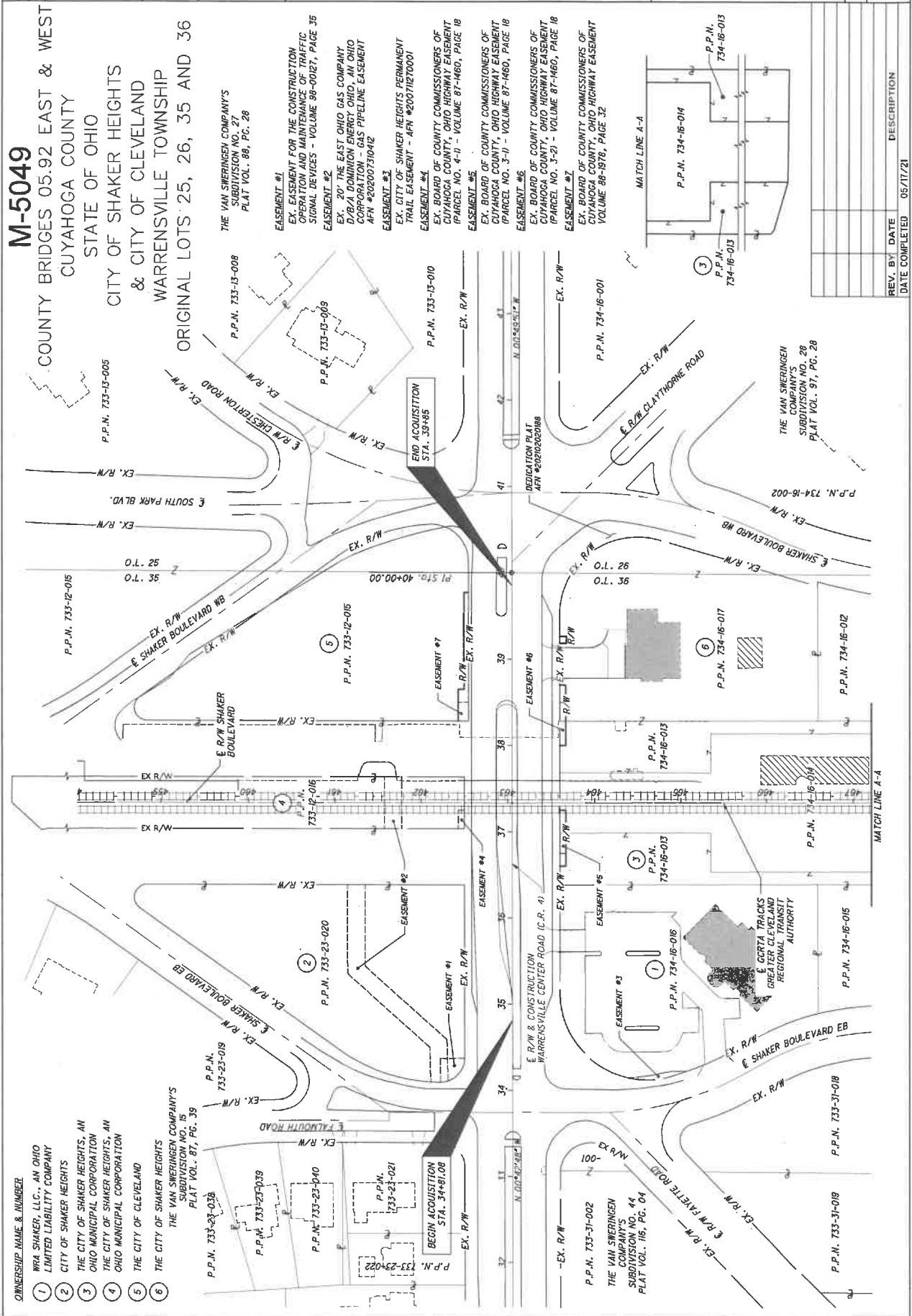


13231
COUNTY I.D.

PROPERTY MAP

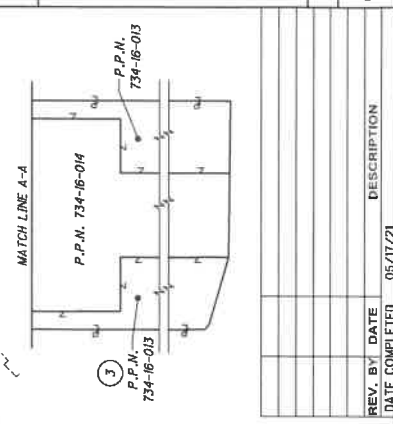
WARRENSVILLE CENTER ROAD
(C.R. 4)

3 / 9
1324
140



- OWNERSHIP NAME & NUMBER**
- 1 WRA SHAKER, LLC., AN OHIO LIMITED LIABILITY COMPANY
 - 2 THE CITY OF SHAKER HEIGHTS
 - 3 THE CITY OF SHAKER HEIGHTS, AN OHIO MUNICIPAL CORPORATION
 - 4 THE CITY OF SHAKER HEIGHTS, AN OHIO MUNICIPAL CORPORATION
 - 5 THE CITY OF CLEVELAND
 - 6 THE CITY OF SHAKER HEIGHTS

- THE VAN SWERINGEN COMPANY'S SUBDIVISION NO. 27 PLAT VOL. 88, PG. 28**
- EASEMENT #1
EX. EASEMENT FOR THE CONSTRUCTION OPERATION AND MAINTENANCE OF TRAFFIC SIGNAL DEVICES - VOLUME 98-00127, PAGE 35
 - EASEMENT #2
EX. 20' THE EAST OHIO GAS COMPANY D/B/A DOMINION ENERGY OHIO, AN OHIO CORPORATION - GAS PIPELINE EASEMENT AFN #2020073042
 - EASEMENT #3
EX. CITY OF SHAKER HEIGHTS PERMANENT TRAIL EASEMENT - AFN #2007127001
 - EASEMENT #4
EX. BOARD OF COUNTY COMMISSIONERS OF CUYAHOGA COUNTY, OHIO HIGHWAY EASEMENT (PARCEL NO. 4-1) - VOLUME 87-1460, PAGE 18
 - EASEMENT #5
EX. BOARD OF COUNTY COMMISSIONERS OF CUYAHOGA COUNTY, OHIO HIGHWAY EASEMENT (PARCEL NO. 3-1) - VOLUME 87-1460, PAGE 18
 - EASEMENT #6
EX. BOARD OF COUNTY COMMISSIONERS OF CUYAHOGA COUNTY, OHIO HIGHWAY EASEMENT (PARCEL NO. 3-2) - VOLUME 87-1460, PAGE 18
 - EASEMENT #7
EX. BOARD OF COUNTY COMMISSIONERS OF CUYAHOGA COUNTY, OHIO HIGHWAY EASEMENT VOLUME 88-1878, PAGE 32



PARCEL NO.	OWNER	SHEET NO.	OWNERS RECORD	AUDITOR'S PARCEL	RECORD AREA	TOTAL P.R.O.	GROSS TAKE	P.R.O. IN TAKE	NET TAKE	STRUCTURE	NET RESIDUE LEFT	NET RESIDUE RIGHT	TYPE FUND	REMARKS	AS ACQUIRED BOOK	PAGE	FEDERAL PROJECT NO.
1-T	WRA SHAKER, LLC., AN OHIO LIMITED LIABILITY COMPANY	5, 6	AFN #20709230639	734-16-016	1.86	0.0000	0.0121	0.0000	0.0121	S			LOCAL	FOR GRADING PURPOSES: REMOVAL OF 1 SIGN, 1-1/2" TREE, 9 SHRUBS, AND BRUSH, RECONSTRUCT DRIVEWAY, AND ADJUST 2 MANHOLES TO GRADE			N/A
2-T	CITY OF SHAKER HEIGHTS	5, 6	VOL. 6883 PG. 458	734-23-020	1.302	0.0000	0.0418	0.0000	0.0418					FOR GRADING PURPOSES AND BRUSH REMOVAL			1231
3-W01	THE CITY OF SHAKER HEIGHTS, AN OHIO MUNICIPAL CORPORATION	5, 6	VOL. 5837 PG. 115	734-16-013	13.597	0.0038	0.0082	0.0038	0.0024					NOTE: P.R.O. EXCLUDED FROM AUDITOR'S RECORD AREA BOARD OF COUNTY COMMISSIONERS OF CUYAHOGA COUNTY, OHIO HIGHWAY EASEMENT VOL. 87-1460, PG. 18			N/A
3-W03	SUB-TOTAL (3-W01 & 3-W03)	7, 8			0.0046	0.0046	0.0046	0.0000	0.0000		13.5946			0.0038 AC. OVERLAP WITH HIGHWAY EASEMENT			N/A
3-W02		5, 6	VOL. 5806 PG. 01	734-16-014	8.826	0.0043	0.0043	0.0043	0.0000		8.8260			NOTE: P.R.O. EXCLUDED FROM AUDITOR'S RECORD AREA BOARD OF COUNTY COMMISSIONERS OF CUYAHOGA COUNTY, OHIO HIGHWAY EASEMENT VOL. 87-1460, PG. 18			N/A
TOTAL					22.423	0.0127	0.0151	0.0127	0.0024		22.4206			0.0038 AC. OVERLAP WITH HIGHWAY EASEMENT			R/W DESIGNER
3-T1		5, 6		734-16-013		0.0337	0.0000	0.0337						FOR GRADING PURPOSES AND BRUSH REMOVAL			JLN
3-T2		5-8		734-16-014		0.0790	0.0000	0.0790						FOR GRADING PURPOSES AND CONSTRUCTION ACCESS			R/W DESIGNER
3-T3		5-8		734-16-013		0.2399	0.0000	0.2399						FOR CONSTRUCTION ACCESS			
TOTAL						0.3526	0.0000	0.3526									
SUB-TOTAL (3-T1 & 3-T3)						0.2736	0.0000	0.2736									
4-T	THE CITY OF SHAKER HEIGHTS, AN OHIO MUNICIPAL CORPORATION	5, 6	VOL. 5806 PG. 01	733-12-016	2.448	0.0035	0.0205	0.0035	0.0170					FOR CONSTRUCTION ACCESS			
5-W0	THE CITY OF CLEVELAND	7, 8	VOL. 1718 PG. 568	733-12-015	6.896	0.0060	0.0230	0.0060	0.017		6.8790			NOTE: P.R.O. EXCLUDED FROM AUDITOR'S RECORD AREA BOARD OF COUNTY COMMISSIONERS OF CUYAHOGA COUNTY, OHIO HIGHWAY EASEMENT VOL. 88-1978, PG. 32			
5-T		7, 8				0.0417	0.0000	0.0417						FOR GRADING PURPOSES, PULLBOX ADJUSTMENT, AND BRUSH REMOVAL			
6-W01	THE CITY OF SHAKER HEIGHTS	7, 8	VOL. 7037 PG. 147	734-16-017	1.373	0.0035	0.0067	0.0035	0.0032					NOTE: P.R.O. EXCLUDED FROM AUDITOR'S RECORD AREA BOARD OF COUNTY COMMISSIONERS OF CUYAHOGA COUNTY, OHIO HIGHWAY EASEMENT VOL. 87-1460, PG. 18			
6-W02		7, 8				0.0000	0.0015	0.0000	0.0015		1.3683			0.0035 AC. OVERLAP WITH HIGHWAY EASEMENT CITY OF SHAKER HEIGHTS DEDICATION PLAT AFN #20200202088			
TOTAL						0.0035	0.0082	0.0035	0.0047								
6-T		7, 8		734-16-017		0.1471	0.0000	0.1471					LOCAL	FOR GRADING PURPOSES, REMOVE AND REBUILD GUARDRAIL, DRIVEWAY RECONSTRUCTION, AND STORM SEWER INSTALLATION			

LEGEND
T = TEMPORARY
WD = WARRANTY DEED

NOTES:

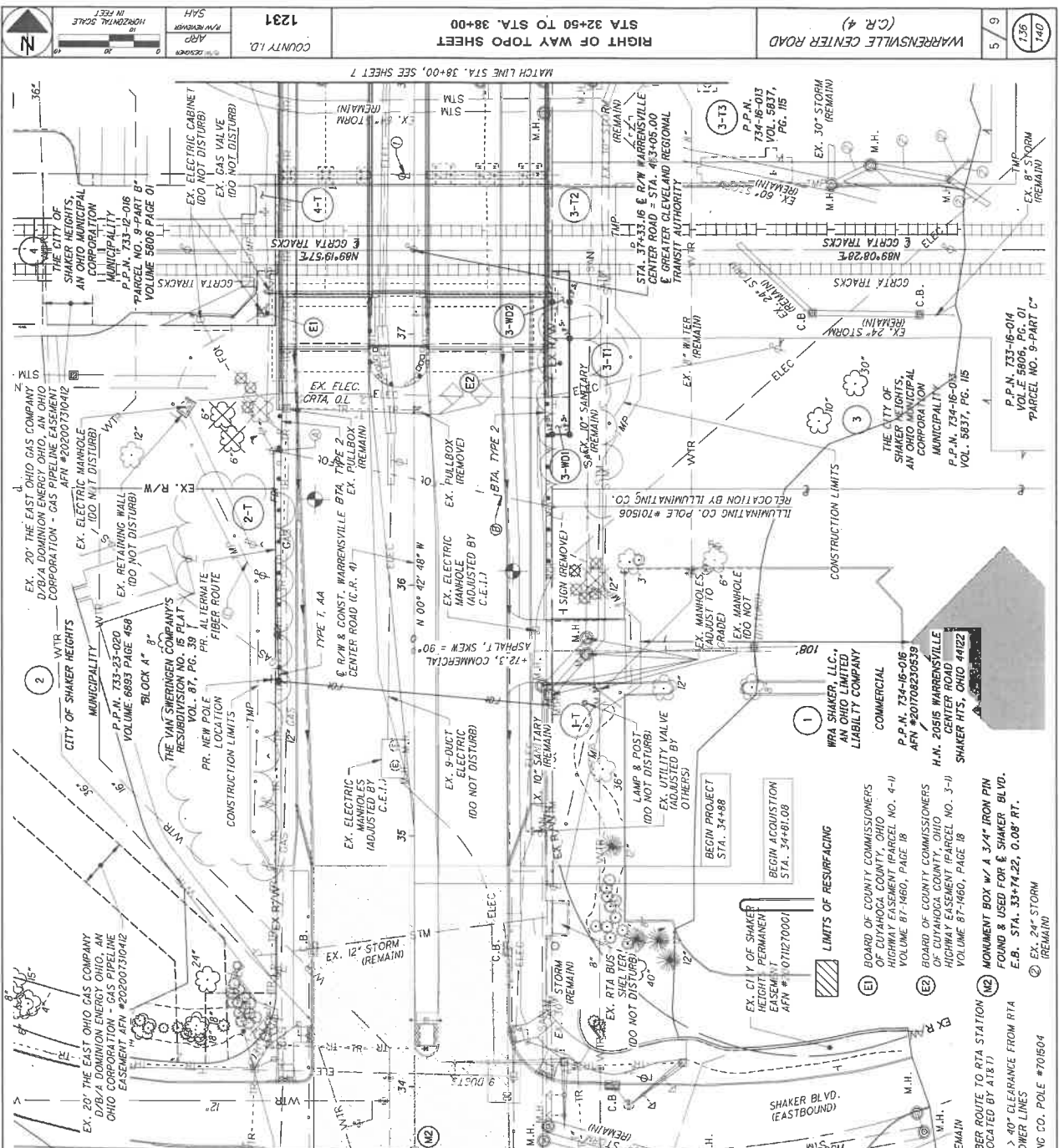
- UNDER NO CIRCUMSTANCES ARE TEMPORARY EASEMENTS TO BE USED FOR STORAGE OF MATERIAL OR EQUIPMENT BY THE CONTRACTOR WITHOUT A LICENSE AGREEMENT WITH THE PROPERTY OWNER.
- ALL TEMPORARY PARCELS TO BE OF 24 MONTH DURATION UNLESS OTHERWISE NOTED.

M-5049

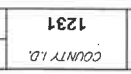
COUNTY BRIDGES 05.92 EAST & WEST
 CUYAHOGA COUNTY
 STATE OF OHIO
 CITY OF SHAKER HEIGHTS
 & CITY OF CLEVELAND
 WARRENSVILLE TOWNSHIP
 ORIGINAL LOTS 25, 26, 35 AND 36

733-23-021
 EX. EASEMENT FOR THE CONSTRUCTION,
 OPERATION AND MAINTENANCE OF TRAFFIC
 SIGNAL DEVICES VOLUME 98-00127, PAGE 35

STA. 33+74.22 & R/W WARRENSVILLE CENTER ROAD =
 & R/W SHAKER BOULEVARD E.B.



1231
 COUNTY I.D.
 RIGHT OF WAY TOPO SHEET
 STA 32+50 TO STA. 38+00
 (C.R. #)
 WARRENSVILLE CENTER ROAD

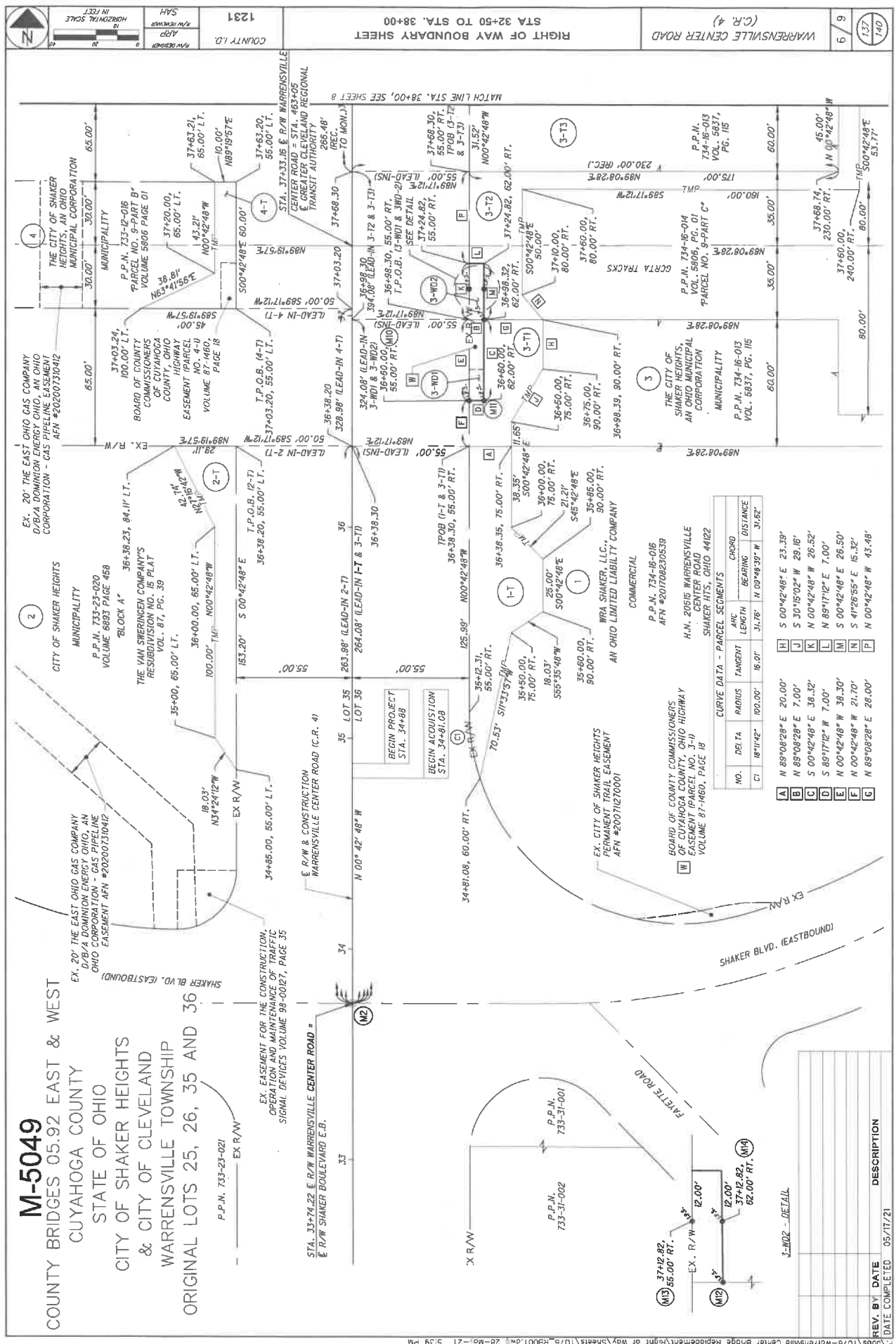


MATCH LINE STA. 38+00, SEE SHEET 7
 5 / 9
 136
 140

- ① EX. 24" STORM (REMAIN)
- ② EX. 24" STORM (REMAIN)
- ③ EX. ATT FIBER ROUTE TO RTA STATION (TO BE RELOCATED BY A1&I)
- ④ EX. 34" STORM (REMAIN)
- ⑤ EX. RTA BUS SHELTER (DO NOT DISTURB)
- ⑥ EX. CITY OF SHAKER PERMANENT EASEMENT AFN # 0710270001
- ⑦ ILLUMINATING CO. POLE #70504
- ⑧ BOARD OF COUNTY COMMISSIONERS OF CUYAHOGA COUNTY, OHIO HIGHWAY EASEMENT PARCEL NO. 3-11 VOLUME 87-1460, PAGE 18
- ⑨ BOARD OF COUNTY COMMISSIONERS OF CUYAHOGA COUNTY, OHIO HIGHWAY EASEMENT PARCEL NO. 3-11 VOLUME 87-1460, PAGE 18
- ⑩ H.M. 20315 WARRENSVILLE SHAKER HTS., OHIO #122
- ⑪ P.P.N. 734-16-016 AFN #201708230539
- ⑫ P.P.N. 734-16-016 AFN #201708230539
- ⑬ WPA SHAKER, LLC, AN OHIO LIMITED LIABILITY COMPANY COMMERCIAL
- ⑭ EX. MANHOLE (ADJUST TO 6")
- ⑮ EX. MANHOLE (DO NOT DISTURB)
- ⑯ EX. UTILITY VALVE (ADJUSTED BY OTHERS)
- ⑰ LAMP & POST (DO NOT DISTURB)
- ⑱ EX. SIGN REMOVED
- ⑲ EX. 10" SANITARY (REMAIN)
- ⑳ EX. 10" SANITARY (REMAIN)
- ㉑ EX. 9-DUCT ELECTRIC (DO NOT DISTURB)
- ㉒ EX. ELECTRIC (DO NOT DISTURB) (ADJUSTED BY C.E.I.)
- ㉓ EX. ELECTRIC (DO NOT DISTURB) (ADJUSTED BY C.E.I.)
- ㉔ EX. 12" STORM (REMAIN)
- ㉕ EX. 12" GAS
- ㉖ EX. 12" GAS
- ㉗ EX. 12" GAS
- ㉘ EX. 12" GAS
- ㉙ EX. 12" GAS
- ㉚ EX. 12" GAS
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- ㊾ EX. 12" GAS
- ㊿ EX. 12" GAS

REV. BY	DATE	DESCRIPTION
	05/17/21	

M-5049
 COUNTY BRIDGES 05.92 EAST & WEST
 CUYAHOGA COUNTY
 STATE OF OHIO
 CITY OF SHAKER HEIGHTS
 & CITY OF CLEVELAND
 WARRENSVILLE TOWNSHIP
 ORIGINAL LOTS 25, 26, 35 AND 36



CURVE DATA - PARCEL SEGMENTS

NO.	DELTA	RADIUS	TANGENT	ARC LENGTH	CHORD	BEARING	DISTANCE
A	89°08'28" E	20.00'	18.03'	16.01'	11.65'	S 00°42'48" E	23.39'
B	89°08'28" E	7.00'	18.03'	16.01'	11.65'	S 30°15'02" W	28.18'
C	00°42'48" W	36.32'	18.03'	16.01'	11.65'	N 00°42'48" W	26.52'
D	89°17'12" W	7.00'	18.03'	16.01'	11.65'	N 89°17'12" E	7.00'
E	00°42'48" W	36.30'	18.03'	16.01'	11.65'	S 00°42'48" E	26.50'
F	00°42'48" W	21.70'	18.03'	16.01'	11.65'	S 41°26'55" E	15.32'
G	89°08'28" E	28.00'	18.03'	16.01'	11.65'	N 00°42'48" W	43.48'

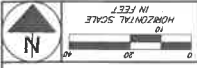
3-M02 - DETAIL

REV.	BY	DATE	DESCRIPTION

DATE COMPLETED 05/17/21

M-5049
 COUNTY BRIDGES 05.92 EAST & WEST
 CUYAHOGA COUNTY
 STATE OF OHIO
 CITY OF SHAKER HEIGHTS
 & CITY OF CLEVELAND
 WARRENSVILLE TOWNSHIP
 ORIGINAL LOTS 25, 26, 35 AND 36

733-13-000

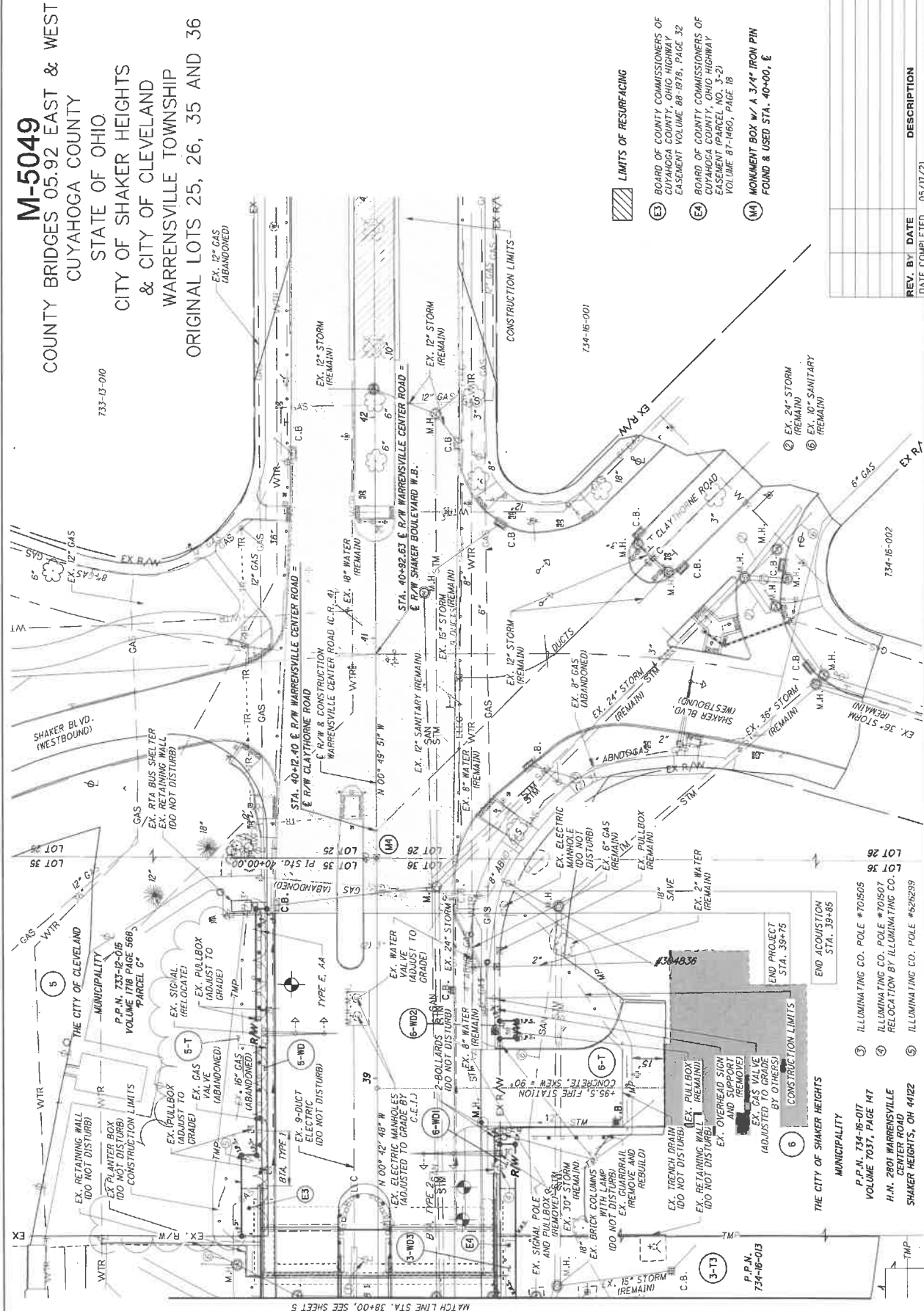


COUNTY I.D. 1231
 R/W RESORDER
 A/B/C/D
 N/W/RESORDER
 S/M/H
 IN FEET
 HORIZONTAL SCALE

RIGHT OF WAY TOPO SHEET
 STA 38+00 TO STA. 42+00

WARRENSVILLE CENTER ROAD
 (C.R. #)

7 / 9
 138
 140



- LIMITS OF RESURFACING**
- (E) BOARD OF COUNTY COMMISSIONERS OF CUYAHOGA COUNTY, OHIO, PUBLIC RESOLUTION VOLUME 88-1876, PAGE 32
 - (EA) BOARD OF COUNTY COMMISSIONERS OF CUYAHOGA COUNTY, OHIO, HIGHWAY EASEMENT (PARCEL NO. 3-2) VOLUME 87-1860, PAGE 18
 - (M) MONUMENT BOX W/ A 3/4" IRON PIN FOUND & USED STA. 40+00, E

REV. BY	DATE	DESCRIPTION

DATE COMPLETED 05/17/21

MATCH LINE STA. 38+00, SEE SHEET 5

- ① ILLUMINATING CO. POLE #70505
- ② ILLUMINATING CO. POLE #70507
- ③ ILLUMINATING CO. POLE #826259

END ACQUISITION STA. 39+95

END PROJECT STA. 39+75

CONSTRUCTION LIMITS

THE CITY OF SHAKER HEIGHTS MUNICIPALITY

P.P.N. 734-16-017 VOLUME 7037, PAGE 147

H.N. 2801 WARRENSVILLE CENTER ROAD

SHAKER HEIGHTS, OH 44122



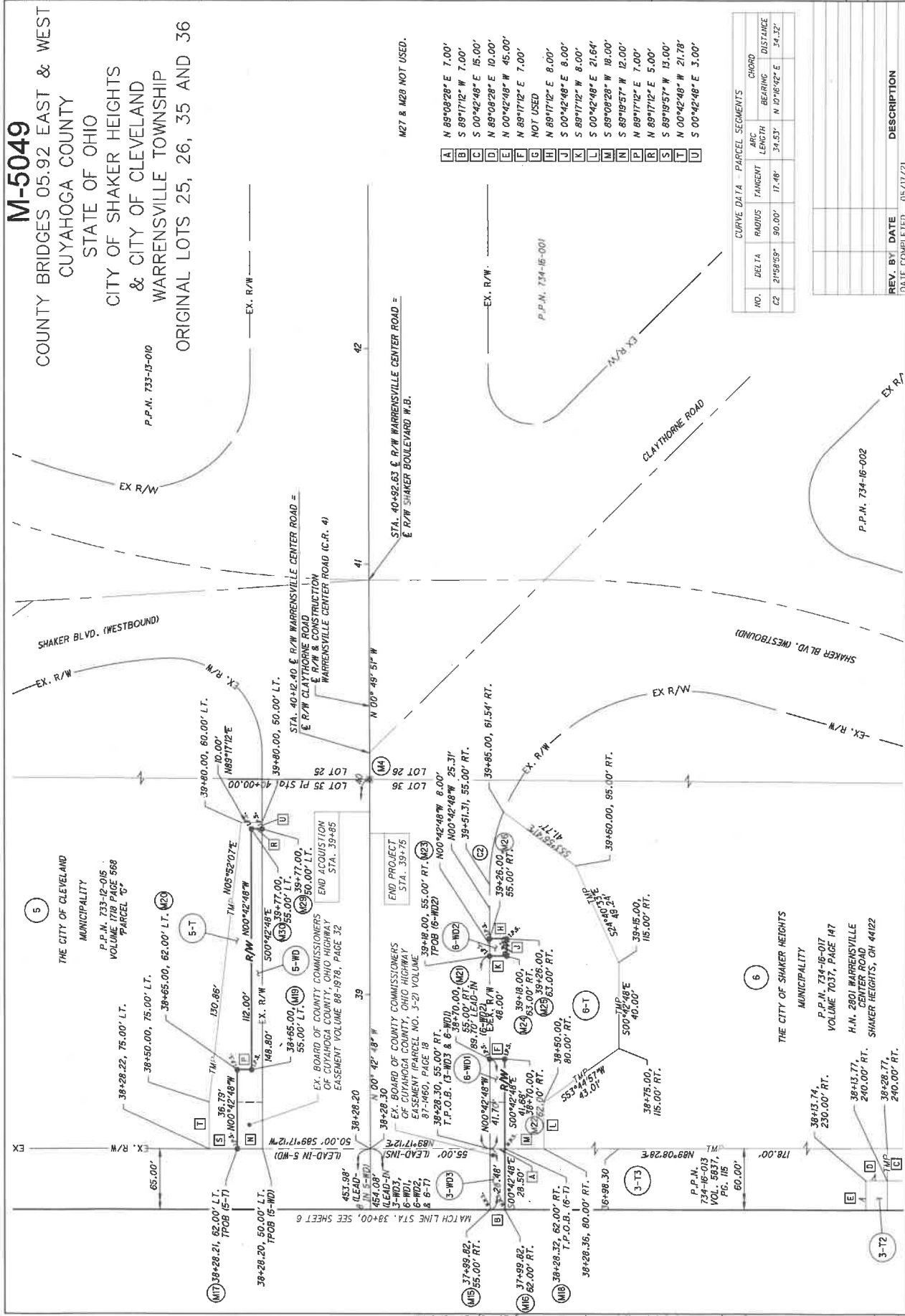
SCALE
HORIZONTAL SCALE
1" = 40'

STATE OF OHIO
COUNTY ID. 1231

RIGHT OF WAY BOUNDARY SHEET
STA 38+00 TO STA. 42+00

WARRENSVILLE CENTER ROAD
(C.R. #)

8 / 9
139 / 140



NO.	DELTA	RADIUS	TANGENT	ARC LENGTH	CHORD	BEARING	DISTANCE
C2	216°58'59"	90.00'	17.48'	34.53'	N 10°16'42"E		34.32'

NO.	DELTA	RADIUS	TANGENT	ARC LENGTH	CHORD	BEARING	DISTANCE
C2	216°58'59"	90.00'	17.48'	34.53'	N 10°16'42"E		34.32'

REV. BY DATE
DATE COMPLETED 05/11/21

THE CITY OF CLEVELAND
MUNICIPALITY
P.P.N. 733-12-015
VOLUME 178, PAGE 568
PARCEL 5

THE CITY OF SHAKER HEIGHTS
MUNICIPALITY
P.P.N. 734-16-017
VOLUME 7037, PAGE 147
H.M. 2801 WARRENSVILLE
CLAYTHORNE ROAD
SHAKER HEIGHTS, OH 44122

M-5049
 COUNTY BRIDGES 05.92 EAST & WEST
 CUYAHOCA COUNTY
 STATE OF OHIO
 CITY OF SHAKER HEIGHTS
 & CITY OF CLEVELAND
 WARRENSVILLE TOWNSHIP
 ORIGINAL LOTS 25, 26, 35 AND 36

EX. BOARD OF COUNTY COMMISSIONERS OF CUYAHOCA COUNTY, OHIO HIGHWAY EASEMENT VOLUME 88-1978, PAGE 32

EX. BOARD OF COUNTY COMMISSIONERS OF CUYAHOCA COUNTY, OHIO HIGHWAY EASEMENT VOLUME 87-1460, PAGE 19

PARCEL NO.	VOL./PG.	TYPE	TOTAL AREA (SQ. FT.)	AREA OF OVERLAP (SQ. FT.)
3-WD2	87-1460/18	STD. HIGHWAY	166	4-1
4-T	87-1460/18	STD. HIGHWAY	151	151

EX. BOARD OF COUNTY COMMISSIONERS OF CUYAHOCA COUNTY, OHIO HIGHWAY EASEMENT VOLUME 88-1978, PAGE 32

EX. BOARD OF COUNTY COMMISSIONERS OF CUYAHOCA COUNTY, OHIO HIGHWAY EASEMENT VOLUME 87-1460, PAGE 19

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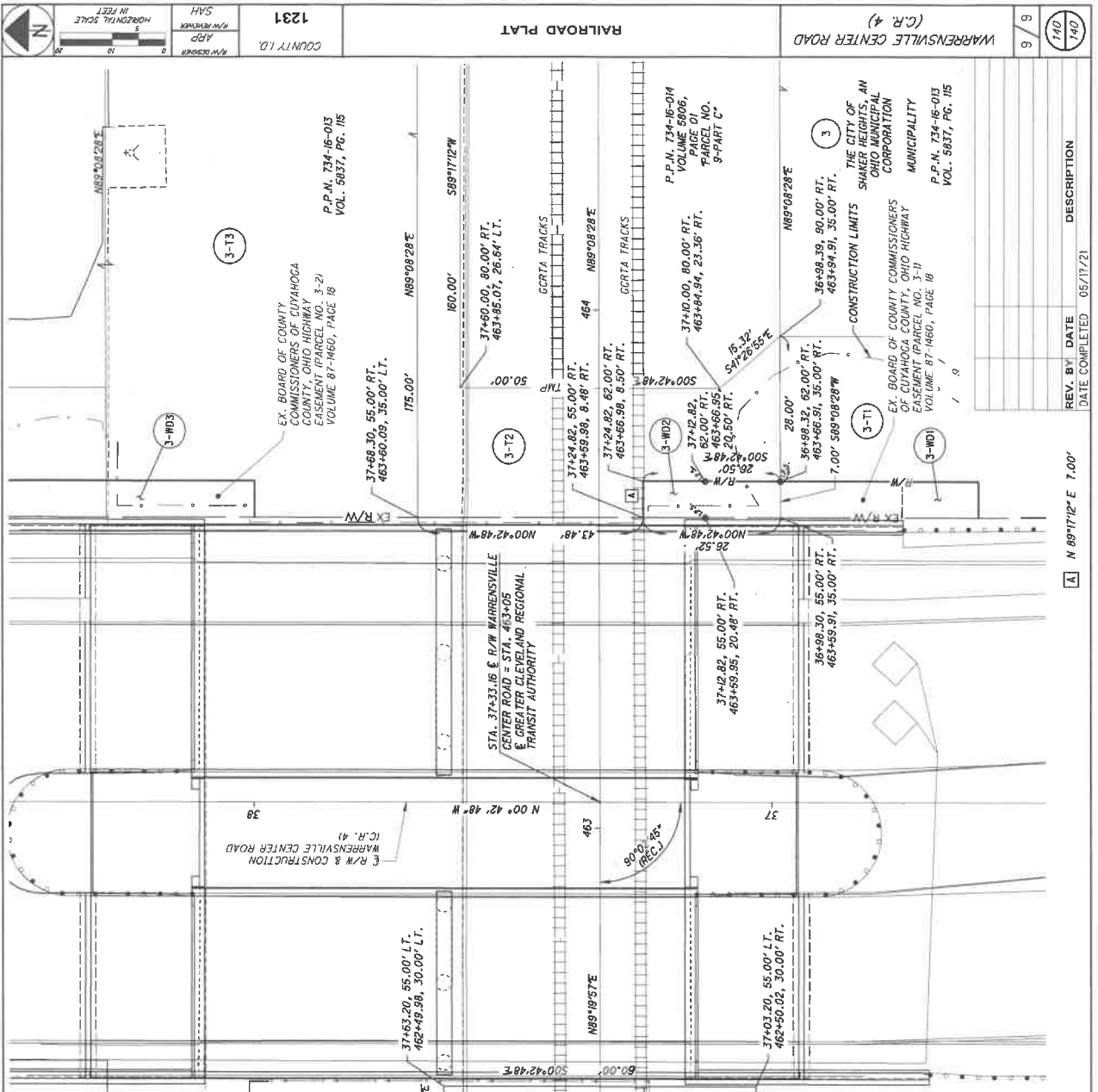
EX. BOARD OF COUNTY COMMISSIONERS OF CUYAHOCA COUNTY, OHIO HIGHWAY EASEMENT VOLUME 87-1460, PAGE 19

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EX. BOARD OF COUNTY COMMISSIONERS OF CUYAHOCA COUNTY, OHIO HIGHWAY EASEMENT VOLUME 87-1460, PAGE 19

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EX. BOARD OF COUNTY COMMISSIONERS OF CUYAHOCA COUNTY, OHIO HIGHWAY EASEMENT VOLUME 87-1460, PAGE 19



REV.	BY	DATE	DESCRIPTION
		05/17/21	

DATE COMPLETED 05/17/21
 N 89°17'12" E 7.00'

County Council of Cuyahoga County, Ohio

Resolution No. R2021-0165

<p>Sponsored by: County Executive Budish/Department of Public Works</p> <p>Co-sponsored by: Councilmember Conwell</p>	<p>A Resolution authorizing an amendment to Contract No. 700 with Schindler Elevator Corporation for elevator maintenance and repair services for various County facilities for the period 9/1/2018 – 8/31/2021 to extend the time period to 8/31/2023 and for additional funds in the amount not-to-exceed \$1,291,436.75; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.</p>
---	--

WHEREAS, the County Executive/Department of Public Works has recommended an amendment to Contract No. 700 with Schindler Elevator Corporation for elevator maintenance and repair services for various County facilities for the period 9/1/2018 – 8/31/2021 to extend the time period to 8/31/2023 and for additional funds in the amount not-to-exceed \$1,291,436.75; and

WHEREAS, the primary goals of this amendment are to continue to provide monthly maintenance and inspections on elevators in various County facilities and to make any necessary repairs; and

WHEREAS, this project is funded 100% by 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 amendment to Contract No. 700 with Schindler Elevator Corporation for elevator maintenance and repair services for various County facilities for the period 9/1/2018 – 8/31/2021 to extend the time period to 8/31/2023 and for additional funds in the amount not-to-exceed \$1,291,436.75.

SECTION 2. That the County Executive is authorized to execute the amendment and all documents consistent with said award and this Resolution.

Journal _____
_____, 20__

County Council of Cuyahoga County, Ohio

Ordinance No. O2021-0013

Sponsored by: County Executive Budish/Department of Equity and Inclusion	An Ordinance amending Chapter 503 of the County Code: Small Business Enterprise Program Policies and Procedures to approve revised Cuyahoga County Small Business Enterprise Program Policies and Procedures, effective TBD and adopt Minority Business Enterprise (MBE) & Women Business Enterprise (WBE) Program Policies and Procedures, effective TBD; and declaring the necessity that this Ordinance become immediately effective.
---	---

WHEREAS, the Cuyahoga County Executive/Department of Equity and Inclusion has submitted a revised Cuyahoga County Small Business Enterprise (SBE) Program Policies and Procedures Manual, effective TBD, and Minority Business Enterprise (MBE) & Women Business Enterprise (WBE) Program Policies and Procedures, effective TBD; and

WHEREAS, the Cuyahoga County Small Business Enterprise (SBE) Program Policies and Procedures Manual was previously adopted by Council in Ordinance No. O2011-0054, as amended by Ordinance No. O2014-0002, as codified in Chapter 503 of the Cuyahoga County Code; and,

WHEREAS, in 2020 the firm of Griffin & Strong conducted a disparity study, resulting in recommendations to the County, which are being implemented in the amendment to the SBE Program Policies and Procedures and the adoption of the MBE & WBE Program Policies and Procedures; and,

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

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

SECTION 1. Chapter 503 of the Cuyahoga County Code is hereby amended to read as follows:

Section 503.01 Policies and Procedures Manual

The revised Cuyahoga County Small Business Enterprise (SBE) Program Policies and Procedures Manual, attached to Ordinance No. O2021-0013 as Exhibit A, is hereby adopted effective TBD.

The Cuyahoga County Minority Business Enterprise (MBE) & Women Business Enterprise (WBE) Program Policies and Procedures Manual, attached to Ordinance No. O2021-0013 as Exhibit B, is hereby adopted effective TBD.

SECTION 2. Sections 503.03 through 503.05 are hereby removed. Sections 503.06, 503.07, and 503.08 are hereby renamed to 503.03, 503.04, and 503.05 respectively.

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

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

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

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

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

Journal _____
_____, 20

Exhibit A



COUNTY OF CUYAHOGA, OHIO

**SMALL BUSINESS ENTERPRISE (SBE) PROGRAM
POLICIES AND PROCEDURES**

July 2021

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APPENDIX A CUYAHOGA COUNTY SBE BIDDER'S MANUAL

I. POLICY STATEMENT

Policy Statement: It is the policy of Cuyahoga County to ensure that all businesses have the opportunity to participate fully and fairly in Cuyahoga County's procurement and contract awards.

In an effort to ameliorate the effects of past and present arbitrary barriers that small businesses have in contracting with Cuyahoga County, Cuyahoga County hereby adopts this Small Business Enterprise (SBE) Program to:

- promote and encourage full and open competition in the procurement of goods and services by Cuyahoga County;
- encourage all Cuyahoga County personnel involved with procurement and contracting activities to maintain good faith efforts and appropriate purchasing procedures; and
- protect Cuyahoga County from becoming a passive participant in any unlawful discrimination; and to otherwise spur economic development in the public and private sectors of the Cuyahoga County economy.

Moreover, no person shall be denied the benefit of, or otherwise discriminated against, on the basis of race, creed, color, national origin, handicap, sex, age, marital status, or sexual orientation in connection with the award or modification of a contract between a vendor or contractor and Cuyahoga County where said contract is paid for, in whole or in part, with monetary appropriations by Cuyahoga County.

II. PROGRAM SCOPE AND APPLICABILITY

The following categories provide an overview and summary of the nature and types of Cuyahoga County purchasing and contracting:

Category A – Construction, Architectural and Engineering: Includes any and all contracting relating to horizontal and vertical construction including architectural engineering, new construction, rehabilitation, remodeling, and repairs.

Category B - Commodities: Includes the purchase of all goods, equipment, food, office and other supplies, art, furniture, textbooks and other materials for education, and other tangible personal property not associated with the services identified in Categories A, B or C.

Category C - Professional Services: Includes the purchase of any or all services for which applicable selection criteria may require a Participant to possess a license or other certificate of competency such as accounting, auditing, landscape architecture, engineering, insurance, laboratory, legal, lifeguard, medical, dental, nursing, and student transportation.

Category D – Business Services: Includes the procurement of advertising, printing, non-construction repairs, janitorial services, training seminars and workshops, computer and information systems, security, shipping and mailing, microfiche and microfilm, courier, storage, travel, consulting, retail, and other non-professional services.

III. THE DEPARTMENT OF EQUITY AND INCLUSION

The Department of Equity and Inclusion (DEI) develops, administers, and enforces the SBE Program. DEI shall encourage equal business opportunities and achieve the policies and objectives of the SBE Program by:

- (1) Administering and enforcing Cuyahoga County policies;
- (2) Establishing written rules, regulations, and procedures consistent with the SBE Program;
- (3) Publishing and making public said rules, regulations, and procedures;
- (4) Maintaining outreach and assistance programs to promote equal contracting opportunities for SBE businesses that wish to contract with the Cuyahoga County and educating vendors and contractors on the SBE Program, SBE Goals, and Good Faith Efforts Criteria;
- (5) Establishing, enhancing, and maintaining relationships with agencies and stakeholders in the area;
- (6) Maintaining a current database of available SBEs and making this database accessible to interested parties;
- (7) Monitoring and collecting data and information on the utilization of SBEs in Cuyahoga County's procurement activities that allows a comprehensive review of the impact of the SBE Program;
- (8) Establishing and assessing the reasonableness of SBE participation goals for Cuyahoga County procurements;
- (9) Attending pre-bid/proposal conferences for all procurement solicitations by Cuyahoga County;
- (10) Attending kick-off meetings for major projects;
- (11) Participating on evaluation panels for request for proposals and requests for qualifications;
- (12) Investigating written complaints related to the SBE Program;
- (13) Mediating payment disputes between prime contractors and SBE sub-contractors
- (14) Notifying affected parties in writing as to the right to review and appeal an adverse decision by DEI;
- (15) Monitoring Cuyahoga County's purchasing activities and determining compliance with SBE program policies and procedures;
- (16) Preparing annual reports on the SBE Program;
- (17) Reviewing and determining whether a contractor or vendor has failed to implement its contractual agreements and commitments regarding this policy;
- (18) Developing and revising SBE Program policies and procedures to implement current best practices and maintaining records of SBE Program activities; and
- (19) Performing other tasks as may be required to fulfill the above-stated duties of DEI.

Authority to Investigate Discriminatory Practices: A Participant's written complaint of discrimination shall be forwarded to the Commission on Human Rights for investigation and determination under Title XV of the County Code. Further, such investigations may be initiated by referral to the Commission on Human Rights when DEI receives information, which provides a reasonable basis to believe that an individual contractor seeking to contract or contracting with Cuyahoga County may be engaging in public or private discriminatory conduct.

IV. CERTIFICATION

Certification: Certification is the process that ensures that a particular business may become a part of a pool of vendors identified for the purpose of increasing opportunities with respect to contracts and purchases awarded by Cuyahoga County.

All firms submitting applications for SBE consideration must be certified prior to submission of a bid or proposal.

Applications for certification will be on standard forms provided by Cuyahoga County and will include, but will not be limited to, primary business location, evidence of ownership, control, operation, and experience. The application shall be in the form of an affidavit and shall be signed by the applicant; such signature to be notarized by an officer duly authorized to notarize signatures. All certified SBE firms will be required to update their listing continually including changes of addresses, telephone numbers and changes of ownership, control, and operation. In addition to the applications for certification, vendors seeking SBE certification shall also submit documentation demonstrating eligibility for certification, managerial control, and operational control. This documentation includes, but is not limited to, federal business tax returns, federal personal tax returns, proof of capital investment or contribution, corporate documents (i.e., Articles of Incorporation, Share Ledger, Corporate Bylaws...), bank signature card, current lease/rental agreement or property taxes for business location, business licenses, worker's compensation certificate and proof of identification for all who own 5% or more of the business.

The Director of DEI shall grant certification of an approved SBE Business for a period of two (2) years. The Director may grant a provisional certification prior to specific bids or proposals. All companies must recertify their business depending on the expiration date of their certificate which in most instances is the anniversary of their certification. Should provisional certification be granted to a business and that business be awarded a prime contract and the provisional certification is later rescinded, that business is obligated to meet the SBE participation percentage goal of the original proposal or specifications.

If a business is denied certification on the basis of information submitted, the company cannot reapply for certification for a period of one (1) year from the date of the notice or denial, provided that such company shall have the right to appeal such denial and to be certified if such appeal is decided in its favor as provided herein. Certification records will be maintained by DEI for a period of five (5) years.

V. ELIGIBILITY STANDARDS FOR CERTIFICATION

The following standards will be used to determine whether a firm is eligible to be certified as a Small Business Enterprise:

1. To become eligible for the SBE Program, a business firm must demonstrate that it has been in continuous operation in the category or the related category for which it is requesting certification for one year and that majority ownership has at least one (1) year of work experience relevant to the business' certification category, and that its annual gross revenues or its' total workforce are at or less than the amounts established by the Small Business Administration.
2. A business applying for SBE certification must establish that it has a physical presence located within the geographical limits of Cuyahoga County. Mailbox facilities or other similar arrangements alone do not constitute a physical presence.

3. SBE ownership and control shall be real, substantial, and continuing and shall go beyond the “pro forma” ownership as reflected in the ownership document. The SBE owners shall share in the risks and profits commensurate with their ownership interest as demonstrated by an examination of the substance rather than form of arrangements.
4. SBE owners shall possess the power to direct or cause the direction of the management and policies of the firm and to make the day-to-day as well as major decisions on matters of management, policy, and operation. The firm shall not be subject to any formal or informal restrictions that limit the customary discretion of the SBE owners. There shall be no restrictions through, for example, by-law provisions, partnerships, arrangements, or charter requirements for cumulative voting rights or otherwise that prevent the business owners, without the cooperating or vote of any owner who is not listed, from making a business decision of the firm.
5. Where the actual management of the firm is contracted out to individuals other than the owner, those persons who have the ultimate power to hire and fire managers, for the purpose of this part, are deemed to be controlling the business.
6. All securities that constitute ownership and/or control of a corporation shall be held directly by the owners. No securities held in trust, or by any guardian for a minor, shall be considered as held by an owner in determining the ownership or control of a corporation. If a business denied certification due to securities held in trust appeals to and is granted a waiver of this eligibility requirement by the Grievance Hearing Board, then the waiver granted by the Grievance Hearing Board shall remain in effect for that business provided that the ownership structure remains unchanged.
7. The contribution of capital or expertise by the owners to acquire their interest in the firm shall be real and substantial. Examples of insufficient contributions include a promise to contribute capital, a note payable to firm, or the mere participation as an employee, rather than as a manager.
8. In addition to the above standards, special consideration shall be given to the following circumstances in determining eligibility for certification:
 - a. Newly formed firms and firms whose ownership and/or control has changed since the date of the advertisement of the contract are closely scrutinized to determine the reasons for the timing of the formation of or change in the firm.
 - b. A previous and/or continuing employer-employee relationship between or among present owners is carefully reviewed to ensure that the employee-owner has management responsibilities and capabilities discussed in this section.
 - c. Any relationship between a SBE and any other business which is not a SBE business or belonging to a non-SBE business, which has an interest in the SBE business is carefully reviewed to determine if the interest of the non- SBE business conflicts with the ownership and control requirements of this section.

VI. OPERATIONAL CONTROL

DEI shall review the extent of “operational” control. The primary consideration in determining operational control and the extent to which the applicant actually operates the business will rest upon the peculiarities in the industry of which the business is a part. For example, for small contractors, it is reasonable to expect the applicant to be knowledgeable of all aspects of the business. This may not apply to large contractors who have the assets and personnel to specialize. Accordingly, in order to clarify the level of operational involvement,

which an applicant must have in a business for it to be considered eligible, the following criteria are put forth, but are not intended to be all inclusive.

1. The applicant should have some experience in the industry for which certification is being sought.
2. The applicant should show that basic decisions pertaining to the daily operations of business can be independently made. This means the applicant must possess the knowledge to weigh all advice given and to make an independent determination.
3. The applicant should have some technical competence in the industry in which certification is being sought. Technical competence in this sense does not mean expert knowledge. It does mean the applicant should have a working knowledge of the technical requirements of the business needed to operate in the industry.

VII. MANAGERIAL CONTROL

DEI shall review the extent of “managerial” control. Managerial control means that the applicant has the demonstrable ability to make independent and unilateral business decisions needed to guide the future of the business. Managerial control may be demonstrated in many ways. For an applicant to demonstrate managerial control, the following criteria are put forth, but are not intended to be all-inclusive:

1. Articles of incorporation, corporate bylaws and partnership agreements or other agreements shall be free of restrictive language, which would dilute the applicant’s control, thereby preventing the applicant from making those decisions, which affect the future of the business.
2. The applicant shall be able to show clearly through production of documents the areas of applicant control, such as, but not limited to:
 - a) Authority and responsibility to initiate and sign checks, letters of credit, and loan agreements.
 - b) Authority to negotiate and signature authority for insurance and/or bonds.
 - c) Authority to negotiate for banking services.
 - d) Authority to hire and fire employees.
3. Agreements for support services that do not lessen the applicant’s control of the company are permitted as long as the applicant’s power to manage the company is not restricted or impaired.

VIII. THE PURPOSE AND USE OF GOALS

Definition and Purpose: Cuyahoga County maintains a compelling interest in providing equal business opportunities for all persons wishing to do business with it. Therefore, DEI will continue to encourage, monitor, and track SBE business participation in the procurement process through the SBE participation goals. Goals are not quotas, but rather a method enabling Cuyahoga County to encourage and promote inclusion of SBEs in the procurement process.

Procedure for Establishing Overall Goals: Cuyahoga County has established an overall thirty percent (30%) subcontracting goal for SBE Participation in County procurements. If desired, Cuyahoga County may establish a revised overall SBE Participation Goal for Cuyahoga County. To establish a revised SBE overall goal, Cuyahoga County shall conduct an analysis of SBE participation in county purchasing activities. First, Cuyahoga County shall evaluate the levels of SBE participation for the Cuyahoga County overall procurement program for the previous year. As part of the review, Cuyahoga County may also consider data regarding SBE participation for the past three (3) fiscal years for a more accurate portrayal of SBE participation. Secondly, DEI shall review available SBE totals and percentages for the Cuyahoga County area. Based on the data, DEI shall make a recommendation for a revised overall SBE Participation Goal for review and approval by the County Executive and County Council.

Procedure for Establishing Individual Goals: To achieve the overall goal for SBE participation, the Director of DEI will establish SBE goals on a contract-by-contract basis based on an analysis of market availability and a commercially useful function within the contract. The Director of DEI may also waive the SBE goals for particular procurements as outlined in Section IX. (1).

Cuyahoga County will use the following criteria to determine the types of participation toward Cuyahoga County's overall annual SBE goals:

- 1) The total dollar value of the subcontract may be counted toward determining the specified goals. This includes the fees and commissions charged for professional services, legal counsel, manufacturers, financial consultants, and insurance agents.
- 2) Contract goals will be used to meet any portion of the annual goal. Contract goals are established so that, over the period to which the goal applies, they will cumulatively result in meeting any portion of the goal projected to be met through the use of the different programs.
- 3) Contract goals will only be established on those contracts that have subcontracting opportunities for SBE participation. The size of contract goals will be adapted to the circumstances of each contract (e.g., type and location of work, availability of the SBEs to perform the particular type of work) and functionality within the contract.

SBE Participation in Meeting Goals: All Participants, including SBE Participants, shall make good faith efforts to attain goals through all subcontractor work.

- (1) Prime Contractors: A Prime Contractor should subcontract portions of its contract consistent with industry standards. However, all SBE subcontractors must perform a commercially useful function as defined herein. Only such participation by an SBE will be counted towards any goal.
- (2) Subcontractor Participation: Where a Prime utilizes one or more subcontractors or 2nd tier subcontractors to attain a SBE goal, the Participant may only count said SBE subcontractor or sub-subcontractor work once toward goals. In no way shall subcontractors' or sub-subcontractors' work or dollar amount be construed to count toward said goal more than once. Only expenditures to SBE subcontractors that perform a commercially useful function in the work of that project or contract will be counted.
- (3) Supplier Participation: Where a Participant utilizes suppliers or distributors to satisfy the goal(s) in whole or in part, the SBE suppliers must perform a commercially useful function. Supplier participation may be approved upon review of the following factors:
 - i) The nature and amount of supplies to be furnished;

- ii) Whether the SBE is a manufacturer, wholesaler or distributor of the supplies and has the capabilities to deliver same in accordance with its certification;
- iii) Whether the SBE actually performs, manages, and supervises the work to furnish the supplies; and
- iv) Whether the SBE business intends to purchase supplies from a non-SBE and simply resell same to the general or prime contractor for allowing those supplies to be counted towards fulfillment of the goal(s). Participants will receive no credit for the dollar amount of the supply contracted from brokers.

IX. WAIVERS AND WAIVER OF NON-COMPLIANCE WITH SBE GOAL

1. This SBE Program policy may be waived for the following:
 - a) “Sole Source” procurements under the Cuyahoga County ordinances which by their very nature limit the source of supply to one vendor.
 - b) County purchases from political subdivisions/government entities;
 - c) County purchases off state contracts, off federal contracts, and from joint purchasing programs;
 - d) The acquisition of any interest in real property including lease holdings;
 - e) Direct and indirect employee payments including payroll expenditures, pensions, and unemployment compensation and other employee-related expenditures;
 - f) Any other categories and subcategories of goods and services Cuyahoga County may from time to time establish as excluded contracts upon recommendation of the Director of the Department of Equity and Inclusion and approval by the Cuyahoga County Executive and Cuyahoga County Council;
 - g) Purchases and contracts being procured using Informal RFBs, RFPs, and RFQs (estimated total value \$1,000.01-\$49,999.99): As part of its solicitation process, the department shall also solicit bids/proposals from County certified SBEs when available. To determine SBE availability, at least two (2) business days in advance of the posting/advertisement period, the department shall check the list of County certified SBEs on the County’s website (<https://opd.cuyahogacounty.us/en-US/listing.aspx>) and/or contact the Department of Equity and Inclusion for a list of pertinent County certified SBEs. For these transactions, when the department solicits bids/proposal/qualifications through the vendor email notification system (currently the Infor Strategic Sourcing Module) in accordance with County Code Section 501.12 E, the department shall notify the pertinent available SBEs using the vendor email notification system of the purchasing and contracting opportunity. Also, if required, as part of the additional solicitation efforts, the department shall also notify the pertinent available SBEs.

2. Application for Waiver. If the Contractor, consultant, supplier, or vendor does not meet the project goals, the bidder or offer or may seek a partial or total waiver of the project goals. The application for waiver of all or part of the project goals shall include full documentary evidence of the Participant’s good faith efforts to meet the project goals and why the request for waiver should be granted. The application shall be notarized and submitted as a part of the bid or offer. Additional explanation, affidavits, exhibits or other materials may be required by the Diversity Program to substantiate good faith efforts. (See the Good Faith Effort Certification, SBE-3, 2 pages, in the attached Bidder’s Manual). Waivers may also be granted for an acceptable explanation as to why the goals should be waived.

3. Waiver for Detriment to Public Health, Safety or Financial Welfare. The Director of DEI may waive SBE Program goals if the same causes a detriment to public health, safety, or the financial welfare of the County. The SBE Program goals may also be waived in the event available SBEs provide price quotes which are unreasonably high in that they exceed competitive levels beyond amounts which can be attributed to cost, overhead and profit.

X. REQUIREMENTS OF PRIME CONTRACTORS

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

- 1) Covenant of Non-Discrimination: Each Participant must submit a duly executed and attested Covenant of Non-Discrimination (SBE-1, found in the attached Bidder's Manual). This written instrument shall contain promises, declarations and/or affirmations made by the Participant. The completed document must contain an original signature and date of signature.
- 2) SBE Subcontractor Participation Plan: Each Participant must submit a duly executed Subcontractor Participation Plan (SBE-2, found in the attached Bidder's Manual) for each SBE subcontractor proposed. Copies and/or facsimiles of SBE-2 submitted with bids/proposals are acceptable BUT all required signatures must be dated as indicated. Also, please note the following:
 - a) Certified SBEs who are bidding as prime contractors **MUST** complete and submit the top portion of Form SBE-2 to guarantee the 20% SBE credit.
 - b) SBEs with multiple geographical locations shall enter the address and contact information for the geographical locations eligible for Cuyahoga County certification on Form SBE-2.
 - c) Prime vendors are **PROHIBITED** from using SBE(s) with whom the prime vendor has a familial relationship, joint or co-ownership, common partners, officers, or a shareholder relationship to meet the SBE Participation Goal. Hence, on Cuyahoga County projects/contracts, any portion of work subcontracted to a SBE vendor by a prime vendor that meets the above-mentioned criteria will **NOT** count towards the achievement of the established SBE Participation Goals.

Use of 2nd Tier Subcontractors: In the event that a subcontractor portions out work and utilizes the services of a sub-subcontractor or vendor, the prime contractor shall be required to report this use to DEI. For reporting purposes, the prime contractor shall report statistical data for the sub-subcontractor or sub-vendor, including race, gender, business size, area of specialization, dollar value, description of services or products purchased, and contact information. No SBE subcontractor will be permitted to subcontract more than 25% of their subcontract work (based on dollar value) without prior approval by DEI.

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

**A PARTICIPANT'S FAILURE OR REFUSAL TO PROVIDE INFORMATION AND DATA
REQUIRED BY THIS PROGRAM AND REQUESTED BY DEI SHALL SUBJECT THE
PARTICIPANT TO HAVING A
PROPOSAL OR BID DEEMED NON-RESPONSIVE.**

XI. GOOD FAITH EFFORTS

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

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

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

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

Evaluation of Good Faith Efforts: In evaluating good faith efforts, DEI will determine whether the Participant has made reasonable good faith efforts to obtain SBEs participation as part of its bid or proposal. DEI may evaluate not only the different kinds of efforts made by a Participant, but also the quantity and intensity of those efforts.

DEI will consider a completed Good Faith Effort Certification (SBE-3, 2 pages, found in the attached Bidder’s Manual), as evidence of a Participant’s good faith in trying to obtain SBE participation in a bid or proposal.

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

Good Faith Effort Certification: Participant must submit a completed Good Faith Certification (SBE-3, found in the attached Bidder’s Manual) ONLY if the SBE Participation Goal is not met. The completed document must contain an original signature, notarizations, and date of signature. Along with the completed Good Faith Effort Certification, participants shall also submit additional documentation demonstrating a good faith effort (as detailed above in *Required Documentation*).

Administrative Reconsideration: If DEI determines that the apparent successful vendor is non-compliant on meeting the SBE participation goal and has not demonstrated good faith efforts to obtain SBE participation, prior to awarding the contract/purchase, the user department shall notify the apparent successful vendor of the determination of non-compliance by emailing the primary contact detailed in the vendor's bid/proposal. The apparent successful vendor shall have the right to request an administrative reconsideration of the non-compliance determination. The administrative reconsideration can be a "no meeting" reconsideration or "meeting" reconsideration (virtual or in-person). The request for an administrative reconsideration must be submitted within three (3) business days of the notification of non-compliance and in the format of an email to DEI at dei@cuyahogacounty.us. Upon receipt of the request for the administrative reconsideration by the apparent successful vendor, DEI shall forward the request to the Administrative Reconsideration Panel. The panel shall consist of at least three (3) but not more than five (5) County employees appointed by the Cuyahoga County Executive. The request for administrative reconsideration shall detail the pertinent RFB/RFP/RFQ (i.e., title, description...), type of administrative reconsideration requested (i.e., no meeting or meeting), and any written documentation or arguments concerning the issue of non-compliance. DEI shall provide a summary of its Good Faith Effort evaluation and supporting documentation. The Administrative Reconsideration Panel shall publish a schedule that includes deadlines and provides for a frequency of no less than twice per calendar month. The Administrative Reconsideration Panel will evaluate the information provided by the apparent successful vendor and DEI and issue a written decision approving or disapproving of DEI's determination on non-compliance for the matter. A quorum for "no meeting" or "meeting" administrative reconsideration shall be the majority (i.e., greater than 50%) of the appointed panel and an affirmative vote by the majority (i.e., greater than 50%) of the panel present for the administrative reconsideration is required for action. The Administrative Reconsideration Panel shall adopt its own rules of procedure consistent with SBE Policies and Procedures. The result of the administrative reconsideration is not administratively appealable.

XII. AWARD OF CONTRACTS

Award of Contract: Proposals/bids may be rejected and projects re-submitted for the sole purpose of attaining goals where no "good faith effort" has been demonstrated. Cuyahoga County reserves the right to determine the action to be taken on the contract if a goal is not met, including rejecting any or all bids or proposals. For RFPs and RFQs, once the scope of work and/or price, terms, and conditions have been finalized but in advance of submission for approval by the pertinent contracting authority, the department shall confirm with DEI that the proposed contract/purchase is compliant with the SBE participation goals and/or Good Faith Efforts requirements. If an awarded contract is later amended for additional dollars, SBE subcontractor participation should still reflect the percentage of dollars originally contracted for.

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

Lowest Bid Received Range (\$)	Price Preference (%) & Limit	Price Preference (\$)
0 – 500,000	10%	0 – 50,000
500,000.01 – 1,000,000	10% up to max \$80,000 (10-8)	50,000.01 – 80,000
1,000,000.01 – 3,000,000	8% up to max \$210,000 (8-7)	80,000.01 – 210,000
3,000,000.01 – 5,000,000	7% up to max \$250,000 (7-5)	210,000.01 – 250,000
>5,000,000	\$250,000 maximum (≤ 5)	250,000 maximum

XIII. MONITORING AND POST-AWARD REPORTING

Department of Equity and Inclusion Authorization to Monitor: DEI shall be authorized to collect from all Participants such data and information as is necessary to monitor this Program. This information may include information as to business ownership, supplier information, subcontractor information, all of which shall reflect the contract information, race, gender, business location, and size of the identified businesses.

DEI shall monitor the participation of SBEs in the procurement of goods and services for Cuyahoga County. Such monitoring shall include, but is not necessarily limited to, a statistical analysis of each construction trade, business service, professional service, and commodity to determine whether there is utilization of SBEs in a manner that is proportionate to the established goal.

DEI will provide written reports on an annual basis. DEI’s report shall contain a summary of the purchases and contracts placed with SBEs for the period and the relative percentage to the total of purchases and contracts for that period.

Participant’s Post-Award Reporting: Participants who are awarded contracts must submit reports on a monthly basis during the course of, at the end of the contract, and as requested by DEI. Participants shall comply with all reporting requirements related to SBE utilization including, but not limited to, completing on-line reporting of payments made to SBE subcontractors and other subcontractors. These reports shall summarize the number and dollar amounts of payments made during the term of the contract to subcontractors. At the end of the contract, the final report shall summarize the number and dollar amounts of payments made during the term of the contract to all subcontractors and shall reflect the SBEs designation of the subcontractor if any. DEI reserves the right to audit a contract for SBE participation at its discretion during any phase of the project. An audit would include but not be limited to: on site reviews, desk reviews, requests for cancelled checks, requests for invoices, certified payroll reports, etc. Participants shall contact DEI if concerns arise related to its ability to meet the SBE goals and to seek guidance on available options to meet the goals.

SBE Subcontractor, Substitutions or Replacements: The prime contractor shall report any replacements or substitutions of the use of SBE subcontractors to DEI immediately. Prior approval by the Director of DEI is required for SBE substitutions/replacements. For reporting purposes, the prime contractor shall report to DEI statistical data pertaining to the new subcontractor, including race, gender, business size, area of specialization, and contact information on the SBE Subcontractor Participation Plan form (SBE-2).

DEI will require a Participant to make good faith efforts to replace a SBE that is terminated or has otherwise failed to complete its work on a contract with another SBE to the extent needed to meet the contract SBE Participation Goal. The Participant must notify DEI immediately, and in writing, of the SBE’s inability or unwillingness to perform and provide reasonable documentation. The request should include at a minimum: the name of the SBE firm, the contact, the phone number, the scope of work initially assigned to the SBE firm,

dollars paid to date, percent of scope completed, and the reason for the substitution request including documentation of the SBE's withdrawal.

The Participant will be given five (5) business days to find a SBE substitution if the request is granted. In this situation, the Participant will be required to obtain prior approval of the substitute SBE and to provide copies of SBE Subcontractor Participation Plan (SBE-2) or documentation of good faith efforts.

If the Participant fails or refuses to comply in the time specified, DEI may issue a recommendation to stop all or part of payment and/or work until satisfactory action has been taken. If the Participant still fails to comply, DEI may issue a recommendation of termination of the contract.

Contractors' Closeout Activity Reports: To further monitor SBE participation, closeout activity reports will be required from project prime contractors and prime consultants identifying activities of **all** subcontractors and sub-consultants (i.e., non-SBEs and SBEs). For all subcontractors and sub-consultants used, the prime contractor shall provide the following information: contact information, ethnicity/race/gender of ownership, summary of scope of work provided, and total payments for said scope of work. This report shall include all modifications/amendments/change orders. The prime contractors/consultants shall provide justification and documentation for SBE participation shortfalls.

XIV. GRIEVANCE PROCESS

Any Participant or other party allegedly aggrieved by the provisions of this program may submit a written complaint to DEI who will notify the Grievance Hearing Board. The Grievance Hearing Board is empowered to hear all grievances concerning certification, de-certification, goal complaints, good faith efforts not previously reviewed by the Administrative Reconsideration Panel, and any other grievances called by the provisions of this program.

Grievance Hearing Board: The Grievance Hearing Board consists of the following five (5) members:

- Three (3) appointed by the County Executive, from time-to-time;
- Two (2) County Council Members appointed by the President of County Council

The Grievance Hearing Board meets as required to hear grievances pertaining to the SBE Program. A meeting quorum of this board consists of four (4) members. An affirmative vote by at least three (3) members is required for action items.

Request for Review: An allegedly aggrieved party may seek review of the DEI determination or decision by filing a written Request for Review with DEI within five (5) days of receipt of the Determination of Non-Compliance, certification denial, recertification denial, or other SBE decision.

Scheduling the Hearing/Notice of Hearing: Upon receipt of the request for review from the allegedly aggrieved party, DEI shall forward the request for review to the Grievance Hearing Board within three (3) business days of receipt and proceed with scheduling the hearing. Every effort shall be made to hold the hearing no more than twenty (20) days from the date of receipt of the request for review. All external parties shall be sent a written notice by registered mail which shall state the date, time, and place of the hearing.

Hearing: The hearings shall be informal. Participants shall include DEI and the allegedly aggrieved person(s), or a representative of the allegedly aggrieved person. Said hearing shall comply with State of Ohio law relative to the Open Meetings Act.

Decision: The Grievance Hearing Board shall issue a decision at the conclusion of the hearing which may approve or disapprove of DEI's decision or determination.

Exhaustion of Legal Remedies: An aggrieved person or entity must comply with the review process as outlined herein. Once a person or entity has exhausted the administrative remedies outlined in the Program, that person or entity may seek any other statutory, legal, or equitable remedies that may be available. Failure to exhaust all administrative remedies listed above is an affirmative defense to any statutory, legal, or equitable proceeding that may arise.

XV. SANCTIONS AND PENALTIES FOR NON-COMPLIANCE

Cuyahoga County shall have the authority and power to enforce the provisions of this Program. Failure of a participant to comply with the requirements shall subject it to administrative sanctions. In addition, a violation of this Program shall constitute a material breach of contract enforceable at law or in equity, as will all other contract provisions, including the imposition of penalties. The following sanctions and penalties are established for the enforcement of this Program:

- (1) Determination of Non-Responsiveness: In addition to standard factors in its evaluation, Cuyahoga County may declare a bid or proposal non-responsive where it is determined that a Participant has not filed with Cuyahoga County a duly executed Covenant of Non-Discrimination or any other document as required by this Program.
- (2) Limited Suspension: For falsifications, misrepresentations, deception to obtain a contract, Cuyahoga County may remove a Participant from its list of eligible firms entitled to do business with Cuyahoga County.
- (3) Rejection of Future Proposals: Cuyahoga County may reject any or all future Proposals of a Participant until such time as the Participant demonstrates that it is or shall come into compliance.
- (4) Withholding Payment: Cuyahoga County may withhold payment, until such time as the Participant demonstrates that it is or shall come into compliance.
- (5) Cancellation of Contract: Cuyahoga County may declare a contract null and void where, after such contract has been awarded, an investigation determines that the Participant's documents contain false, fictitious, or fraudulent information.
- (6) Permanent Debarment: For repeated violations, Cuyahoga County may remove a Participant from its list of firms entitled to do business with Cuyahoga County indefinitely.

Guidelines for Imposition of Sanctions: The authority and power for imposition of sanctions and penalties shall lie with County authorities and elected/appointed officials as outlined in the County Charter, County Ordinances, state laws, and federal laws. The recommendation, however, may come from the Grievance Hearing Board or DEI.

- (1) General: Sanctions may be recommended if there is evidence of specific conduct on the part of the Participant that is inconsistent with or in direct opposition to the applicable provisions of this Program. Furthermore, the imposition and enforcement of sanctions shall be consistent with applicable County ordinances, state laws, and federal laws.

- (2) Severity of Sanctions: In determining the length of any suspension, Cuyahoga County shall consider the following factors:
- (i) Whether the failure to comply with applicable requirements involved intentional conduct or, alternatively, may be reasonably concluded to have resulted from a misunderstanding on the part of the Participant of the duties imposed on them by this Program;
 - (ii) The number of specific incidences of failure by the Participant to comply;
 - (iii) Whether the Participant has been previously suspended;
 - (iv) Whether the Participant has failed or refused to provide Cuyahoga County or DEI with any information required or requested by this Program;
 - (v) Whether the Participant has materially misrepresented any applicable facts in any filing or communication to Cuyahoga County or DEI; and
 - (vi) Whether any subsequent restructuring of the Participant's business or other action has been undertaken to cure the deficiencies in meeting applicable requirements.
- (3) Length of Suspension: Suspensions may be for any length of time. Cuyahoga County may impose suspensions in excess of one year in cases involving intentional or fraudulent misrepresentation or concealment of material facts, multiple acts in breach of the Program, cases where the Participant has been previously suspended, or other similarly situated misconduct.

Prohibition Against False Statements: It shall be unlawful for any person, knowingly and willfully and with intent to mislead or to make any false or fraudulent representations to Cuyahoga County. Cuyahoga County may impose sanctions against any person making such false representation in connection with the SBE Program.

XVI. TRAINING AND OUTREACH STRATEGIES

Training: Cuyahoga County remains committed to implementing a program that increases the participation of SBEs in Cuyahoga County's procurement opportunities. To ensure that all Cuyahoga County employees involved in purchasing decisions are appropriately informed, certain personnel would undergo training to increase sensitivity regarding the utilization of SBEs. Internal training shall ensure that all staff with purchasing authority have the capacity and capability to engage in a consistent, fair, and open procurement process. Training sessions shall occur periodically. The objective of the training is to effectively communicate the importance of the Program and the mechanics of how the Program operates. The training shall address the following topics, among others:

- (i) Understanding the purpose of the Program.
- (ii) Understanding the benefits of doing business with SBEs.
- (iii) Understanding how the Program is administered.
- (iv) Developing innovative techniques to increase SBE participation.

Outreach Program: To ensure that opportunities to participate in Cuyahoga County’s contracts are available to the widest feasible universe of willing, available, and qualified businesses, DEI shall develop and engage in outreach designed to increase public awareness of the SBE Program, SBE Participation Goals, and SBE Good Faith Effort Criteria. This outreach may consist of any of the following:

- (1) Public Awareness of the Program. To increase the visibility of DEI and to increase the awareness of the Program, DEI shall disseminate at community events, trade shows, and other appropriate business functions, and publish on its website information describing the Program. Any Program updates shall be published within five (5) business days. This information shall also identify ongoing contracting opportunities. DEI will actively participate in the various advocacy groups to provide constant feedback and to keep SBEs abreast of the Programs and contracting opportunities.
- (2) Outreach to Contractors and Vendors. DEI shall conduct outreach to vendors and contractors desiring to do business with Cuyahoga County. The intent of this outreach is to support the SBE Program and promote effective procurement by educating businesses on the SBE Program, SBE Goals, and SBE Good Faith Efforts Criteria
- (3) Outreach to SBEs. DEI shall assist the SBE businesses by providing workshops and seminars on the SBE Program, SBE Goals, SBE Good Faith Efforts Criteria, and Cuyahoga County’s procurement policies and procedures.
- (4) 24-month Purchasing and Contracting Forecast. DEI shall work with Cuyahoga County departments and agencies to prepare and update biannually a 24-month purchasing and contracting forecasts (including annually reoccurring purchases). For the initial forecast and each biannual update of the forecast, County departments/agencies shall compile a purchasing and contracting forecast for the upcoming 24-month period and submit said forecast to DEI. The forecast shall include for each item the originating/lead department, a brief description, estimated amount, and estimated solicitation/advertisement date. The forecast shall also detail purchases and/or contracts that will be procured using the Small Business Set Aside Program which enables County certified small business enterprises to compete against each other for the item award. DEI shall combine the individual forecasts into one forecast and post the combined forecast on the DEI website biannually.

In addition, County departments and agencies shall coordinate with DEI to expand the Small Business Set Aside Program. Specifically, as part of the creation and biannual updates of their forecasts, County departments and agencies shall provide a forecast of contracts and purchases that will be procured using the Small Business Set Aside Program. The County departments and agencies and DEI shall use the following criteria to evaluate and select the contracts and purchases for procurement using the Small Business Set Aside Program:

SELECTION CRITERIA	SUMMARY
FUNDING SOURCE REQUIREMENTS & RESTRICTIONS	County agencies leverage County funds with a multitude of other funding sources (i.e., federal, state, grants, loans...). This enables the County to maximize the return on its investments. However, some of the funding sources may have requirements that will limit the County's ability to fully enact its diversity/inclusion initiatives. When evaluating the eligibility of contracts or services for the SBE Set Aside Program, funding source requirements and restrictions will be assessed.
SCOPE OF WORK	When evaluating the eligibility of contracts or services for the SBE Set Aside Program, the scope of work will be assessed. Contracts or services selected will: <ul style="list-style-type: none"> • be typical of the industry in size and scope • be of simpler or of typical complexity • have typical/standard delivery requirements • have typical periods of performance for the industry
COMPETITIVE ENVIRONMENT	While providing opportunities for SBE vendors to participate in the County procurement process, the County must still maximize the return on its resources. As such, when evaluating the eligibility of contracts or services for the SBE Set Aside Program, at the time of selection, contracts or services must have at least three (3) County certified SBE vendors that provide the scope of work/goods being procured. The size of the pool of pertinent County certified SBE vendors will be re-confirmed at the time of advertisement.
PERFORMANCE BOND AND INSURANCE REQUIREMENTS	Performance bond and insurance requirements are frequently mentioned as obstacles to small businesses in participating in government contracts. When evaluating the eligibility of contracts or services for the SBE Set Aside Program, contracts, or services with lower than or typical performance bond and insurance requirements will be selected.

- (5) 30-day minimum Bid/RFP/RFQ Solicitation/Advertisement Period. All reasonable efforts shall be made to post formal bids/RFPs/RFQs for goods and/or services on the County website for no fewer than 30 days prior to the bid/RFP/RFQ opening. Reasonable efforts include, but are not limited to, County departments and agencies initiating the procurement process for bids, RFPs, and RFQs in ample time to complete pre-advertisement tasks (includes completion of procurement specifications, developing estimated costs by NIGP code for the pertinent scopes of work for the procurement, determination of diversity goals by DEI, finalizing the specification packet...) to enable the posting of bids, RFPs, and RFQs for no fewer than 30 days prior to the bid/RFP/RFQ opening date. Furthermore, reasonable efforts include, but are not limited to, County departments and agencies exhausting other options (such as working to accelerate the internal bid/proposal/qualification review process and contract negotiation) to meet contract and purchase award deadlines before shortening the solicitation/advertisement period. In brief, shortening the solicitation/advertisement period to less than 30 days shall not be the default, initial, or only option evaluated and/or exercised to accelerate the procurement timeline.

XVII. BOND WAIVER PROGRAM

Cuyahoga County's Department of Law's Risk Management Division administers a bond waiver program in accordance with County Code Section 508.02.

XVIII. GRADUATION BY SBE PROGRAM PARTICIPANTS

If a certified and otherwise eligible SBE achieves annual gross revenues or similar indicators of business size for three (3) consecutive years in its respective industry in excess of the pertinent SBA Size Standards for its certification category, then it shall be deemed to have overcome the effects of size and to have reached a competitive status in the marketplace. Upon achievement of such status, said firm(s) shall be graduated from the program and shall thereafter be ineligible for utilization to fulfill enforceable SBE Program participation goals. A graduated SBE may not subsequently re-enter the program unless, after the expiration of two calendar years, the SBE demonstrates:

1. that its annual gross receipts have declined to levels below those as set forth above and;
2. that during said two calendar years it was unable to achieve meaningful participation in Cuyahoga County contracts and/or in the public and private sectors of the larger local economy despite its good faith efforts to do so.

XIX. SEVERABILITY

If any of the provisions set forth in this Program or any section, subsection, paragraph, sentence, clause, phrase, or word thereof shall be found to be invalid, illegal, or unenforceable for any reason, the application of the remainder of this Program shall not be affected by such invalidity.

XX. DEFINITIONS

For the purpose of this Program, the following words, terms, phrases, and abbreviations shall have the following meanings:

“Administrative Reconsideration Panel”: shall mean the panel of County employees appointed by the County Executive that at the request of the apparent successful vendor reviews a non-compliance determination made by DEI.

“Certification”: shall mean the qualifying process that ensures buyers and local, state, and federal agencies that a particular business is eligible to become a part of a pool of vendors identified for the purpose of increasing opportunities with respect to contracts and purchases awarded by Cuyahoga County.

“Commercially Useful Function”: shall mean the performance of real and actual services by a Participant who contracts with Cuyahoga County, or subcontracts with another business enterprise which contracts with Cuyahoga County. A business enterprise serving as a “conduit”, “front” or “pass-through” for another business shall not be deemed to perform a commercially useful function. In determining whether a business is

performing a commercially useful function, factors, including but not limited to the following, will be considered:

- i) The nature and amount of work contracted;
- ii) Whether the SBE has the skill and expertise to perform work for which it has been certified;
- iii) Whether the SBE actually performs, manages, and supervises the work;
- iv) Whether the SBE intends to purchase commodities and/or services from a non-SBE and simply resell same to the general or prime contractor for the purpose of allowing those commodities and/or services to be counted towards the fulfillment of a goal;
- v) Standard industry practices relating to the use of the subcontractors. Consistent with standard industry practices, a SBE subcontractor may enter into second tier subcontracts. If a SBE subcontractor subcontracts a significantly greater portion of the work of its subcontract to a non-SBE inconsistent with standard industry practices, the SBE subcontractor shall be presumed not to be performing a commercially useful function.

“Compliance”: shall mean the condition existing when a Participant has met the requirements of this Program.

“Conduit”: shall mean a business which purchases goods or services that are not normally purchased or sold as part of its daily business from another business(es) for the sole purpose of resale to Cuyahoga County or a contractor doing business with Cuyahoga County.

“Contract”: shall mean any mutually binding legal obligation of Cuyahoga County created to acquire some good and/or service from one or more Participants, which is paid or which is to be paid for, in whole or in part, with monetary appropriations of Cuyahoga County. In this context, the terms “contracting”, “purchasing”, and “procurement” are synonymous and refer to the process or processes under which Cuyahoga County undertakes such acquisitions.

“Cuyahoga County”: shall mean the government agency which provides public contracting to increase quality of life in the County.

“Covenant of Non-Discrimination”: shall mean, collectively, one or more contractual affirmative promises (1) to adopt the policies of Cuyahoga County relating to the participation of SBEs in the procurement process; (2) to undertake certain good faith efforts to solicit SBEs participation; and (3) not to otherwise engage in discriminatory conduct against SBEs.

“DEI”: shall mean the Department of Equity and Inclusion, which is responsible for administration of the SBE Program.

“Department”: Shall mean a department, division or elected official’s office which solicits bids and/or proposals through the Purchasing Department.

“Goal”: shall mean an aspirational effort to attain a certain level of SBE participation on contracts awarded by the Cuyahoga County based on subcontracting opportunities and available SBEs to perform.

“Good Faith Efforts”: shall mean the aggressive actions of a Participant undertaken in earnest to achieve a SBE goal and ensure that it does not discriminate in its contracting practices.

“Independent”: shall mean that with respect to the ownership, control, and activity of a SBE, the business shall operate separate and apart from the ownership, control or undue influence of another business owned and controlled by one or more non-SBEs.

“Joint Venture”: shall mean an association of two or more independent persons, partnerships, corporations (or any combination of them) formed, consistent with the laws of the State of Ohio. This joint venture would carry out a single, for-profit business enterprise, for which the parties combine their property, capital, efforts, skills, and knowledge, and in which the SBE is responsible for a distinct, clearly defined portion of the work of the contract and whose share in the capital contribution, control, management, risks, and profits of the joint venture are commensurate with its ownership interest.

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

“Manufacturer”: shall mean an individual (or individuals) who owns, operates, or maintains a factory or establishment that produces on the premises the components, materials, or supplies obtained by the Participant or Cuyahoga County.

“Non-Compliance”: shall mean the condition that exists when a Participant has failed to meet the requirements of this Program.

“Office”: shall mean that a business enterprise with an established place of business in the Cuyahoga County area at which one or more of its employees is regularly based and that such place of business has a substantial role in the business’ performance of a commercially useful function as herein defined. A location utilized solely as a post office box, mail drop or telephone message center or any combination thereof, with no other substantial work function, shall not constitute a significant business presence.

“Participant”: shall mean any contractor, vendor, supplier, or other person, partnership, joint venture, corporation, or other business entity that submits a bid or proposal to Cuyahoga County or expressed interest in submitting a bid or proposal in response to competitive solicitation issued by Cuyahoga County or who has been awarded a contract by Cuyahoga County.

“Project Owner”: shall mean the representative of Cuyahoga County that enters into agreement or contracts with a firm for services or supplies or any other item which shall cause a disbursement of funds from Cuyahoga County.

“Proposal”: shall mean a quotation, proposal, bid or offer by a Participant to perform or provide labor, materials, supplies, or services to Cuyahoga County in response to competitive solicitation issued by Cuyahoga County.

“Purchasing Department”: shall mean the Cuyahoga County department responsible for the purchase of goods and services required for all offices of Cuyahoga County, other than separate political subdivisions.

“Race/Gender-Conscious”: shall mean any governmental or legislative policy or programmatic action that uses race or gender as criteria for participation. The use of a MBE or WBE goal is a primary example of a race-conscious measure.

“Race/Gender-Neutral”: shall mean any governmental or legislative policy or a programmatic action in which race or gender is not among, or the specific criteria for participation. While benefiting MBEs and WBEs, it is

not solely focused on MBE or WBE firms and can be used to assist all small businesses. For example, small business outreach programs, technical assistance programs, mobilization fees, bonding assistance and prompt payment provisions can assist a wide variety of small businesses, not just MBEs and WBEs.

“Responsible”: shall reference a Participant’s integrity, compliance with public policy, and record of past performance and financial and technical resources. A Participant must meet certain requirements to be considered a responsible bidder.

“Responsive”: shall mean that a bid must comply in all material respects, both to the method and timeliness of submission and to the substance of any resulting contract, so that all Participants may stand on an equal footing and the integrity of the competitive bidding system may be maintained.

“Small Business Enterprise” (“SBE”): shall refer to a firm that is certified by DEI, submitted an application and has been accepted as a firm eligible to take advantage of affirmative action efforts established in the Small Business Enterprise Program.

“Underutilization”: shall mean the percentage of dollars spent by Cuyahoga County with SBEs which is less than would be expected based on SBE availability in the County.

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

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BIDDERS' MANUAL

Small Business Enterprise (SBE) Program

The goal of the SBE Program is to support and encourage inclusion by creating positive partnerships in County contracting and other procurement opportunities. The SBE Program will achieve this goal by providing and supporting opportunities for SBEs to grow and thereby compete effectively in the general environment for contracting opportunities.

THE SBE SUBCONTRACTOR PARTICIPATION GOAL
FOR THIS BID/PROPOSAL IS

{ENTER SBE %} %

OF THE CONTRACT AWARD

Cuyahoga County
Is an Equal Opportunity Employer

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REQUIRED FORMS:

- Covenant of Non-Discrimination (SBE-1)
- SBE Subcontractor Participation Plan (SBE-2)
- Good Faith Effort Certification (SBE-3, 2 pages)
- Sample of Completed SBE forms (4 pages)

INSTRUCTIONS TO BIDDERS

I. SBE Certifications

Only those certified by the Cuyahoga County's Department of Equity and Inclusion (DEI) shall be eligible for the fulfillment of the SBE participation goal. SBE listings may be obtained from the Department of Equity and Inclusion (DEI). If a SBE elects to compete for County business without being certified by Cuyahoga County as such, they may do so, but any bid/proposal submitted will not be counted towards fulfillment of the SBE participation goal.

A SBE desiring certification with Cuyahoga County must complete the certification application. SBE applications may be obtained from the:

Department of Equity and Inclusion
2079 East Ninth St., 2nd Floor
Cleveland, Ohio 44115
(216) 443-7230

II. SBE Set Aside Program

The goal of the Small Business Enterprise Set Aside Program is to support small businesses by creating contracts and other procurement opportunities exclusively for participation by Cuyahoga County Certified small business enterprise. The Small Business Enterprise Set Aside Program will achieve and support opportunities for small firms to grow and thereby compete effectively in the general environment for contracting opportunities. This program may also include MBE/WBE goals.

III. SBE Participation Goal

The SBE Participation goal can be achieved in the following manner(s):

1. A prime vendor subcontracts with one or more certified SBEs to meet or exceed the goal;
2. A prime vendor subcontracts with one or more certified companies in an amount short of the goal, but submits a complete Good Faith Effort (further described below);
3. A certified SBE company who bids as a prime contractor subcontracts a portion of the work to another certified SBE. Certified SBEs who are bidding as prime contractors will receive a credit for up to 20% of the SBE participation goal. However, the certified SBE must secure additional certified SBE subcontractor participation and/or seek a waiver based on Good Faith Effort (further described below) for any remaining balance of the SBE goal.

IV. Mandatory Bidding Requirements for Prime Contractors

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

- 1) **Covenant of Non-Discrimination**: Each Participant must submit a duly executed and attested Covenant of Non-Discrimination (SBE-1, found in the attached Bidder's Manual). This written instrument shall contain promises, declarations and/or affirmations made by the Participant. The completed document must contain an original signature and date of signature.
- 2) **SBE Subcontractor Participation Plan**: Each Participant must submit a duly executed Subcontractor Participation Plan (SBE-2, found in the attached Bidder's Manual) for each SBE subcontractor proposed. Copies and/or facsimiles of SBE-2 submitted with bids/proposals are acceptable BUT all required signatures must be dated as indicated. Also, please note the following:
 - a) Certified SBEs who are bidding as prime contractors MUST complete and submit the top portion of Form SBE-2 to guarantee the 20% SBE credit.
 - b) SBEs with multiple geographical locations shall enter the Cuyahoga County address and contact information on Form SBE-2.
 - c) Prime vendors are **PROHIBITED** from using SBE(s) with whom the prime vendor has a familial relationship, joint or co-ownership, common partners, officers, or a shareholder relationship to meet the SBE Participation Goal. Hence, on Cuyahoga County projects/contracts, any portion of work subcontracted to a SBE vendor by a prime vendor that meets the above-mentioned criteria will **NOT** count towards the achievement of the established SBE Participation Goal.

Use of 2nd Tier Subcontractors: In the event that a subcontractor portions out work and utilizes the services of a sub-subcontractor or vendor, **the prime contractor** shall be required to report this use to DEI. For reporting purposes, the prime contractor shall report statistical data for the sub-subcontractor or sub-vendor, including race, gender, business size, area of specialization, dollar value, description of services or products purchased, and contact information. No SBE subcontractor will be permitted to subcontract more than 25% of their subcontract work (based on dollar value) without prior approval by DEI.

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

A PARTICIPANT'S FAILURE OR REFUSAL TO PROVIDE INFORMATION AND DATA REQUIRED BY THIS PROGRAM AND REQUESTED BY DEI SHALL SUBJECT THE PARTICIPANT TO HAVING A PROPOSAL OR BID DEEMED NON-RESPONSIVE.

V. Good Faith Efforts

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

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

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

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

Evaluation of Good Faith Efforts: In evaluating good faith efforts, DEI will determine whether the Participant has made reasonable good faith efforts to obtain SBE participation as part of its bid or proposal. DEI may evaluate not only the different kinds of efforts made by a Participant, but also the quantity and intensity of those efforts.

DEI will consider a completed Good Faith Effort Certification (SBE-3, 2 pages, found in the attached Bidder’s Manual), as evidence of a Participant’s good faith in trying to obtain SBE participation in a bid or proposal.

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

Good Faith Effort Certification: Participant must submit a completed Good Faith Certification (SBE-3, found in the Bidder’s Manual) ONLY if the SBE Participation Goal is not met. Additional documentation demonstrating a good faith effort must accompany the checklist (as detailed above in *Required Documentation*). The completed document must contain an original signature, notarizations, and date of signature.

Administrative Reconsideration: If DEI determines that the apparent successful vendor is non-compliant on meeting the SBE participation goal and has not demonstrated good faith efforts to obtain SBE participation, prior to awarding the contract/purchase, the user department shall notify the apparent successful vendor of the determination of non-compliance by emailing the primary contact detailed in the vendor's bid/proposal. The apparent successful vendor shall have the right to request an administrative reconsideration of the non-compliance determination. The administrative reconsideration can be a "no meeting" reconsideration or "meeting" reconsideration (virtual or in-person). The request for an administrative reconsideration must be submitted within three (3) business days of the notification of non-compliance and in the format of an email to DEI at dei@cuyahogacounty.us. Upon receipt of the request for the administrative reconsideration by the apparent successful vendor, DEI shall forward the request to the Administrative Reconsideration Panel. The panel shall consist of at least three (3) but not more than five (5) County employees appointed by the Cuyahoga County Executive. The request for administrative reconsideration shall detail the pertinent RFB/RFP/RFQ (i.e., title, description...), type of administrative reconsideration requested (i.e., no meeting or meeting), and any written documentation or arguments concerning the issue of non-compliance. DEI shall provide a summary of its Good Faith Effort evaluation and supporting documentation. The Administrative Reconsideration Panel shall publish a schedule that includes deadlines and provides for a frequency of no less than twice per calendar month. The Administrative Reconsideration Panel will evaluate the information provided by the apparent successful vendor and DEI and issue a written decision approving or disapproving of DEI's determination on non-compliance for the matter. A quorum for "no meeting" or "meeting" administrative reconsideration shall be the majority (i.e., greater than 50%) of the appointed panel and an affirmative vote by the majority (i.e., greater than 50%) of the panel present for the administrative reconsideration is required for action. The Administrative Reconsideration Panel shall adopt its own rules of procedure consistent with SBE Policies and Procedures. The result of the administrative reconsideration is not administratively appealable.

VI. Award of Contracts

Award of Contract: Proposals/bids may be rejected and projects re-submitted for the sole purpose of attaining goals where no "good faith effort" has been demonstrated. Cuyahoga County reserves the right to determine the action to be taken on the contract if a goal is not met, including rejecting any or all bids or proposals. For RFPs and RFQs, once the scope of work and/or price, terms, and conditions have been finalized but in advance of submission for approval by the pertinent contracting authority, the department shall confirm with DEI that the proposed contract/purchase is compliant with the SBE participation goals and/or Good Faith Efforts requirements. If an awarded contract is later amended for additional dollars, SBE subcontractor participation should still reflect the percentage of dollars originally contracted for.

When evaluating a bid to determine the lowest and best bid, the County may consider, in addition to all of the other factors set forth in the instructions to bidders, whether a bid is compliant with the applicable SBE goals, provided, however, that such compliance shall not be considered if the difference between the SBE-compliant bid and the lowest responsive bid is more than the price preference specified below.

Lowest Bid Received Range (\$)	Price Preference (%) & Limit	Price Preference (\$)
0 – 500,000	10%	0 – 50,000
500,000.01 – 1,000,000	10% up to max \$80,000 (10-8)	50,000.01 – 80,000
1,000,000.01 – 3,000,000	8% up to max \$210,000 (8-7)	80,000.01 – 210,000
3,000,000.01 – 5,000,000	7% up to max \$250,000 (7-5)	210,000.01 – 250,000
>5,000,000	\$250,000 maximum (≤ 5)	250,000 maximum

VII. Monitoring and Post-Award Reporting

Department of Equity and Inclusion Authorization to Monitor: DEI shall be authorized to collect from all Participants such data and information as is necessary to monitor this Program. This information may include information as to business ownership, supplier information, subcontractor information, all of which shall reflect the contract information, race, gender, business location, and size of the identified businesses.

DEI shall monitor the participation of SBEs in the procurement of goods and services for Cuyahoga County. Such monitoring shall include, but is not necessarily limited to, a statistical analysis of each construction trade, business service, professional service, and commodity to determine whether there is utilization of SBEs in a manner that is proportionate to the established goal.

DEI will provide written reports on an annual basis. DEI's report shall contain a summary of the purchases and contracts placed with SBEs for the period and the relative percentage to the total of purchases and contracts for that period.

Participant's Post-Award Reporting: Participants who are awarded contracts must submit reports on a monthly basis during the course of, at the end of the contract, and as requested by DEI. Participants shall comply with all reporting requirements related to SBE utilization including, but not limited to, completing on-line reporting of payments made to SBE subcontractors and other subcontractors. These reports shall summarize the number and dollar amounts of payments made during the term of the contract to subcontractors. At the end of the contract, the final report shall summarize the number and dollar amounts of payments made during the term of the contract to all subcontractors and shall reflect the SBEs designation of the subcontractor if any. DEI reserves the right to audit a contract for SBE participation at its discretion during any phase of the project. An audit would include but not be limited to: on site reviews, desk reviews, requests for cancelled checks, requests for invoices, certified payroll reports, etc. Participants shall contact DEI if concerns arise related to its ability to meet the SBE goals and to seek guidance on available options to meet the goals.

SBE Subcontractor Substitutions or Replacements: The prime contractor shall report any replacements or substitutions of the use of SBE subcontractors to DEI immediately. Prior approval by the Director of DEI is required for SBE substitutions/replacements. For reporting purposes, the prime contractor shall report to DEI statistical data pertaining to the new subcontractor, including race, gender, business size, area of specialization, and contact information on the SBE Subcontractor Participation Plan form (SBE-2).

DEI will require a Participant to make good faith efforts to replace a SBE that is terminated or has otherwise failed to complete its work on a contract with another SBE to the extent needed to meet the contract SBE Participation Goal. The Participant must notify DEI immediately, and in writing, of the SBE's inability or unwillingness to perform and provide reasonable documentation. The request should include at a minimum: the name of the SBE firm, the contact, the phone number, the scope of work initially assigned to the SBE firm,

dollars paid to date, percent of scope completed, and the reason for the substitution request including documentation of the SBE's withdrawal.

The Participant will be given five (5) business days to find a SBE substitution if the request is granted. In this situation, the Participant will be required to obtain prior approval of the substitute SBE and to provide copies of SBE Subcontractor Participation Plan (SBE-2) or documentation of good faith efforts.

If the Participant fails or refuses to comply in the time specified, DEI may issue a recommendation to stop all or part of payment and/or work until satisfactory action has been taken. If the Participant still fails to comply, DEI may issue a recommendation of termination of the contract.

Contractors' Closeout Activity Reports: To further monitor SBE participation, closeout activity reports will be required from project prime contractors and prime consultants identifying activities of **all** subcontractors and sub-consultants (i.e., non-SBEs and SBEs). For all subcontractors and sub-consultants used, the prime contractor shall provide the following information: contact information, ethnicity/race/gender of ownership, summary of scope of work provided, and total payments for said scope of work. This report shall include all modifications/amendments/change orders. The prime contractors/consultants shall provide justification and documentation for SBE participation shortfalls.

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REQUIRED DOCUMENTS

The following forms regarding the SBE Program must be completed and submitted with bids/proposals:

- COVENANT OF NON-DISCRIMINATION (SBE-1)
- SBE SUBCONTRACTOR PARTICIPATION PLAN (SBE-2)
- GOOD FAITH EFFORT CERTIFICATION (SBE-3, 2 PAGES)

DRAFT

COVENANT OF NON-DISCRIMINATION

(MUST be completed and submitted with ALL bids or proposals)

Know All Men By These Presents, that I/we, (_____),
Name(s)
(_____), (_____),
Title(s) Name of Company

(hereinafter "Company"), in consideration of the privilege to submit Bids/Proposals on contracts funded, in whole or in part, by Cuyahoga County, hereby consents, covenants, and agrees as follows:

(1) No person shall be excluded from participation in, denied the benefit of, or otherwise discriminated against on the basis of race, creed, color, national origin, handicap, sex, age, marital status, or sexual orientation in connection with any Bid/Proposal submitted to Cuyahoga County or the performance of any contract resulting from;

(2) That it is and shall be the policy of this Company to provide equal opportunity to all business persons seeking to contact or otherwise interested in contracting with this Company, including various eligible Small Business Enterprises (hereinafter "SBEs");

(3) In connection herewith, I/We acknowledge and warrant that this Company has been made aware of, understands, and agrees to make a Good Faith Effort to solicit SBEs to do business with this Company;

(4) That the Covenant of Non-Discrimination as made and set forth herein shall be continuing in nature and shall remain in full force and effect without interruption;

(5) That the Covenant of Non-Discrimination as made and set forth herein shall be and are hereby deemed to be made a part of, and incorporated by reference into, any contract or portion thereof which this Company may hereafter obtain; and

(6) That the failure of this Company to satisfactorily discharge any of the Covenant of Non-Discrimination as made and set forth herein shall constitute a material breach of contract entitling Cuyahoga County to declare the contract in default and to exercise any and all applicable rights and remedies, including but not limited to, cancellation of the contract, termination of the contract, suspension and debarment from future contracting opportunities, and withholding and/or forfeiture of compensation due and owing on a contract.

(Original Signature of Company Representative Identified Above)

(Date)

SBE SUBCONTRACTOR PARTICIPATION PLAN
(MUST be submitted for EACH SBE Subcontractor Proposed)

(A) TOTAL AMOUNT OF OVERALL CONTRACT BID/PROPOSAL \$ _____

BUSINESS NAME OF PRIME BIDDER _____

ADDRESS _____

CITY _____ STATE _____ ZIP CODE _____

TELEPHONE (____) _____ E-MAIL _____

PRIME FIRM OWNED BY: NON-MBE/WBE/SBE SBE SMALL BUSINESS ENTERPRISE
MBE MINORITY BUSINESS ENTERPRISE WBE WOMEN BUSINESS ENTERPRISE

(B) AMOUNT TO BE SUBCONTRACTED TO SBE (PLEASE CIRCLE ONE): \$ _____ PERCENT OF TOTAL OVERALL CONTRACT BID [(B)/(A)]: _____ %

SCOPE OF WORK PROVIDED BY SBE: _____

PRIME BIDDER'S NAME _____ TITLE _____
(TYPE OR PRINT)

PRIME BIDDER'S SIGNATURE _____
(DATE OF SIGNATURE)

SBE SUBCONTRACTOR TO BE UTILIZED
(MUST BE CERTIFIED BY THE CUYAHOGA COUNTY DEPARTMENT OF EQUITY AND INCLUSION)

NAME OF SUBCONTRACTOR _____

ADDRESS _____

CITY _____ STATE _____ ZIP CODE _____

TELEPHONE AREA CODE (____) _____
 SMALL BUSINESS SBE MINORITY BUSINESS MBE WOMEN BUSINESS WBE

*******NOTE: MUST BE A COUNTY CERTIFIED SBE *******

THE UNDERSIGNED HEREWITH AGREES TO SUBCONTRACT WITH THE ABOVE NAMED BIDDER FOR THE ABOVE SAID SERVICE(S) OR SUPPLY(IES) TO BE FURNISHED TO THE COUNTY.

SUBCONTRACTOR'S NAME _____ TITLE _____
(TYPE OR PRINT)

SUBCONTRACTOR'S SIGNATURE _____
(DATE OF SIGNATURE)

GOOD FAITH EFFORT CERTIFICATION

(Must be submitted with bids/proposals NOT meeting the SBE goal or requesting full or partial waiver)

Pursuant to the requirements for bidders under the SBE Program, and in consideration of the privilege to submit bids/proposals funded, in whole or in part, by Cuyahoga County,

I/We, (_____), (_____) of (_____)
Name(s) of Person(s) Signing Below Title(s) Company Name

attest that I/We have exercised the following good faith efforts in addition to my/our regular and customary solicitation process: (Check ALL that apply and complete as indicated)

- I/We are requesting a FULL/PARTIAL WAIVER of the SBE Participation Goal for the following reason(s): _____

- I/We are a non-profit agency and are requesting a FULL WAIVER of the SBE Goal. **(MUST SUBMIT/ATTACH PROOF)**
- I/We have contacted DEI or website to obtain a list of SBEs appropriate to the bid/proposal.
- I/We delivered written notice to available certified SBEs for each potential subcontracting or supply category in the contract AND all potential subcontractors or vendors which requested information on the contract. **(MUST SUBMIT/ATTACH PROOF)**
- I/We have provided all potential subcontractors or vendors with adequate information as to plans, specifications, relevant terms and conditions of the contract, bonding requirements, and the last date and time for receipt of price quotations. **(MUST SUBMIT/ATTACH PROOF)**
- I/We have attended the pre-bid/proposal conference.
- I/We have **provided a written explanation for rejection of any potential** SBE subcontractor or vendor to DEI. When the SBE subcontractor rejection is due to unreasonably high pricing, I/We have provided supporting documentation.
- I/We have actively solicited, through sending letters, emails or initiating personal contact, SBEs in all feasible and appropriate categories providing subcontracting opportunities for the contract under consideration. **(MUST SUBMIT/ATTACH PROOF)**
- I/We have utilized the services of available community organizations and associations, contractors' groups, and trade associations known to publicize contracting and procurement opportunities, for the purpose of obtaining assistance in the contacting and recruitment of SBEs for the Cuyahoga County contract under consideration. **(MUST SUBMIT/ATTACH PROOF)**
- I/We have conducted discussions with interested SBEs in good faith and provided the same willingness to assist SBEs as has been extended to any other similarly situated subcontractor.
- I/We have taken steps to ensure that all labor supervisors, superintendents, and other on-site supervisory personnel are aware of and carry out the obligation to maintain a non-discriminatory work environment, free of harassment, intimidation and coercion at all construction sites, offices and other facilities to which employees are assigned to work.

DRAFT

**** SAMPLE FORMS ****

COVENANT OF NON-DISCRIMINATION

(MUST be completed and submitted with ALL bids or proposals)

Know All Men By These Presents, that I/we, (John Doe),
Name(s)
(President, Owner), (ABC Company, Inc.),
Title(s) Name of Company

(hereinafter "Company"), in consideration of the privilege to submit Bids/Proposals on contracts funded, in whole or in part, by Cuyahoga County, hereby consents, covenants, and agrees as follows:

(1) No person shall be excluded from participation in, denied the benefit of, or otherwise discriminated against on the basis of race, creed, color, national origin, handicap, sex, age, marital status, or sexual orientation in connection with any Bid/Proposal submitted to Cuyahoga County or the performance of any contract resulting from;

(2) That it is and shall be the policy of this Company to provide equal opportunity to all business persons seeking to contact or otherwise interested in contracting with this Company, including various eligible Small Business Enterprise (hereinafter "SBEs");

(3) In connection herewith, I/We acknowledge and warrant that this Company has been made aware of, understands, and agrees to make a Good Faith Effort to solicit SBEs to do business with this Company;

(4) That the Covenant of Non-Discrimination as made and set forth herein shall be continuing in nature and shall remain in full force and effect without interruption;

(5) That the Covenant of Non-Discrimination as made and set forth herein shall be and are hereby deemed to be made a part of, and incorporated by reference into, any contract or portion thereof which this Company may hereafter obtain; and

(6) That the failure of this Company to satisfactorily discharge any of the Covenant of Non-Discrimination as made and set forth herein shall constitute a material breach of contract entitling Cuyahoga County to declare the contract in default and to exercise any and all applicable rights and remedies, including but not limited to, cancellation of the contract, termination of the contract, suspension and debarment from future contracting opportunities, and withholding and/or forfeiture of compensation due and owing on a contract.

John Doe
(Original Signature of Company Representative Identified Above)

February 1, 2021
(Date)

SBE SUBCONTRACTOR PARTICIPATION PLAN
(MUST be submitted for EACH SBE Subcontractor Proposed)

(A) TOTAL AMOUNT OF OVERALL CONTRACT BID/PROPOSAL \$ 500,000.00

BUSINESS NAME OF PRIME BIDDER ABC COMPANY, INC

ADDRESS 111 MAIN STREET

CITY ANYWHERE STATE OHIO ZIP CODE 44000

TELEPHONE (216) 555-5555 E-MAIL ABCCOMPANY@YAHOO.COM

PRIME FIRM OWNED BY: NON-MBE/WBE/SBE SBE SMALL BUSINESS ENTERPRISE
MBE MINORITY BUSINESS ENTERPRISE WBE WOMEN BUSINESS ENTERPRISE

(B) AMOUNT TO BE SUBCONTRACTED TO SBE (PLEASE CIRCLE ONE): \$ 50,000.00 PERCENT OF TOTAL OVERALL CONTRACT BID [(B)/(A)]: 10 %

SCOPE OF WORK PROVIDED BY SBE: ELECTRICAL CONTRACTING SERVICES

PRIME BIDDER'S NAME JOHN DOE TITLE PRESIDENT/OWNER
(TYPE OR PRINT)

PRIME BIDDER'S SIGNATURE JOHN DOE FEBRUARY 1, 2021
(DATE OF SIGNATURE)

SBE SUBCONTRACTOR TO BE UTILIZED
(MUST BE CERTIFIED BY THE CUYAHOGA COUNTY DEPARTMENT OF EQUITY AND INCLUSION)

NAME OF SUBCONTRACTOR ELECTRIFYING ELECTRIC COMPANY

ADDRESS 456 MAIN STREET

CITY ANYWHERE STATE OHIO ZIP CODE 44000

TELEPHONE AREA CODE (216) 555-5551 SMALL BUSINESS SBE MINORITY BUSINESS MBE WOMEN BUSINESS WBE

*****NOTE MUST BE A COUNTY CERTIFIED SBE*****

THE UNDERSIGNED HERewith AGREES TO SUBCONTRACT WITH THE ABOVE NAMED BIDDER FOR THE ABOVE SAID SERVICE(S) OR SUPPLY(IES) TO BE FURNISHED TO THE COUNTY.

SUBCONTRACTOR'S NAME TOM EDISON TITLE PRESIDENT/OWNER
(TYPE OR PRINT)

SUBCONTRACTOR'S SIGNATURE TOM EDISON FEBRUARY 1, 2021
(DATE OF SIGNATURE)

GOOD FAITH EFFORT CERTIFICATION

(Must be submitted with bids NOT meeting Diversity goal or requesting full or partial waiver)

Pursuant to the requirements for bidders under the SBE Program, and in consideration of the privilege to submit bids/proposals funded, in whole or in part, by Cuyahoga County,

I/We, (John Doe), (President, Owner) of (ABC Company, Inc.)
Name(s) of Person(s) Signing Below Title(s) Company Name

attest that I/We have exercised the following good faith efforts in addition to my/our regular and customary solicitation process: (Check ALL that apply and complete as indicated)

- x I/We are requesting a FULL/PARTIAL WAIVER of the SBE Participation Goal for the following reason(s): We are requesting a partial waiver of the SBE Goal as we were only able to meet 10% of the 15% goal. We were unable to find a SBE to meet the additional 5% required.
- I/We are a non-profit agency and are requesting a FULL WAIVER of the SBE Participation Goal. **(MUST SUBMIT/ATTACH PROOF)**
- x I/We have contacted DEI or website to obtain a list of the Diversity listing to appropriate to the bid/proposal.
- x I/We delivered written notice to available certified SBEs for each potential subcontracting or supply category in the contract AND all potential subcontractors or vendors which requested information on the contract. **(MUST SUBMIT/ATTACH PROOF)**
- x I/We have provided all potential subcontractors or vendors with adequate information as to plans, specifications, relevant terms and conditions of the contract, bonding requirements, and the last date and time for receipt of price quotations. **(MUST SUBMIT/ATTACH PROOF)**
- x I/We have attended the pre-bid/proposal conference.
- x I/We have **provided a written explanation for rejection of any potential** SBE subcontractor or vendor to DEI. When the SBE subcontractor rejection is due to unreasonably high pricing, I/We have provided supporting documentation.
- x I/We have actively solicited, through sending letters, emails or initiating personal contact, SBEs in all feasible and appropriate categories providing subcontracting opportunities for the contract under consideration. **(MUST SUBMIT/ATTACH PROOF)**
- x I/We have utilized the services of available community organizations and associations, contractors' groups, and trade associations known to publicize contracting and procurement opportunities, for the purpose of obtaining assistance in the contacting and recruitment of SBEs for the Cuyahoga County contract under consideration. **(MUST SUBMIT/ATTACH PROOF)**
- x I/We have conducted discussions with interested SBEs in good faith and provided the same willingness to assist SBEs as has been extended to any other similarly situated subcontractor.
- x I/We have taken steps to ensure that all labor supervisors, superintendents, and other on-site supervisory personnel are aware of and carry out the obligation to maintain a non-discriminatory work environment, free of harassment, intimidation and coercion at all construction sites, offices and other facilities to which employees are assigned to work.

If applicable, identify all SBEs contacted to participate that declined or were not chosen:

1. Perfect Plumbing Company 222 Main Street, Anywhere, OH 44000 216-555-5553
Name of Subcontractor/Vendor Address Phone
Paul Perfect January 15, 2021 \$25,000 (5%) January 18, 2021
Name of Contact Date of Offer to Participate Bid Amount Date Offer Declined

Reasons Given for Declining Has other commitments at this time and is unable to work with us.

2. Dan's DuctWork Company 333 Main Street, Anywhere, OH 44000 216-555-5554
Name of Subcontractor/Vendor Address Phone
Dan Handy January 18, 2021 \$25,000 (5%) January 19, 2021
Name of Contact Date of Offer to Participate Bid Amount Date Offer Declined

Reasons Given for Declining They are no longer providing the required sub-contracting service as part of its business.

3. Dave's Landscapes Inc 444 Main Street, Anywhere, OH 44000 216-555-5556
Name of Subcontractor/Vendor Address Phone
Dave Curbappeal January 16, 2021 \$25,000 (5%) January 17, 2021
Name of Contact Date of Offer to Participate Bid Amount Date Offer Declined

Reasons Given for Declining Has other commitments at this time and is unable to work with us.

(Make additional copies to extend list of SBE contacts if needed)

I/We affix my/our signature to this document to attest that I/We have exercised the above-indicated Good Faith Efforts to promote Diversity participation on the Bid/Proposal and Contract under consideration and to comply fully with the provisions of the Cuyahoga County SBE Program.

John Doe
 Printed/Typed Name of Company Official

February 1, 2021
 Date

John Doe
 Signature (Must be Original)

President, Owner
 Title of Company Official

ABC Company, Inc.
 Full Company Name

111 Main Street
 Mailing Address

216-555-5555
 Area Code/ Phone Number

Anywhere, OH 44000
 City, State, Zip

Nancy Notarious
 Notary Public

December 31, 2023
 My Commission Expires

PLEASE NOTE: Failure to properly complete and submit **SBE-1, SBE-2, and SBE-3 (if applicable)** will result in bids/proposals being **ruled non-responsive**.

Exhibit B



COUNTY OF CUYAHOGA, OHIO

MINORITY BUSINESS ENTERPRISE (MBE)
& WOMEN BUSINESS ENTERPRISE (WBE)
PROGRAM
POLICIES AND PROCEDURES

July 2021

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APPENDIX A CUYAHOGA COUNTY MBE/WBE BIDDER'S MANUAL

I. POLICY STATEMENT

Policy Statement: It is the policy of Cuyahoga County to ensure that all businesses have the opportunity to participate fully and fairly in Cuyahoga County's procurement and contract awards.

In an effort to ameliorate the effects of past and present arbitrary barriers that minority- and women-owned businesses have in contracting with Cuyahoga County, Cuyahoga County hereby adopts this Minority Business Enterprise (MBE) and Women Business Enterprise (WBE) program to:

- promote and encourage full and open competition in the procurement of goods and services by Cuyahoga County;
- encourage all Cuyahoga County personnel involved with procurement and contracting activities to maintain good faith efforts and appropriate purchasing procedures; and
- protect Cuyahoga County from becoming a passive participant in any unlawful discrimination; and to otherwise spur economic development in the public and private sectors of the Cuyahoga County economy.

Moreover, no person shall be denied the benefit of, or otherwise discriminated against, on the basis of race, creed, color, national origin, handicap, sex, age, marital status, or sexual orientation in connection with the award or modification of a contract between a vendor or contractor and Cuyahoga County where said contract is paid for, in whole or in part, with monetary appropriations by Cuyahoga County.

II. PROGRAM SCOPE AND APPLICABILITY

The following categories provide an overview and summary of the nature and types of Cuyahoga County purchasing and contracting:

Category A – Construction, Architectural and Engineering: Includes any and all contracting relating to horizontal and vertical construction including architectural engineering, new construction, rehabilitation, remodeling, and repairs.

Category B - Commodities: Includes the purchase of all goods, equipment, food, office and other supplies, art, furniture, textbooks and other materials for education, and other tangible personal property not associated with the services identified in Categories A, B or C.

Category C - Professional Services: Includes the purchase of any or all services for which applicable selection criteria may require a Participant to possess a license or other certificate of competency such as accounting, auditing, landscape architecture, engineering, insurance, laboratory, legal, lifeguard, medical, dental, nursing, and student transportation.

Category D – Business Services: Includes the procurement of advertising, printing, non-construction repairs, janitorial services, training seminars and workshops, computer and information systems, security, shipping and mailing, microfiche and microfilm, courier, storage, travel, consulting, retail, and other non-professional services.

III. THE DEPARTMENT OF EQUITY AND INCLUSION

The Department of Equity and Inclusion (DEI) develops, administers, and enforces the MBE/WBE Program. DEI shall encourage equal business opportunities and achieve the policies and objectives of the MBE/WBE Program by:

- (1) Administering and enforcing Cuyahoga County policies;
- (20) Establishing written rules, regulations, and procedures consistent with the MBE/WBE Program;
- (21) Publishing and making public said rules, regulations, and procedures;
- (22) Maintaining outreach and assistance programs to promote equal contracting opportunities for MBE/WBE businesses that wish to contract with the Cuyahoga County and educating vendors and contractors on the MBE/WBE Program, MBE/WBE Goals, and Good Faith Efforts Criteria;
- (23) Establishing, enhancing, and maintaining relationships with agencies and stakeholders in the area;
- (24) Maintaining a current database of available MBE/WBEs and making this database accessible to interested parties;
- (25) Monitoring and collecting data and information on the utilization of MBE/WBEs in Cuyahoga County's procurement activities that allows a comprehensive review of the impact of the MBE/WBE Program;
- (26) Establishing and assessing the reasonableness of MBE/WBE participation goals for Cuyahoga County procurements;
- (27) Attending pre-bid/proposal conferences for all procurement solicitations by Cuyahoga County;
- (28) Attending kick-off meetings for major projects;
- (29) Participating on evaluation panels for request for proposals and requests for qualifications;
- (30) Investigating written complaints related to the MBE/WBE Program;
- (31) Mediating payment disputes between prime contractors and MBE/WBE sub-contractors
- (32) Notifying affected parties in writing as to the right to review and appeal an adverse decision by DEI;
- (33) Monitoring Cuyahoga County's purchasing activities and determining compliance with MBE/WBE program policies and procedures;
- (34) Preparing annual reports on the MBE/WBE Program;
- (35) Reviewing and determining whether a contractor or vendor has failed to implement its contractual agreements and commitments regarding this policy;
- (36) Developing and revising MBE/WBE Program policies and procedures to implement current best practices and maintaining records of MBE/WBE Program activities; and
- (37) Performing other tasks as may be required to fulfill the above-stated duties of DEI.

Authority to Investigate Discriminatory Practices: A Participant's written complaint of discrimination shall be forwarded to the Commission on Human Rights for investigation and determination under Title XV of the County Code. Further, such investigations may be initiated by referral to the Commission on Human Rights when DEI receives information, which provides a reasonable basis to believe that an individual contractor

seeking to contract or contracting with Cuyahoga County may be engaging in public or private discriminatory conduct.

IV. CERTIFICATION

Certification: Certification is the process that ensures that a particular business may become a part of a pool of vendors identified for the purpose of increasing opportunities with respect to contracts and purchases awarded by Cuyahoga County.

All firms submitting applications for MBE/WBE consideration must be certified prior to submission of a bid or proposal.

Applications for certification will be on standard forms provided by the Cuyahoga County and will include, but will not be limited to, primary business location, evidence of ownership, control, operation, and experience. The application shall be in the form of an affidavit and shall be signed by the applicant; such signature to be notarized by an officer duly authorized to notarize signatures. All certified MBE/WBE firms will be required to update their listing continually including changes of addresses, telephone numbers and changes of ownership, control, and operation. In addition to the applications for certification, vendors seeking MBE/WBE certification shall also submit documentation demonstrating eligibility for certification, managerial control, and operational control. This documentation includes, but is not limited to, federal business tax returns, federal personal tax returns, proof of capital investment or contribution, corporate documents (i.e., Articles of Incorporation, Share Ledger, Corporate Bylaws...), bank signature card, current lease/rental agreement or property taxes for business location, business licenses, worker's compensation certificate and proof of identification for all who own 5% or more of the business.

The Director of DEI shall grant certification of an approved MBE/WBE Business for a period of two (2) years. The Director may grant a provisional certification prior to specific bids or proposals. All companies must recertify their business depending on the expiration date of their certificate which in most instances is the anniversary of their certification. Should provisional certification be granted to a business and that business be awarded a prime contract and the provisional certification is later rescinded, that business is obligated to meet the MBE/WBE participation percentage goal of the original proposal or specifications. Cuyahoga County has a reciprocal certification agreement with the State of Ohio, Department of Administrative Services, on behalf of its Equal Opportunity Division for the Minority Business Enterprise Program.

If a business is denied certification on the basis of information submitted, the company cannot reapply for certification for a period of one (1) year from the date of the notice or denial, provided that such company shall have the right to appeal such denial and to be certified if such appeal is decided in its favor as provided herein. Certification records will be maintained by DEI for a period of five (5) years.

V. ELIGIBILITY STANDARDS FOR CERTIFICATION

The following standards will be used to determine whether a firm is eligible to be certified as a Minority Enterprise Business and/or Women Business Enterprise:

2. To become eligible for the MBE/WBE Program, a business firm must demonstrate that it has been in continuous operation in the category or the related category for which it is requesting certification for one year and that majority ownership has at least one (1) year of work experience relevant to the business' certification category. A business applying for MBE certification must establish that it is an

individual, domestic corporation, sole proprietorship, partnership, joint venture, entity, or company that is at least 51% owned by one or more individuals who are African American, Hispanic American, Native American, Asian-Pacific American, or Asian-Indian American. A business applying for WBE certification must establish that it is an individual, domestic corporation, sole proprietorship, partnership, joint venture, entity, or company that is at least 51% owned by one or more women.

9. A business applying for MBE/WBE certification must establish that it has a physical presence located within the geographical limits of Cuyahoga County, Geauga County, Lake County, Lorain County, and Medina County. Mailbox facilities or other similar arrangements alone do not constitute a physical presence.
10. MBE/WBE ownership and control shall be real, substantial, and continuing and shall go beyond the “pro forma” ownership as reflected in the ownership document. The MBE/WBE owners shall share in the risks and profits commensurate with their ownership interest as demonstrated by an examination of the substance rather than form of arrangements.
11. MBE/WBE owners shall possess the power to direct or cause the direction of the management and policies of the firm and to make the day-to-day as well as major decisions on matters of management, policy, and operation. The firm shall not be subject to any formal or informal restrictions that limit the customary discretion of the MBE/WBE owners. There shall be no restrictions through, for example, by-law provisions, partnerships, arrangements, or charter requirements for cumulative voting rights or otherwise that prevent the business owners, without the cooperating or vote of any owner who is not listed, from making a business decision of the firm.
12. Where the actual management of the firm is contracted out to individuals other than the owner, those persons who have the ultimate power to hire and fire managers can, for the purpose of this part, be deemed to be controlling the business.
13. All securities that constitute ownership and/or control of a corporation shall be held directly by the owners. No securities held in trust, or by any guardian for a minor, shall be considered as held by an owner in determining the ownership or control of a corporation. If a business denied certification due to securities held in trust appeals to and is granted a waiver of this eligibility requirement by the Grievance Hearing Board, then the waiver granted by the Grievance Hearing Board shall remain in effect for that business provided that the ownership structure remains unchanged.
14. The contribution of capital or expertise by the owners to acquire their interest in the firm shall be real and substantial. Examples of insufficient contributions include a promise to contribute capital, a note payable to firm, or the mere participation as an employee, rather than as a manager.
15. In addition to the above standards, special consideration shall be given to the following circumstances in determining eligibility for certification:
 - a. Newly formed firms and firms whose ownership and/or control has changed since the date of the advertisement of the contract are closely scrutinized to determine the reasons for the timing of the formation of or change in the firm.
 - d. A previous and/or continuing employer-employee relationship between or among present owners is carefully reviewed to ensure that the employee-owner has management responsibilities and capabilities discussed in this section.
 - e. Any relationship between a MBE/WBE and any other business which is not a MBE/WBE business or belonging to a non-MBE/WBE business, which has an interest in the MBE/WBE business is carefully reviewed to determine if the interest of the non-

MBE/WBE business conflicts with the ownership and control requirements of this section.

VI. OPERATIONAL CONTROL

DEI shall review the extent of “operational” control. The primary consideration in determining operational control and the extent to which the applicant actually operates the business will rest upon the peculiarities in the industry of which the business is a part. For example, for small contractors, it is reasonable to expect the applicant to be knowledgeable of all aspects of the business. This may not apply to large contractors who have the assets and personnel to specialize. Accordingly, in order to clarify the level of operational involvement, which an applicant must have in a business for it to be considered eligible, the following criteria are put forth, but are not intended to be all inclusive.

1. The applicant should have some experience in the industry for which certification is being sought.
4. The applicant should show that basic decisions pertaining to the daily operations of business can be independently made. This means the applicant must possess the knowledge to weigh all advice given and to make an independent determination.
5. The applicant should have some technical competence in the industry in which certification is being sought. Technical competence in this sense does not mean expert knowledge. It does mean the applicant should have a working knowledge of the technical requirements of the business needed to operate in the industry.

VII. MANAGERIAL CONTROL

DEI shall review the extent of “managerial” control. Managerial control means that the applicant has the demonstrable ability to make independent and unilateral business decisions needed to guide the future of the business. Managerial control may be demonstrated in many ways. For an applicant to demonstrate managerial control, the following criteria are put forth, but are not intended to be all-inclusive:

1. Articles of incorporation, corporate bylaws and partnership agreements or other agreements shall be free of restrictive language, which would dilute the applicant’s control, thereby preventing the applicant from making those decisions, which affect the future of the business.
4. The applicant shall be able to show clearly through production of documents the areas of applicant control, such as, but not limited to:
 - e) Authority and responsibility to initiate and sign checks, letters of credit, and loan agreements.
 - f) Authority to negotiate and signature authority for insurance and/or bonds.
 - g) Authority to negotiate for banking services.
 - h) Authority to hire and fire employees.
5. Agreements for support services that do not lessen the applicant’s control of the company are permitted as long as the applicant’s power to manage

the company is not restricted or impaired.

VIII. THE PURPOSE AND USE OF GOALS

Definition and Purpose: Cuyahoga County maintains a compelling interest in providing equal business opportunities for all persons wishing to do business with it. Therefore, DEI will continue to encourage, monitor, and track MBE/WBE business participation in the procurement process through the MBE/WBE participation goals. Goals are not quotas, but rather a method enabling Cuyahoga County to encourage and promote inclusion of MBE/WBEs in the procurement process.

Procedure for Establishing Overall Goals: Cuyahoga County has established an overall subcontracting goal for MBE/WBE Participation in County procurements that will vary by work categories based on the latest Disparity Study.

Procedure for Establishing Individual Goals: For each procurement, the County department/agency shall provide the NIGP code and estimated cost for each scope of work within a procurement as part of the specification packet for each bid, RFP, and RFQ to DEI in advance of the desired solicitation/award initiation date to enable DEI ample time to determine the MBE/WBE participation goals for the procurement. To achieve the overall goal for MBE/WBE participation, the Director of DEI will establish MBE/WBE participation goals on a contract-by-contract basis by determining the available MBEs/WBEs using the latest Disparity Study data for each scope of work within a procurement and weighting that availability based on the percentage that scope represents within the procurement. Separate goals will be set for MBEs and WBEs. The Director of DEI may also waive the MBE/WBE goals for particular procurements as outlined in Section IX. (1).

Cuyahoga County will use the following criteria to determine the types of participation toward Cuyahoga County's overall annual MBE/WBE goals:

- 4) The total dollar value of the subcontract may be counted toward determining the specified goals. This includes the fees and commissions charged for professional services, legal counsel, manufacturers, financial consultants, and insurance agents.
- 5) Contract goals will be used to meet any portion of the annual goal. Contract goals are established so that, over the period to which the goal applies, they will cumulatively result in meeting any portion of the goal projected to be met through the use of the different programs.
- 6) Contract goals will only be established on those contracts that have subcontracting opportunities for MBE/WBE Participation. The size of contract goals will be adapted to the circumstances of each contract (e.g., type and location of work, availability of the MBE/WBEs to perform the particular type of work) and functionality within the contract.

MBE/WBE Participation in Meeting Goals: All Participants, including MBE/WBE Participants, shall make good faith efforts to attain goals through all subcontractor work.

- (1) Prime Contractors: A Prime Contractor should subcontract portions of its contract consistent with industry standards. However, all MBE/WBE subcontractors must perform a commercially useful function as defined herein. Only such participation by an MBE/WBE will be counted towards any goal.
- (2) Subcontractor Participation: Where a Prime utilizes one or more subcontractors or 2nd tier subcontractors to attain a MBE/WBE goal, the Participant may only count said MBE/WBE

subcontractor or sub-subcontractor work once toward goals. In no way shall subcontractors' or sub-subcontractors' work or dollar amount be construed to count toward said goal more than once. Only expenditures to MBE/WBE subcontractors that perform a commercially useful function in the work of that project or contract will be counted.

- (3) Supplier Participation: Where a Participant utilizes suppliers or distributors to satisfy the goal(s) in whole or in part, the MBE/WBE suppliers must perform a commercially useful function. Supplier participation may be approved upon review of the following factors:
- i) The nature and amount of supplies to be furnished;
 - ii) Whether the MBE/WBE is a manufacturer, wholesaler or distributor of the supplies and has the capabilities to deliver same in accordance with its certification;
 - iii) Whether the MBE/WBE actually performs, manages, and supervises the work to furnish the supplies; and
 - iv) Whether the MBE/WBE business intends to purchase supplies from a non-MBE/WBE and simply resell same to the general or prime contractor for allowing those supplies to be counted towards fulfillment of the goal(s). Participants will receive no credit for the dollar amount of the supply contracted from brokers.

IX. WAIVERS AND WAIVER OF NON-COMPLIANCE WITH MBE/WBE GOAL

1. This MBE/WBE Program policy may be waived for the following:
- h) "Sole Source" procurements under the Cuyahoga County ordinances which by their very nature limit the source of supply to one vendor.
 - i) County purchases from political subdivisions/government entities;
 - j) County purchases off state contracts, off federal contracts, and from joint purchasing programs;
 - k) The acquisition of any interest in real property including lease holdings;
 - l) Direct and indirect employee payments including payroll expenditures, pensions, and unemployment compensation and other employee-related expenditures;
 - m) Any other categories and subcategories of goods and services Cuyahoga County may from time to time establish as excluded contracts upon recommendation of the Director of the Department of Equity and Inclusion and approval by the Cuyahoga County Executive and Cuyahoga County Council;
 - n) Purchases and contracts being procured using Informal RFBs, RFPs, and RFQs (estimated total value \$1,000.01-\$49,999.99): As part of its solicitation process, the department shall also solicit bids/proposals from County certified MBEs/WBEs when available. To determine MBE/WBE availability, at least two (2) business days in advance of the posting/advertisement period, the department shall check the list of County certified MBEs/WBEs on the County's website (<https://opd.cuyahogacounty.us/en-US/listing.aspx>) and/or contact the Department of Equity and Inclusion for a list of pertinent County certified MBEs/WBEs. For these transactions, when the department solicits bids/proposal/qualifications through the vendor email notification system (currently the Infor Strategic Sourcing Module) in accordance with County Code Section 501.12 E, the department shall notify the pertinent available MBEs/WBEs using the vendor email notification system of the purchasing and contracting opportunity. Also, if required, as part of the additional solicitation efforts, the department shall also notify the pertinent available MBEs/WBEs.

4. Application for Waiver. If the Contractor, consultant, supplier, or vendor does not meet the project goals, the bidder or offer or may seek a partial or total waiver of the project goals. The application for waiver of all or part of the project goals shall include full documentary evidence of the Participant's good faith efforts to meet the project goals and why the request for waiver should be granted. The application shall be notarized and submitted as a part of the bid or offer. Additional explanation, affidavits, exhibits or other materials may be required by the MBE/WBE Program to substantiate good faith efforts. (See the Good Faith Effort Certification, DIV-3, 2 pages, in the attached Bidder's Manual). Waivers may also be granted for an acceptable explanation as to why the goals should be waived.
5. Waiver for Detriment to Public Health, Safety or Financial Welfare. The Director of DEI may waive MBE/WBE Program goals if the same causes a detriment to public health, safety, or the financial welfare of the County. The MBE/WBE Program goals may also be waived in the event available MBE/WBEs provide price quotes which are unreasonably high in that they exceed competitive levels beyond amounts which can be attributed to cost, overhead and profit.

X. REQUIREMENTS OF PRIME CONTRACTORS

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

- 3) Covenant of Non-Discrimination: Each Participant must submit a duly executed and attested Covenant of Non-Discrimination (DIV-1, found in the attached Bidder's Manual). This written instrument shall contain promises, declarations and/or affirmations made by the Participant. The completed document must contain an original signature and date of signature.
- 4) MBE/WBE Subcontractor Participation Plan: Each Participant must submit a duly executed Subcontractor Participation Plan (DIV-2, found in the attached Bidder's Manual) for each MBE/WBE subcontractor proposed. Copies and/or facsimiles of DIV-2 submitted with bids/proposals are acceptable BUT all required signatures must be dated as indicated. Also, please note the following:
 - a) Certified MBE/WBEs who are bidding as prime contractors **MUST** complete and submit the top portion of Form DIV-2 to guarantee their portion of MBE credit or WBE credit and this can be up to 20% of the MBE participation goal or up to 20% of the WBE participation goal.
 - b) MBE/WBEs with multiple geographical locations shall enter the address and contact information for the geographical locations eligible for Cuyahoga County certification on Form DIV-2.
 - c) Prime vendors are **PROHIBITED** from using MBE/WBE(s) with whom the prime vendor has a familial relationship, joint or co-ownership, common partners, officers, or a shareholder relationship to meet the MBE/WBE Participation Goals. Hence, on Cuyahoga County projects/contracts, any portion of work subcontracted to a MBE/WBE vendor by a prime vendor that meets the above-mentioned criteria will **NOT** count towards the achievement of the established MBE/WBE Participation Goals.

Use of 2nd Tier Subcontractors: In the event that a subcontractor portions out work and utilizes the services of a sub-subcontractor or vendor, the prime contractor shall be required to report this use to DEI. For reporting purposes, the prime contractor shall report statistical data for the sub-subcontractor or sub-vendor, including race, gender, business size, area of specialization, dollar value, description of services or products purchased,

and contact information. No MBE/WBE subcontractor will be permitted to subcontract more than 25% of their subcontract work (based on dollar value) without prior approval by DEI.

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

**A PARTICIPANT’S FAILURE OR REFUSAL TO PROVIDE INFORMATION AND DATA
REQUIRED BY THIS PROGRAM AND REQUESTED BY DEI SHALL SUBJECT THE
PARTICIPANT TO HAVING A
PROPOSAL OR BID DEEMED NON-RESPONSIVE.**

XI. GOOD FAITH EFFORTS

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

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

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

- (5) Sufficient information about the plans, specifications, and relevant terms and conditions of the solicitation. This should include information about the work which will be subcontracted or the goods which will be obtained from subcontractors and suppliers;
- (6) A contact person knowledgeable of the project scope documents, within the Participant’s office, to answer questions about the conditions of the contract;
- (7) Information as to the Participant’s bonding requirements (including any offers to assist interested MBE/WBEs in obtaining bonding or insurance); and
- (8) The deadline for price quotations.

Evaluation of Good Faith Efforts: In evaluating good faith efforts, DEI will determine whether the Participant has made reasonable good faith efforts to obtain MBE/WBEs participation as part of its bid or proposal. DEI may evaluate not only the different kinds of efforts made by a Participant, but also the quantity and intensity of those efforts.

DEI will consider a completed Good Faith Effort Certification (DIV-3, 2 pages, found in the attached Bidder’s Manual), as evidence of a Participant’s good faith in trying to obtain MBE/WBE participation in a bid or proposal.

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

Good Faith Effort Certification: Participant must submit a completed Good Faith Certification (DIV-3, found in the attached Bidder's Manual) ONLY if the MBE Participation Goal and/or the WBE Participation Goal is not met. The completed document must contain an original signature, notarizations, and date of signature. Along with the completed Good Faith Effort Certification, participants shall also submit additional documentation demonstrating a good faith effort (as detailed above in *Required Documentation*).

Administrative Reconsideration: If DEI determines that the apparent successful vendor is non-compliant on meeting the MBE/WBE participation goals and has not demonstrated good faith efforts to obtain MBE/WBE participation, prior to awarding the contract/purchase, the user department shall notify the apparent successful vendor of the determination of non-compliance by emailing the primary contact detailed in the vendor's bid/proposal. The apparent successful vendor shall have the right to request an administrative reconsideration of the non-compliance determination. The administrative reconsideration can be a "no meeting" reconsideration or "meeting" reconsideration (virtual or in-person). The request for an administrative reconsideration must be submitted within three (3) business days of the notification of non-compliance and in the format of an email to DEI at dei@cuyahogacounty.us. Upon receipt of the request for the administrative reconsideration by the apparent successful vendor, DEI shall forward the request to the Administrative Reconsideration Panel. The panel shall consist of at least three (3) but not more than five (5) County employees appointed by the Cuyahoga County Executive. The request for administrative reconsideration shall detail the pertinent RFB/RFP/RFQ (i.e., title, description...), type of administrative reconsideration requested (i.e., no meeting or meeting), and any written documentation or arguments concerning the issue of non-compliance. DEI shall provide a summary of its Good Faith Effort evaluation and supporting documentation. The Administrative Reconsideration Panel shall publish a schedule that includes deadlines and provides for a frequency of no less than twice per calendar month. The Administrative Reconsideration Panel will evaluate the information provided by the apparent successful vendor and DEI and issue a written decision approving or disapproving of DEI's determination on non-compliance for the matter. A quorum for "no meeting" or "meeting" administrative reconsideration shall be the majority (i.e., greater than 50%) of the appointed panel and an affirmative vote by the majority (i.e., greater than 50%) of the panel present for the administrative reconsideration is required for action. The Administrative Reconsideration Panel shall adopt its own rules of procedure consistent with MBE/WBE Policies and Procedures. The result of the administrative reconsideration is not administratively appealable.

XII. AWARD OF CONTRACTS

Award of Contract: Proposals/bids may be rejected and projects re-submitted for the sole purpose of attaining goals where no "good faith effort" has been demonstrated. Cuyahoga County reserves the right to determine the action to be taken on the contract if a goal is not met, including rejecting any or all bids or proposals. For RFPs and RFQs, once the scope of work and/or price, terms, and conditions have been finalized but in advance of submission for approval by the pertinent contracting authority, the department shall confirm with DEI that the proposed contract/purchase is compliant with the MBE/WBE participation goals and/or Good Faith Efforts requirements. If an awarded contract is later amended for additional dollars, MBE/WBE subcontractor participation should still reflect the percentage of dollars originally contracted for.

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

Lowest Bid Received Range (\$)	Price Preference (%) & Limit	Price Preference (\$)
0 – 500,000	10%	0 – 50,000
500,000.01 – 1,000,000	10% up to max \$80,000 (10-8)	50,000.01 – 80,000
1,000,000.01 – 3,000,000	8% up to max \$210,000 (8-7)	80,000.01 – 210,000
3,000,000.01 – 5,000,000	7% up to max \$250,000 (7-5)	210,000.01 – 250,000
>5,000,000	\$250,000 maximum (≤5)	250,000 maximum

XIII. MONITORING AND POST-AWARD REPORTING

Department of Equity and Inclusion Authorization to Monitor: DEI shall be authorized to collect from all Participants such data and information as is necessary to monitor this Program. This information may include information as to business ownership, supplier information, subcontractor information, all of which shall reflect the contract information, race, gender, business location, and size of the identified businesses.

DEI shall monitor the participation of MBE/WBEs in the procurement of goods and services for Cuyahoga County. Such monitoring shall include, but is not necessarily limited to, a statistical analysis of each construction trade, business service, professional service, and commodity to determine whether there is utilization of MBE/WBEs in a manner that is proportionate to the established goal.

DEI will provide written reports on an annual basis. DEI’s report shall contain a summary of the purchases and contracts placed with MBE/WBEs for the period and the relative percentage to the total of purchases and contracts for that period.

Participant’s Post-Award Reporting: Participants who are awarded contracts must submit reports on a monthly basis during the course of, at the end of the contract, and as requested by DEI. Participants shall comply with all reporting requirements related to MBE/WBE utilization including, but not limited to, completing on-line reporting of payments made to MBE/WBE subcontractors and other subcontractors. These reports shall summarize the number and dollar amounts of payments made during the term of the contract to subcontractors. At the end of the contract, the final report shall summarize the number and dollar amounts of payments made during the term of the contract to all subcontractors and shall reflect the MBE/WBEs designation of the subcontractor if any. DEI reserves the right to audit a contract for MBE/WBE participation at its discretion during any phase of the project. An audit would include but not be limited to: on site reviews, desk reviews, requests for cancelled checks, requests for invoices, certified payroll reports, etc. Participants shall contact DEI if concerns arise related to its ability to meet the MBE/WBE goals and to seek guidance on available options to meet the goals.

MBE/WBE Subcontractor, Substitutions or Replacements: The prime contractor shall report any replacements or substitutions of the use of MBE/WBE subcontractors to DEI immediately. Prior approval by the Director of DEI is required for MBE/WBE substitutions/replacements. For reporting purposes, the prime contractor shall report to DEI statistical data pertaining to the new subcontractor, including race, gender, business size, area of specialization, and contact information on the MBE/WBE Subcontractor Participation Plan form (DIV-2).

DEI will require a Participant to make good faith efforts to replace a MBE/WBE that is terminated or has otherwise failed to complete its work on a contract with another MBE/WBE to the extent needed to meet the contract MBE/WBE Participation Goal. The Participant must notify DEI immediately, and in writing, of the

MBE/WBE's inability or unwillingness to perform and provide reasonable documentation. The request should include at a minimum: the name of the MBE/WBE firm, the contact, the phone number, the scope of work initially assigned to the MBE/WBE firm, dollars paid to date, percent of scope completed, and the reason for the substitution request including documentation of the MBE/WBE's withdrawal.

The Participant will be given five (5) business days to find a MBE/WBE substitution if the request is granted. In this situation, the Participant will be required to obtain prior approval of the substitute MBE/WBE and to provide copies of MBE/WBE Subcontractor Participation Plan (DIV-2) or documentation of good faith efforts.

If the Participant fails or refuses to comply in the time specified, DEI may issue a recommendation to stop all or part of payment and/or work until satisfactory action has been taken. If the Participant still fails to comply, DEI may issue a recommendation of termination of the contract.

Contractors' Closeout Activity Reports: To further monitor MBE/WBE participation, closeout activity reports will be required from project prime contractors and prime consultants identifying activities of **all** subcontractors and sub-consultants (i.e., non-MBE/WBEs and MBE/WBEs). For all subcontractors and sub-consultants used, the prime contractor shall provide the following information: contact information, ethnicity/race/gender of ownership, summary of scope of work provided, and total payments for said scope of work. This report shall include all modifications/amendments/change orders. The prime contractors/consultants shall provide justification and documentation for MBE/WBE participation shortfalls.

XIV. GRIEVANCE PROCESS

Any Participant or other party allegedly aggrieved by the provisions of this program may submit a written complaint to DEI who will notify the Grievance Hearing Board. The Grievance Hearing Board is empowered to hear all grievances concerning certification, de-certification, goal complaints, good faith efforts not previously reviewed by the Administrative Reconsideration Panel, and any other grievances called by the provisions of this program.

Grievance Hearing Board: The Grievance Hearing Board consists of the following five (5) members:

- Three (3) appointed by the County Executive, from time-to-time;
- Two (2) County Council Members appointed by the President of County Council

The Grievance Hearing Board meets as required to hear grievances pertaining to the MBE/WBE Program. A meeting quorum of this board consists of four (4) members. An affirmative vote by at least three (3) members is required for action items.

Request for Review: An allegedly aggrieved party may seek review of the DEI determination or decision by filing a written Request for Review with DEI within five (5) days of receipt of the Determination of Non-Compliance, certification denial, recertification denial, or other MBE/WBE decision.

Scheduling the Hearing/Notice of Hearing: Upon receipt of the request for review from the allegedly aggrieved party, DEI shall forward the request for review to the Grievance Hearing Board within three (3) business days of receipt and proceed with scheduling the hearing. Every effort shall be made to hold the hearing no more than twenty (20) days from the date of receipt of the request for review. All external parties shall be sent a written notice by registered mail which shall state the date, time, and place of the hearing.

Hearing: The hearings shall be informal. Participants shall include DEI and the allegedly aggrieved person(s), or a representative of the allegedly aggrieved person. Said hearing shall comply with State of Ohio law relative to the Open Meetings Act.

Decision: The Grievance Hearing Board shall issue a decision at the conclusion of the hearing which may approve or disapprove of DEI's decision or determination.

Exhaustion of Legal Remedies: An aggrieved person or entity must comply with the review process as outlined herein. Once a person or entity has exhausted the administrative remedies outlined in the Program, that person or entity may seek any other statutory, legal, or equitable remedies that may be available. Failure to exhaust all administrative remedies listed above is an affirmative defense to any statutory, legal, or equitable proceeding that may arise.

XV. SANCTIONS AND PENALTIES FOR NON-COMPLIANCE

Cuyahoga County shall have the authority and power to enforce the provisions of this Program. Failure of a participant to comply with the requirements shall subject it to administrative sanctions. In addition, a violation of this Program shall constitute a material breach of contract enforceable at law or in equity, as will all other contract provisions, including the imposition of penalties. The following sanctions and penalties are established for the enforcement of this Program:

- (7) Determination of Non-Responsiveness: In addition to standard factors in its evaluation, Cuyahoga County may declare a bid or proposal non-responsive where it is determined that a Participant has not filed with Cuyahoga County a duly executed Covenant of Non-Discrimination or any other document as required by this Program.
- (8) Limited Suspension: For falsifications, misrepresentations, deception to obtain a contract, Cuyahoga County may remove a Participant from its list of eligible firms entitled to do business with Cuyahoga County.
- (9) Rejection of Future Proposals: Cuyahoga County may reject any or all future Proposals of a Participant until such time as the Participant demonstrates that it is or shall come into compliance.
- (10) Withholding Payment: Cuyahoga County may withhold payment, until such time as the Participant demonstrates that it is or shall come into compliance.
- (11) Cancellation of Contract: Cuyahoga County may declare a contract null and void where, after such contract has been awarded, an investigation determines that the Participant's documents contain false, fictitious, or fraudulent information.
- (12) Permanent Debarment: For repeated violations, Cuyahoga County may remove a Participant from its list of firms entitled to do business with Cuyahoga County indefinitely.

Guidelines for Imposition of Sanctions: The authority and power for imposition of sanctions and penalties shall lie with County authorities and elected/appointed officials as outlined in the County Charter, County Ordinances, state laws, and federal laws. The recommendation, however, may come from the Grievance Hearing Board or DEI.

- (1) General: Sanctions may be recommended if there is evidence of specific conduct on the part of the Participant that is inconsistent with or in direct opposition to the applicable provisions of this Program. Furthermore, the imposition and enforcement of sanctions shall be consistent with applicable County ordinances, state laws, and federal laws.
- (2) Severity of Sanctions: In determining the length of any suspension, Cuyahoga County shall consider the following factors:
 - (i) Whether the failure to comply with applicable requirements involved intentional conduct or, alternatively, may be reasonably concluded to have resulted from a misunderstanding on the part of the Participant of the duties imposed on them by this Program;
 - (ii) The number of specific incidences of failure by the Participant to comply;
 - (iii) Whether the Participant has been previously suspended;
 - (iv) Whether the Participant has failed or refused to provide Cuyahoga County or DEI with any information required or requested by this Program;
 - (v) Whether the Participant has materially misrepresented any applicable facts in any filing or communication to Cuyahoga County or DEI; and
 - (vi) Whether any subsequent restructuring of the Participant's business or other action has been undertaken to cure the deficiencies in meeting applicable requirements.
- (4) Length of Suspension: Suspensions may be for any length of time. Cuyahoga County may impose suspensions in excess of one year in cases involving intentional or fraudulent misrepresentation or concealment of material facts, multiple acts in breach of the Program, cases where the Participant has been previously suspended, or other similarly situated misconduct.

Prohibition Against False Statements: It shall be unlawful for any person, knowingly and willfully and with intent to mislead or to make any false or fraudulent representations to Cuyahoga County. Cuyahoga County may impose sanctions against any person making such false representation in connection with the MBE/WBE Program.

XVI. TRAINING AND OUTREACH STRATEGIES

Training: Cuyahoga County remains committed to implementing a program that increases the participation of MBE/WBEs in Cuyahoga County's procurement opportunities. To ensure that all Cuyahoga County employees involved in purchasing decisions are appropriately informed, certain personnel would undergo training to increase sensitivity regarding the utilization of MBE/WBEs. Internal training shall ensure that all staff with purchasing authority have the capacity and capability to engage in a consistent, fair, and open procurement process. Training sessions shall occur periodically. The objective of the training is to effectively communicate the importance of the Program and the mechanics of how the Program operates. The training shall address the following topics, among others:

- (v) Understanding the purpose of the Program.
- (vi) Understanding the benefits of doing business with MBEs/WBEs.

- (vii) Understanding how the Program is administered.
- (viii) Developing innovative techniques to increase MBE/WBE participation.

Outreach Program: To ensure that opportunities to participate in Cuyahoga County's contracts are available to the widest feasible universe of willing, available, and qualified businesses, DEI shall develop and engage in outreach designed to increase public awareness of the MBE/WBE Program, MBE/WBE Participation Goals, and MBE/WBE Good Faith Effort Criteria. This outreach may consist of any of the following:

- (6) Public Awareness of the Program. To increase the visibility of DEI and to increase the awareness of the Program, DEI shall disseminate at community events, trade shows, and other appropriate business functions, and publish on its website information describing the Program. Any Program updates shall be published within five (5) business days. This information shall also identify ongoing contracting opportunities. DEI will actively participate in the various advocacy groups to provide constant feedback and to keep MBE/WBEs abreast of the Programs and contracting opportunities.
- (7) Outreach to Contractors and Vendors. DEI shall conduct outreach to vendors and contractors desiring to do business with Cuyahoga County. The intent of this outreach is to support the MBE/WBE Program and promote effective procurement by educating businesses on the MBE/WBE Program, MBE/WBE Goals, and MBE/WBE Good Faith Efforts Criteria
- (8) Outreach to MBE/WBEs. DEI shall assist the MBE/WBE businesses by providing workshops and seminars on the MBE/WBE Program, MBE/WBE Goals, MBE/WBE Good Faith Efforts Criteria, and Cuyahoga County's procurement policies and procedures.
- (9) 24-month Purchasing and Contracting Forecast. DEI shall work with Cuyahoga County departments and agencies to prepare and update biannually a 24-month purchasing and contracting forecasts (including annually reoccurring purchases). For the initial forecast and each biannual update of the forecast, County departments/agencies shall compile a purchasing and contracting forecast for the upcoming 24-month period and submit said forecast to DEI. The forecast shall include for each item the originating/lead department, a brief description, estimated amount, and estimated solicitation/advertisement date. The forecast shall also detail purchases and/or contracts that will be procured using the Small Business Set Aside Program which enables County certified small business enterprises to compete against each other for the item award. DEI shall combine the individual forecasts into one forecast and post the combined forecast on the DEI website biannually.

In addition, County departments and agencies shall coordinate with DEI to expand the Small Business Set Aside Program. Specifically, as part of the creation and biannual updates of their forecasts, County departments and agencies shall provide a forecast of contracts and purchases that will be procured using the Small Business Set Aside Program. The County departments and agencies and DEI shall use the following criteria to evaluate and select the contracts and purchases for procurement using the Small Business Set Aside Program:

SELECTION CRITERIA	SUMMARY
FUNDING SOURCE REQUIREMENTS & RESTRICTIONS	County agencies leverage County funds with a multitude of other funding sources (i.e., federal, state, grants, loans...). This enables the County to maximize the return on its investments. However, some of the funding sources may have requirements that will limit the County's ability to fully enact its diversity/inclusion initiatives. When evaluating the eligibility of contracts or services for the SBE Set Aside Program, funding source requirements and restrictions will be assessed.
SCOPE OF WORK	When evaluating the eligibility of contracts or services for the SBE Set Aside Program, the scope of work will be assessed. Contracts or services selected will: <ul style="list-style-type: none"> • be typical of the industry in size and scope • be of simpler or of typical complexity • have typical/standard delivery requirements • have typical periods of performance for the industry
COMPETITIVE ENVIRONMENT	While providing opportunities for SBE vendors to participate in the County procurement process, the County must still maximize the return on its resources. As such, when evaluating the eligibility of contracts or services for the SBE Set Aside Program, at the time of selection, contracts or services must have at least three (3) County certified SBE vendors that provide the scope of work/goods being procured. The size of the pool of pertinent County certified SBE vendors will be re-confirmed at the time of advertisement.
PERFORMANCE BOND AND INSURANCE REQUIREMENTS	Performance bond and insurance requirements are frequently mentioned as obstacles to small businesses in participating in government contracts. When evaluating the eligibility of contracts or services for the SBE Set Aside Program, contracts, or services with lower than or typical performance bond and insurance requirements will be selected.

- (10) 30-day minimum Bid/RFP/RFQ Solicitation/Advertisement Period. All reasonable efforts shall be made to post formal bids/RFPs/RFQs for goods and/or services on the County website for no fewer than 30 days prior to the bid/RFP/RFQ opening. Reasonable efforts include, but are not limited to, County departments and agencies initiating the procurement process for bids, RFPs, and RFQs in ample time to complete pre-advertisement tasks (includes completion of procurement specifications, developing estimated costs by NIGP code for the pertinent scopes of work for the procurement, determination of diversity goals by DEI, finalizing the specification packet...) to enable the posting of bids, RFPs, and RFQs for no fewer than 30 days prior to the bid/RFP/RFQ opening date. Reasonable efforts include, but are not limited to, County departments and agencies exhausting other options (such as working to accelerate the internal bid/proposal/qualification review process and contract negotiation) to meet contract and purchase award deadlines before shortening the solicitation/advertisement period. In brief, shortening the solicitation/advertisement period to less than 30 days shall not be the default, initial, or only option evaluated and/or exercised to accelerate the procurement timeline.

XVII. BOND WAIVER PROGRAM

Cuyahoga County's Department of Law's Risk Management Division administers a bond waiver program in accordance with County Code Section 508.02.

XVIII. SEVERABILITY

If any of the provisions set forth in this Program or any section, subsection, paragraph, sentence, clause, phrase, or word thereof shall be found to be invalid, illegal, or unenforceable for any reason, the application of the remainder of this Program shall not be affected by such invalidity.

XIX. DEFINITIONS

For the purpose of this Program, the following words, terms, phrases, and abbreviations shall have the following meanings:

“Administrative Reconsideration Panel”: shall mean the panel of County employees appointed by the County Executive that at the request of the apparent successful vendor reviews a non-compliance determination made by DEI.

“Certification”: shall mean the qualifying process that ensures buyers and local, state, and federal agencies that a particular business is eligible to become a part of a pool of vendors identified for the purpose of increasing opportunities with respect to contracts and purchases awarded by Cuyahoga County.

“Commercially Useful Function”: shall mean the performance of real and actual services by a Participant who contracts with Cuyahoga County, or subcontracts with another business enterprise which contracts with Cuyahoga County. A business enterprise serving as a “conduit”, “front” or “pass-through” for another business shall not be deemed to perform a commercially useful function. In determining whether a business is performing a commercially useful function, factors, including but not limited to the following, will be considered:

- i) The nature and amount of work contracted;
- ii) Whether the MBE/WBE has the skill and expertise to perform work for which it has been certified;
- iii) Whether the MBE/WBE actually performs, manages, and supervises the work;
- iv) Whether the MBE/WBE intends to purchase commodities and/or services from a non-MBE/WBE and simply resell same to the general or prime contractor for the purpose of allowing those commodities and/or services to be counted towards the fulfillment of a goal;
- v) Standard industry practices relating to the use of the subcontractors. Consistent with standard industry practices, a MBE/WBE subcontractor may enter into second tier subcontracts. If a MBE/WBE subcontractor subcontracts a significantly greater portion of the work of its

subcontract to a non-MBE/WBE inconsistent with standard industry practices, the MBE/WBE subcontractor shall be presumed not to be performing a commercially useful function.

“Compliance”: shall mean the condition existing when a Participant has met the requirements of this Program.

“Conduit”: shall mean a business which purchases goods or services that are not normally purchased or sold as part of its daily business from another business(es) for the sole purpose of resale to Cuyahoga County or a contractor doing business with Cuyahoga County.

“Contract”: shall mean any mutually binding legal obligation of Cuyahoga County created to acquire some good and/or service from one or more Participants, which is paid or which is to be paid for, in whole or in part, with monetary appropriations of Cuyahoga County. In this context, the terms “contracting”, “purchasing”, and “procurement” are synonymous and refer to the process or processes under which Cuyahoga County undertakes such acquisitions.

“Cuyahoga County”: shall mean the government agency which provides public contracting to increase quality of life in the County.

“Covenant of Non-Discrimination”: shall mean, collectively, one or more contractual affirmative promises (1) to adopt the policies of Cuyahoga County relating to the participation of MBE/WBEs in the procurement process; (2) to undertake certain good faith efforts to solicit SBEs participation; and (3) not to otherwise engage in discriminatory conduct against MBE/WBEs.

“DEI”: shall mean the Department of Equity and Inclusion, which is responsible for administration of the MBE/WBE Program.

“Department”: Shall mean a department, division or elected official’s office which solicits bids and/or proposals through the Purchasing Department.

“Goal”: shall mean an aspirational effort to attain a certain level of MBE/WBE participation on contracts awarded by the Cuyahoga County based on subcontracting opportunities and available MBE/WBEs to perform.

“Good Faith Efforts”: shall mean the aggressive actions of a Participant undertaken in earnest to achieve MBE/WBE goals and ensure that it does not discriminate in its contracting practices.

“Independent”: shall mean that with respect to the ownership, control, and activity of a MBE/WBE, the business shall operate separate and apart from the ownership, control or undue influence of another business owned and controlled by one or more non-MBE/WBEs.

“Joint Venture”: shall mean an association of two or more independent persons, partnerships, corporations (or any combination of them) formed, consistent with the laws of the State of Ohio. This joint venture would carry out a single, for-profit business enterprise, for which the parties combine their property, capital, efforts, skills, and knowledge, and in which the MBE/WBE is responsible for a distinct, clearly defined portion of the work of the contract and whose share in the capital contribution, control, management, risks, and profits of the joint venture are commensurate with its ownership interest.

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

“Manufacturer”: shall mean an individual (or individuals) who owns, operates, or maintains a factory or establishment that produces on the premises the components, materials, or supplies obtained by the Participant or Cuyahoga County.

“Non-Compliance”: shall mean the condition that exists when a Participant has failed to meet the requirements of this Program.

“Office”: shall mean that a business enterprise with an established place of business in the Cuyahoga County area at which one or more of its employees is regularly based and that such place of business has a substantial role in the business’ performance of a commercially useful function as herein defined. A location utilized solely as a post office box, mail drop or telephone message center or any combination thereof, with no other substantial work function, shall not constitute a significant business presence.

“Participant”: shall mean any contractor, vendor, supplier, or other person, partnership, joint venture, corporation, or other business entity that submits a bid or proposal to Cuyahoga County or expressed interest in submitting a bid or proposal in response to competitive solicitation issued by Cuyahoga County or who has been awarded a contract by Cuyahoga County.

“Project Owner”: shall mean the representative of Cuyahoga County that enters into agreement or contracts with a firm for services or supplies or any other item which shall cause a disbursement of funds from Cuyahoga County.

“Proposal”: shall mean a quotation, proposal, bid or offer by a Participant to perform or provide labor, materials, supplies, or services to Cuyahoga County in response to competitive solicitation issued by Cuyahoga County.

“Purchasing Department”: shall mean the Cuyahoga County department responsible for the purchase of goods and services required for all offices of Cuyahoga County, other than separate political subdivisions.

“Race/Gender-Conscious”: shall mean any governmental or legislative policy or programmatic action that uses race or gender as criteria for participation. The use of a MBE or WBE goal is a primary example of a race-conscious measure.

“Race/Gender-Neutral”: shall mean any governmental or legislative policy or a programmatic action in which race or gender is not among, or the specific criteria for participation. While benefiting MBEs and WBEs, it is not solely focused on MBE or WBE firms and can be used to assist all small businesses. For example, small business outreach programs, technical assistance programs, mobilization fees, bonding assistance and prompt payment provisions can assist a wide variety of small businesses, not just MBEs and WBEs.

“Responsible”: shall reference a Participant’s integrity, compliance with public policy, and record of past performance and financial and technical resources. A Participant must meet certain requirements to be considered a responsible bidder.

“Responsive”: shall mean that a bid must comply in all material respects, both to the method and timeliness of submission and to the substance of any resulting contract, so that all Participants may stand on an equal footing and the integrity of the competitive bidding system may be maintained.

“Small Business Enterprise” (“SBE”): shall refer to a firm that is certified by DEI, submitted an application and has been accepted as a firm eligible to take advantage of affirmative action efforts established in the Small Business Enterprise Program.

“Underutilization”: shall mean the percentage of dollars spent by Cuyahoga County with MBE/WBEs which is less than would be expected based on MBE/WBE availability in the County.

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

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BIDDERS' MANUAL

Minority Business Enterprise (MBE) and Women Business Enterprise (WBE) Program

The goal of the MBE/WBE Program is to support and encourage inclusion by creating positive partnerships in County contracting and other procurement opportunities. The MBE/WBE Program will achieve this goal by providing and supporting opportunities for MBE/WBEs to grow and thereby compete effectively in the general environment for contracting opportunities.

THE MBE/WBE PARTICIPATION GOALS FOR THIS BID/PROPOSAL:

MARK "X" for applicable category	CATEGORY	GOALS
	Construction	MBE: % WBE: %
	Architecture & Engineering	MBE: % WBE: %
	Professional Services	MBE: % WBE: %
	Other Services	MBE: % WBE: %
	Goods and Supplies	MBE: % WBE: %

Cuyahoga County
Is an Equal Opportunity Employer

MBE/WBE BIDDERS' MANUAL

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REQUIRED FORMS:

- Covenant of Non-Discrimination (DIV-1)
- MBE/WBE Subcontractor Participation Plan (DIV-2)
- Good Faith Effort Certification (DIV-3, 2 pages)
- Sample of Completed MBE/WBE forms (4 pages)

INSTRUCTIONS TO BIDDERS

II. MBE/WBE Certifications

Only those certified by the Cuyahoga County's Department of Equity and Inclusion (DEI) shall be eligible for the fulfillment of the MBE/WBE participation goal. MBE and/or WBE listings may be obtained from the Department of Equity and Inclusion (DEI). If a MBE and/or WBE elects to compete for County business without being certified by Cuyahoga County as such, they may do so, but any bid/proposal submitted will not be counted towards fulfillment of the MBE/WBE participation goals.

A MBE/WBE desiring certification with Cuyahoga County must complete the certification application. MBE/WBE applications may be obtained from the:

Department of Equity and Inclusion
2079 East Ninth St., 2nd Floor
Cleveland, Ohio 44115
(216) 443-7230

II. SBE Set Aside Program

The goal of the Small Business Enterprise Set Aside Program is to support small businesses by creating contracts and other procurement opportunities exclusively for participation by Cuyahoga County Certified small business enterprise. The Small Business Enterprise Set Aside Program will achieve and support opportunities for small firms to grow and thereby compete effectively in the general environment for contracting opportunities. This program may also include MBE/WBE goals.

III. MBE/WBE Participation Goal

The MBE/WBE Participation goals can be achieved in the following manner(s):

4. A prime vendor subcontracts with one or more certified MBE/WBEs to meet or exceed the goal;
5. A prime vendor subcontracts with one or more certified companies in an amount short of the goal, but submits a complete Good Faith Effort (further described below);
6. A certified MBE/WBE company who bids as a prime contractor subcontracts a portion of the work to another certified MBE/WBE. Certified MBE/WBEs who are bidding as prime contractors will receive a credit for up to 20% of the MBE participation goal or for up to 20% of the WBE participation goal. However, the certified MBE/WBE must secure additional certified MBE/WBE subcontractor participation and/or seek a waiver based on Good Faith Effort (further described below) for any remaining balance of the MBE/WBE goals.

IV. Mandatory Bidding Requirements for Prime Contractors

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

- 3) **Covenant of Non-Discrimination**: Each Participant must submit a duly executed and attested Covenant of Non-Discrimination (DIV-1, found in the attached Bidder's Manual). This written instrument shall contain promises, declarations and/or affirmations made by the Participant. The completed document must contain an original signature and date of signature.
- 4) **MBE/WBE Subcontractor Participation Plan**: Each Participant must submit a duly executed Subcontractor Participation Plan (DIV-2, found in the attached Bidder's Manual) for each MBE/WBE subcontractor proposed. Copies and/or facsimiles of DIV-2 submitted with bids/proposals are acceptable BUT all required signatures must be dated as indicated. Also, please note the following:
 - a) Certified MBE/WBEs who are bidding as prime contractors MUST complete and submit the top portion of Form DIV-2 to guarantee their portion of MBE credit or WBE credit and this can be up to 20% of the MBE participation goal or up to 20% of the WBE participation goal.
 - b) MBE/WBEs with multiple geographical locations shall enter the Cuyahoga County address and contact information on Form DIV-2.
 - c) Prime vendors are **PROHIBITED** from using MBE/WBE(s) with whom the prime vendor has a familial relationship, joint or co-ownership, common partners, officers, or a shareholder relationship to meet the MBE/WBE Participation Goals. Hence, on Cuyahoga County projects/contracts, any portion of work subcontracted to a MBE/WBE vendor by a prime vendor that meets the above-mentioned criteria will **NOT** count towards the achievement of the established MBE/WBE Participation Goals.

Use of 2nd Tier Subcontractors: In the event that a subcontractor portions out work and utilizes the services of a sub-subcontractor or vendor, **the prime contractor** shall be required to report this use to DEI. For reporting purposes, the prime contractor shall report statistical data for the sub-subcontractor or sub-vendor, including race, gender, business size, area of specialization, dollar value, description of services or products purchased, and contact information. No MBE/WBE subcontractor will be permitted to subcontract more than 25% of their subcontract work (based on dollar value) without prior approval by DEI.

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

A PARTICIPANT'S FAILURE OR REFUSAL TO PROVIDE INFORMATION AND DATA REQUIRED BY THIS PROGRAM AND REQUESTED BY DEI SHALL SUBJECT THE PARTICIPANT TO HAVING A PROPOSAL OR BID DEEMED NON-RESPONSIVE.

V. Good Faith Efforts

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

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

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

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

Evaluation of Good Faith Efforts: In evaluating good faith efforts, DEI will determine whether the Participant has made reasonable good faith efforts to obtain MBE/WBE participation as part of its bid or proposal. DEI may evaluate not only the different kinds of efforts made by a Participant, but also the quantity and intensity of those efforts.

DEI will consider a completed Good Faith Effort Certification (DIV-3, 2 pages, found in the attached Bidder’s Manual), as evidence of a Participant’s good faith in trying to obtain MBE/WBE participation in a bid or proposal.

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

Good Faith Effort Certification: Participant must submit a completed Good Faith Certification (DIV-3, found in the Bidder’s Manual) ONLY if the MBE Participation Goal and/or the WBE Participation Goal is not met. Additional documentation demonstrating a good faith effort must accompany the checklist (as detailed above in *Required Documentation*). The completed document must contain an original signature, notarizations, and date of signature.

Administrative Reconsideration: If DEI determines that the apparent successful vendor is non-compliant on meeting the MBE/WBE participation goals and has not demonstrated good faith efforts to obtain MBE/WBE participation, prior to awarding the contract/purchase, the user department shall notify the apparent successful vendor of the determination of non-compliance by emailing the primary contact detailed in the vendor's bid/proposal. The apparent successful vendor shall have the right to request an administrative reconsideration of the non-compliance determination. The administrative reconsideration can be a "no meeting" reconsideration or "meeting" reconsideration (virtual or in-person). The request for an administrative reconsideration must be submitted within three (3) business days of the notification of non-compliance and in the format of an email to DEI at dei@cuyahogacounty.us. Upon receipt of the request for the administrative reconsideration by the apparent successful vendor, DEI shall forward the request to the Administrative Reconsideration Panel. The panel shall consist of at least three (3) but not more than five (5) County employees appointed by the Cuyahoga County Executive. The request for administrative reconsideration shall detail the pertinent RFB/RFP/RFQ (i.e., title, description...), type of administrative reconsideration requested (i.e., no meeting or meeting), and any written documentation or arguments concerning the issue of non-compliance. DEI shall provide a summary of its Good Faith Effort evaluation and supporting documentation. The Administrative Reconsideration Panel shall publish a schedule that includes deadlines and provides for a frequency of no less than twice per calendar month. The Administrative Reconsideration Panel will evaluate the information provided by the apparent successful vendor and DEI and issue a written decision approving or disapproving of DEI's determination on non-compliance for the matter. A quorum for "no meeting" or "meeting" administrative reconsideration shall be the majority (i.e., greater than 50%) of the appointed panel and an affirmative vote by the majority (i.e., greater than 50%) of the panel present for the administrative reconsideration is required for action. The Administrative Reconsideration Panel shall adopt its own rules of procedure consistent with MBE/WBE Policies and Procedures. The result of the administrative reconsideration is not administratively appealable.

VI. Award of Contracts

Award of Contract: Proposals/bids may be rejected and projects re-submitted for the sole purpose of attaining goals where no "good faith effort" has been demonstrated. Cuyahoga County reserves the right to determine the action to be taken on the contract if a goal is not met, including rejecting any or all bids or proposals. For RFPs and RFQs, once the scope of work and/or price, terms, and conditions have been finalized but in advance of submission for approval by the pertinent contracting authority, the department shall confirm with DEI that the proposed contract/purchase is compliant with the MBE/WBE participation goals and/or Good Faith Efforts requirements. If an awarded contract is later amended for additional dollars, MBE/WBE subcontractor participation should still reflect the percentage of dollars originally contracted for.

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

Lowest Bid Received Range (\$)	Price Preference (%) & Limit	Price Preference (\$)
0 – 500,000	10%	0 – 50,000
500,000.01 – 1,000,000	10% up to max \$80,000 (10-8)	50,000.01 – 80,000
1,000,000.01 – 3,000,000	8% up to max \$210,000 (8-7)	80,000.01 – 210,000
3,000,000.01 – 5,000,000	7% up to max \$250,000 (7-5)	210,000.01 – 250,000
>5,000,000	\$250,000 maximum (≤ 5)	250,000 maximum

VII. Monitoring and Post-Award Reporting

Department of Equity and Inclusion Authorization to Monitor: DEI shall be authorized to collect from all Participants such data and information as is necessary to monitor this Program. This information may include information as to business ownership, supplier information, subcontractor information, all of which shall reflect the contract information, race, gender, business location, and size of the identified businesses.

DEI shall monitor the participation of MBE/WBEs in the procurement of goods and services for Cuyahoga County. Such monitoring shall include, but is not necessarily limited to, a statistical analysis of each construction trade, business service, professional service, and commodity to determine whether there is utilization of MBE/WBEs in a manner that is proportionate to the established goal.

DEI will provide written reports on an annual basis. DEI's report shall contain a summary of the purchases and contracts placed with MBE/WBEs for the period and the relative percentage to the total of purchases and contracts for that period.

Participant's Post-Award Reporting: Participants who are awarded contracts must submit reports on a monthly basis during the course of, at the end of the contract, and as requested by DEI. Participants shall comply with all reporting requirements related to MBE/WBE utilization including, but not limited to, completing on-line reporting of payments made to MBE/WBE subcontractors and other subcontractors. These reports shall summarize the number and dollar amounts of payments made during the term of the contract to subcontractors. At the end of the contract, the final report shall summarize the number and dollar amounts of payments made during the term of the contract to all subcontractors and shall reflect the MBE/WBEs designation of the subcontractor if any. DEI reserves the right to audit a contract for MBE/WBE participation at its discretion during any phase of the project. An audit would include but not be limited to: on site reviews, desk reviews, requests for cancelled checks, requests for invoices, certified payroll reports, etc. Participants shall contact DEI if concerns arise related to its ability to meet the MBE/WBE goals and to seek guidance on available options to meet the goals.

MBE/WBE Subcontractor Substitutions or Replacements: The prime contractor shall report any replacements or substitutions of the use of MBE/WBE subcontractors to DEI immediately. Prior approval by the Director of DEI is required for MBE/WBE substitutions/replacements. For reporting purposes, the prime contractor shall report to DEI statistical data pertaining to the new subcontractor, including race, gender, business size, area of specialization, and contact information on the MBE/WBE Subcontractor Participation Plan form (DIV-2).

DEI will require a Participant to make good faith efforts to replace a MBE/WBE that is terminated or has otherwise failed to complete its work on a contract with another MBE/WBE to the extent needed to meet the contract MBE/WBE Participation Goal. The Participant must notify DEI immediately, and in writing, of the MBE/WBE's inability or unwillingness to perform and provide reasonable documentation. The request should

include at a minimum: the name of the MBE/WBE firm, the contact, the phone number, the scope of work initially assigned to the MBE/WBE firm, dollars paid to date, percent of scope completed, and the reason for the substitution request including documentation of the MBE/WBE's withdrawal.

The Participant will be given five (5) business days to find a MBE/WBE substitution if the request is granted. In this situation, the Participant will be required to obtain prior approval of the substitute MBE/WBE and to provide copies of MBE/WBE Subcontractor Participation Plan (DIV-2) or documentation of good faith efforts.

If the Participant fails or refuses to comply in the time specified, DEI may issue a recommendation to stop all or part of payment and/or work until satisfactory action has been taken. If the Participant still fails to comply, DEI may issue a recommendation of termination of the contract.

Contractors' Closeout Activity Reports: To further monitor MBE/WBE participation, closeout activity reports will be required from project prime contractors and prime consultants identifying activities of **all** subcontractors and sub-consultants (i.e., non-MBE/WBEs and MBE/WBEs). For all subcontractors and sub-consultants used, the prime contractor shall provide the following information: contact information, ethnicity/race/gender of ownership, summary of scope of work provided, and total payments for said scope of work. This report shall include all modifications/amendments/change orders. The prime contractors/consultants shall provide justification and documentation for MBE/WBE participation shortfalls.

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REQUIRED DOCUMENTS

The following forms regarding the MBE/WBE Program must be completed and submitted with bids/proposals:

- COVENANT OF NON-DISCRIMINATION (DIV-1)
- MBE/WBE SUBCONTRACTOR PARTICIPATION PLAN (DIV-2)
- GOOD FAITH EFFORT CERTIFICATION (DIV-3, 2 PAGES)

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COVENANT OF NON-DISCRIMINATION

(MUST be completed and submitted with ALL bids or proposals)

Know All Men By These Presents, that I/we, (_____),
Name(s)
(_____), (_____),
Title(s) Name of Company

(hereinafter "Company"), in consideration of the privilege to submit Bids/Proposals on contracts funded, in whole or in part, by Cuyahoga County, hereby consents, covenants, and agrees as follows:

(1) No person shall be excluded from participation in, denied the benefit of, or otherwise discriminated against on the basis of race, creed, color, national origin, handicap, sex, age, marital status, or sexual orientation in connection with any Bid/Proposal submitted to Cuyahoga County or the performance of any contract resulting from;

(2) That it is and shall be the policy of this Company to provide equal opportunity to all business persons seeking to contact or otherwise interested in contracting with this Company, including various eligible Minority Business Enterprises and Women Business Enterprises (hereinafter "MBE/WBEs");

(3) In connection herewith, I/We acknowledge and warrant that this Company has been made aware of, understands, and agrees to make a Good Faith Effort to solicit MBE/WBEs to do business with this Company;

(4) That the Covenant of Non-Discrimination as made and set forth herein shall be continuing in nature and shall remain in full force and effect without interruption;

(5) That the Covenant of Non-Discrimination as made and set forth herein shall be and are hereby deemed to be made a part of, and incorporated by reference into, any contract or portion thereof which this Company may hereafter obtain; and

(6) That the failure of this Company to satisfactorily discharge any of the Covenant of Non-Discrimination as made and set forth herein shall constitute a material breach of contract entitling Cuyahoga County to declare the contract in default and to exercise any and all applicable rights and remedies, including but not limited to, cancellation of the contract, termination of the contract, suspension and debarment from future contracting opportunities, and withholding and/or forfeiture of compensation due and owing on a contract.

(Original Signature of Company Representative Identified Above)

(Date)

MBE/WBE SUBCONTRACTOR PARTICIPATION PLAN
(MUST be submitted for EACH MBE/WBE Subcontractor Proposed)

(A) TOTAL AMOUNT OF OVERALL CONTRACT BID/PROPOSAL \$ _____

BUSINESS NAME OF PRIME BIDDER _____

ADDRESS _____

CITY _____ STATE _____ ZIP CODE _____

TELEPHONE (____) _____ E-MAIL _____

PRIME FIRM OWNED BY: NON-MBE/WBE/SBE SBE SMALL BUSINESS ENTERPRISE
MBE MINORITY BUSINESS ENTERPRISE WBE WOMEN BUSINESS ENTERPRISE

(B) AMOUNT TO BE SUBCONTRACTED TO MBE/WBE (PLEASE CIRCLE ONE): \$ _____ PERCENT OF TOTAL OVERALL CONTRACT BID [(B)/(A)]: _____ %

SCOPE OF WORK PROVIDED BY MBE/WBE: _____

PRIME BIDDER'S NAME _____ TITLE _____
(TYPE OR PRINT)

PRIME BIDDER'S SIGNATURE _____
(DATE OF SIGNATURE)

MBE/WBE SUBCONTRACTOR TO BE UTILIZED
(MUST BE CERTIFIED BY THE CUYAHOGA COUNTY DEPARTMENT OF EQUITY AND INCLUSION)

NAME OF SUBCONTRACTOR _____

ADDRESS _____

CITY _____ STATE _____ ZIP CODE _____
TELEPHONE AREA CODE (____) _____
 SMALL BUSINESS SBE MINORITY BUSINESS MBE WOMEN BUSINESS WBE

*******NOTE: MUST BE A COUNTY CERTIFIED MBE/WBE *******

THE UNDERSIGNED HERewith AGREES TO SUBCONTRACT WITH THE ABOVE NAMED BIDDER FOR THE ABOVE SAID SERVICE(S) OR SUPPLY(IES) TO BE FURNISHED TO THE COUNTY.

SUBCONTRACTOR'S NAME _____ TITLE _____
(TYPE OR PRINT)

SUBCONTRACTOR'S SIGNATURE _____
(DATE OF SIGNATURE)

GOOD FAITH EFFORT CERTIFICATION

(Must be submitted with bids/proposals NOT meeting the MBE/WBE goals or requesting full or partial waiver)

Pursuant to the requirements for bidders under the MBE/WBE Program, and in consideration of the privilege to submit bids/proposals funded, in whole or in part, by Cuyahoga County,

I/We, (_____), (_____) of (_____)
Name(s) of Person(s) Signing Below Title(s) Company Name

attest that I/We have exercised the following good faith efforts in addition to my/our regular and customary solicitation process: (Check ALL that apply and complete as indicated)

- I/We are requesting a FULL/PARTIAL WAIVER of the MBE WBE Participation Goal for the following reason(s): _____

- I/We are a non-profit agency and are requesting a FULL WAIVER of the MBE/WBE Goal. **(MUST SUBMIT/ATTACH PROOF)**
- I/We have contacted DEI or website to obtain a list of MBE/WBEs appropriate to the bid/proposal.
- I/We delivered written notice to available certified MBE/WBEs for each potential subcontracting or supply category in the contract AND all potential subcontractors or vendors which requested information on the contract. **(MUST SUBMIT/ATTACH PROOF)**
- I/We have provided all potential subcontractors or vendors with adequate information as to plans, specifications, relevant terms and conditions of the contract, bonding requirements, and the last date and time for receipt of price quotations. **(MUST SUBMIT/ATTACH PROOF)**
- I/We have attended the pre-bid/proposal conference.
- I/We have **provided a written explanation for rejection of any potential** MBE/WBE subcontractor or vendor to DEI. When the MBE/WBE subcontractor rejection is due to unreasonably high pricing, I/We have provided supporting documentation.
- I/We have actively solicited, through sending letters, emails or initiating personal contact, MBE/WBEs in all feasible and appropriate categories providing subcontracting opportunities for the contract under consideration. **(MUST SUBMIT/ATTACH PROOF)**
- I/We have utilized the services of available community organizations and associations, contractors' groups, and trade associations known to publicize contracting and procurement opportunities, for the purpose of obtaining assistance in the contacting and recruitment of MBE/WBEs for the Cuyahoga County contract under consideration. **(MUST SUBMIT/ATTACH PROOF)**
- I/We have conducted discussions with interested MBE/WBEs in good faith and provided the same willingness to assist MBE/WBEs as has been extended to any other similarly situated subcontractor.
- I/We have taken steps to ensure that all labor supervisors, superintendents, and other on-site supervisory personnel are aware of and carry out the obligation to maintain a non-discriminatory work environment, free of harassment, intimidation and coercion at all construction sites, offices and other facilities to which employees are assigned to work.

DRAFT

**** SAMPLE FORMS ****

COVENANT OF NON-DISCRIMINATION

(MUST be completed and submitted with ALL bids or proposals)

Know All Men By These Presents, that I/we, (John Doe),
Name(s)
(President, Owner), (ABC Company, Inc.),
Title(s) Name of Company

(hereinafter "Company"), in consideration of the privilege to submit Bids/Proposals on contracts funded, in whole or in part, by Cuyahoga County, hereby consents, covenants, and agrees as follows:

(1) No person shall be excluded from participation in, denied the benefit of, or otherwise discriminated against on the basis of race, creed, color, national origin, handicap, sex, age, marital status, or sexual orientation in connection with any Bid/Proposal submitted to Cuyahoga County or the performance of any contract resulting from;

(2) That it is and shall be the policy of this Company to provide equal opportunity to all business persons seeking to contact or otherwise interested in contracting with this Company, including various eligible Minority Business Enterprise & Women Business Enterprise (hereinafter "MBE/WBEs");

(3) In connection herewith, I/We acknowledge and warrant that this Company has been made aware of, understands, and agrees to make a Good Faith Effort to solicit MBE/WBEs to do business with this Company;

(4) That the Covenant of Non-Discrimination as made and set forth herein shall be continuing in nature and shall remain in full force and effect without interruption;

(5) That the Covenant of Non-Discrimination as made and set forth herein shall be and are hereby deemed to be made a part of, and incorporated by reference into, any contract or portion thereof which this Company may hereafter obtain; and

(6) That the failure of this Company to satisfactorily discharge any of the Covenant of Non-Discrimination as made and set forth herein shall constitute a material breach of contract entitling Cuyahoga County to declare the contract in default and to exercise any and all applicable rights and remedies, including but not limited to, cancellation of the contract, termination of the contract, suspension and debarment from future contracting opportunities, and withholding and/or forfeiture of compensation due and owing on a contract.

John Doe
(Original Signature of Company Representative Identified Above)

February 1, 2021
(Date)

**MBE/WBE SUBCONTRACTOR PARTICIPATION PLAN
(MUST be submitted for EACH MBE/WBE Subcontractor Proposed)**

(A) TOTAL AMOUNT OF OVERALL CONTRACT BID/PROPOSAL \$ 500,000.00

BUSINESS NAME OF PRIME BIDDER ABC COMPANY, INC

ADDRESS 111 MAIN STREET

CITY ANYWHERE STATE OHIO ZIP CODE 44000

TELEPHONE (216) 555-5555 E-MAIL ABCCOMPANY@YAHOO.COM

PRIME FIRM OWNED BY: NON-MBE/WBE/SBE SBE SMALL BUSINESS ENTERPRISE
 MBE MINORITY BUSINESS ENTERPRISE WBE WOMEN BUSINESS ENTERPRISE

(B) AMOUNT TO BE SUBCONTRACTED TO MBE/WBE (PLEASE CIRCLE ONE): \$ 50,000.00 PERCENT OF TOTAL OVERALL CONTRACT BID [(B)/(A)]: 10 %

SCOPE OF WORK PROVIDED BY MBE/WBE: ELECTRICAL CONTRACTING SERVICES

PRIME BIDDER'S NAME JOHN DOE TITLE PRESIDENT/OWNER
 (TYPE OR PRINT)

PRIME BIDDER'S SIGNATURE JOHN DOE FEBRUARY 1, 2021
 (DATE OF SIGNATURE)

**MBE/WBE SUBCONTRACTOR TO BE UTILIZED
(MUST BE CERTIFIED BY THE CUYAHOGA COUNTY DEPARTMENT OF EQUITY AND INCLUSION)**

NAME OF SUBCONTRACTOR ELECTRIFYING ELECTRIC COMPANY

ADDRESS 456 MAIN STREET

CITY ANYWHERE STATE OHIO ZIP CODE 44000

TELEPHONE AREA CODE (216) 555-5551 X SMALL BUSINESS MINORITY BUSINESS WOMEN BUSINESS
 SBE MBE WBE

*******NOTE MUST BE A COUNTY CERTIFIED MBE/WBE*******

THE UNDERSIGNED HERewith AGREES TO SUBCONTRACT WITH THE ABOVE NAMED BIDDER FOR THE ABOVE SAID SERVICE(S) OR SUPPLY(IES) TO BE FURNISHED TO THE COUNTY.

SUBCONTRACTOR'S NAME TOM EDISON TITLE PRESIDENT/OWNER
 (TYPE OR PRINT)

SUBCONTRACTOR'S SIGNATURE TOM EDISON FEBRUARY 1, 2021
 (DATE OF SIGNATURE)

GOOD FAITH EFFORT CERTIFICATION

(Must be submitted with bids NOT meeting Diversity goal or requesting full or partial waiver)

Pursuant to the requirements for bidders under the MBE/WBE Program, and in consideration of the privilege to submit bids/proposals funded, in whole or in part, by Cuyahoga County,

I/We, (John Doe), (President, Owner) of (ABC Company, Inc.)
Name(s) of Person(s) Signing Below Title(s) Company Name

attest that I/We have exercised the following good faith efforts in addition to my/our regular and customary solicitation process: (Check ALL that apply and complete as indicated)

- x I/We are requesting a FULL/PARTIAL WAIVER of the MBE/WBE Participation Goal for the following reason(s): We are requesting a partial waiver of the SBE Goal as we were only able to meet 10% of the 15% goal. But we are able to meet the MBE and WBE goal We were unable to find an SBE to meet the additional 5% required.
- I/We are a non-profit agency and are requesting a FULL WAIVER of the MBE/WBE Participation Goal. **(MUST SUBMIT/ATTACH PROOF)**
- x I/We have contacted DEI or website to obtain a list of the Diversity listing to appropriate to the bid/proposal.
- x I/We delivered written notice to available certified MBE/WBEs for each potential subcontracting or supply category in the contract AND all potential subcontractors or vendors which requested information on the contract. **(MUST SUBMIT/ATTACH PROOF)**
- x I/We have provided all potential subcontractors or vendors with adequate information as to plans, specifications, relevant terms and conditions of the contract, bonding requirements, and the last date and time for receipt of price quotations. **(MUST SUBMIT/ATTACH PROOF)**
- x I/We have attended the pre-bid/proposal conference.
- x I/We have **provided a written explanation for rejection of any potential** MBE/WBE subcontractor or vendor to DEI. When the MBE/WBE subcontractor rejection is due to unreasonably high pricing, I/We have provided supporting documentation.
- x I/We have actively solicited, through sending letters, emails or initiating personal contact, MBE/WBEs in all feasible and appropriate categories providing subcontracting opportunities for the contract under consideration. **(MUST SUBMIT/ATTACH PROOF)**
- x I/We have utilized the services of available community organizations and associations, contractors' groups, and trade associations known to publicize contracting and procurement opportunities, for the purpose of obtaining assistance in the contacting and recruitment of MBE/WBEs for the Cuyahoga County contract under consideration. **(MUST SUBMIT/ATTACH PROOF)**
- x I/We have conducted discussions with interested MBE/WBEs in good faith and provided the same willingness to assist SBEs as has been extended to any other similarly situated subcontractor.
- x I/We have taken steps to ensure that all labor supervisors, superintendents, and other on-site supervisory personnel are aware of and carry out the obligation to maintain a non-discriminatory work environment, free of harassment, intimidation and coercion at all construction sites, offices and other facilities to which employees are assigned to work.

If applicable, identify all MBE/WBEs contacted to participate that declined or were not chosen:

1. Perfect Plumbing Company 222 Main Street, Anywhere, OH 44000 216-555-5553
Name of Subcontractor/Vendor Address Phone
Paul Perfect January 15, 2021 \$25,000 (5%) January 18, 2021
Name of Contact Date of Offer to Participate Bid Amount Date Offer Declined

Reasons Given for Declining Has other commitments at this time and is unable to work with us.

2. Dan's DuctWork Company 333 Main Street, Anywhere, OH 44000 216-555-5554
Name of Subcontractor/Vendor Address Phone
Dan Handy January 18, 2021 \$25,000 (5%) January 19, 2021
Name of Contact Date of Offer to Participate Bid Amount Date Offer Declined

Reasons Given for Declining They are no longer providing the required sub-contracting service as part of its business.

3. Dave's Landscapes Inc 444 Main Street, Anywhere, OH 44000 216-555-5556
Name of Subcontractor/Vendor Address Phone
Dave Curbappel January 16, 2021 \$25,000 (5%) January 17, 2021
Name of Contact Date of Offer to Participate Bid Amount Date Offer Declined

Reasons Given for Declining Has other commitments at this time and is unable to work with us.

(Make additional copies to extend list of MBE/WBE contacts if needed)

I/We affix my/our signature to this document to attest that I/We have exercised the above-indicated Good Faith Efforts to promote Diversity participation on the Bid/Proposal and Contract under consideration and to comply fully with the provisions of the Cuyahoga County MBE/WBE Program.

John Doe
Printed/Typed Name of Company Official

February 1, 2021
Date

John Doe
Signature (Must be Original)

President, Owner
Title of Company Official

ABC Company, Inc.
Full Company Name

111 Main Street
Mailing Address

216-555-5555
Area Code/ Phone Number

Anywhere, OH 44000
City, State, Zip

Nancy Notarious
Notary Public

December 31, 2023
My Commission Expires

PLEASE NOTE: Failure to properly complete and submit **DIV-1, DIV-2, and DIV-3 (if applicable)** will result in **bids/proposals being ruled non-responsive.**

DRAFT

Department of Equity and Inclusion 2021 Requesting Approval of Ordinances updating SBE Policies and MBE/WBE Policies

Scope of Work Summary

The Department of Equity and Inclusion (DEI) is requesting consideration and approval of ordinances updating the Small Business Enterprise (SBE) Program Policies and Procedures Manual and adopting the Minority Business Enterprise (MBE)/Women Business Enterprise (WBE) Program Policies and Procedures.

The Cuyahoga County Small Business Enterprise (SBE) Program Policies and Procedures Manual was previously adopted by Council in Ordinance No. O2011-0054, as amended by Ordinance No. O2014-0002, as codified in Chapter 503 of the Cuyahoga County Code.

In the fall of 2020, the firm of Griffin & Strong submitted a disparity study containing eight (8) recommendations to the County, which are being implemented in the updates to the SBE Program Policies and Procedures and the adoption of the MBE & WBE Program Policies and Procedures.

The primary goals for updating SBE Program Policies and updating the MBE/WBE Program Policies are to:

- promote and encourage full and open competition in the procurement of goods and services by Cuyahoga County;
- encourage all Cuyahoga County personnel involved with procurement and contracting activities to maintain good faith efforts and appropriate purchasing procedures; and
- protect Cuyahoga County from becoming a passive participant in any unlawful discrimination; and to otherwise spur economic development in the public and private sectors of the Cuyahoga County economy.

County Council of Cuyahoga County, Ohio

Ordinance No. O2021-0014

Sponsored by: County Executive Budish/Department of Information Technology	An Uncodified Ordinance authorizing the County Executive to make a one-time conversion of exchange time into a straight-time payment for selected employees within the Department of Information Technology; and declaring the necessity that this uncodified Ordinance become immediately effective.
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WHEREAS, several employees within the Department of Information Technology have performed critical services in implementing Enterprise Resource Planning (“ERP”) software and other projects;

WHEREAS, the employees identified in the document attached to this ordinance and labeled as “Exhibit A” have expended significant amounts of time beyond traditional work hours in order to implement new systems and sustain critical information technology operations;

WHEREAS, the after-hours engagement of work by all employees identified in Exhibit A to this ordinance was necessary and critical to maintaining information technology operations;

WHEREAS, notwithstanding any provision to the contrary in the Cuyahoga County Employee Handbook, the employees identified in Exhibit A to this ordinance shall be entitled to a one-time conversion of their exchange time hours to a straight time payment.

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

SECTION 1. That, any provision of the County’s Human Resources Personnel Policies and Procedures Manual (“Employee Handbook”) or any codified or uncodified ordinance to the contrary notwithstanding, this Council hereby authorizes the County Executive or the Executive’s designee to make a one-time conversion of exchange time into a straight-time payment for those employees within the Department of Information Technology identified on Exhibit A, in a total amount not to exceed \$34,605.30

SECTION 2. If any specific appropriation is necessary to effectuate this settlement, such appropriation is approved, and the Director of the Office of Budget

and Management is authorized to submit the requisite documentation to financial reporting to journalize the appropriation.

SECTION 3. It is necessary that this uncodified Ordinance become immediately effective for the usual daily operation of the County and for the reasons set forth in the preamble.

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

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

Yeas:

Nays:

_____	_____
County Council President	Date
_____	_____
County Executive	Date
_____	_____
Clerk of Council	Date

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

Journal _____
_____, 20__

Exhibit A

to

**County Council of Cuyahoga County, Ohio
Ordinance No. O2021-00??**

The employees identified below have expended significant amounts of time beyond traditional work hours in order to implement new systems and sustain critical information technology operations.

The after-hours engagement of work by these employees was necessary and critical to maintaining information technology operations.

- CHRISTOPHER ALLEN SAUER
- CONNIE L GEDDIS
- DAVID JOSEPH DEGRANDIS
- DAVID M SCHODER
- ERIC PALIWODA
- JASON M KOSSMAN
- JASON PAUL FOWLER
- JEFFREY G SHOOK
- JEREMY ADAM MIO
- JONATHAN L PO
- JOSEPH JOHN ZYSEK II
- KARLA JOI MARCISZEWSKI
- RALPH HARDATH PERSRAM

County Council of Cuyahoga County, Ohio

Ordinance No. O2021-0003

Sponsored by: County Executive Budish/Department of Public Works/Department of Sustainability/Department of Development and Councilmembers Simon, Miller, Conwell and Sweeney	An Ordinance amending Section 202.04 of the Cuyahoga County Code to establish a Division of Public Utilities within the Department of Public Works; and declaring the necessity that this Ordinance become immediately effective.
--	--

WHEREAS, the people of Cuyahoga County, Ohio, as stated in the Cuyahoga County Charter, desire a reformed County Government to significantly improve the County's economic competitiveness, Cuyahoga County believes that energy security and resiliency, especially when powered by clean energy, is important for the economic and ecologic well-being of our region; and

WHEREAS, the nation and world are seeing stronger and more violent storms causing large scale power outages as well as more sophisticated cyber and physical threats to utility systems; and

WHEREAS, Cleveland State University's Energy Policy Center has researched and published reports indicating that laboratories, communications, health care and commercial, industrial and other economic sectors are increasingly reliant upon complex data that require a secure electricity delivery system that minimizes utility downtime; and

WHEREAS, Cuyahoga County, as indicated below, has the authority to create and operate a Public Utility that can establish microgrids and other systems and networks to develop a more resilient and cleaner electric grid; and

WHEREAS, Article X, Section 3, of the Ohio Constitution provides that a Charter adopted by a County pursuant to the Ohio Constitution, "may provide for the concurrent or exclusive exercise by the county, in all or in part of its area, of all or of any designated powers vested by the constitution or laws of Ohio in municipalities"; and

WHEREAS, Cuyahoga County adopted a Charter that provides in Article I, Section 1.01 that "the County may exercise all powers specifically conferred by... the Constitution and laws of Ohio... including the concurrent exercise by the County of all powers vested in municipalities by the Ohio Constitution or by general law; and

WHEREAS, Ohio Revised Code Chapter 743 allows the legislative authority of a municipality to operate a public utility; and

WHEREAS, this Council finds it is necessary that this Ordinance become immediately effective in order to establish a public utility for the benefit of the citizens of Cuyahoga County.

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

SECTION 1. Section 202.04 of the Cuyahoga County Code is hereby amended to read as follows (additions are bold and underlined):

- A. The Department of Public Works is hereby established under the supervision of the County Executive and the Director of Public Works who, pursuant to Article V of the Charter, shall be appointed by the County Executive, subject to confirmation by Council, and shall serve at the pleasure of the County Executive.
- B. The duties and functions of the former Department of Central Services shall be incorporated into the Department of Public Works unless otherwise provided for in the Code of Cuyahoga County. The Department of Public Works shall contain the following divisions and sections: (a) Finance and Planning Division, containing a Finance and a Planning Section, (b) Maintenance Division, (c) County Engineer Division, containing a Design Section and a Construction Section, ~~and~~ (d) Animal Shelter Division, **and (e) Public Utilities Division.**
- C. The person hired by the Department of Public Works to perform the duties declared by general law to be done by a County Engineer shall possess the credentials for a County Engineer that are required by the Ohio Revised Code, which are currently that the County Engineer be both a registered professional engineer and a registered surveyor, licensed to practice in the State of Ohio.
- D. The operations of the Cuyahoga County Airport, including, but not limited to, all functions, duties, responsibilities, employees and assets of the Airport are hereby transferred from the Department of Development to the Department of Public Works. The operations shall be allocated within the established divisions under the Department of Public Works as applicable. Notwithstanding the foregoing sentences of this Section (D), the economic development interests of the County with regard to the facilities, tenants, prospective tenants/businesses and parcels of the County Airport shall remain the responsibility of the Department of Development.
- E. With the consent of the County Executive, the Director of Public Works is authorized to employ persons in the service of the Department within established budgetary parameters and in compliance with the Human Resources policies and procedures of the County. Nothing in Section 202.04 of the Cuyahoga County Code is intended to limit the ability of the County Executive and the Director of Department of Public Works to abolish positions for the purpose of enhancing the efficiency of operations or for any other reason permitted by general law.

F. There is hereby established a Division of Public Utilities in the Department of Public Works subject to the provisions of the County Charter and ordinances of the County and to the supervision and direction of the Director of Public Works.

1. Before the Division of Public Utilities provides any public utilities or related services to the residents or entities of a municipality within Cuyahoga County, the Executive shall first receive consent from that municipality.
2. County Council shall approve any agreements, including agreements with the municipality, necessary for the County to provide public utilities and related services within the municipality.

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

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

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

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

First Reading/Referred to Committee: February 23, 2021

Committee(s) Assigned: Committee of the Whole

[Clerk's Note: Technical correction made by Clerk July 21, 2021]

Journal _____

_____, 20__

County Council of Cuyahoga County, Ohio

Ordinance No. O2021-0012

Sponsored by: County Executive Budish/County Sheriff/ Department of Human Resources	An Uncodified Ordinance authorizing the County Executive, County Sheriff, and Director of Human Resources to provide certain benefits to employees in the classification of Corrections Officer Lieutenant within the Sheriff's Department; and declaring the necessity that this uncodified Ordinance become immediately effective.
--	---

WHEREAS, in order to address chronic vacancies in the classification of Corrections Officer Lieutenant within the Sheriff's Department and to incentivize qualified individuals to seek promotions to that classification, the County Executive, County Sheriff, and Director of Human Resources recommend providing certain benefits to Corrections Officer Lieutenants; and

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

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

SECTION 1. That this Council hereby authorizes the County Executive, the County Sheriff, and the Director of Human Resources to provide the following additional benefits to employees in the classification of Corrections Officer Lieutenant within the Sheriff's Department:

- Roll Call Pay: Additional pay calculated at the employee's hourly rate multiplied by 0.25 hrs./day.
- Holiday Pay: When working on a County holiday, the employee's pay will be calculated at the employee's hourly rate multiplied by 1.5.
- Longevity: The employee will receive a bonus of \$400.00 upon completion of five years of uninterrupted service in public-sector corrections; upon completion of each full year with Cuyahoga County corrections thereafter, the employee will receive an additional \$100.00 with a maximum bonus of \$2,500.00 per year after twenty-six years of service or more.

Uniform Allowance: Paid to each employee at the rate of \$300.00/year.

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

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

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

Yeas:

Nays:

County Council President Date

County Executive Date

Clerk of Council Date

First Reading/Referred to Committee: July 20, 2021
Committee(s) Assigned: Human Resources, Appointments & Equity

Journal _____
_____, 20__