



**AGENDA**  
**CUYAHOGA COUNTY COUNCIL REGULAR MEETING**  
**TUESDAY, FEBRUARY 8, 2021**  
**CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS**  
**C. ELLEN CONNALLY COUNCIL CHAMBERS – 4<sup>TH</sup> 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) January 25, 2022 Committee of the Whole Meeting [See Page 17]
  - b) January 25, 2022 Regular Meeting [See Page 19]
- 7. ANNOUNCEMENTS FROM THE COUNCIL PRESIDENT**
- 8. MESSAGES FROM THE COUNTY EXECUTIVE**
- 9. LEGISLATION INTRODUCED BY COUNCIL**
  - a) **CONSIDERATION OF A RESOLUTION OF COUNCIL FOR FIRST READING AND REFERAL TO COMMITTEE**
    - 1) R2022-0027: A Resolution awarding a total sum, not to exceed \$575,000.00, from the Cuyahoga County Community Development Fund to fund projects in the City of Parma and

the Village of Chagrin Falls; and declaring the necessity that this Resolution become immediately effective. [See Page 41]

Sponsors: Councilmembers Tuma, Schron and Jones

**b) COMMITTEE REPORT AND CONSIDERATION OF A RESOLUTION OF COUNCIL FOR SECOND READING**

- 1) R2022-0017: 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 44]

Sponsor: Councilmember Baker on behalf of the Cuyahoga County Personnel Review Commission

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

**10. LEGISLATION INTRODUCED BY EXECUTIVE**

**c) CONSIDERATION OF RESOLUTIONS FOR FIRST READING ADOPTION UNDER SUSPENSION OF RULES**

- 1) R2022-0028: A Resolution amending the 2022/2023 Biennial Operating Budget for 2022 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 66]

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

- 2) R2022-0029: A Resolution approving a Collective Bargaining Agreement between Cuyahoga County and the Fraternal Order of Police, Ohio Labor Council, Inc., representing approximately 20 Corrections Sergeants, in the Sheriff's Department for the period 1/1/2018 - 12/31/2023; 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 [See Page 77]

necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish/Departments of Law and Sheriff's Department

- 3) R2022-0030: A Resolution approving a proposed settlement in the matter of Joseph T. Arquillo, Personal Representative of the Estate of Joseph R. Arquillo v. Cuyahoga County/Cuyahoga County Board of Commissioners, et al, United States District Court, Northern District of Ohio, Eastern Division, Case No. 1:20-cv-01201; authorizing the County Executive and/or his designee to execute the settlement agreement and any related documentation; authorizing the appropriation of funds for payment of settlement amounts set forth herein; and declaring the necessity that this Resolution become immediately effective. [See Page 80]

Sponsor: County Executive Budish\Department of Law

**d) CONSIDERATION OF RESOLUTIONS FOR FIRST READING AND REFERRAL TO COMMITTEE**

- 1) R2022-0031: A Resolution confirming the County Executive's appointment of Mayor Katherine Gallagher to serve on the Cuyahoga County Planning Commission representing the South-Central Region for the term 1/1/2022 – 12/31/2024; and declaring the necessity that this Resolution become immediately effective. [See Page 83]

Sponsor: County Executive Budish

- 2) R2022-0032: A Resolution confirming the County Executive's reappointment of various individuals to serve on the Cuyahoga County Archives Advisory Commission for the term 12/1/2021 – 11/30/2025, and declaring the necessity that this Resolution become immediately effective: [See Page 88]

- i) Kenneth A. Bravo
- ii) Chris H. Gerrett
- iii) Isabel G. Klein

Sponsor: County Executive Budish

- 3) R2022-0033: A Resolution confirming the County Executive's reappointment of various individuals to serve on the Cuyahoga County Corrections Planning Board for the term 1/1/2022 – 12/31/2024; and declaring the necessity that this Resolution become immediately effective: [See Page 104]

- i) Chief Michael J. Cannon
- ii) Arthur B. Hill
- iii) Dean P. Jenkins

Sponsor: County Executive Budish

- 4) R2022-0034: A Resolution making an award on RQ7649 to Vance Outdoors, Inc. in the amount not-to-exceed \$611,484.50 for the purchase of replacement ballistic vests, SWAT vests/plate carrier and helmets for Law Enforcement and Protective Services Divisions for the period 4/1/2022 – 12/31/2026; authorizing the County Executive to execute Contract No. 2102 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective. [See Page 116]

Sponsor: County Executive Budish\Sheriff's Department

- 5) R2022-0035: A Resolution authorizing a Contract with RF-Works Inc. in the amount not-to-exceed \$790,560.00 for a state contract purchase for the installation of wireless access points and maintenance services in (10) Cuyahoga County Health and Human Services facilities for the period 1/25/2022 – 1/24/2027; authorizing the County Executive to execute Contract No. 2122 and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective. [See Page 132]

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

- 6) R2022-0036: A Resolution authorizing an amendment to Contract No. 858 with Mental Health Services for Homeless Persons, Inc. dba Frontline Service for emergency shelter services for single adults and youth at North Point Temporary Housing, located at 1550 Superior Avenue, Cleveland for the period 1/1/2021 – 12/31/2021 to extend the time period to 8/31/2022 and for additional funds in the amount not-to-exceed \$948,622.00; authorizing the County Executive to [See Page 143]



execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

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

- 7) R2022-0037: A Resolution authorizing an amendment to Contract No. 769 with Young Women’s Christian Association of Greater Cleveland (YWCA) for emergency shelter services for single adult women at the Norma Herr Women’s Shelter, located at 2227 Payne Avenue, Cleveland for the period 1/1/2021 – 12/31/2021 to extend the time period to 8/31/2022 and for additional funds in the amount not-to-exceed \$1,834,529.00; 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 152]

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

**e) COMMITTEE REPORTS AND CONSIDERATION OF RESOLUTIONS FOR SECOND READING**

- 1) R2022-0007: A Resolution confirming the County Executive’s appointment of Brandy Carney, upon her taking the oath of office, as Director of Public Safety and Justice Services; and declaring the necessity that this Resolution become [See Page 161] immediately effective.  
Pending referral from Committee

Sponsor: County Executive Budish

Committee Assignment and Chair: Committee of the Whole – Jones

- 2) R2022-0013: A Resolution authorizing a contract with InfoPro Computer Solutions in the amount not-to-exceed \$897,000.00 for sole source maintenance services and the development of a web-based application and related training services for the Buckeye Case Management and Computer Network Systems for the period 4/1/2022 – 3/31/2025; authorizing the County [See Page 167]

Executive to execute Contract No. 2099 and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish/on behalf of Court of Appeals of Ohio, Eighth Appellate District

Committee Assignment and Chair: Finance & Budgeting – Miller

- 3) R2022-0022: A Resolution extending the appointment of Interim Director of the Department of Human Resources, Sheba N. Marshall, to June 29, 2022; and declaring the necessity that this Resolution become immediately effective. [See Page 177]

Sponsor: County Executive Budish

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

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

- 1) R2021-0293: A Resolution authorizing Contract No. 1974 with Case Western Reserve University in the amount not-to-exceed \$1,500,000.00 for fiscal agent and program operator services for the First Year Cleveland Initiative to reduce the infant mortality rates in Cuyahoga County for the period 1/1/2022 – 12/31/2024; authorizing the County Executive to execute the contract and all other documents consistent this Resolution; and declaring the necessity that this Resolution become immediately effective. [See Page 179]

Sponsors: County Executive Budish and Councilmembers Conwell, Turner, Sweeney and Miller

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

- 2) R2022-0023: A Resolution authorizing a contract with Kofile Technologies, Inc. in the amount not-to-exceed \$3,264,300.00 for a cloud-based records management system and support and maintenance services for the Fiscal Department/Transfer and Recording Division, commencing upon contract signature of all parties for a period of 5 years; authorizing the County [See Page 189]

Executive to execute Contract No. 2127 and all other documents consistent with said Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish/Department of Information Technologies, Inc.

Committee Assignment and Chair: Finance & Budgeting – Miller

- 3) R2022-0024: A Resolution making awards on RQ6408 to various providers in the total amount not-to-exceed \$5,330,000.00 for family-centered support services for at-risk children and families for the period 1/1/2022 – 12/31/2023; 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 202]
- a) Contract No. 2042 with Applewood Centers, Inc. in the amount not-to-exceed \$1,200,000.00.
  - b) Contract No. 2043 with Beech Brook in the amount not-to-exceed \$900,000.00.
  - c) Contract No. 1955 with Bellefaire Jewish Children's Bureau in the amount not-to-exceed \$178,230.00.
  - d) Contract No. 2044 with Catholic Charities Corporation in the amount not-to-exceed \$1,340,000.00.
  - e) Contract No. 2045 with The Cleveland Christian Home Incorporated in the amount not-to-exceed \$90,000.00.
  - f) Contract No. 2046 with Mental Health Services for Homeless Persons, Inc. dba Frontline Service in the amount not-to-exceed \$320,000.00.
  - g) Contract No. 2051 with National Youth Advocate Program, Inc. in the amount not-to-exceed \$90,000.00.

- h) Contract No. 2047 with OhioGuidestone in the amount not-to-exceed \$301,770.00.
- i) Contract No. 2049 with Ohio Mentor, Inc. in the amount not-to-exceed \$140,000.00.
- j) Contract No. 2050 with Pressley Ridge in the amount not-to-exceed \$610,000.00.
- k) Contract No. 2052 with Specialized Alternatives for Families and Youth of Ohio, Inc. in the amount not-to-exceed \$160,000.00.

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

- 4) R2022-0025: A Resolution making awards on RQ6690 to various municipalities and providers in the total amount not-to-exceed \$7,138,350.00 for the Community Social Services Program for the period 1/1/2022 – 12/31/2023; 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 216]
  - a) Contract No. 1936 with City of Bedford in the amount not-to-exceed \$108,084.00 for Adult Development, Congregate Meals and Transportation services.
  - b) Contract No. 1938 with City of Bedford Heights in the amount not-to-exceed \$233,810.00 for Adult Development, Congregate Meals and Transportation services.
  - c) Contract No. 1939 with City of Berea in the amount not-to-exceed \$226,036.00 for Adult Development, Delivered Meals and Transportation services.
  - d) Contract No. 1940 with City of Euclid in the amount not-to-exceed \$152,810.00 for Adult Development, Congregate Meals, Holiday Meals and Transportation services.

- e) Contract No. 1946 with City of Lakewood in the amount not-to-exceed \$91,000.00 for Adult Development and Transportation services.
- f) Contract No. 1941 with City of Maple Heights in the amount not-to-exceed \$114,800.00 for Congregate Meals, Delivered Meals, Holiday Meals and Transportation services.
- g) Contract No. 1942 with City of Olmsted Falls in the amount not-to-exceed \$59,990.00 for Adult Development services.
- h) Contract No. 1943 with City of Solon in the amount not-to-exceed \$119,626.00 for Adult Development services.
- i) Contract No. 1944 with City of Strongsville in the amount not-to-exceed \$220,950.00 for Adult Development and Transportation services.
- j) Contract No. 1926 with Catholic Charities Corporation on behalf of Fatima Family Center in the amount not-to-exceed \$175,312.50 for Adult Development and Congregate Meals services.
- k) Contract No. 1925 with Catholic Charities Corporation on behalf of Hispanic Senior Center in the amount not-to-exceed \$239,750.00 for Adult Development, Congregate Meals, Transportation and Outreach services.
- l) Contract No. 1927 with Catholic Charities Corporation on behalf of St. Martin de Porres Family Center in the amount not-to-exceed \$178,640.00 for Adult Development and Transportation services.
- m) Contract No. 1945 with Cleveland Clergy Alliance in the amount not-to-exceed \$300,000.00 for Outreach services.
- n) Contract No. 1947 with Community Partnership on Aging in the amount not-to-exceed \$140,000.00 for Adult Development and Transportation services.

- o) Contract No. 1948 with The East End Neighborhood House Association in the amount not-to-exceed \$345,788.00 for Adult Development, Congregate Meals, Delivered Meals, Holiday Meals and Transportation services.
- p) Contract No. 1952 with Eliza Bryant Village in the amount not-to-exceed \$156,000.00 for Adult Day and Transportation services.
- q) Contract No. 1953 with The Harvard Community Services Center in the amount not-to-exceed \$265,504.00 for Adult Development, Congregate Meals, Delivered Meals and Transportation services.
- r) Contract No. 1954 with Linking Employment, Abilities and Potential (LEAP) in the amount not-to-exceed \$50,000.00 for Adult Development services.
- s) Contract No. 1955 with The Mandel Jewish Community Center of Cleveland in the amount not-to-exceed \$288,000.00 for Adult Development, Congregate Meals and Transportation services.
- t) Contract No. 1956 with Murtis Taylor Human Services System in the amount not-to-exceed \$815,244.00 for Adult Development, Congregate Meals, Delivered Meals, Holiday Meals and Transportation services.
- u) Contract No. 1957 with Near West Side Multi-Service Corporation dba May Dugan Center in the amount not-to-exceed \$50,000.00 for Adult Development services.
- v) Contract No. 1958 with Rose Centers for Aging Well, LLC in the amount not-to-exceed \$957,686.00 for Adult Development, Congregate Meals, Delivered Meals and Transportation services.
- w) Contract No. 1959 with The Salvation Army in the amount not-to-exceed \$242,302.00 for Adult Development, Congregate Meals, Delivered Meals and Transportation services.

- x) Contract No. 1960 with Senior Citizen Resources, Inc. in the amount not-to-exceed \$493,042.00 for Adult Development, Congregate Meals, Delivered Meals, Holiday Meals and Transportation.
- y) Contract No. 1961 with Senior Transportation Connection in the amount not-to-exceed \$400,000.00 for Transportation services.
- z) Contract No. 1962 with University Settlement, Inc. in the amount not-to-exceed \$295,978.00 for Adult Development, Congregate Meals, Delivered Meals, Holiday Meals and Transportation services.
- aa) Contract No. 1964 with West Side Community House in the amount not-to-exceed \$417,997.50 for Adult Development, Congregate Meals, Holiday Meals and Transportation services.

Sponsor: County Executive Budish/ Department of Health and Human Services/Division of Senior and Adult Services and Councilmembers Miller and Turner

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

- 5) R2022-0026: A Resolution making awards on various requisitions to various providers in the total amount not-to-exceed \$123,000,000.00 for out-of-home placement and foster care services for the period 1/1/2022 – 12/31/2023; 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: [See Page 231]
  - a) on RQ6211:
    - 1) Contract No. 1991 with Adelphoi Village, Inc. in the amount not-to-exceed \$2,447,192.00.
    - 2) Contract No. 2016 with Applewood Centers, Inc. in the amount not-to-exceed \$2,765,118.00.
    - 3) Contract No. 2018 with Beech Brook in the amount not-to-exceed \$4,285,624.00.

- 4) Contract No. 2071 with Bellefaire Jewish Children's Bureau in the amount not-to-exceed \$6,264,838.00.
- 5) Contract No. 2072 with BHC Belmont Pines Hospital, Inc. in the amount not-to-exceed \$4,894,384.00.
- 6) Contract No. 2073 with BHC Fox Run Hospital, Inc. Fox Run: The Center for Children and Adolescents in the amount not-to-exceed \$1,275,886.00.
- 7) Contract No. 2085 with Boys to Men Transitional Home, Inc. in the amount not-to-exceed \$49,800.00.
- 8) Contract No. 2075 with Cadence Care Network in the amount not-to-exceed \$49,800.00.
- 9) Contract No. 2076 with Caring for Kids, Inc. in the amount not-to-exceed \$2,871,502.00.
- 10) Contract No. 2077 with Carrington Behavioral Health, LLC in the amount not-to-exceed \$251,990.00.
- 11) Contract No. 2078 with Catholic Charities Corporation in the amount not-to-exceed \$1,669,310.00.
- 12) Contract No. 2079 with Christian Children's Home of Ohio, Inc. in the amount not-to-exceed \$668,322.00.
- 13) Contract No. 2007 with Cleveland Christian Home in the amount not-to-exceed \$3,844,592.00.
- 14) Contract No. 2008 with Cornell Abraxas Group, LLC in the amount not-to-exceed \$1,291,882.00.
- 15) Contract No. 2009 with Destiny Family Services in the amount not-to-exceed \$90,836.00.
- 16) Contract No. 2010 with Detroit Behavioral Institute, Inc. in the amount not-to-exceed \$1,376,484.00.
- 17) Contract No. 2011 with Eastway Corporation in the amount not-to-exceed \$205,178.00.



- 18) Contract No. 2012 with ENA, Inc. dba Necco Center in the amount not-to-exceed \$2,808,942.00.
- 19) Contract No. 2013 with Freedom Youth Program in the amount not-to-exceed \$494,020.00.
- 20) Contract No. 2014 with Gracehaven, Inc. in the amount not-to-exceed \$419,020.00.
- 21) Contract No. 2015 with Habilitation Centers, LLC dba Little Creek Behavioral Health in the amount not-to-exceed \$428,482.00.
- 22) Contract No. 2030 with Habilitation Centers, LLC dba Millcreek of Arkansas in the amount not-to-exceed \$2,509,940.00.
- 23) Contract No. 2032 with House of New Hope in the amount not-to-exceed \$5,408,324.00.
- 24) Contract No. 2034 with Keystone Richland Center LLC dba Foundations for Living in the amount not-to-exceed \$628,082.00.
- 25) Contract No. 2035 with Laurel Oaks Behavioral Health Center in the amount not-to-exceed \$264,938.00.
- 26) Contract No. 2036 with Life's Right Direction, Inc. in the amount not-to-exceed \$410,156.00.
- 27) Contract No. 2037 with Lighthouse Youth Services, Inc. dba Lighthouse Youth & Family Services in the amount not-to-exceed \$91,632.00.
- 28) Contract No. 1994 with Lutheran Homes Society Family & Youth Services dba Genacross Family & Youth Services in the amount not-to-exceed \$1,766,918.00.
- 29) Contract No. 2039 with Lutheran Metropolitan Ministry dba S.T.A.R.T. (Support To At-Risk Teens) in the amount not-to-exceed \$1,824,288.00.

- 30) Contract No. 2040 with National Youth Advocate Program, Inc. in the amount not-to-exceed \$9,840,560.00.
- 31) Contract No. 2059 with Necco, LLC in the amount not-to-exceed \$49,800.00.
- 32) Contract No. 2063 with New Beginnings Residential Treatment Center, LLC in the amount not-to-exceed \$1,242,022.00.
- 33) Contract No. 2064 with New Directions, Inc. in the amount not-to-exceed \$98,106.00.
- 34) Contract No. 2065 with Northeast Ohio Adoption Services in the amount not-to-exceed \$358,562.00.
- 35) Contract No. 2066 with Oesterlen Services for Youth, Inc. in the amount not-to-exceed \$326,690.00.
- 36) Contract No. 2067 with Ohio Mentor, Inc. in the amount not-to-exceed \$12,658,346.00.
- 37) Contract No. 2068 with OhioGuidestone in the amount not-to-exceed \$11,607,478.00.
- 38) Contract No. 2069 with Pathway Caring for Children in the amount not-to-exceed \$2,101,976.00.
- 39) Contract No. 2070 with Piney Ridge Treatment Center, LLC in the amount not-to-exceed \$1,992.00.
- 40) Contract No. 1998 with Pressley Ridge in the amount not-to-exceed \$2,538,824.00.
- 41) Contract No. 1999 with Quality Care Residential Homes, Inc. in the amount not-to-exceed \$597,604.00.
- 42) Contract No. 2000 with Raven House in the amount not-to-exceed \$358,562.00.
- 43) Contract No. 2001 with Rite of Passage, Inc. in the amount not-to-exceed \$420,116.00.

- 44) Contract No. 2002 with Rolling Hills Hospital, Inc. in the amount not-to-exceed \$464,836.00.
- 45) Contract No. 2003 with RTC Acquisition Corporation in the amount not-to-exceed \$639,836.00.
- 46) Contract No. 2004 with Specialized Alternatives for Families and Youth of Ohio, Inc. in the amount not-to-exceed \$12,537,678.00.
- 47) Contract No. 2005 with The Bair Foundation in the amount not-to-exceed \$2,704,162.00.
- 48) Contract No. 2006 with The Twelve of Ohio, Inc in the amount not-to-exceed \$1,484,052.00.
- 49) Contract No. 2019 with The Village Network in the amount not-to-exceed \$2,622,618.00.
- 50) Contract No. 2020 with Young Star Academy, LLC. dba Mohican Young Star Academy in the amount not-to-exceed \$3,071,514.00.
- 51) Contract No. 2021 with Youth Intensive Services, Inc in the amount not-to-exceed \$412,348.00.
- 52) Contract No. 2022 with Youth Opportunity Investments, LLC in the amount not-to-exceed \$191,234.00.

b) on RQ7102

- 53) Contract No. 2023 with Artis's Tender Love & Care, Inc. in the amount not-to-exceed \$2,385,638.00.
- 54) Contract No. 2024 with Focus 2 Focus, Inc. in the amount not-to-exceed \$165,338.00.
- 55) Contract No. 2025 with In Focus of Cleveland, Inc. in the amount not-to-exceed \$2,131,458.00.
- 56) Contract No. 2026 with Jaystarr Homes 2, Inc. in the amount not-to-exceed \$581,370.00.

57) Contract No. 1996 with Open Arms Adoption, Inc. in the amount not-to-exceed \$49,800.00.

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

**11. MISCELLANEOUS COMMITTEE REPORTS**

**12. MISCELLANEOUS BUSINESS**

**13. ADJOURNMENT**

NEXT MEETING

REGULAR MEETING:

TUESDAY, FEBRUARY 22, 2022  
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 5<sup>th</sup> 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, JANUARY 25, 2022  
CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS  
C. ELLEN CONNALLY COUNCIL CHAMBERS – 4<sup>TH</sup> FLOOR  
3:00 PM

### 1. CALL TO ORDER

**Council President Jones called the meeting to order at 3:04 p.m.**

### 2. ROLL CALL

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

**[Clerk's Note: Councilmembers Stephens and Simon joined the meeting during Executive Session.]**

### 3. PUBLIC COMMENT

**Mr. Marquez Brown addressed the Committee regarding union negotiations.**

### 4. EXECUTIVE SESSION

#### a) Collective bargaining matters, including:

- 1) accepting the report containing findings and recommendations of Fact-Finder Robert M. Lustig regarding negotiations between Cuyahoga County and the American Federation of State, County and Municipal Employees, Ohio Council 8, AFL-CIO, Local 27 for a collective bargaining agreement covering approximately 207 employees in various classifications at the Department of Health and Human Services, Division of Cuyahoga Job and Family Services,

Office of Child Support Services for the period 1/1/2021 - 12/31/2023.

b) Pending or imminent litigation.

**A motion was made by Mr. Sweeney, seconded by Mr. Tuma and approved by unanimous roll-call vote to move to Executive Session for the purpose of discussing collective bargaining matters and pending or imminent litigation and for no other purpose whatsoever. Executive Session was then called to order by Council President Jones at 3:10 p.m. The following Councilmembers were present: Baker, Miller, Sweeney, Tuma, Gallagher, Schron, Conwell, Turner and Jones. [Clerk's Note: Councilmember Stephens and Simon joined the meeting during Executive Session.] The following additional attendees were present: Law Director Law Gregory Huth; Civil Division Chief David Lambert; Attorney Patrick Roche, with Collins, Roche, Utley & Garner, LLC; Assistant Prosecuting Attorney Matthew Greenwell; Assistant Prosecuting Attorney Michael Stewart; Interim Human Resources Director Sheba Marshall; Human Resources and Employee and Labor Relations Director Eric Myles; Assistant Law Director Sarah Nemastil; Office of Child Support Services Director Tiffany Dobbins-Brazelton; Council Chief of Staff Joseph Nanni; Legislative Budget Advisor Trevor McAleer; Research and Policy Advisor James Boyle and Special Counsel Brendan Doyle.**

**At 4:15 p.m., Executive Session was adjourned without objection and Council President Jones then reconvened the meeting.**

#### 5. PRESENTATION

a) David Gilbert, President and Chief Executive Officer for Destination Cleveland and Greater Cleveland Sports Commission – Regarding Use of Bed Tax

**Mr. Jon Pinney, Chairman of the Board of Directors of Destination Cleveland and Mr. David Gilbert, President & CEO of the Greater Cleveland Sports Commission and Destination Cleveland, gave a presentation and provided the Committee with an update on the impacts of work provided by Destination Cleveland in Cuyahoga County, including an update on travel and tourism, economic revival and growth and their community collaborations.**

**Committee members asked questions of Messrs. Pinney and Gilbert pertaining to the item, which they answered accordingly.**

#### 6. MISCELLANEOUS BUSINESS

**There was no miscellaneous business.**

#### 7. ADJOURNMENT

**With no further business to discuss, Council President Jones adjourned the meeting at 5:01 p.m., without objection.**



## **MINUTES**

**CUYAHOGA COUNTY COUNCIL REGULAR MEETING  
TUESDAY, JANUARY 25, 2021  
CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS  
C. ELLEN CONNALLY COUNCIL CHAMBERS – 4<sup>TH</sup> FLOOR  
5:00 PM**

**1. CALL TO ORDER**

**Council President Jones called the meeting to order at 5:12 p.m.**

**2. ROLL CALL**

**Council President Jones asked Clerk Richardson to call the roll. Councilmembers Gallagher, Schron, Conwell, Turner, 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**

- a) Mr. Norman Edwards addressed Council regarding the County Jail and spoke on behalf of the following individuals:**
- b) Ms. Eunice Code**
- c) Mr. Alvin Brooks**
- d) Reverend Jeffrey Jemison**

- e) Mr. Jumal Drake El
- f) Mr. Eugene Smith
- g) Ms. Maosha Vales
- h) Mr. Art McKoy
- i) Ms. Vanetta Neal
- j) Ms. Chantrell Graham
- k) Ms. Tammy Griffin
- l) Mr. Wwayne Womack
- m) Ms. Tomika Medley
- n) Mr. David Fears
- o) Ms. Teresa Battle
- p) Mr. Eric Comedy
- q) Mr. Clifton Ellis
- r) Mr. Angelo Brown
- s) Ms. Annette Guerry
- t) Mr. Terence Battle
- u) Mr. Tyrell Edwards
- v) Mr. Norman Edwards Jr.
- w) Mr. Charles Mango
- x) Mr. Willie Chapman
- y) Mr. Kevin Curtain
- z) Mr. Wes Campbell
- aa) Ms. Jacqueline Echols
- bb) Ms. Vanessa Camp
- cc) Mr. Kenneth Bender
- dd) Ms. Cassaundra Samuel
- ee) Ms. Michelle Traupe
- ff) Mr. Richard Smith
- gg) Mr. Theodore Guerry
  
- hh) Loh – addressed Council regarding various agenda and non-agenda items.
- ii) Mr. Erin Helms addressed Council regarding component 3 Diversion Program recovery housing for women and children.
- jj) Mr. Mark Weber addressed Council regarding Israel Bonds
- kk) Mr. Fred Barkley addressed Council regarding various agenda and non-agenda items.
- ll) Mr. Dorothy Waluyn addressed Council regarding a Building owned by the Famicos Foundation.

6. APPROVAL OF MINUTES

- a) January 11, 2022 Committee of the Whole Meeting
- b) January 11, 2022 Regular Meeting



**A motion was made by Ms. Simon, seconded by Mr. Schron and approved by unanimous vote to approve the minutes from the January 11, 2021 Committee of the Whole and the Regular meeting.**

**7. ANNOUNCEMENTS FROM THE COUNCIL PRESIDENT**

**There were no messages from Council President Jones.**

**8. MESSAGES FROM THE COUNTY EXECUTIVE**

**County Executive Budish reported on a meeting with Cleveland Metro Parks' Brian Zimmerman, Chief Executive Officer and Sean McDermott, Chief Planning and Design Officer regarding a collaboration with the County on various projects to open up better access to the Lakefront and move forward with pedestrian and bike path projects in downtown Cleveland, Lakewood and Rocky River, as well as a possible Bridge project that would place a path through the second level of the Detroit Superior Bridge to connect West 25<sup>th</sup> Street to West 9<sup>th</sup> Street. County Executive Budish stated they also agreed to prioritize a meeting with Mayor Justin Bibb, City of Cleveland and Grace Gallucci, Executive Director & Chief Executive Officer of Northeast Ohio Areawide Coordinating Agency. Mr. Budish mentioned that Michael Dever, Director of Public Works plans to provide an update on the County's overall Lakefront plans at a future Public Works Committee Meeting.**

**9. LEGISLATION INTRODUCED BY COUNCIL**

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

- 1) R2022-0017: 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 Baker on behalf of the Cuyahoga County Personnel Review Commission**

**Council President Jones referred Resolution No. R2022-0017 to the Human Resources, Appointments & Equity Committee.**

**b) COMMITTEE REPORT AND CONSIDERATION OF A RESOLUTION OF COUNCIL FOR SECOND READING ADOPTION UNDER SUSPENSION OF RULES**

**A motion was made by Mr. Gallagher, seconded by Ms. Simon and approved by unanimous vote to suspend Rules 9D and to place on final passage Resolution No. R2022-0001.**

- 1) R2022-0001: 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 Baker on behalf of the Cuyahoga County Personnel Review Commission

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

**On a motion by Ms. Baker with a second by Ms. Conwell, Resolution No. R2022-0001 was considered and adopted by unanimous vote.**

- c) CONSIDERATION OF AN ORDINANCE OF COUNCIL FOR FIRST READING AND REFERRAL TO COMMITTEE

- 1) O2022-0001: An Ordinance making confirmable by Council the appointments of the Directors of Child Support Services, Children and Family Services, Cuyahoga Job and Family Services, the Family and Children First Council, the Fatherhood Initiative, Invest in Children, the Office of Homeless Services, the Office of Reentry, and Senior and Adult Services; and declaring the necessity that this Ordinance become immediately effective.

Sponsors: Councilmembers Conwell, Jones and Turner

**Council President Jones referred Ordinance No. O2022-0001 to the Human Resources, Appointments & Equity Committee.**

#### 10. LEGISLATION INTRODUCED BY EXECUTIVE

- d) CONSIDERATION OF RESOLUTIONS FOR FIRST READING ADOPTION UNDER SUSPENSION OF RULES

**A motion was made by Mr. Gallagher, seconded by Ms. Simon and approved by unanimous vote to suspend Rules 9D and 12A and to place on final passage Resolution Nos. R2022-0018, R2022-0019, R2022-0020 and R2022-0021.**

- 1) R2022-0018: A Resolution amending the 2022/2023 Biennial Operating Budget for 2022 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.

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

**On a motion by Mr. Miller with a second by Ms. Conwell, Resolution No. R2022-0018 was considered and adopted by unanimous vote.**

- 2) R2022-0019: A Resolution accepting the report containing findings and recommendations of Fact-Finder Robert M. Lustig regarding negotiations between Cuyahoga County and the American Federation of State, County and Municipal Employees, Ohio Council 8, AFL-CIO, Local 27 for a collective bargaining agreement covering approximately 207 employees in various classifications at the Department of Health and Human Services, Division of Cuyahoga Job and Family Services, Office of Child Support Services for the period 1/1/2021 - 12/31/2023; and declaring the necessity that this Resolution become immediately effective.

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

**On a motion by Mr. Jones with a second by Ms. Conwell, Resolution No. R2022-0019 was considered and adopted by unanimous vote.**

- 3) R2022-0020: A Resolution approving a proposed settlement in the matter of Lipman, et al. vs. County Executive Cuyahoga County, et al., United States District Court, Northern District of Ohio, Eastern Division, Case No. 1:18-cv-02985; authorizing the County Executive and/or his designee to execute the settlement agreement and any related documentation; authorizing the appropriation of funds for payment of settlement amounts set forth herein; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish\Department of Law

**On a motion by Mr. Jones with a second by Ms. Conwell, Resolution No. R2022-0020 was considered and adopted by unanimous vote.**

- 4) R2022-0021: A Resolution approving a proposed settlement in the matter of Dionne Brooks, individually and as administratrix of the Estate of Shone Trawick, et al., v. Cuyahoga County, et al., United States District Court for the Northern District of Ohio, Eastern Division, Case No. 1:21-cv-387; authorizing the County Executive and/or his designee to execute the settlement agreement and any related documentation; authorizing the appropriation of funds for payment of settlement amounts set forth herein; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish Department of Law

**On a motion by Mr. Jones with a second by Ms. Conwell, Resolution No. R2022-0021 was considered and adopted by unanimous vote.**

- e) CONSIDERATION OF RESOLUTIONS FOR FIRST READING AND REFERRAL TO COMMITTEE

- 1) R2022-0022: A Resolution extending the appointment of Interim Director of the Department of Human Resources, Sheba N. Marshall, to June 29, 2022; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish

**Council President Jones referred Resolution No. R2022-0022 to the Human Resources, Appointments & Equity Committee.**

- 2) R2022-0023: A Resolution authorizing a contract with Kofile Technologies, Inc. in the amount not-to-exceed \$3,264,300.00 for a cloud-based records management system and support and maintenance services for the Fiscal Department/Transfer and Recording Division, commencing upon contract signature of all parties for a period of 5 years; authorizing the County Executive to execute Contract No. 2127 and all other documents consistent with said Resolution and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish/Department of Information Technologies, Inc.

**Council President Jones referred Resolution No. R2022-0023 to the Finance & Budgeting Committee.**

- 3) R2022-0024: A Resolution making awards on RQ6408 to various providers in the total amount not-to-exceed \$5,330,000.00 for family-centered support services for at-risk children and families for the period 1/1/2022 – 12/31/2023; 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. 2042 with Applewood Centers, Inc. in the amount not-to-exceed \$1,200,000.00.
  - b) Contract No. 2043 with Beech Brook in the amount not-to-exceed \$900,000.00.
  - c) Contract No. 1955 with Bellefaire Jewish Children’s Bureau in the amount not-to-exceed \$178,230.00.
  - d) Contract No. 2044 with Catholic Charities Corporation in the amount not-to-exceed \$1,340,000.00.
  - e) Contract No. 2045 with The Cleveland Christian Home Incorporated in the amount not-to-exceed \$90,000.00.
  - f) Contract No. 2046 with Mental Health Services for Homeless Persons, Inc. dba Frontline Service in the amount not-to-exceed \$320,000.00.
  - g) Contract No. 2051 with National Youth Advocate Program, Inc. in the amount not-to-exceed \$90,000.00.
  - h) Contract No. 2047 with OhioGuidestone in the amount not-to-exceed \$301,770.00.
  - i) Contract No. 2049 with Ohio Mentor, Inc. in the amount not-to-exceed \$140,000.00.
  - j) Contract No. 2050 with Pressley Ridge in the amount not-to-exceed \$610,000.00.

- k) Contract No. 2052 with Specialized Alternatives for Families and Youth of Ohio, Inc. in the amount not-to-exceed \$160,00.00.

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

**Council President Jones referred Resolution No. R2022-0024 to the Health, Human Services & Aging Committee.**

- 4) R2022-0025: A Resolution making awards on RQ6690 to various municipalities and providers in the total amount not-to-exceed \$7,138,350.00 for the Community Social Services Program for the period 1/1/2022 – 12/31/2023; 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. 1936 with City of Bedford in the amount not-to-exceed \$108,084.00 for Adult Development, Congregate Meals and Transportation services.
  - b) Contract No. 1938 with City of Bedford Heights in the amount not-to-exceed \$233,810.00 for Adult Development, Congregate Meals and Transportation services.
  - c) Contract No. 1939 with City of Berea in the amount not-to-exceed \$226,036.00 for Adult Development, Delivered Meals and Transportation services.
  - d) Contract No. 1940 with City of Euclid in the amount not-to-exceed \$152,810.00 for Adult Development, Congregate Meals, Holiday Meals and Transportation services.
  - e) Contract No. 1946 with City of Lakewood in the amount not-to-exceed \$91,000.00 for Adult Development and Transportation services.
  - f) Contract No. 1941 with City of Maple Heights in the amount not-to-exceed \$114,800.00 for Congregate

Meals, Delivered Meals, Holiday Meals and Transportation services.

- g) Contract No. 1942 with City of Olmsted Falls in the amount not-to-exceed \$59,990.00 for Adult Development services.
- h) Contract No. 1943 with City of Solon in the amount not-to-exceed \$119,626.00 for Adult Development services.
- i) Contract No. 1944 with City of Strongsville in the amount not-to-exceed \$220,950.00 for Adult Development and Transportation services.
- j) Contract No. 1926 with Catholic Charities Corporation on behalf of Fatima Family Center in the amount not-to-exceed \$175,312.50 for Adult Development and Congregate Meals services.
- k) Contract No. 1925 with Catholic Charities Corporation on behalf of Hispanic Senior Center in the amount not-to-exceed \$239,750.00 for Adult Development, Congregate Meals, Transportation and Outreach services.
- l) Contract No. 1927 with Catholic Charities Corporation on behalf of St. Martin de Porres Family Center in the amount not-to-exceed \$178,640.00 for Adult Development and Transportation services.
- m) Contract No. 1945 with Cleveland Clergy Alliance in the amount not-to-exceed \$300,000.00 for Outreach services.
- n) Contract No. 1947 with Community Partnership on Aging in the amount not-to-exceed \$140,000.00 for Adult Development and Transportation services.
- o) Contract No. 1948 with The East End Neighborhood House Association in the amount not-to-exceed \$345,788.00 for Adult Development, Congregate Meals, Delivered Meals, Holiday Meals and Transportation services.

- p) Contract No. 1952 with Eliza Bryant Village in the amount not-to-exceed \$156,000.00 for Adult Day and Transportation services.
- q) Contract No. 1953 with The Harvard Community Services Center in the amount not-to-exceed \$265,504.00 for Adult Development, Congregate Meals, Delivered Meals and Transportation services.
- r) Contract No. 1954 with Linking Employment, Abilities and Potential (LEAP) in the amount not-to-exceed \$50,000.00 for Adult Development services.
- s) Contract No. 1955 with The Mandel Jewish Community Center of Cleveland in the amount not-to-exceed \$288,000.00 for Adult Development, Congregate Meals and Transportation services.
- t) Contract No. 1956 with Murtis Taylor Human Services System in the amount not-to-exceed \$815,244.00 for Adult Development, Congregate Meals, Delivered Meals, Holiday Meals and Transportation services.
- u) Contract No. 1957 with Near West Side Multi-Service Corporation dba May Dugan Center in the amount not-to-exceed \$50,000.00 for Adult Development services.
- v) Contract No. 1958 with Rose Centers for Aging Well, LLC in the amount not-to-exceed \$957,686.00 for Adult Development, Congregate Meals, Delivered Meals and Transportation services.
- w) Contract No. 1959 with The Salvation Army in the amount not-to-exceed \$242,302.00 for Adult Development, Congregate Meals, Delivered Meals and Transportation services.
- x) Contract No. 1960 with Senior Citizen Resources, Inc. in the amount not-to-exceed \$493,042.00 for Adult Development, Congregate Meals, Delivered Meals, Holiday Meals and Transportation.
- y) Contract No. 1961 with Senior Transportation Connection in the amount not-to-exceed \$400,000.00 for Transportation services.



- z) Contract No. 1962 with University Settlement, Inc. in the amount not-to-exceed \$295,978.00 for Adult Development, Congregate Meals, Delivered Meals, Holiday Meals and Transportation services.
- aa) Contract No. 1964 with West Side Community House in the amount not-to-exceed \$417,997.50 for Adult Development, Congregate Meals, Holiday Meals and Transportation services.

Sponsor: County Executive Budish/ Department of Health and Human Services/Division of Senior and Adult Services

**Council President Jones referred Resolution No. R2022-0025 to the Health, Human Services & Aging Committee.**

- 5) R2022-0026: A Resolution making awards on various requisitions to various providers in the total amount not-to-exceed \$123,000,000.00 for out-of-home placement and foster care services for the period 1/1/2022 – 12/31/2023; 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) on RQ6211:

- 1) Contract No. 1991 with Adelphoi Village, Inc. in the amount not-to-exceed \$2,447,192.00.
- 2) Contract No. 2016 with Applewood Centers, Inc. in the amount not-to-exceed \$2,765,118.00.
- 3) Contract No. 2018 with Beech Brook in the amount not-to-exceed \$4,285,624.00.
- 4) Contract No. 2071 with Bellefaire Jewish Children's Bureau in the amount not-to-exceed \$6,264,838.00.
- 5) Contract No. 2072 with BHC Belmont Pines Hospital, Inc. in the amount not-to-exceed \$4,894,384.00.
- 6) Contract No. 2073 with BHC Fox Run Hospital, Inc. Fox Run: The Center for Children and Adolescents in the amount not-to-exceed \$1,275,886.00.

- 7) Contract No. 2085 with Boys to Men Transitional Home, Inc. in the amount not-to-exceed \$49,800.00.
- 8) Contract No. 2075 with Cadence Care Network in the amount not-to-exceed \$49,800.00.
- 9) Contract No. 2076 with Caring for Kids, Inc. in the amount not-to-exceed \$2,871,502.00.
- 10) Contract No. 2077 with Carrington Behavioral Health, LLC in the amount not-to-exceed \$251,990.00.
- 11) Contract No. 2078 with Catholic Charities Corporation in the amount not-to-exceed \$1,669,310.00.
- 12) Contract No. 2079 with Christian Children's Home of Ohio, Inc. in the amount not-to-exceed \$668,322.00.
- 13) Contract No. 2007 with Cleveland Christian Home in the amount not-to-exceed \$3,844,592.00.
- 14) Contract No. 2008 with Cornell Abraxas Group, LLC in the amount not-to-exceed \$1,291,882.00.
- 15) Contract No. 2009 with Destiny Family Services in the amount not-to-exceed \$90,836.00.
- 16) Contract No. 2010 with Detroit Behavioral Institute, Inc. in the amount not-to-exceed \$1,376,484.00.
- 17) Contract No. 2011 with Eastway Corporation in the amount not-to-exceed \$205,178.00.
- 18) Contract No. 2012 with ENA, Inc. dba Necco Center in the amount not-to-exceed \$2,808,942.00.
- 19) Contract No. 2013 with Freedom Youth Program in the amount not-to-exceed \$494,020.00.
- 20) Contract No. 2014 with Gracehaven, Inc. in the amount not-to-exceed \$419,020.00.

- 21) Contract No. 2015 with Habilitation Centers, LLC dba Little Creek Behavioral Health in the amount not-to-exceed \$428,482.00.
- 22) Contract No. 2030 with Habilitation Centers, LLC dba Millcreek of Arkansas in the amount not-to-exceed \$2,509,940.00.
- 23) Contract No. 2032 with House of New Hope in the amount not-to-exceed \$5,408,324.00.
- 24) Contract No. 2034 with Keystone Richland Center LLC dba Foundations for Living in the amount not-to-exceed \$628,082.00.
- 25) Contract No. 2035 with Laurel Oaks Behavioral Health Center in the amount not-to-exceed \$264,938.00.
- 26) Contract No. 2036 with Life's Right Direction, Inc. in the amount not-to-exceed \$410,156.00.
- 27) Contract No. 2037 with Lighthouse Youth Services, Inc. dba Lighthouse Youth & Family Services in the amount not-to-exceed \$91,632.00.
- 28) Contract No. 1994 with Lutheran Homes Society Family & Youth Services dba Genacross Family & Youth Services in the amount not-to-exceed \$1,766,918.00.
- 29) Contract No. 2039 with Lutheran Metropolitan Ministry dba S.T.A.R.T. (Support To At-Risk Teens) in the amount not-to-exceed \$1,824,288.00.
- 30) Contract No. 2040 with National Youth Advocate Program, Inc. in the amount not-to-exceed \$9,840,560.00.
- 31) Contract No. 2059 with Necco, LLC in the amount not-to-exceed \$49,800.00.
- 32) Contract No. 2063 with New Beginnings Residential Treatment Center, LLC in the amount not-to-exceed \$1,242,022.00.

- 33) Contract No. 2064 with New Directions, Inc. in the amount not-to-exceed \$98,106.00.
- 34) Contract No. 2065 with Northeast Ohio Adoption Services in the amount not-to-exceed \$358,562.00.
- 35) Contract No. 2066 with Oesterlen Services for Youth, Inc. in the amount not-to-exceed \$326,690.00.
- 36) Contract No. 2067 with Ohio Mentor, Inc. in the amount not-to-exceed \$12,658,346.00.
- 37) Contract No. 2068 with OhioGuidestone in the amount not-to-exceed \$11,607,478.00.
- 38) Contract No. 2069 with Pathway Caring for Children in the amount not-to-exceed \$2,101,976.00.
- 39) Contract No. 2070 with Piney Ridge Treatment Center, LLC in the amount not-to-exceed \$1,992.00.
- 40) Contract No. 1998 with Pressley Ridge in the amount not-to-exceed \$2,538,824.00.
- 41) Contract No. 1999 with Quality Care Residential Homes, Inc. in the amount not-to-exceed \$597,604.00.
- 42) Contract No. 2000 with Raven House in the amount not-to-exceed \$358,562.00.
- 43) Contract No. 2001 with Rite of Passage, Inc. in the amount not-to-exceed \$420,116.00.
- 44) Contract No. 2002 with Rolling Hills Hospital, Inc. in the amount not-to-exceed \$464,836.00.
- 45) Contract No. 2003 with RTC Acquisition Corporation in the amount not-to-exceed \$639,836.00.
- 46) Contract No. 2004 with Specialized Alternatives for Families and Youth of Ohio, Inc. in the amount not-to-exceed \$12,537,678.00.

- 47) Contract No. 2005 with The Bair Foundation in the amount not-to-exceed \$2,704,162.00.
- 48) Contract No. 2006 with The Twelve of Ohio, Inc in the amount not-to-exceed \$1,484,052.00.
- 49) Contract No. 2019 with The Village Network in the amount not-to-exceed \$2,622,618.00.
- 50) Contract No. 2020 with Young Star Academy, LLC. dba Mohican Young Star Academy in the amount not-to-exceed \$3,071,514.00.
- 51) Contract No. 2021 with Youth Intensive Services, Inc in the amount not-to-exceed \$412,348.00.
- 52) Contract No. 2022 with Youth Opportunity Investments, LLC in the amount not-to-exceed \$191,234.00.

b) on RQ7102

- 53) Contract No. 2023 with Artis's Tender Love & Care, Inc. in the amount not-to-exceed \$2,385,638.00.
- 54) Contract No. 2024 with Focus 2 Focus, Inc. in the amount not-to-exceed \$165,338.00.
- 55) Contract No. 2025 with In Focus of Cleveland, Inc. in the amount not-to-exceed \$2,131,458.00.
- 56) Contract No. 2026 with Jaystarr Homes 2, Inc. in the amount not-to-exceed \$581,370.00.
- 57) Contract No. 1996 with Open Arms Adoption, Inc. in the amount not-to-exceed \$49,800.00.

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

**Council President Jones referred Resolution No. R2022-0026 to the Health, Human Services & Aging Committee.**

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

**A motion was made by Mr. Gallagher, seconded by Ms. Simon and approved by unanimous vote to suspend Rule 9D and to place on final passage Resolution Nos. R2021-0290, R2021-0291, R2021-0292, R2022-0005, R2022-0006, R2022-0009, R2022-0010, R2022-0011, R2022-0012, R2022-0014, R2022-0015 & R2022-0016.**

- 1) R2021-0290: A Resolution approving an additional Right-of-Way Exhibit as set forth in Plat No. M-5036 for the replacement of Jefferson Avenue Bridge No. 00.57 between West 3<sup>rd</sup> Street and the Cuyahoga River in the City of Cleveland; authorizing the County Executive through the Department of Public Works to acquire said necessary Right-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 Conwell**

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

**On a motion by Mr. Tuma with a second by Ms. Conwell, Resolution No. R2021-0290 was considered and adopted by unanimous vote.**

- 2) R2021-0291: A Resolution authorizing Contract No. 1921 with SMG/Huntington Convention Center of Cleveland in the amount not-to-exceed \$989,350.00 for lease of space at Huntington Convention Center of Cleveland and the Global Center for Health Innovation, located at 1 St. Clair Avenue NE, Cleveland for jury duty operations for the Cuyahoga County Court of Common Pleas for the period 8/28/2021 – 6/30/2022; authorizing the County Executive to execute the contract and all other documents consistent with this Resolution and declaring the necessity that this Resolution become immediately effective.

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

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

**On a motion by Mr. Tuma with a second by Mr. Schron, Resolution No. R2021-0291 was considered and adopted by unanimous vote.**

- 3) R2021-0292: A Resolution making awards on RQ4593 to various providers in the total amount not-to-exceed \$11,092,322.00 for funding for one-time capital and programmatic costs to support delivery of services to persons with serious mental illness, serious mental illness with co-occurring substance abuse or substance abuse/addiction for the period 1/1/2022 – 6/30/2024; authorizing the County Executive to execute the contracts and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective:
- a) Alliant Health Group in the amount not-to-exceed \$26,240.00 for the purchase of a van to transport clients and the purchase of furnishings and equipment for a sober living facility.
  - b) Community Assessment & Treatment Services, Inc. in the amount not-to-exceed \$200,000.00 for renovation of a sober living facility.
  - c) Edna House for Women, Inc. in the amount not-to-exceed \$375,000.00 for renovation of property to serve as a sober living facility for women.
  - d) Northern Ohio Recovery Association in the amount not-to-exceed \$28,960.00 for the purchase of furnishings for an inpatient treatment facility and the purchase of a van to transport clients.
  - e) Stella Maris, Inc. in the amount not-to-exceed \$5,598,232.00 for renovations, purchase of property, and the purchase of furnishings for addiction treatment facilities.
  - f) The Briermost Foundation, Inc. in the amount not-to-exceed \$665,582.00 for the purchase of property, renovation and furnishings for a sober living facility.
  - g) YMCA of Greater Cleveland Foundation in the amount not-to-exceed \$4,198,308.00 for renovations and the purchase of furnishings for an interim housing facility that provides substance use disorder treatment and mental health counseling services.

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

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

**On a motion by Mr. Gallagher with a second by Mr. Miller, Resolution No. R2021-0292 was considered and adopted by unanimous vote.**

- 4) R2022-0005: A Resolution confirming the County Executive’s appointment of Paul Herdeg to serve on the City of Cleveland/Cuyahoga County Workforce Development Board for an unexpired term ending 6/30/2022; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish

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

**On a motion by Ms. Baker with a second by Mr. Miller, Resolution No. R2022-0005 was considered and adopted by unanimous vote.**

- 5) R2022-0006: A Resolution confirming the County Executive’s reappointment of Mozelle Jackson to serve on the Cuyahoga County Board of Developmental Disabilities for the term 1/27/2022 –1/22/2026; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish

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

**On a motion by Ms. Baker with a second by Mr. Miller, Resolution No. R2022-0006 was considered and adopted by unanimous vote.**

- 6) R2022-0009: A Resolution authorizing revenue generating Agreement No. 2140 with the City of Cleveland Heights in the amount not-to-exceed \$600,000.00 for maintenance and repair of storm and sanitary sewers located in county Sewer District No. 17 for the period 1/1/2022 – 12/31/2022; authorizing the County Executive to execute Agreement No. 2140 and all other documents consistent with said Resolution;



and declaring the necessity that this Resolution become immediately effective.

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

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

**On a motion by Mr. Tuma with a second by Mr. Sweeney, Resolution No. R2022-0009 was considered and adopted by unanimous vote.**

- 7) R2022-0010: A Resolution making an award on RQ6057 to Medical Mutual of Ohio dba Medical Mutual Services, LLC in the amount not-to-exceed \$285,376,490.00 for group healthcare benefits for County employees and their eligible dependents and Cuyahoga County Benefits Regionalization Program participants' employees and their eligible dependents for the period 1/1/2022 – 12/31/2024; authorizing the County Executive to execute Contract No. 1977 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 Human Resources

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

**On a motion by Ms. Baker with a second by Mr. Miller, Resolution No. R2022-0010 was considered and adopted by unanimous vote.**

- 8) R2022-0011: A Resolution making an award on RQ6057 to Caremark PCS Health, LLC in the amount not-to-exceed \$53,000,000.00 for pharmacy benefit management services for County employees and their eligible dependents and Cuyahoga County Benefits Regionalization Program participants' employees and their eligible dependents for the period 1/1/2022 – 12/31/2024; authorizing the County Executive to execute Contract No. 1978 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 Human Resources

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

**On a motion by Ms. Baker with a second by Mr. Schron, Resolution No. R2022-0011 was considered and adopted by unanimous vote.**

- 9) R2022-0012: A Resolution making an award on RQ6836 to Medical Mutual of Ohio in the amount not-to-exceed \$1,459,171.00 for stop loss insurance services for County employees and their eligible dependents and Cuyahoga County Benefits Regionalization Program participants' employees and their eligible dependents for the period 1/1/2022 – 12/31/2022; authorizing the County Executive to execute Contract No. 1976 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 Human Resources

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

**On a motion by Ms. Baker with a second by Mr. Schron, Resolution No. R2022-0012 was considered and adopted by unanimous vote.**

- 10) R2022-0014: A Resolution authorizing a contract with Passages Connecting Fathers and Sons, Inc. in the amount not-to-exceed \$1,065,476.00 for the implementation of the Cognitive Behavioral Interventions for Offenders Seeking Employment Program for moderate and high-risk level offenders who are unemployed or underemployed for the period of 7/1/2021 – 6/30/2023; authorizing the County Executive to execute Contract No. 2120 and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish/Court of Common Pleas/Corrections Planning Board

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

**On a motion by Mr. Gallagher with a second by Mr. Miller, Resolution No. R2022-0014 was considered and adopted by unanimous vote.**

- 11) R2022-0015: A Resolution authorizing a contract with Child Care Resource Center of Cuyahoga County dba Starting Point in the amount not-to-exceed \$1,900,000.00 for Out-of-School Time services for youth for the period 1/1/2022 – 12/31/2022; authorizing the County Executive to execute Contract No. 2017 and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

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

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

**On a motion by Ms. Simon with a second by Ms. Conwell, Resolution No. R2022-0015 was considered and adopted by unanimous vote.**

- 12) R2022-0016: A Resolution authorizing an agreement with Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County in the amount not-to-exceed \$1,639,104.00 for fiscal agent and program administration services for the Early Childhood Mental Health Program in connection with the Invest in Children Program for the period 1/1/2022 – 12/31/2023; authorizing the County Executive to execute Agreement No. 1876 and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

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

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

**On a motion by Ms. Simon with a second by Mr. Miller, Resolution No. R2022-0016 was considered and adopted by unanimous vote.**

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

- 1) O2022-0002: An Uncodified Ordinance establishing a COVID-19 Testing Policy to be applicable to all County Executive Employees and declaring the necessity that this Ordinance become immediately effective.

Sponsor: County Executive Budish/Department of Human Resources

**Council President Jones referred Ordinance No. O2022-0002 to the Human Resources, Appointments & Equity Committee.**

11. MISCELLANEOUS COMMITTEE REPORTS

**Mr. Miller reported that the Finance & Budget meeting will be held on Monday, January 31st at 1:00 p.m. for review of the Enterprise Resource Planning System Project; Review of the Harris System and matters referred to Committee. Thursday, February 3<sup>rd</sup> at 10:00 a.m. for an Enterprise Resource Planning System Project update from Zig Berzins.**

**Mr. Tuma reported that a tentative Public Works, Procurement & Contracting Committee meeting may take place Wednesday, February 2<sup>nd</sup> at 1:00pm for a possible presentation from the Director of Public Works.**

**Mr. Gallagher reported that the Public Safety & Justice Affairs Committee will meet on Tuesday, February 1<sup>st</sup> at 1:00 p.m for an update on the Cuyahoga Corrections Center Project.**

**Ms. Baker reported that the Human Resources, Appointments & Equity Committee will meet on Tuesday, February 1<sup>st</sup> at 10:00 a.m.**

**Ms. Conwell reported that the Health, Human Services & Aging Committee will meet on Wednesday, February 2<sup>nd</sup> at 1:00 p.m.**

12. MISCELLANEOUS BUSINESS

**There was no miscellaneous business.**

13. ADJOURNMENT

**With no further business to discuss, Council President Jones adjourned the meeting at 6:04 p.m., without objection.**

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0027

Sponsored by: <b>Councilmembers Tuma, Schron and Jones</b>	<b>A Resolution</b> awarding a total sum, not to exceed \$575,000.00, from the Cuyahoga County Community Development Fund to fund projects in the City of Parma and the Village of Chagrin Falls; and declaring the necessity that this Resolution become immediately effective.
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**WHEREAS**, the Cuyahoga County Community Development Fund is funded by the gross casino revenues distributed to Cuyahoga County; and

**WHEREAS**, the Ridgewood Golf Course and clubhouse are located in the City of Parma and the clubhouse is currently an unsafe structure that must be demolished and rebuilt; and

**WHEREAS**, the Cuyahoga County Land Reutilization Corporation has agreed to assist in funding the demolition of the Ridgewood Golf Course’s clubhouse, in an amount not to exceed \$50,000.00 and has the resources and ability to quickly arrange for the contracting and overseeing of a competent demolition entity to raze this structure; and

**WHEREAS**, the City of Parma is currently moving forward with the planning and development process of replacing the Ridgewood Golf Course; and

**WHEREAS**, the Cuyahoga County Council desires to provide funding from the Community Development Fund in the amount of \$175,000.00 to the Cuyahoga County Land Reutilization Corporation to assist in funding the demolition of the City of Parma’s Ridgewood Golf Course’s clubhouse; and

**WHEREAS**, the Chagrin Valley Fire Department has provided emergency services to numerous communities in the Chagrin Valley and the fire station requires necessary improvements, including expansion of living quarters for female fire fighters, and reconfigured floor plan to allow streamlined response for emergency personnel; and

**WHEREAS**, various entities who utilize the Chagrin Valley Fire Department have also agreed to provide funding for the fire station expansion; and

**WHEREAS**, the Cuyahoga County Council desires to provide funding from the Community Development Fund in the amount of \$400,000.00 to the Village of

Chagrin Falls to fund the Chagrin Valley Fire Department expansion of its fire station; and

**WHEREAS**, the Community Development Fund has available proceeds to fund projects that better Cuyahoga County, and both the demolition of the Ridgewood Golf Course clubhouse and the expansion and rehabilitation of the Chagrin Falls Fire Station are projects that are appropriate uses of the County's Community Development Fund resources; and

**WHEREAS**, this Council by a vote of at least eight (8) members determines that it is necessary that this Resolution become immediately effective in order that the Cuyahoga County Land Reutilization Corporation may undertake all efforts to procure the necessary contracts to demolish the Ridgewood Golf Course clubhouse in a prompt, and safe manner.

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

**SECTION 1.** That the Cuyahoga County Council hereby awards a not to exceed amount of \$175,000.00 to the Cuyahoga County Land Reutilization Corporation from the County's Community Development Fund to fund the demolition of the Ridgewood Golf Course Clubhouse.

**SECTION 2.** That the Cuyahoga County Council hereby awards a not to exceed amount of \$400,000.00 to the Village of Chagrin Falls from the County's Community Development Fund to fund the improvements to the Chagrin Falls Fire Department.

**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, this Resolution shall become immediately effective.

**SECTION 4.** 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

\_\_\_\_\_  
County Executive

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Date

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

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0017

Sponsored by: <b>Councilmember Baker on behalf of Cuyahoga County Personnel Review Commission</b>	<b>A Resolution</b> 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 January 6, 2022 the Personnel Review Commission met and recommended the classification changes (attached hereto as Exhibits A through F) 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: *Data Analyst*



Class Number: 16131  
Pay Grade: 9B/Non-Exempt (No change)  
\* PRC routine maintenance. Classification last revised in 2017.  
Updates were made to essential job functions, language, and  
formatting. A Technology Requirements section was added. No  
change to pay grade or FLSA status.

Exhibit B: Class Title: *Executive Officer*  
Class Number: 10201  
Pay Grade: 19A/Exempt (No change)  
\* PRC routine maintenance. Classification last revised in 2017.  
Updates were made to distinguishing characteristics, essential job  
functions, and language and formatting. A Technology  
Requirements section was added. No change to pay grade or FLSA  
status.

Exhibit C: Class Title: *Senior Supervisor, Mailroom (Manager, Mailroom)*  
Class Number: 10032  
Pay Grade: 9A/Non-Exempt  
\* PRC routine maintenance. Classification last revised in 2017.  
Updates were made to distinguishing characteristics, essential job  
functions, minimum qualifications, level of analysis, and language  
and formatting. A Technology Requirements section was added.  
Title changed from Senior Supervisor, Mailroom to Manager,  
Mailroom to reflect the multiple levels of supervision. Pay Grade  
increased from 7A to 9A. No change to FLSA status

**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: January 25, 2022

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

Legislation Amended in Committee February 1, 2022

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_



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

**CUYAHOGA COUNTY  
 PERSONNEL REVIEW COMMISSION  
 MEMORANDUM**

DATE: February 2, 2022

TO: Cuyahoga County Council President Pernel Jones Jr.  
 Nan Baker, 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 January 12, 2022, 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:

<b>PROPOSED REVISED CLASSIFICATIONS</b>			
<b>REVISED CLASSIFICATIONS (Revised Title)</b>	<b>CURRENT PAY GRADE &amp; FLSA</b>	<b>RECOMMENDED PAY GRADE &amp; FLSA</b>	<b>DEPARTMENT</b>
Data Analyst 16131	9B Non-Exempt	9B Non-Exempt (No Change)	Information Technology
Executive Officer 10201	19A Exempt	19A Exempt (No Change)	Health and Human Services
Senior Supervisor, Mailroom 10032 (Manager, Mailroom 10032)	7A Non-Exempt	9A Non-Exempt	Public Works

cc: Deborah Southerington, Commissioner  
F. Allen Boseman, Commissioner  
Rebecca Kopcienski, PRC Director  
Armond Budish, County Executive  
Sheba Marshall, Interim HR Director

Joseph Nanni, Council Chief of Staff  
Kelli Neale, Program Officer 4  
Andria Richardson, Clerk of Council

**CURRENT CLASSIFICATION**

<b>Class Number</b>	<b>Classification Title</b>	<b>Department</b>	<b>FLSA Status</b>	<b>Pay Grade</b>
16131	Data Analyst	Information Technology	Non-Exempt	9B

**PROPOSED REVISED CLASSIFICATION**

<b>Class Number</b>	<b>Classification Title</b>	<b>Department</b>	<b>FLSA Status</b>	<b>Pay Grade</b>
16131	Data Analyst	Information Technology	Non-Exempt	9B

<b>Requested By:</b>	Personnel Review Commission
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<b>Rationale:</b>	PRC routine maintenance. Classification last revised in 2017. Updates were made to essential job functions, language, and formatting. A Technology Requirements section was added. No change to pay grade or FLSA status.
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<b>No. of Employees Affected:</b>	Four (4)
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<b>Dept.(s) Affected:</b>	Information Technology
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<b>Fiscal Impact:</b>	None
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<b>Staffing Implications:</b>	None
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<b>PRC Contact(s):</b>	Verona Blonde, Classification and Compensation Specialist Albert Bouchahine, Manager of Classification and Compensation
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<b>Human Resources and Management Contact(s):</b>	<b><u>Date of Contact:</u></b>	<b><u>Type of Contact:</u></b>	<b><u>Reason:</u></b>
Lorenzo Rose – Manager, IT Infrastructure and Operations	10/19/2021 11/9/2021	Email Email	Class Spec Draft Review Reminder
Jim Battigaglia, Archer Consultant	12/10/2021 12/22/2021	Email Email	Pay grade evaluation Reminder

## CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

<b>Class Title:</b>	Data Analyst	<b>Class Number:</b>	16131
<b>FLSA:</b>	Non-Exempt	<b>Pay Grade:</b>	9B
<b>Departments:</b>	Information Technology		

### Classification Function

The purpose of this classification is to collect, process, and perform statistical analysis of data and produce related reports, charts, dashboards, and visualizations for various county projects.

### Distinguishing Characteristics

This is a technical entry-level classification that is responsible for analyzing system data to assist business leaders in making informed decisions. The work requires knowledge of various business functions and the underlying data structures supporting those functions. Employees in this class work under general supervision but are expected to work with a degree of independence and ensure that activities are performed in a timely manner and according to policies, procedures, and related regulations.

### Essential Job Functions

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

60% +/- 10%

- Utilizes business intelligence software to develop reports, charts, dashboards, applications, and visualizations to support business decisions; prepares ad-hoc, monthly, quarterly, and/or annual data reports, dashboards, and visualizations for agency end users and management by writing and executing SQL code utilizing various reporting software programs; prepares presentations, spreadsheets, and graphics to present data and analyses results to end users; monitors and reviews data quality; solves data integrity problems and data-related issues; mines data from multiple data sources; cleans and reformats data; manipulates, analyzes, and interprets data using standard statistical tools and techniques; pinpoints trends, correlations, or patterns in complex data sets; prepares technical documentation including instruction and procedure manuals to assist users with understanding program applications; instructs and trains users in the operation and function of new and existing systems.

30% +/- 10%

- Works with Information Technology (IT), agency end users, and/or analytics teams and participates in the design, testing, and implementation of analytic tools that support agency reporting and improve data collection and reporting strategies; inquires with IT management on system problems; researches corrective actions and recommends solutions; determines requirements for development of systems and modifications of existing systems; evaluates and recommends applicable techniques and programming packages; designs software solutions and system test procedures; performs testing and monitoring of system after changes.

10% +/- 5%

- Performs supporting administrative responsibilities; prepares and maintains various related reports, records, and other documents; responds to emails and phone calls; keep current on industry trends and technologies; identify and recommend training needs to management; attends various trainings and meetings; conducts training for County employees on analytics related to software systems; provides technical support to agency end users and management.

Effective Date: 09.28.2017  
Last Modified: 09.28.2017

### **Minimum Training and Experience Required to Perform Essential Job Functions**

- Bachelor's Degree in statistics, mathematics, computer science, business administration, or related field and one (1) year of data analytics 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 office machines and equipment including a computer and multifunction printer.

#### **Technology Requirements**

- Ability to operate a variety of software including email software (Microsoft Outlook), spreadsheet software (Microsoft Excel), word processing software (Microsoft Word), report generation software (SSRS), business intelligence software (Tableau, Power BI), , IT Service Desk software (Cherwell), relational database system software (Microsoft SQL Server, Oracle), Structured Query Language (T-SQL, PL/SQL), and other software.

#### **Supervisory Responsibilities**

- No supervisory responsibilities required.

#### **Mathematical Ability**

- Ability to add, subtract, multiply, divide, calculate decimals and percentages, and perform routine and advanced 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 utilize a variety of analytical tools, business intelligence tools, and database management systems.
- Ability to comprehend a variety of informational documents including data reports, analytic reports, technical literature, spreadsheets, correspondence, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including the Employee Handbook, Ohio Administrative Code, Ohio Revised Code, and technical instruction manuals.
- Ability to prepare status reports, data reports, graphs, charts, statistical reports, visualizations, dashboards, user instruction and procedure manuals, correspondence, and other job-related



## Data Analyst

documents using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.

- Ability to convince and influence others, to record and deliver information, to explain procedures, and to follow instructions.
- Ability to communicate with management, co-workers, end-users, and other County employees.

### **Environmental Adaptability**

- Work is typically performed in an office environment.

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

**CURRENT CLASSIFICATION**

<b>Class Number</b>	<b>Classification Title</b>	<b>Department</b>	<b>FLSA Status</b>	<b>Pay Grade</b>
<b>10201</b>	<b>Executive Officer</b>	<b>Health and Human Services</b>	<b>Exempt</b>	<b>19A</b>

**PROPOSED REVISED CLASSIFICATION**

<b>Class Number</b>	<b>Classification Title</b>	<b>Department</b>	<b>FLSA Status</b>	<b>Pay Grade</b>
<b>10201</b>	<b>Executive Officer</b>	<b>Health and Human Services</b>	<b>Exempt</b>	<b>19A</b>

<b>Requested By:</b>	Personnel Review Commission
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<b>Rationale:</b>	PRC routine maintenance. Classification last revised in 2017. Updates were made to distinguishing characteristics, essential job functions, and language and formatting. A Technology Requirements section was added. No change to pay grade or FLSA status.
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<b>No. of Employees Affected:</b>	Two (2)
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<b>Dept.(s) Affected:</b>	Health and Human Services
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<b>Fiscal Impact:</b>	None
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<b>Staffing Implications:</b>	None
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<b>PRC Contact(s):</b>	Verona Blonde, Classification and Compensation Specialist Albert Bouchahine, Manager of Classification and Compensation
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<b>Human Resources and Management Contact(s):</b>	<b><u>Date of Contact:</u></b>	<b><u>Type of Contact:</u></b>	<b><u>Reason:</u></b>
Robin Martin – Executive Officer	11/9/2021 11/30/2021	Email Email	Class Spec Draft Review Reminder
Rebekah Dorman – Executive Officer	11/9/2021	Email	Class Spec Draft Review
David Merriman – HHS Director	11/9/2021	Email	Class Spec Draft Review
Jim Battigaglia, Archer Consultant	12/3/2021 12/22/2021	Email Email	Pay grade evaluation Reminder

# CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

<b>Class Title:</b>	Executive Officer	<b>Class Number:</b>	10201
<b>FLSA:</b>	Exempt	<b>Pay Grade:</b>	19A
<b>Dept:</b>	Health and Human Services		

## Classification Function

The purpose of this classification is to plan, coordinate, direct, and monitor the operations of a County department or office within the HHS agency.

## Distinguishing Characteristics

This is a senior management level classification that reports directly to a Director of an HHS agency. Incumbents in this classification manage or assist with managing one of the major program divisions within the HHS agency. Incumbents participate as a member of senior management to assist in planning and coordinating agency service programs in the context of the overall human services system to ensure a variety of services are available to County citizens to meet their needs and/or to fulfill mandated functions at the state and federal level. These individuals oversee all work activities of their assigned department/office to accomplish the tasks and objectives of the department and have the responsibility of assisting with/establishing department objectives, policies, budget, and operations.

## 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%
- Plans, coordinates, directs, and monitors the operations of a County department or office within the HHS agency; plans, develops, and coordinates the department/office programs in conjunction with the Director and other key management staff; works to ensure that programs and services meet community needs, are in compliance with relevant federal, state, and county laws, regulations, policies, and procedures, and meet the agency’s standards for quality service; monitors and evaluates individual service programs outcomes and effectiveness; researches, develops, recommends, and implements new and revised policies, procedures, best practices, and data collection and analysis in order to effect maximum operational efficiency and efficacy of programs and ensure compliance with applicable county, state, and federal requirements; provides interpretation and clarification of applicable policies and programs of the department for administrative and line staff, and other agencies, groups, and individuals in the community; oversees the development of new programs and initiatives in response to community needs; develops or coordinates the preparation of major departmental position papers and reports for internal staff, various boards, commissions, and/or councils.

- 20% +/- 10%
- Manages the department’s fiscal operations, funding activities, and contractual services; directs and/or participates in the preparation of the department’s annual budget for programs and services; monitors expenditures and recommends/makes budget adjustments to assist with achievement of desired outcomes; oversees service delivery, budget, expenditures, and evaluation of services on grant funded contracts; develops and/or reviews content for Request for Proposals (RFPs) and Request for Quotes (RFQs); manages contracted services including reviewing contract performance and making recommendations on system improvements; writes grant proposals and completes

## Executive Officer

ongoing communication with funders; completes paperwork and reports needed to apply for funding; reviews and approves invoices.

20% +/- 10%

- Supervises and directs the work of 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 department work plans and work performance standards; monitors and provides for employee training needs; meets with employees individually and as a unit; responds to employee complaints and union grievances; recommends and acts on personnel actions including selection, promotion, transfer, discipline, or discharge.

20% +/- 10%

- Serves as the department's primary point of contact with federal, state, county, community, and other human service organizations, partners, stakeholders, and committees; coordinates, assists, and/or works in conjunction with management and administrative staff at partner agencies and public systems; presents at local and national conferences and meetings; serves on job-related boards and committees; participates in advocacy for programs at the state and federal levels; plans, oversees, and/or participates in communication campaigns and community events and initiatives.

10% +/- 5%

- Performs supporting administrative functions; completes paperwork and reports needed for audits; prepares information packets needed for meetings; stays current on issues related to social program planning, related regulations, community needs, and public and private community resources; stays current on the use of technology to improve program management and service delivery.

### **Minimum Training and Experience Required to Perform Essential Job Functions**

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

#### **Technology Requirements**

## Executive Officer

- Ability to operate a variety of software including email software (Microsoft Outlook), spreadsheet software (Microsoft Excel), word processing software (Microsoft Word), presentation software (Microsoft PowerPoint), and data management software (Microsoft Access, Peerplace, etc.).

## Supervisory Responsibilities

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

## Mathematical Ability

- Ability to add, subtract, multiply, divide, calculate decimals and percentages, and perform routine statistics, moderate math, and understand advanced statistics.

## Language Ability & Interpersonal Communication

- Ability to perform mid to high level data analysis requiring managing of data and people deciding the time, sequence of operations or events within the context of a process, system, or organization. Involves determining the necessity for revising goals, objectives, policies, procedures, or functions based on the analysis of data/information and includes performance reviews pertinent to such objectives, functions, and requirements.
- Ability to comprehend a variety of informational documents including requests for information, requests for quotes, purchase orders, contracts, budget invoices, vendor invoices, productivity reports, program evaluation reports, various monthly, semi-annual, and annual reports, meeting agendas and minutes, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including the Employee Handbook, the Ohio Revised Code, state guidelines for programs, department policies and procedures, and various other policies and procedures manuals.
- Ability to prepare annual and quarterly reports, budgetary recommendations and reports, management reports, contracts, Requests for Proposals (RFPs), press releases and statements, presentations, policies and procedures, performance evaluation forms, memos, correspondence, and other job-related documents using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.
- Ability to manage programs and people, to supervise and counsel employees, to convince and influence others, to negotiate, to record and deliver information, to explain procedures, and to follow instructions.
- Ability to use and interpret accounting, mental health, human services, and program-related regulatory terminology and language.

## Executive Officer

- Ability to communicate effectively with staff, directors, county employees, department administrators, service providers, state and federal agencies, media, liaisons from partner agencies, businesses, and organizations, civic leaders, local union officials, 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.*

**CURRENT CLASSIFICATION**

<b>Class Number</b>	<b>Classification Title</b>	<b>Department</b>	<b>FLSA Status</b>	<b>Pay Grade</b>
10032	Senior Supervisor, Mailroom	Public Works	Non-Exempt	7A

**PROPOSED REVISED CLASSIFICATION**

<b>Class Number</b>	<b>Classification Title</b>	<b>Department</b>	<b>FLSA Status</b>	<b>Pay Grade</b>
10032	Manager, Mailroom	Public Works	Non-Exempt	9A

<b>Requested By:</b>	Personnel Review Commission
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<b>Rationale:</b>	PRC routine maintenance. Classification last revised in 2017. Updates were made to distinguishing characteristics, essential job functions, minimum qualifications, level of analysis, and language and formatting. A Technology Requirements section was added. Title changed from Senior Supervisor, Mailroom to Manager, Mailroom to reflect the multiple levels of supervision. Pay Grade increased from 7A to 9A. No change to FLSA status.
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<b>No. of Employees Affected:</b>	One (1)
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<b>Dept.(s) Affected:</b>	Public Works
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<b>Fiscal Impact:</b>	7A: \$44,137.60 - \$61,796.80 9A: \$50,440.00 - \$70,553.60 Current employee salary does not fall within the new pay grade; adjustment required. \$1,497.60 min. adjustment to new pay grade.
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<b>Staffing Implications:</b>	Adjustment to be decided by Human Resources
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<b>PRC Contact(s):</b>	Verona Blonde, Classification and Compensation Specialist Albert Bouchahine, Manager of Classification and Compensation
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<b>Human Resources and Management Contact(s):</b>	<b><u>Date of Contact:</u></b>	<b><u>Type of Contact:</u></b>	<b><u>Reason:</u></b>
Nichole English	7/22/2021 8/5/2021 9/2/2021  9/15/2021  11/19/2021 11/19/2021  11/19/2021 12/7/2021 12/10/2021	Email Email Phone Call  Email  Email Phone Call  Email Email Email	Questions regarding CPQ Class Spec Draft Review Discussion regarding duties and pay grade  Review of Update Class Spec Draft  Set up time to call Discussion regarding pay grade  Recap of conversation Notification of PG change Clarification regarding process
Kelli Neale - HR	12/7/2021 12/10/2021	Email Email	Notification of PG change Clarification regarding process
Michael Dever – PW Director	12/7/2021 12/10/2021	Email Email	Notification of PG change Clarification regarding process
Jim Battigaglia, Archer Consultant	9/15/2021 12/3/2021	Email Email	Pay grade evaluation Pay Grade evaluations after changes

## CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

<b>Class Title:</b>	Manager, Mailroom	<b>Class Number:</b>	10032
<b>FLSA:</b>	Non-Exempt	<b>Pay Grade:</b>	9A
<b>Dept:</b>	Public Works		

### Classification Function

The purpose of this classification is to manage the overall operations of multiple mailroom facilities and to supervise lower-level mailroom supervisors and other staff in the distribution of mail to various County departments.

### Distinguishing Characteristics

This is a manager level classification. The employee is responsible for managing the daily operations of multiple mailroom facilities and overseeing the distribution of County mail and supervising lower-level mailroom supervisors and other assigned staff. This class requires the solution of operational, technical, administrative, and management problems related to mailroom facilities and operations. Incumbents in this classification exercise discretion in following and ensuring adherence to protocol, procedures, laws, and regulations in the performance of duties. This class is distinguished from the Supervisor, Mailroom in that it supervises the latter position, requires a higher level of experience, and has responsibility for overall management of the department.

### 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%
- Directs the overall operations of multiple mailroom facilities; develops goals and objectives; evaluates delivery schedules and revises as necessary; coordinates mail and package pick-up times according to postal and delivery service schedules; manages the metering of mail; responds to customer service requests; operates equipment; collects and corrects mail for delivery from the post office; delivers and picks up mail from various departments; reviews contracts with outside vendors and oversees delivery of services; informs clerks and supervisors of any changes to processes; adds postage money to mailing machines; sorts mail for delivery; processes outgoing mail; maintains office supplies and mailing equipment inventory for mailroom; drives to County mail room locations to oversee operations.
- 40% +/- 10%
- Supervises and directs the work of the Supervisor, Mailroom, Mail Clerks, and other assigned staff in the distribution of County mail to the various departments; 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.

15% +/- 5%

- Performs supporting administrative responsibilities; prepares various reports, records, and other documents; prepares, reviews and monitors mailroom budget reports; collaborates with the Fiscal Department to submit the section's bi-annual budget and to monitor budget expenses; submits mileage reports; responds to emails and phone calls; attends various trainings and meetings; updates postage rates; coordinates office machine maintenance agreements; prepares billings; prepares employee work schedules; maintains payroll for clerks; fills in for staff when there are absences.

### **Minimum Training and Experience Required to Perform Essential Job Functions**

- Associates degree or equivalent with three (3) years of mail processing experience, including one (1) year of related supervisory experience; or an equivalent combination of education, training, and experience.
- Valid driver's license and proof of automobile insurance.

### **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 office machines and equipment including a computer, multifunction printer, and postage meter machine.
- Ability to stand and walk for extended periods of time, ability to push, pull and lift up to 50 lbs., and ability to bend and twist.

#### **Technology Requirements**

- Ability to operate a variety of software including email software (Microsoft Outlook), spreadsheet software (Microsoft Excel), and word processing software (Microsoft Word).

#### **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.

### **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 established criteria to define impact and develop alternatives.
- Ability to comprehend a variety of informational documents including telephone messages, delivery schedules and route charts, time sheets, mobile control reports, mailing invoices, mail drop reports, billing invoices, time off requests, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including the Employee Handbook, collective bargaining agreement, index codes, equipment manuals, and postal regulations.
- Ability to prepare performance appraisals, purchase requisitions, correspondence, budget reports, costing sheets, weekly schedules, mileage reports, time adjustment forms, mailing guidelines, and other job-related documents using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.
- Ability to use and interpret basic accounting terminology and language.
- Ability to supervise and counsel employees, to convince and influence others, to record and deliver information, to explain procedures, to maintain confidentiality of restricted information, and to follow instructions.
- Ability to communicate effectively with supervisor, employees, external partner agencies, customers, other County employees, and the general public.

### **Environmental Adaptability**

- Work is typically performed in an office environment and traveling between County buildings.
- Work may involve exposure to weather extremes, wetness, and humidity.

*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: 1/6/2022  
Meeting: 1/12/22

<u>Job Title</u>	<u>Classification Number</u>	<u>Current Pay Grade &amp; FLSA</u>	<u>RECOMMENDED PAY GRADE &amp; FLSA</u>	<u>Department</u>	<u>Rationale</u>
<b>REVISED</b>					
Data Analyst	16131	9B Non-Exempt	9B Non-Exempt (No Change)	Information Technology	PRC routine maintenance. Classification last revised in 2017. Updates were made to essential job functions, language, and formatting. A Technology Requirements section was added. No change to pay grade or FLSA status.
Executive Officer	10201	19A Exempt	19A Exempt (No Change)	Health and Human Services	PRC routine maintenance. Classification last revised in 2017. Updates were made to distinguishing characteristics, essential job functions, and language and formatting. A Technology Requirements section was added. No change to pay grade or FLSA status.
Senior Supervisor, Mailroom ( <i>Manager, Mailroom</i> )	10032	7A Non-Exempt	9A Non-Exempt	Public Works	PRC routine maintenance. Classification last revised in 2017. Updates were made to distinguishing characteristics, essential job functions, minimum qualifications, level of analysis, and language and formatting. A Technology Requirements section was added. Title changed from Senior Supervisor, Mailroom to Manager, Mailroom to reflect the multiple levels of supervision. Pay Grade increased from 7A to 9A. No change to FLSA status.

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0028

Sponsored by: <b>County Executive Budish/Fiscal Officer/Office of Budget and Management</b>	<b>A Resolution</b> amending the 2022/2023 Biennial Operating Budget for 2022 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 7, 2021, the Cuyahoga County Council adopted the Biennial Operating Budget and Capital Improvements Program for 2022/2023 (Resolution No. R2021-0238) establishing the 2022/2023 biennial budget for all County departments, offices and agencies; and

WHEREAS, it is necessary to adjust the Biennial Operating Budget for 2022 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 2022/2023 Biennial Operating Budget for 2022 be amended to provide for the following additional appropriation increases and decreases:

**Fund Nos./Budget Accounts**

**Journal Nos.**

A. 4605 – Road Capital Projects **BA2211602**  
PW605105 – OH DPT of PubWrks Integrating  
Other Expenses \$ 4,950,000.00

The Department of Public Works is requesting additional appropriations of \$4,950,000 for the Warrensville Center Bridge 05.92 project. The project is located in the City of Shaker Heights and is scheduled to be sold during fiscal year 2022. This is an OPWC project that is 60% funded by Cuyahoga County via the \$5.00 fund and 40% funded by OPWC.

B. 4605 – Road Capital Projects **BA2211603**  
PW605100 – ODOT-LPA  
Other Expenses \$ 2,214,245.00

The Department of Public Works is requesting additional appropriations of \$2,214,245 for the Hilliard Road Resurfacing project. The project is located in the City of Lakewood and is scheduled to be sold during fiscal year 2022. This is an LPA project that is 80% federally funded, 10% Municipality funded and 10% by Cuyahoga County via the new \$5.00 fund.

C. 4605 – Road Capital Projects **BA2211604**  
PW605100 – ODOT-LPA  
Other Expenses \$ 3,620,100.00

The Department of Public Works is requesting additional appropriations of \$3,620,100 for the Superior Road Rehab project. The project is located in the City of Lakewood and is scheduled to be sold during fiscal year 2022. This is an LPA project that is 50% fnded by OPWC, 18% federally funded, 5% municipality funded and 27% by Cuyahoga County via the \$7.50 fund.

D. 2345 – Opioid Mitigation Fund **BA2211606**  
EX345100 – Opioid Mitigation  
Other Expenses \$ 11,092,322.00

The Office of the County Executive is requesting additional appropriations of \$11,092,322 in Opioid Mitigation Funding. These funds will cover the costs of seven contracts with local opioid and substance abuse providers who responded to our request for proposals (RFP). These contracts will fund the delivery of inpatient care and support services related to opioid use and treatment. The period of performance will be January 1, 2022, to December 31, 2023. Funding source is Opioid Mitigation funding.

E. 2285 – Other Judicial **BA2211607**  
SH285125 – Sheriff Other Judicial Grants  
Other Expenses \$ 64,186.00

The Sheriff's Department is requesting to appropriations of \$64,186 to establish the FY20 CESF grant. This grant will reimburse part of the cost of incarcerating state prisoners the CCSD was unable to send to the Department of Corrections due to the COVID-19 pandemic closure of the Corrections Reception Center (CRC) for the time

period of April 7, 2020 through May 18, 2020. This grant is paid on a reimbursable basis and requires no cash match. Funding source is FY20 CESF grant.

F. 2285 – Other Judicial **BA2211608**  
 SH285180 – Sheriff Federal Forfeiture  
 Other Expenses \$ 56,301.09

The Sheriff's Department is requesting appropriations of \$56,301.09 in funding the Sheriff's Office received from Federal Equitable Sharing (Treasury) account. These funds are from from federal asset forfeiture and seizures cases in which the Sheriff's Department was a participating agency. Funding sources is the Federal Equitable Sharing (FESA).

G. 2285 – Other Judicial **BA2211609**  
 SH285180 – Sheriff Federal Forfeiture  
 Other Expenses \$ 9,172.43

The Sheriff's Department is requesting appropriations in the amount \$9,172.43 in funding the Sheriff's Office received from Federal Equitable Sharing (FESA) DOJ account. These funds are from federal asset forfeiture and seizures cases in which the Sheriff's Department was a participating agency. Funding source is Federal Equitable Sharing (FESA) DOJ.

H. 1100 – General Fund **BA2214808**  
 PC100100 – CPC Administration  
 Other Expenses \$ 350,000.00

The Office of Budget and Management, on behalf of the County Planning Commission, requests an appropriation increase in the amount of \$350,000 for contractual services. This increase is necessary to cover several 2021 contracts that were not paid before year-end. Approximately \$350,000 is needed for contractual services for the two for the County Executive Initiatives that County Planning is administering: the Healthy Urban Tree Canopy Program (HUTC) and the Lakefront Public Access Plan (LPAP). These contracts include the City of Parma in the amount of \$98,690, the Cities of Lakewood and Brooklyn in the amount of \$50,000 each, and 23 other HUTC awardees totaaling \$51,310. The remaining \$100,000 is to cover contracts for the Lakefront Public Access Plan. Funding source is General Fund.

I. 2240 – Court **BA2216403**  
 CP240105 – Computerization Fund 2303.201  
 Other Expenses \$ 166,600.00

The Court of Common Pleas is requesting an appropriaton increase in the amount of \$166,600 for the Computerization Fund. The funding will cover purchases planned for 2022. As of January 27, 2022, the Computerization Fund has a cash balance of \$251,192.58. Funding source is the Computerization Fund.

J. 1110 – General Fund Sales Tax **BA2218009**  
 FS110135 – Sports Fac. Res - 60% - 2020  
 Other Expenses \$ 2,910,000.00



The Office of Budget and Management requests additional appropriation of \$2,910,000 to the County Sports Facilities Improvement Fund. This additional appropriation is necessary for a required disbursement to close the recent issuance of the Sales Tax Revenue Bonds for Progressive Field. Funds will be held within the newly established capital repair account with Huntington National Bank. Funding source is revenue collected by the 0.6% hotel and lodging tax levied for capital improvements at County owned sports facilities.

K.	1110 – General Fund	<b>BA2218010</b>
	FS100100 – Administration	
	Other Expenses	\$ 400,000.00

The Fiscal Department requests an increase in appropriations in the amount of \$400,000 to cover an amendment and increase to the Protiviti Contract. The Protiviti contract provides assistance on the year-end audit, departmental support for currently open positions as well as the cash reconciliation for the County’s Financial Reporting Department. This contract needs to be amended due to the year-end deadlines related to the annual audit as well as ongoing work on the bank reconciliation project. This contract will also support Fiscal Departments due to various employee vacancies - controller and other accounting personnel. This amendment was not anticipated in the original approved 2022 budget thus resulting in the increase at this time. Funding source is General Fund.

L.	2215 – Childrens Services	<b>BA2222802</b>
	HS215110 – Purch. Congregate & Foster Care	
	Other Expenses	\$ 1,870,952.40

The Department of Health and Human Services - Division of Children and Family Services is requesting an appropriation increase in the amount of \$1,870,952.40 for the State Fiscal Year 2022 Multi-System Youth Funding allocation awarded by the Ohio Department of Job and Family Services (ODJFS). The State has awarded MSY funds to county Public Children Service Agencies (PCSA) to: 1) support parents and prevent parental relinquishment of custody; 2) support the care of children in custody and ensure a child's successful transition following discharge from congregate care; and 3) support the cost of a child remaining in custody after their 18<sup>th</sup> birthday. Funding source is the Multi-System Youth Funding allocation provided by ODJFS.

M.	2260 – Human Services	<b>BA2222803</b>
	HS260150 – Supportive Svcs	
	Other Expenses	\$ 1,034,092.00

The Department of Health and Human Services - Division of Children & Family Services is requesting an appropriation increase in the amount of \$1,034,092 for the SFY22 Kinship Caregiver allocation awarded the agency by Ohio Department of Job & Family Services. The allocation covers the cost of direct Kinship Caregiver program services provided by the County. Funding source is Kinship Caregiver subgrant from ODJFS.

N.	2350 – COVID-19 CARES Act Fund	<b>BA2211610</b>
	FS350200 – COVID-19 American Rescue Plan Act	
	Other Expenses	\$ 7,784,000.00

The Office of Budget and Management is requesting appropriations of \$7,784,000 in American Rescue Plan Act funding. This funding is for projects including the Greater Cleveland Foodbank, IT capital improvements, ARPA consulting services, PRC remote testing, laptop management and cybersecurity software. Source is American Rescue Plan Act funding.

**SECTION 2.** That the 2022/2023 Biennial Operating Budget for 2022 be amended to provide for the following appropriation transfers:

<u>Fund Nos./Budget Accounts</u>	<u>Journal Nos.</u>
A. FROM: 1100 – General Fund	<b>BA2221202</b>
PS100110 – Children & Family Services	
Personal Services	\$ 78,000.00
TO: 1100 – General Fund	
PS100110 – Children & Family Services	
Other Expenses	\$ 78,000.00

The Office of Budget Management, on behalf of the Prosecutor’s Office, is requesting an appropriation transfer in the amount of \$78,000 for the purpose of replacing laptops and desktop computers and monitors in which have exceeded their useful life by one year. Funding source is General Fund.

B. FROM: 1100 – General Fund	<b>BA2221203</b>
PS100105 – Prosecutor Child Support	
Personal Services	\$ 64,000.00
TO: 1100 – General Fund	
PS100105 – Prosecutor Child Support	
Other Expenses	\$ 64,000.00

The Office of Budget Management, on behalf of the Prosecutor’s Office, is requesting an appropriation transfer in the amount of \$64,000 for the purpose of replacing laptops and desktop computers and monitors in which have exceeded their useful life by one year. Funding source is General Fund.

**SECTION 3.** That the 2022/2023 Biennial Operating Budget for 2022 be amended to provide for the following cash transfers between County funds:

<u>Fund Nos./Budget Accounts</u>	<u>Journal Nos.</u>
A. FROM: 1105 – General Fund Assigned	<b>CT2214809</b>
DV105100 – Community Develop (Casino Tax)	
Trans Out – Transfer Out	\$ 3,800,000.00
TO: 2220 – Community Development	
DV220110 – Economic Development Fund	
Trans In – Transfer In	\$ 3,800,000.00

The Office of Budget Management, on behalf of the Department of Development, is requesting a cash transfer of \$3,800,000 from the Community Development Fund to the Economic Fund. This is a scheduled transfer from the Community Development Fund to the Economic Development Fund. The current cash balance in the Community Development Fund is \$8,763,684.51. Funding source is Community Development Fund.

B. FROM: 1100 – General Fund	<b>CT2214810</b>
FS100350 – General Fd Operating Subsidies	
Trans Out – Transfer Out	\$ 120,000.00
TO: 2280 – Other Health and Safety	
PW280100 – Dog & Kennel	
Trans In – Transfer In	\$ 120,000.00

The Office of Budget and Management requests a cash transfer in the amount of \$120,000 from the General Fund Operating Subsidy to the Dog Kennel. This transfer was approved by Council on Resolution R2021-0238 and included in the 2022-2023 Biennial Operating Budget. Funding source is General Fund.

C. FROM: 1100 – General Fund	<b>CT2218007</b>
FS100350 – General Fd Operating Subsidies	
Trans Out – Transfer Out	\$ 46,728,899.54
TO: 3500 – Debt Service	
FS500105 – Gateway Arena	
Trans In – Transfer In	\$ 7,114,577.17
3500 – Debt Service	
FS500110 – Brownfield Debt Service	
Trans In – Transfer In	\$ 1,059,410.02
3500 – Debt Service	
FS500120 – Community Redevelopment Debt S	
Trans In – Transfer In	\$ 274,231.99
3500 – Debt Service	
FS500130 – DS-Medical Mart Series 2010	
Trans In – Transfer In	\$ 26,181,230.36
3500 – Debt Service	
FS500140 – Debt Service County Hotel	
Trans In – Transfer In	\$ 10,000,000.00
3500 – Debt Service	
FS500150 – DS-Med Mart Refunding Series 2	
Trans In – Transfer In	\$ 683,200.00
3500 – Debt Service	
FS500160 – 2017 Sales Tax Bonds	

Trans In – Transfer In	\$	1,416,250.00
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The Office of Budget and Management requests cash transfers from the General Fund to the various County Debt Service Funds for budgeted service payment obligations during fiscal year 2022. Funding source is General Fund.

D. FROM: 2255 – Health and Human Services Levy		<b>CT2226001</b>
FS255105 – HHS Levy 4.8 Subsidies		
Trans Out – Transfer Out	\$	16,236,000.00
2257 – HHS Levy 4.7		
FS257110 – HHS Levy 4.7 Subsidies (2020)		
Trans Out – Transfer Out	\$	16,236,000.00
TO: 2256 – MetroHealth Subsidy		
FS256110 – MetroHealth Subsidy (Levy)		
Trans In – Transfer In	\$	32,472,000.00

The Office of Budget and Management requests a cash transfer of \$32,472,000 for the MetroHealth subsidy. Funding source is Health and Human Services Fund.

E. FROM: 2255 – Health and Human Services Levy		<b>CT2226002</b>
FS255105 – HHS Levy 4.8 Subsidies		
Trans Out – Transfer Out	\$	21,731,829.50
2257 – HHS Levy 4.7		
FS257110 – HHS Levy 4.7 Subsidies (2020)		
Trans Out – Transfer Out	\$	21,731,829.50
TO: 2200 – ADAMHS		
AB200100 – ADAMHS		
Trans In – Transfer In	\$	43,463,659.00

The Office of Budget and Management requests a cash transfer of \$43,463,659 for the ADAMHS Board subsidy. Funding source is Health and Human Services Fund.

**SECTION 4.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health, or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

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

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

Yeas:

Nays:

\_\_\_\_\_  
County Council President

\_\_\_\_\_  
Date

\_\_\_\_\_  
County Executive

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Date

Journal CC045  
February 8, 2022



To: Andria Richardson, Clerk of County Council

From: Walter Parfejewiec, Office of Budget and Management

Date: January 31, 2022

Re: Fiscal Agenda – 2/8/2022 - 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 **February 8, 2022**. The requested fiscal items, including additional appropriations, appropriation transfers, and cash transfers, are necessary to reconcile the originally adopted 2022 Budget. Items of note on this agenda include:

- Request to provide appropriation increase/decrease as requested
- Request grant appropriation as requested
- Request to provide appropriation transfer as requested
- 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
Public Works	\$4,950,000.00	A	Grant – No General/HHS Levy Fund Impact	Appropriation Increase
Public Works	\$2,214,245.00	B	Grant – No General/HHS Levy Fund Impact	Appropriation Increase
Public Works	\$3,620,100.00	C	Grant – No General/HHS Levy Fund Impact	Appropriation Increase
Executive	\$11,092,322.00	D	Special Revenue – No General/HHS Levy Fund Impact	Appropriation Increase
Sheriff's Department	\$64,186.00	E	Grant – No General/HHS Levy Fund Impact	Appropriation Increase

Sheriff's Department	\$56,301.09	F	Special Revenue – No General/HHS Levy Fund Impact	Appropriation Increase
Sheriff's Department	\$9,172.43	G	Special Revenue – No General/HHS Levy Fund Impact	Appropriation Increase
Planning Commission	\$350,000.00	H	General Fund	Appropriation Increase
Common Pleas Court	\$166,600.00	I	Special Revenue – No General/HHS Levy Fund Impact	Appropriation Increase
Office of Budget and Management	\$2,910,000.00	J	Special Revenue – No General/HHS Levy Fund Impact	Appropriation Increase
Fiscal Office	\$400,000.00	K	General Fund	Appropriation Increase
Health and Human Services	\$1,870,352.40	L	Grant – No General/HHS Levy Fund Impact	Appropriation Increase
Health and Human Services	\$1,034,092.00	M	Grant – No General/HHS Levy Fund Impact	Appropriation Increase
Office of Budget and Management	\$7,784,000.00	N	Special Revenue – No General/HHS Levy Fund Impact	Appropriation Increase

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

Department	Amount Transferred	Item	Funding Source	Purpose
Prosecutor's Office	\$78,000.00	A	General Fund	Appropriation Transfer
Prosecutor's Office	\$64,000.00	B	General Fund	Appropriation Transfer

**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
Development	\$3,800,000.00	A	General Fund	Cash Transfer
Office of Budget and Management	\$120,000.00	B	General Fund	Cash Transfer

Office of Budget and Management	\$46,728,899.54	C	General Fund	Cash Transfer
Fiscal Office	\$32,472,000.00	D	HHS Levy Fund	Cash Transfer
Fiscal Office	\$43,463,659.00	E	HHS Levy Fund	Cash Transfer



# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0029

Sponsored by: <b>County Executive Budish/Departments of Law and Sheriff's Department</b>	<b>A Resolution</b> approving a Collective Bargaining Agreement between Cuyahoga County and the Fraternal Order of Police, Ohio Labor Council, Inc., representing approximately 20 Corrections Sergeants, in the Sheriff's Department for the period 1/1/2018 - 12/31/2023; 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.
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WHEREAS, the Cuyahoga County Department of Law has been engaged in negotiations with the Fraternal Order of Police, Ohio Labor Council, Inc., Corrections Sergeants, in an effort to negotiate a new successor collective bargaining agreement ("CBA") that includes approximately 20 employees in the Cuyahoga County Sheriff's Department; 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, as of January 31, 2022, the members of the bargaining unit met and voted to ratify the proposed successor collective bargaining agreement in full; and,

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

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

WHEREAS, the Department of Law, the Sheriff's Department, and the County Executive are recommending that Council approve the proposed Collective Bargaining Agreement; and,

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

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

**SECTION 1.** The Cuyahoga County Council hereby approves the Collective Bargaining Agreement between Cuyahoga County and the Fraternal Order of Police, Ohio Labor Council, Inc., Corrections Sergeants, representing approximately 20 employees in the Sheriff's Department for the period 1/1/2021 - 12/31/2023, 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 Fraternal Order of Police, Ohio Labor Council, Inc., Corrections Sergeants, shall be budgeted and appropriated.

**SECTION 3.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health, or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of 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 CC045  
February 8, 2022

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0030

Sponsored by: <b>County Executive Budish/Department of Law</b>	<b>A Resolution</b> approving a proposed settlement in the matter of <u>Joseph T. Arquillo, Personal Representative of the Estate of Joseph R. Arquillo v. Cuyahoga County/Cuyahoga County Board of Commissioners, et al</u> , United States District Court, Northern District of Ohio, Eastern Division, Case No. 1:20-cv-01201; authorizing the County Executive and/or his designee to execute the settlement agreement and any related documentation; authorizing the appropriation of funds for payment of settlement amounts set forth herein; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the estate of Joseph R. Arquillo filed a civil action docketed as Joseph T. Arquillo, Personal Representative of the Estate of Joseph R. Arquillo v. Cuyahoga County/Cuyahoga County Board of Commissioners, et al, United States District Court, Northern District of Ohio, Eastern Division, Case No. 1:20-cv-01201; and

WHEREAS, Joseph T. Arquillo (“Plaintiff”) and the County of Cuyahoga, Ohio wish to fully and completely resolve with finality any and all alleged claims of whatever kind or nature that Plaintiff has or may have against the County of Cuyahoga and any of its officers, employees, or officials; and

WHEREAS, the parties hereto have reached a settlement agreement that, if performed, will fully settle and resolve all such alleged claims; and

WHEREAS, Council, having been briefed about the facts and the history of the case, approves of the proposed settlement.

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

**SECTION 1.** The Cuyahoga County Council hereby approves the settlement agreement with Plaintiff in the matter of Joseph T. Arquillo, Personal Representative of the Estate of Joseph R. Arquillo v. Cuyahoga County/Cuyahoga County Board of

Commissioners, et al, United States District Court, Northern District of Ohio, Eastern Division, Case No. 1:20-cv-01201, in the total amount of Eight Hundred Fifty Thousand Dollars (\$850,000.00), inclusive of all costs and attorneys' fees.

**SECTION 2.** The County Executive (or his authorized designee) is hereby authorized to execute a settlement agreement and any other documents to effectuate the settlement in accordance with this Resolution.

**SECTION 3.** 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 4.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health, or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

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

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

Yeas:

Nays:

\_\_\_\_\_  
County Council President

\_\_\_\_\_  
Date

\_\_\_\_\_  
County Executive

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Date

Journal CC045  
February 8, 2022

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0031

Sponsored by: <b>County Executive Budish</b>	<b>A Resolution</b> confirming the County Executive’s appointment of Mayor Katherine Gallagher to serve on the Cuyahoga County Planning Commission representing the South-Central Region for the term 1/1/2022 – 12/31/2024; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, Ohio Revised Code Section 713.22 provides for the organization and maintenance of a county planning commission; and

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

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

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

WHEREAS, the County Executive has nominated Mayor Katherine Gallagher (replacing Michael Byrne) to serve on the Cuyahoga County Planning Commission representing the South-Central Region for the term 1/1/2022 – 12/31/2024; and

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

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

**SECTION 1.** That the Cuyahoga County Council hereby confirms the County Executive’s appointment of Mayor Katherine Gallagher (replacing Michael Byrne) to

serve on the Cuyahoga County Planning Commission representing the South-Central Region for the term 1/1/2022 – 12/31/2024.

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

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

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

Yeas:

Nays:

\_\_\_\_\_  
County Council President

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Date

First Reading/Referred to Committee:

Committee(s) Assigned:

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_





January 28, 2022

Pernel Jones, Jr.  
Cuyahoga County Council  
2079 E. Ninth Street, 8<sup>th</sup> Floor  
Cleveland, OH 44115

Re: Cuyahoga County Planning Commission (CPC)

Dear President Jones,

Pursuant to Ohio Revised Code Section 713.22, I am pleased to nominate the following individual for appointment to the Cuyahoga County Planning Commission:

- **Mayor Katherine Gallagher** (South Central Region), 3-year term, 1/1/2022-12/31/2024
  - Resides in Brooklyn (Cuyahoga County)
  - Replacing Michael Byrne

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

There are three candidates on file for this position.

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

This board is uncompensated.

Thank you for consideration of this appointment. Should you or County Council have any questions, please feel free to contact Michele Pomerantz in my office at 216-443-7125.

Sincerely,

Armond Budish  
Cuyahoga County Executive

Katherine A. Gallagher has been serving in the role of Mayor in the City of Brooklyn since January of 2016. She serves as Executive Board member of the First Suburbs Consortium, Cuyahoga County Mayors' Collaboration Committee Chair, Vice President of the NEORS Council of Governments, Cuyahoga County Economic Development Commission, and is a representative on the Cleveland Water Council of Governments. She is also a recent Leadership Cleveland graduate. In addition to her work on boards and commissions, Katherine frequently volunteers her time helping local Brooklyn organizations and serves as a mentor for Cleveland State University and John Carroll University students who are interested in public service careers.

Katherine is a 2003 graduate of John Carroll University with her B.A. in Political Science and a minor in Business Administration. She worked at the Cuyahoga County Bar Association out of undergraduate school before returning to earn her law degree from Cleveland Marshall College of Law and her Masters in Public Administration from Cleveland State University's College of Urban Affairs. While pursuing her post-graduate degrees, she worked full-time in the Cuyahoga County Court of Common Pleas as an Adult Probation Officer where she conducted criminal investigations and supervised high risk felony offenders. After graduating from law school she was elected to Brooklyn City Council in 2011. She served as the City Council Pro-Tem in 2013 and City Council President in 2014 and 2015.

Nov. 15th 2019	Planning Commission	Pamela Bobst
Nov. 25th 2019	None of the Below/Planning Commission	Anthony DiCicco
Jan. 19th 2022	None of the Below/County Planning Commission	Katherine Gallagher

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0032

Sponsored by: <b>County Executive Budish</b>	<b>A Resolution</b> confirming the County Executive’s reappointment of various individuals to serve on the Cuyahoga County Archives Advisory Commission for the term 12/1/2021 – 11/30/2025; 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 Cuyahoga County Archives Advisory Commission is authorized under Cuyahoga County Code Section 206.11; and

WHEREAS, Cuyahoga County Code Section 206.11 (E)(3) states that, “With regard to the initial terms of appointed Commission members, three members shall be appointed to full terms and two members shall be appointed to half terms.”

WHEREAS, the County Executive has nominated the following individuals to serve on the Cuyahoga County Archives Advisory Commission for the term 12/1/2021 – 11/30/2025:

Reappointments:

- a. Kenneth A. Bravo
- b. Chris H. Gerrett
- c. Isabel G. Klein

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 following individuals to serve on the Cuyahoga County Archives Advisory Commission for the term 12/1/2021 – 11/30/2025:

Reappointments:

- a. Kenneth A. Bravo
- b. Chris H. Gerrett
- c. Isabel G. Klein

**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:  
Committee(s) Assigned:

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_



January 28, 2022

Pernel Jones, Jr., President  
Cuyahoga County Council  
2079 E. Ninth Street, 8<sup>th</sup> Floor  
Cleveland, OH 44115

Re: Cuyahoga County Archives Advisory Commission

Dear President Jones:

Pursuant to Cuyahoga County Ordinance No. 0214-0028, Cuyahoga County has established an Archives Advisory Commission. This nine (9) member board promotes the identification and preservation of historical records and ensures access by Cuyahoga County and the general public. I am pleased to nominate the following individuals for re-appointment to the Cuyahoga County Archives Advisory Commission:

- **Kenneth Bravo**, 4-year term, 12/01/2021 – 11/30/2025
  - Resides in South Euclid (Cuyahoga County)
- **Chris Gerrett**, 4-year term, 12/01/2021 – 11/30/2025
  - Resides in Fairview Park (Cuyahoga County)
- **Isabel G. Klein**, 4-year term, 12/01/2021 – 11/30/2025
  - Resides in University Heights (Cuyahoga County)

Attached you will find copies of the nominee's bio/resume for your review. The members of this board are not compensated. There are five candidates on file for this position.

Thank you for your consideration of this appointment. Should you or any of your colleagues have any questions, please feel free to contact Michele Pomerantz in my office at 216-443-7125.

Sincerely,

Armond Budish  
Cuyahoga County Executive

**KENNETH A. BRAVO**

**EDUCATION**

Legal The Ohio State University, Columbus, Ohio  
College of Law, J.D. cum laude, June 1967  
Undergraduate Rutgers University, New Brunswick, New Jersey  
B.A. in Economics, June 1964

**ADMITTED TO BAR**

Ohio and District of Columbia (inactive status)  
Supreme Court of the United States  
United States Court of Appeals for the Sixth Circuit  
United States District Court for the Northern District of Ohio  
United States District Court for the Southern District of Ohio  
United States District Court for the Western District  
of Pennsylvania  
United States District Court for the Eastern District of Michigan

**PROFESSIONAL**

1967 - 1969 Attorney with the United States Department of Justice, Criminal Division,  
Fraud Section, Washington, D.C.  
1969 - 1979 Special Attorney with the United States Department of Justice, Criminal  
Division, Organized Crime and Racketeering Section, assigned in  
Washington, Pittsburgh, Philadelphia and Cleveland  
1979 - 1983 Associated with the law firm of Benesch, Friedlander, Coplan and  
Aronoff, Cleveland, Ohio  
1983 - 1994 Partner in the law firm of Benesch, Friedlander, Coplan and Aronoff,  
Cleveland, Ohio, handling trial work involving corporate litigation,  
aviation law and white collar crime  
1994 - 2012 Partner at the law firm of Ulmer & Berne LLP, Cleveland, Ohio, handling  
trial work involving corporate litigation, securities litigation, white collar  
crime and aviation law  
2013 – Present Retired partner, Ulmer & Berne LLP, Cleveland, Ohio

**HONORS**

AV Martindale-Hubbell Rating  
Listed in Who's Who in the World, Who's Who in America and  
Who's Who in the Midwest

**BAR ASSOCIATION AND LAW-RELATED ACTIVITIES**

American Bar Association  
1990 - 1993 Vice Chair, Criminal Practice and Procedure Committee, Section  
of Antitrust Law  
1990 - 1993 Vice Chair, Aviation Litigation Committee, Section of Litigation

Ohio State Bar Association

- 1992 - 2013 - Member, Council of Delegates
- 1993 - 1999; 2006 - Present - Member, Antitrust Section Board of Governors
- 1998 - 2001 - Member, Special Committee to Review the Report of the Ohio Futures Commission
- 2001 - 2004 - Member, Board of Governors
- 2002 - Member, Planning Committee for 2002 Bench Bar Conference, which was jointly convened by the Supreme Court of Ohio, the Ohio Judicial Conference and the Ohio State Bar Association
- 2003 - 2004 - Chair, Government Affairs Committee
- 2006 & 2008 - Member, Commission on Judicial Candidates

Ohio State Bar Foundation

- 2002 - Member of Fellows Class
- 2002 - Present - Life Fellow
- 2011 - 2017 - Member, Grants & Programs Committee

The Ohio State University, Moritz College of Law

- 1990 - 2010 - Member, National Council of the Law Alumni Society
- 2010 - Present - Emeritus Member, National Council of the Law Alumni Society
- 2006 - 2008 - President of the Law Alumni Society

Cleveland Metropolitan Bar Association, Cleveland, Ohio

- 1984 - 1985 - Chair, Federal Court Committee
- 1989 - 1990 - Member, Ad Hoc Long Range Planning Committee
- 2001 - 2002 - Ex-officio Member, Board of Trustees

Cuyahoga County Bar Association, Cleveland, Ohio

- 1980 - 1982 - Chair, Federal Court Committee
- 1986 - 1988 - Chair, Certified Grievance Committee

Federal Bar Association

- 2002 - 2012 - Member, Board of Directors, Northern District of Ohio Chapter

Lawyer-Pilots Bar Association

- 1989 - 2008 - Member

Judicial Conference of the United States Court of Appeals for the Sixth Circuit

- Senior Life Member

Judicial Conference of the Eighth Judicial District, Cleveland, Ohio

- Life Member

United States District Court, Northern District of Ohio

- 2003 - Appointed by U.S. District Court Judge David A Katz to serve on the Merit Selection Panel to Assist in the Selection of Replacement



Magistrate Judge

## COMMUNITY ACTIVITIES

### The Park Synagogue, Cleveland Heights, Ohio

1983 - 1986 - Treasurer  
1983 - 1986, 1995 - 2007 - Chairman, Legal Committee  
1986 - 1992 - Vice President  
1987 - 1991 - Chair, Membership Committee  
1992 - 1998 - Member, Board of Trustees  
1995 - 2007 - Member, Executive Committee, Board of Trustees

### The Federation of Jewish Men's Clubs

1981 - 1983 - President, The Park Synagogue Mens Club  
1983 - 1988 - Vice President, Great Lakes Region  
1988 - 1990 - Executive Vice President, Great Lakes Region  
1990 - 1992 - President, Great Lakes Region

### Bureau of Jewish Education

1983 - 1991 - Member of the Board of Trustees  
1985 - 1991 - Chair, Educational Services Committee  
1987 - 1990 - Assistant Treasurer  
1990 - 1991 - Treasurer  
1991 - 1993 - President

### Jewish Education Center of Cleveland

1993 - Present - Life Member of Board of Trustees

### Jewish Federation of Cleveland, Ohio

1982 - 1983 - Leadership Development Course  
1985 - 1991 - Member, Heights Area Council Executive Committee  
1987 - 1991 - Chair, Heights Area Council Community Relations Committee  
1987 - 1988 - Member, Task Force of Personnel on Jewish Continuity  
1991 - 1993 - Member, Board of Trustees  
1994 - Present - Member, Government Relations Committee  
2010 - Present - Member, Commission on Cemetery Preservation  
2013 - Present - Member, Community Planning Committee  
2015 - Present - St. Petersburg Subcommittee of the Overseas Connection Committee  
2015 - 2017 - Alzheimer's/Dementia Task Force  
2015 - Present - Israel Advocacy Taskforce

### Jewish Genealogy Society of Cleveland

2009 - 2010, First Vice President for Programming  
2009 - Present, Member, Board of Trustees  
2010 - 2012, President

International Association of Jewish Genealogical Societies

- 2013 – 2014, Co-chair 33<sup>rd</sup> International Conference on Jewish Genealogy in Salt Lake City
- 2014 – 2017, Vice President
- 2017 – 2021, President
- 2018 – 2019, 39<sup>th</sup> Chair, International Conference on Jewish Genealogy, Cleveland, OH
- 2021 – Present, Immediate Past President

Cuyahoga County Archives Advisory Commission

- 2017 – Present, Member
- 2018 – Present, Chairperson

Gross Schechter Day School

- 2001 - 2010 - Member, Board of Directors
- 2007 - 2010 – Vice President
- 2005 – 2012 - Member, Finance Committee
- 2010 – 2011 - Member, Governance Committee

Visiting Nurse Association of Cleveland

- 1989 - 2008 - Medical-legal representative to the Professional Advisory Committee
- 2009 - 2012 - Member., Quality, Accreditation and Research Committee

Alzheimer's Association

- 1989 - 1997 - Member, Board of Trustees, Cleveland Area Chapter
- 1989 - 1992 - Chair, Public Policy Committee, Cleveland Area Chapter
- 1992 – Present – Member, Government Affairs Committee (formerly the Public Policy Committee), Cleveland Area Chapter
- 1991 - 1996 - Vice President, Cleveland Area Chapter
- 1989 - 2005 - Member of Ohio Council
- 1990 - 1992 - Vice President, Ohio Council
- 1993 - 1995 - Regional Delegate to National Board
- 1992 - 1993, 2003 - 2004 - President, Ohio Council
- 2000 - Recipient, Cleveland Area Chapter, Arlene L. Ellis Volunteer Service Award
- 2010 – Present – Ambassador to U.S. Senator Sherrod Brown
- 2016 – Recipient, The Sharen Eckert Leadership in Advocacy Award, The Ohio Council of the Alzheimer's Association

Cleveland Jewish News

- 1989 -1995 - Member, Board of Trustees

The Citizens League of Greater Cleveland

- 1990 - 1991 - Member, Current Issues Committee

Menorah Park Center for Senior Living

- 2008 – 2018, Member, Board of Trustees
- 2018 – Present, Life Member, Board of Trustees
- 2009 – Present, Member, Government Relations Committee
- 2010 – 2013, Member, Adaptive Living Shoppe Committee
- 2010 – 2020, Member, R.H. Myers Independent Living Committee
- 2011 – 2012, Member, Menorah Park Institute Committee
- 2011 – Present, Member, Aging Resources Committee
- 2013 – Present, Chair, Government Relations Committee
- 2014 Winner, Irving Stone Award awarded to Board member who has demonstrated commitment to Menorah Park’s mission and whose involvement has made a great impact at Menorah Park during his early tenure (under 10 years) on the Board
- 2018 Association of Jewish Aging Services (AJAS) 2018 Trustee of the Year Award, awarded annually to a board member of an AJAS member organization
- 2021 – Present, Member, Public Relations Committee
- 2021 – Present, Member, Residential Living Committee

Western Reserve Historical Society

- 2010 – 2016, Member, Cleveland Jewish Archives Advisory Committee
- 2016 – 2019, Chair, Cleveland Jewish Archives Advisory Committee

Mandel Jewish Community Center of Cleveland

- 2015 – Present, Member, Jewish FilmFest Committee

Chagrin Valley Camera Club

- 2015– 2017, President

Cleveland Museum of Art, Friends of Photography

- 2018 – Present, Board Member
- 2021 – Secretary of the Board

**PUBLICATIONS**

Contributor, Handbook on Antitrust Grand Jury Investigations, Second Edition, published 1988 by the Criminal Practice and Procedure Committee of the Antitrust Section of the American Bar Association

Co-author, “Applying the Federal Sentencing Guidelines to Sherman Act Prosecutions”, Antitrust, the magazine of the Section of Antitrust, American Bar Association, Spring 1990

**SPEAKING ENGAGEMENTS**

“Electronic Discovery-- Not Just for the Million Dollar Case”  
Ohio State Bar Association Digital Technology Law Committee

May 6, 2007, Akron, Ohio

“Electronic Discovery--How Have the Rules Changed?”

Federal Bar Association, Northern District of Ohio Chapter, Advanced Federal Practice Seminar

November 11, 2006

“Electronic Discovery--New Rules, New Responsibilities--

Dealing with our Clients, Opposing Counsel and the Courts”

Stark County Bar Association

April 2, 2007, Canton, Ohio

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William J. O’Neill Great Lakes Regional Bankruptcy Institute

April 27, 2007, Cleveland, Ohio

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Ohio State Bar Association Digital Technology Law Committee

May 17, 2007, Columbus, Ohio

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Ohio State Bar Association Federal Bench Conference

October 5, 2007, Columbus, Ohio

“Avoiding the Pitfalls, Landmines and Perils of E-Discovery”

Federal Bar Association, Northern District of Ohio Chapter, Advanced Federal Practice Seminar

November 14, 2008

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Federal Bar Association, Northern District of Ohio Chapter, New Lawyer Training Program,  
“What They Didn’t Teach You in Law School”, March 26, 2010

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**SUMMARY**

Records researcher and document manager – result driven. Highly skilled at transforming information from records into a form of literature and data, providing history at a glance.

**SKILLS**

Detailed research methods  
Transcribe original material  
Evaluate sources  
Chronological Reasoning  
Analyze evidence

Historical significance  
Historical perspectives  
Cite sources  
Source Analysis  
Data management

Customer Focused  
Time management  
Continuous Improvement  
Excel power-user  
PowerPoint power-user

**EXPERIENCE**

Cuyahoga County Archives Advisory Commission \_\_\_\_\_ 2017– 2021  
*Vice Chairperson – meet quarterly*

- ✓ Promote the preservation of Cuyahoga County’s historical records
- ✓ Identify means to ensure Cuyahoga County’s historical records are availability
- ✓ Recommend practices, policies, and procedures to bridge the gap between the paper world and the technological world.

The City of Fairview Park, Ohio, Records Retention Commission \_\_\_\_\_ 2016– present  
*Resident member – meet quarterly*

- ✓ Review obsolete records to be disposed of in a systematic and controlled manner
- ✓ Ensure all city departments submit clear descriptions of records to be destroyed
- ✓ Review compliance to ensure records are kept as long as legally and operationally required

Cuyahoga County Archives \_\_\_\_\_ 2013 – present  
*Research Specialist – as needed*

- ✓ Familiar with the paper file system and records held at the county archives
- ✓ Research online probate court documents, property records, obituaries, and newspapers.
- ✓ Search Ancestry, Family Search, Fold3 for images of records outside of Cuyahoga County.
- ✓ Experienced searching property records
- ✓ Experienced searching historical maps.
- ✓ Experienced searching tax records
- ✓ Lead project team of eight members to restore order to the property records covering 1944 to 1968.
- ✓ Developed improvements while retaining existing file practices for the 1944-1968 property records.

Fairview Park Historical Society \_\_\_\_\_ 2012– present  
*President – attend six meetings annually*

- ✓ Ensure all board members are completing duties in a timely fashion
- ✓ Eliminate the mindset that history is for the old, make it interesting for the young
- ✓ Reduce wasted effort and encourage board members and committee members to try something new

**Chris H. Gerrett**



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Fairview Park Historical Society \_\_\_\_\_ 2010– 2012

*Vice President*

- ✓ Developed programming plans
- ✓ Meet and greet all speakers
- ✓ Set up computer equipment for speakers.

Adopt-A-Tombstone \_\_\_\_\_ 2009– present

*Founder and project leader*

- ✓ Also known as 'Restoring a Landmark, One Stone at a Time' at the Fairview Park Cemetery, Fairview Park, Ohio.
- ✓ Donate time to lead 50+ community members on tombstone restoration
- ✓ Develop detailed database of all burials in the Fairview Park Cemetery
- ✓ Created 'family tree' showing the relationship of those buried in Fairview Park Cemetery
- ✓ Created and manage the website for Fairview Park Cemetery; FairviewParkCemetery.org
- ✓ Donated time to perform tombstone restoration at Adams Street Cemetery, Berea, Ohio

Historian – Fairview Park, Ohio (focus) \_\_\_\_\_ 1980– present

*Daily activity*

- ✓ Research Fairview Park history – in depth
- ✓ Create 'relationship chart' of the pioneering families.
- ✓ Create a database of past businesses
- ✓ Provide research for Forward Fairview group, related to businesses of the past
- ✓ Provide research per Mayor or staff's request
- ✓ Provide research for city council and various city departments
- ✓ Submit a monthly historical article for The City of Fairview Park eNewsletter
- ✓ Capture images of Fairview Park during the Covid19 pandemic; create a documentary.

Genealogy Research \_\_\_\_\_ 1970– present

*Family historian*

- ✓ Perform paper trail research; physically search archives, museums, courthouse, auditor property records, tax records, building departments and libraries.
- ✓ Interview older members of the family and associates of the family.
- ✓ Research vital records, obtain copy of original documents.
- ✓ Research church and immigration records.
- ✓ Research business and employment records.
- ✓ Develop relationship chart, family tree.
- ✓ Send copy of 'family tree' to other family members and request updates, changes, edits.
- ✓ Retain file system of revised 'family tree' received from other family members. Treat as 'source'.

# ISABEL G. KLEIN

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## EDUCATION

**August 2017**

**Certified Archivist**, Academy of Certified Archivists

**May 2012**

**M.S., Library Science**, University of Maryland, College Park, MD

- Specialization in Archives and Records Management

**May 2009**

**B.A., Women's Studies**, University of New Hampshire, Durham, NH

- Magna Cum Laude

**January 2008 – May 2008**

**Study Abroad**, University College Utrecht, Utrecht, The Netherlands

## LIBRARY AND ARCHIVE EXPERIENCE

**August 2020 – Present**

**Children's Branch Services Supervisor**, Cuyahoga County Public Library – Warrensville Heights Branch, Warrensville Heights, OH

- Creates and facilitates original children's programs, including family storytimes, STEAM programs, school & community outreach, and a variety of literacy-based programs
- Spearheaded the library's virtual Trauma – Informed Programs Pilot in Spring 2021, which offered music, dance and art therapy to children throughout Cuyahoga County
- Oversees interactive outdoor learning experiences in the library branch's community learning garden for children and families
- Supervises professional library staff
- Directs daily departmental operations
  - Strategic collection organization to optimize use and customer engagement
  - Collection maintenance to promote diversity, equity and inclusion
- Collaborates with the library administration's Literacy & Learning Division to implement centrally planned and grant-funded initiatives, including Baby Club, Kindergarten Club, and Homework Center

**March 2020 – August 2020**

**Acting Children's Branch Services Supervisor**, Cuyahoga County Public Library – Warrensville Heights Branch, Warrensville Heights, OH

- Created and facilitated original children's programs, including family storytimes
- Established the interactive StoryWalk in the library branch's community learning garden for children and families
- Supervised professional library staff
- Directed daily departmental operations
- Collaborated with Literacy & Learning Division to implement centrally planned and grant-funded programs and initiatives

**January 2018 – March 2020**

**Teen Librarian**, Cuyahoga County Public Library – Warrensville Heights Branch, Warrensville Heights, OH

- Created and facilitated original teen programs
- Provided reader's advisory to teens and families
- Supervised and trained library pages
- Participated in collection maintenance
- Spearheaded 2018 grant-funded collaborative outdoor art project for library's garden
- Provided outreach services and programs at Cuyahoga Hills Juvenile Correctional Facility (CHJCF)
- Reestablished curriculum support with teachers at the Warrensville Heights Middle School and the Warrensville Heights High School
- Managed and facilitated the American Library Association's Great Stories Club grant at Cuyahoga Hills Juvenile Correctional Facility with a focus and theme of teaching empathy through literature with incarcerated youth
- Collaborated and advocated with colleagues to implement trauma informed practices and programs for at-risk youth
- Oversaw daily departmental operations
  - Strategic collection organization to optimize use and customer engagement, including organization of displays
  - Collection maintenance to promote diversity and inclusion

#### **April 2015 – December 2017**

##### **Youth Services Librarian, Hudson Library & Historical Society, Hudson, OH**

- Developed a successful Library Services and Technology Act (LSTA) grant funded arts education series called “Arts Around the World” for children in grades 3 – 5 in 2017; series included 7 hands-on workshops and performances and 7 hands-on educational sessions with the Cleveland Museum of Art
- Collaborated with colleagues to create a week-long History camp for 30 – 40 tweens each summer on a specific period in American History
- Created original art lessons and projects for Art Club. Each month highlighted one particular artist and art movement for children in grades 3 – 6
- Planned and led historic walking tours for children of Hudson, OH. “Kids only” walking tours included: Underground Railroad, Disasters, Transportation, and Spooky
- Created and distributed all press releases and promotional materials for original and ongoing programs of responsibility
- Prepared and presented history-oriented programs to outside children’s organizations
- Participated in collection development responsibilities
- Designed, promoted and incorporated early literacy skills in every story time from preschool to family drop-in
- Provided reader’s advisory to children, teens, and families.

#### **November 2014 – April 2015**

##### **Children’s Associate, Shaker Heights Public Library, Shaker Heights, OH**

- Created and conducted story time programming for preschool age children
- Provided reader’s advisory to children, teens and families

#### **February 2014 – November 2014**

##### **Library Assistant – Computer Center, Shaker Heights Public Library, Shaker Heights, OH**

- Assisted customers in navigating software applications and related computer questions
- Troubleshoot basic hardware issues on computers and printers
- Executed and maintained excellent administrative roles and tasks for customers and staff

#### **March 2014 - Present**

##### **Volunteer/Intern, The Cuyahoga County Archives, Cleveland, OH**

- Appraise, arrange, and describe archival records
- Assist in conducting research requests by patrons and staff

#### **March 2013 – March 2014**

##### **Gallery & Archive Assistant, Artists Archives of the Western Reserve, Cleveland, OH**

- Created new cataloging forms and procedures
- Provided guidance on archival related topics and questions; updated and organized records
- Assisted in lighting, hanging, and selecting art for gallery exhibits

#### **January 2013 – July 2013**

##### **Volunteer/Intern, Cleveland Heights-University Heights Public Library, Cleveland Heights, OH**

- Created arrangement and description of original photographs of the Cleveland Height – University Heights Library for the Local History Photography Collection, which is digitally available through the Cleveland Memory Project at: [clevelandmemory.org](http://clevelandmemory.org)

#### **September 2012 – Present**

##### **Librarian & Archivist, Herb Ascherman, Jr., Shaker Heights, OH**

- Catalog new material for Herb Ascherman Jr.’s private special collection of ca. 2,000 photography books
- Collaborate in the planning and reorganization of complete library collection
- Participate in the printing process of platinum photographs
- Assist with special projects

#### **September 2011 – June 2012**

##### **Volunteer/Intern, Prints & Photographs Division, Library of Congress, Washington, D.C.**

- Assisted in the re-housing project of prints from photographer Edwin Rosskam’s “Puerto Rico, 1944-46” collection as well as prints from the presidential files of President Warren G. Harding
- Reviewed captioning and indexing of untitled Farm Security Administration/Office of War Information (FSA/OWI) photographs, checking the accuracy of supplied titles and subject headings; edited records as necessary



**September 2011 – June 2012**

**Academic Intern**, Prints & Photographs Division, Library of Congress, Washington, D.C.

- Cataloged ca. 270 color slides of Sikkim, India from the Dr. Alice S. Kandell Collection, resulting in their digital availability through the Prints & Photographs Online Catalog (PPOC) at: [loc.gov/pictures/collection/kskm/](http://loc.gov/pictures/collection/kskm/)
- Created new subject headings for the Thesaurus for Graphic Materials (TGM)
- Scanned collection slides surrogates for patron use

**SUPERVISORY EXPERIENCE**

**July 2009 – June 2012**

**Graduate Administrative Coordinator of the Denton Community**, Department of Resident Life, University of Maryland, College Park, MD

- Supervised up to 45 students each semester and the operations of three 24-hour service desks serving a residential area of approximately 1,600 students
- Hired, trained, supervised, and evaluated 35 – 40 Community Assistants and three Customer Service Supervisors assigned to the service desks in the Denton Community on North Campus
- Assisted in developing and communicating to all staff policies and procedures related to hall openings and closings, desk operations, room assignments, room changes, and student billing
- Led Spring Open House Tours for accepted students of residence halls

**LEADERSHIP EXPERIENCE**

**December 2017 - Present**

**Secretary**, Cuyahoga County Archives Advisory Commission, County Council of Cuyahoga County, Cleveland, OH

- Promotes and advocates for the preservation of Cuyahoga County's historical records by helping to identify resources to support the work of the Cuyahoga County Archives
- Records and disseminates all meeting minutes for in-person and virtual meetings

**July 2017 – Present**

**Committee Member**, Coalition Building Committee, Intellectual Freedom Round Table, American Library Association, Chicago, IL

- Helps administer the Gerald Hodges Intellectual Freedom Chapter Relations Award, supporting the importance of effective coalition building necessary to defend censorship at the ground level

**July 2018 – June 2020**

**Secretary**, Executive Board, Intellectual Freedom Round Table, American Library Association, Chicago, IL

- Created agendas and recorded meeting minutes for all in-person and virtual meetings
- Supports libraries and staff around the country on intellectual freedom issues through advocacy work and innovative programs

**January 2018 – January 2019**

**Committee Member**, Sophie Brody Medal Committee, Reference and User Services Association (RUSA), American Library Association, Chicago, IL

- Helped administer the Sophie Brody Medal in 2018, which is given to encourage, recognize and commend outstanding achievement in Jewish literature.

**January 2017 – December 2017**

**Chair**, Intellectual Freedom Committee, Ohio Library Council, Columbus, OH

- Developed and presented educational sessions at various Chapter conferences on intellectual freedom
- Educated and supported Ohio public libraries on intellectual freedom issues
- Created and submitted program proposals for Ohio Library Council's Annual Convention and Expo, working collaboratively with fellow committee members and outside organizations

**November 2014 – December 2016**

**Committee Member**, Intellectual Freedom Committee, Ohio Library Council, Columbus, OH

- Developed and presented educational sessions at various Chapter conferences on intellectual freedom
- Educated and supported Ohio public libraries on intellectual freedom issues

## **RESEARCH EXPERIENCE**

### **Summer 2008**

**Summer Undergraduate Research Fellow**, Hamel Center for Undergraduate Research, University of New Hampshire, Durham, NH

- Wrote a proposal and received a \$3,500 research grant
- Conducted research at the University of Louisville, Special Collections and the Library of Congress
- Recovered the 1938 Farm Security Administration's photography exhibit, "How American People Live"
- Worked with primary documents, including correspondence and photographs

## **PROFESSIONAL ASSOCIATIONS**

- Academy of Certified Archivists
- American Library Association
- Society of American Archivists

June 20th 2019	Archives Advisory Commission	Jennifer Dieringer
June 19th 2019	Archives Advisory Commission	Jennifer Dieringer
Oct. 9th 2019	Archives Advisory Commission	Deborah Abbott
Jan. 20th 2022	Archives Advisory Commission	Kenneth Bravo
Jan. 22nd 2022	Archives Advisory Commission	Isabel Klein
Jan. 25th 2022	Archives Advisory Commission	Chris Gerrett

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0033

Sponsored by: <b>County Executive Budish</b>	<b>A Resolution</b> confirming the County Executive’s reappointment of various individuals to serve on the Cuyahoga County Corrections Planning Board for the term 1/1/2022 – 12/31/2024; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, Chapter 5149 of the Ohio Revised Code (ORC) provides for the organization of a community-based corrections program; and

WHEREAS, ORC 5149.34 provides for the creation of a County Corrections Planning Board and further provides for the composition of the board and the means by which appointments are made; and

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

WHEREAS, County Executive Budish has nominated the following individuals to serve on the Cuyahoga County Corrections Planning Board for the term 1/1/2022 – 12/31/2024:

Reappointments:

1. Chief Michael J. Cannon
2. Arthur B. Hill
3. Dean P. Jenkins

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

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

**SECTION 1.** That the Cuyahoga County Council hereby confirms the County Executive's reappointment of the following individuals to serve on the Cuyahoga County Corrections Planning Board for the term 1/1/2022 – 12/31/2024:

Reappointments:

1. Chief Michael J. Cannon
2. Arthur B. Hill
3. Dean P. Jenkins

**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:  
Committee(s) Assigned:

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_



January 28, 2022

Pernel Jones, Jr., President  
Cuyahoga County Council  
Cuyahoga County Administration Building  
2079 E.9th, 8th Floor  
Cleveland, OH 44115

Re: Cuyahoga County Corrections Planning Board

Dear President Jones:

Pursuant to Ohio Revised Code Chapter 5149, I submit the following individuals for reappointment to the Cuyahoga County Corrections Planning Board:

- **Chief Michael Cannon**, 3-year term, 1/1/2022 – 12/31/2024
  - Resident of Hunting Valley (Cuyahoga County)
  - Chief, Hunting Valley Police Department
  - Candidates for this board shall:
    - (ORC 5149.34/HB86 Requirement): *One or more additional representatives of the law enforcement community*
    - (Cuyahoga County Resolution): *One Representative of the Law Enforcement Community, County of Cuyahoga*
- **Arthur Hill**, 3-year term, 1/1/2022 – 12/31/2024
  - Resident of Cleveland (Cuyahoga County)
  - Executive Director, Salvation Army Harbor Light Complex
  - Candidates for this board shall:
    - (ORC 5149.34/HB86 Requirement): *An administrator of a halfway house serving that county, if any, or the administrator's designee*
    - (Cuyahoga County Resolution): *Administrator of a Halfway House within the County of Cuyahoga*
- **Dean Jenkins**, 3-year term, 1/1/2022 – 12/31/2024
  - Resident of Cleveland (Cuyahoga County)
  - Chief Probation Officer, Cleveland Municipal Court
  - Candidates for this board shall:
    - (ORC 5149.34/HB86 Requirement): *An administrator of a Community Corrections Act-funded program in that court, if any, or the administrator's designee.*
    - (Cuyahoga County Resolution): *Administrator of a Community Corrections Act-funded program within the County of Cuyahoga*

The candidate's resumes have been included for your review. There are no known conflicts of interest for which an advisory opinion has been requested.  
There are seven candidates on file for this position.

Thank you for your consideration of this appointment. Should you or any of your colleagues have any questions, please feel free to contact Michele Pomerantz in my office at 216-443-7125.

Sincerely,

A handwritten signature in black ink that reads "Armond Budish". The signature is written in a cursive style with a large, prominent initial "A".

Armond Budish

# MICHAEL J. CANNON

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## EXPERIENCE

MAY 2016 - PRESENT

**CHIEF OF POLICE/VILLAGE ADMINISTRATOR**, THE VILLAGE OF HUNTING VALLEY

2013 – 2016

**CHIEF OF POLICE**, PEPPER PIKE POLICE DEPARTMENT

1985 – 2013

**PATROLMAN / DETECTIVE/SERGEANT/EXECUTIVE OFFICER**, PEPPER PIKE POLICE DEPARTMENT

## EDUCATION

1984

**B.S. CRIMINAL JUSTICE**, BOWLING GREEN STATE UNIVERSITY

1995

**POLICE EXECUTIVE LEADERSHIP COLLEGE**, COLUMBUS, OH

1996 – ANNUALLY

**POLICE EXECUTIVE LEADERSHIP COLLEGE ALUMNI CONFERENCE**, COLUMBUS, OH

2015/2016

**PUBLIC MANAGEMENT**, CLEVELAND STATE UNIVERSITY

2013 – ANNUALLY

**OHIO ASSOCIATION CHIEFS OF POLICE**, COLUMBUS, OH

## ACTIVITIES

- 2013-PRESENT: OHIO ASSOCIATION OF CHIEFS OF POLICE (OACP)
- 2015-2020: CUYAHOGA COUNTY POLICE CHIEFS ASSOCIATION (CCPCA) - GOVERNOR
- 2019-2020: CUYAHOGA COUNTY POLICE CHIEFS ASSOCIATION (CCPCA) - PRESIDENT
- 2021-2022: CCPCA: PAST-PRESIDENT
- 2002- PRESENT: TREASURER – EASTERN CUYAHOGA COUNTY FOP BOARD
- 2020 CUYAHOGA COUNTY POLICE CHIEFS ASSOCIATION: POLICE REFORM COMMITTEE
- 2020 CUYAHOGA COUNTY TRAINING COMMITTEE: RACIAL BIAS/DESCALATION
- 2019-PRESENT: BORDEAUX CLUB CONDO BOARD ASSOCIATION
- 2021-PRESENT: CUYAHOGA COUNTY EMERGENCY SERVICES ADVISORY BOARD LIASAIN



## **Arthur B. Hill III – Beau**

- Objective** To continue career growth by finding a position within an organization that will utilize my passion for helping others while improving the standing of the organization in the community.
- Experience**
- The Salvation Army Harbor Light Complex  
Executive Director October 2007 - Present
- Responsible for management of all program and operating activities  
Residential Human Service Programs (500 beds in eight different Programmatic areas with a staff of about 150), Human Resources, Information Technology, Building, Food Service and Accounting Functions
  - Preparation of Applications and Government Reporting for Harbor Light programming:
    - Alcohol, Drug Addiction & Mental Health Services Board of Cuyahoga County (ADAMHSCC)
    - Cuyahoga County Office of Homeless Services (OHS)
    - Department of Housing and Urban Development (HUD)
    - Ohio Mental Health and Addiction Services Board (OHMAS)
    - Ohio Department of Rehabilitation and Correction (ODRC)
    - Ohio Development Services Agency (ODSA)
    - City of Cleveland
  - Director of Business Operations January 2002- October 2007
  - Manager of Accounting Services July 1999 – January 2002
  - Accountant II November 1997 – June 1999
  - Accountant I January 1997 – November 1997
- The Salvation Army Cleveland Temple Corps  
Community Center Director 1996 – 1997
- Planning, development and implementation of programs for children in the community
  - Maintain compliance with grant received from the City of Cleveland
  - Positive interaction with children and parents
- Education** Youngstown State University 1992 – 1996  
Bachelor of Science in Business Administration
- Finance Major
- Skills** Excel, Word, Serenec, TESCO, strong interpersonal skills, legislative activities, president of statewide association, self-motivated
- Interests** Family Time, Technology, Golf, Boy Scouts, Corps/Church Activities

*REFERENCES AVAILABLE UPON REQUEST*

## **BIOGRAPHY**

### **Beau Hill, Executive Director The Salvation Army Harbor Light Complex**

Beau Hill is the Executive Director of The Salvation Army's Harbor Light Complex (HLC) in Cleveland, Ohio. Founded in 1949 the Harbor Light Complex is a multi-service campus that provides the following programs and services to the community: emergency shelter services for families; transitional housing programs for men; community corrections and electronic monitoring services, medically supervised substance abuse treatment and intensive outpatient treatment. On any given day, HLC can have upward to 500 clients within the facility.

Beau Hill was born and raised in The Salvation Army and has dedicated his life in service to others. A graduate of Youngstown State University, Beau began his employment at the Harbor Light Complex in September 1996 when hired as an accountant. Within a few years he was promoted to Director of Business Operations and in 2007 became the Executive Director of the facility. He is eager, confident and mission-minded. He has built a reputation as someone who gets things done! It has been said of him that, *"Beau lives and leads with conviction, passion and follows through on his relationships with others. If he takes on a task, he works hard to make sure that he finishes what he sets out to do and checks in with those he promised regularly. He is dependable and forthright."*

Throughout his tenure, Mr. Hill has preserved the caliber and integrity of the Harbor Light programs while continuously seeking for ways to improve their efficiency. He has negotiated on behalf of The Salvation Army with various 3<sup>rd</sup> party funders, including HUD, State of Ohio, Ohio Development Services Agency, Cuyahoga County, City of Cleveland, United Way, Office of Homeless Services, etc. He has prepared numerous contracts and agreements with a variety of community partners. He maintains extensive networking contacts in Cuyahoga County, throughout Ohio, and nationally.

Beau Hill participated in the Justice Reinvestment Initiative, was honored with the International Community Corrections Association's President's Award, and recruited to join its board of Directors. He's been involved with the Ohio Community Corrections Association (OCCA) for over ten years and was twice recognized for his involvement; once in 2011, with the OCCA Leadership Award and again in 2013 in recognition of his service as OCCA President. Upon her installation as president, Mr. Hill's successor had this to say, *"I began working with Beau several years ago as a peer in the Ohio Community Corrections Association. Although I did not have a history with Beau like other members of the association, I quickly learned that Beau is a man of integrity, compassion and dedication to his work at The Salvation Army Harbor Light. He is highly respected, engaging and had the ability to bring an environment of inclusion to all members of the association. Working in this field of human services is not simply a*

*job or career for Beau, it is his life. Beau exemplifies the mission of The Salvation Army."*

Mr. Hill has had a profound and impactful influence on many he encounters, whether it is a judge in Cuyahoga County's Court of Common Pleas, an Ohio Senator, Harbor Light Complex Advisory Council members, his fellow employees, or a client he casually meets as he navigates the floors of HLC. He believes in the Biblical mandate to be "*his brother's keeper*." His actions are motivated by his love for God, and he works tirelessly and devotedly to care for others.

In May of 1912, the Founder of The Salvation Army, General William Booth, uttered the following words:

*While women weep as they do now, I'll fight!  
While little children go hungry, as they do now, I'll fight!  
While men go to prison, in and out, in and out, I'll fight!  
While there is a drunkard left,  
While there is a poor girl left upon the streets,  
While there remains one dark soul without the light of God, I'll fight!  
I'll fight to the very end!*

Beau can recite these words by heart. They are what motivate him to do what he does. He's a fighter. He's passionate about others. He's determined.

The mission of The Salvation Army is:

*The Salvation Army, an international movement, is an evangelical part of the universal Christian church. Its message is based on the Bible. Its ministry is motivated by the love of God. Its mission is to preach the gospel of Jesus Christ and to meet human needs in His name without discrimination.*

These words are also inscribed on Beau's heart and mind. He believes in the Biblical mandate to be "*his brother's keeper*." Beau's actions are motivated by his love for God, and he works tirelessly and devotedly to meet the needs of others.

## **DEAN P. JENKINS**



### **Summary of Qualifications**

Experienced in many facets of the criminal justice system with expert specialty in domestic violence

Skilled in group facilitation and psycho educational group treatment

Experienced working as part of an interdisciplinary team

### **Relevant Employment**

#### **Baldwin Wallace University and Bryant & Stratton College**

2008-present

Berea and Parma, Ohio

**Adjunct Instructor** in the area of Criminal Justice

#### **CITY OF CLEVELAND, CLEVELAND MUNICIPAL COURT**

1993-Present

Cleveland, OH

#### **Chief Probation Officer**

2015- Present

- Develop procedures, programs, and policies to assure efficient functioning of the Probation Department.
- Direct the day to day operations
- Evaluate the performance of personnel; recommend promotions, salary increases, or terminations to the Judges.
- Conduct meetings and conferences with staff members.
- Recent Ohio Supreme Court Certified Court Executive graduate.

#### **Deputy Chief Probation Officer**

2006-2015

- Assist Chief Probation Officer in the administration of the Probation Department consistent with state laws and statutes.
- Serve as a liaison between the department and the Judges of Cleveland Municipal Court.
- Supervise, coordinate, and monitor specialized programs within the department.
- Direct assignments, schedule training, and supervise the evaluation of the Probation Supervisors.

#### **Probation Officer Supervisor**

2001-2006

- Directly supervise team of probation officers maintaining caseload consisting of domestic violence offenders
- Resolve daily issues with offenders and their corresponding officers
- Verify all correspondence to judicial officials in effort to ensure accuracy and serve as liaison between administration and line staff
- Compile and analyze monthly statistics

**Probation Officer/Domestic Violence Supervision Officer**

1997-2001

- Supervise a caseload of approximately 100 clients who had been convicted of domestic violence
- Conduct in-depth interviews with clients as well as victims in an effort to assess unmet needs and to refer to proper treatment agencies
- Conduct home visits to ensure safety of the victim and to ascertain knowledge regarding home environment

**Probation Officer/Domestic Violence Pre-Sentence Investigator**

1996-1997

- Conduct thorough investigation of all convicted domestic violence offenders, including research into his/her criminal and social history, education and employment.
- Formulate psychosocial history and wrote pre-sentence report outlining recommended sentence

**Probation Officer/Bond Investigator**

1993-1996

- Conduct daily interviews with persons in custody in an effort to assess their eligibility for personal bond
- Advise families of those persons in custody briefing them as to the correction/probation processes
- Formulate post-sentence reports and documented statistical data of jail population

**Cuyahoga County Department of Justice Affairs**

2000-2005

Batterer's Intervention Program, Cleveland, OH

Assessment Specialist (Part-Time)

- Co-facilitate psycho educational groups for court ordered domestic violence offenders
- Conduct psychosocial assessments
- Complete case notes and various reports

**Berea Children's Home and Family Services**

Berea, OH

Nurturing Program Facilitator (Part-Time)

1993-1999

- Taught proper discipline techniques to children and adults enrolled in the family behavioral modification program
- Facilitated parental understanding of maintaining behavioral difficulties of emotionally disturbed children
- Prepared youths to reintegrate into society while maintaining their behavioral achievements

**Community Respite Provider**

1992-1993

- Provided mentoring for emotionally disturbed children within the community
- Served as a liaison between parents, teachers and social workers associated with the youths
- Counseled youths regarding new social skill development and behavior modification

**City of Cleveland**

1988-1990

Cleveland, OH

**Assistant Councilman:** Ward 20, Dale Miller, Councilman

- Conducted various campaign activities and attended community meetings
- Received and resolved ward constituent complaints
- Completed special assignments and various administrative duties

**Special Qualifications**

**Federal Bureau of Investigation**

1998

Quantico, VA

- Completed special agent training at FBI Academy
- Successfully met all qualifications

**Licensed Social Worker**

1995-Present

License Number S21240

**LEADS and NCIC Certified**

1993

**Professional Activities**

- Member of Domestic Violence Coordinating Task Force of Cuyahoga County
- Chair monthly meetings of Cuyahoga County Fatality Review Committee
- Presented at several national and local trainings
- Presented at Ohio Chief Probation Officer Association
- Syscon and Courtview computer implementation team member
- Member of the American Association of Probation and Parole
- Participant in the American Association of Pre-Trial Services
- Member of the Ohio Domestic Violence Network
- Volunteer with the Victim/Offender Dialogue Program of ODRC
- Assisted in various grant development projects
- Domestic Violence and Child Advocacy Center Board Member
- Graduate of Ohio Supreme Court's Court Executive Program.
- Church Elder

**Education**

**Master of Arts: Criminal Justice**

6/2002

Kent State University, Kent, OH

**Bachelor of Arts: Criminal Justice**

6/1990

Minor: Psychology

Baldwin-Wallace College, Berea, OH

REFERENCES AVAILABLE UPON REQUEST

Jan. 8th 2019	Cuyahoga County Corrections Planning Board	Meredith Turner
June 20th 2020	Cuyahoga County Corrections Planning Board	Cassandra McDonald
May 31st 2020	Cuyahoga County Corrections Planning Board	Lashanita Devese
Oct. 14th 2019	Cuyahoga County Corrections Planning Board	Michael Oshea
Jan. 5th 2022	Cuyahoga County Corrections Planning Board	Arthur (Beau) Hill
Jan. 6th 2022	Cuyahoga County Corrections Planning Board	Dean Jenkins
Jan. 14th 2022	Cuyahoga County Corrections Planning Board	Michael Cannon

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0034

<b>Sponsored by: County Executive Budish/Sheriff's Department</b>	<b>A Resolution</b> making an award on RQ7649 to Vance Outdoors, Inc. in the amount not-to-exceed \$611,484.50 for the purchase of replacement ballistic vests, SWAT vests/plate carrier and helmets for Law Enforcement and Protective Services Divisions for the period 4/1/2022 - 12/31/2026; authorizing the County Executive to execute Contract No. 2102 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/Sheriff's Department has recommended an award on RQ7649 to Vance Outdoors, Inc. in the amount not-to-exceed \$611,484.50 for the purchase of replacement ballistic vests, SWAT vests/plate carrier and helmets for Law Enforcement and Protective Services Divisions for the period 4/1/2022 - 12/31/2026; and

WHEREAS, the primary goal of this project supply Cuyahoga County Sheriff's Department with ballistic vests and SWAT ballistic armor for law enforcement activities; and

WHEREAS, the 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 makes an award on RQ7649 to Vance Outdoors, Inc. in the amount not-to-exceed \$611,484.50 for the purchase of replacement ballistic vests, SWAT vests/plate carrier and helmets for Law Enforcement and Protective Services Divisions for the period 4/1/2022 - 12/31/2026.

**SECTION 2.** That the County Executive is authorized to execute Contract No. 2102 and all other documents consistent with said award and this Resolution.



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

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

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

Yeas:

Nays:

_____ County Council President	_____ Date
_____ County Executive	_____ Date
_____ Clerk of Council	_____ Date

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

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_

Title: Sheriff's Department; RQ# 7649 2021 Vance Outdoors Inc.; Contract with Vance Outdoors, Inc. to Furnish Ballistic Armor

#### Scope of Work Summary

The Cuyahoga County Sheriff's Department (CCSD) is requesting approval of a contract with Vance Outdoors, Inc. for the anticipated not-to-exceed cost of \$611,484.50.

The vendor will provide ballistics vests and SWAT ballistic vests and helmets for the CCSD's Law Enforcement and Protective Services divisions. The anticipated start-completion dates are 4/1/2022 – 12/31/2026.

The primary goal of the project is to supply the CCSD with ballistic vests and SWAT ballistic armor for law enforcement activities. Ballistic equipment is necessary for the effective operation of officers to protect the community.

#### Procurement

The procurement method for this project was an RFP. The total value of the RFP is \$611,484.50. The RFP was closed on 10/28/2021. There were 3 proposals pulled from OPD, 3 proposals submitted for review, and 1 proposal approved.

#### Contractor and Project Information

Vance Outdoors, Inc.

3723 Cleveland Avenue

Columbus, Ohio 43224

The president for the vendor is Doug Vance.

#### Project Status and Planning

This equipment is an ongoing need of the Sheriff's Department. Ballistic vests must be replaced every 5 years per recommendation of the National Institute of Justice (NIJ) due to degradation of ballistic material in the vest as well as manufacturers no longer guaranteeing ballistic vest capabilities after a 5-year term.

The current Deputy Sheriff's Contract, effective through 12/31/2023, Article 20 Uniforms, Section Three, requires the County to insure that each employee is provided a bullet proof vest and the County must replace items beyond the manufacturer's recommended service period as soon as possible.

#### Funding

The project is funded 100% by the General Fund. The schedule of payments is by invoice.

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RO#:	7649
Infor/Lawson PO# Code (if applicable):	RFP
Event #	1853
CM Contract#	2102

	<b>Department initials</b>	<b>Clerk of the Board</b>
Briefing Memo	PL	<input type="checkbox"/>

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

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
---	------------------------------	--

<b>FULL AND OPEN COMPETITION</b>				
<b>Formal RFP</b>				
<b>Reviewed by Purchasing</b>				
			<b>Department initials</b>	<b>Purchasing</b>
Notice of Intent to Award (sent to all responding vendors)			PL	ok
Bid Specification Packet			PL	ok
Evaluation Summary (names of evaluators to be included)			PL	ok
Diversity Documents – <i>if required (goal set)</i>			N/A	
Award Letter (sent to awarded vendor)			PL	ok
Vendor’s Confidential Financial Statement – <i>if RFP requested</i>			N/A	
Tabulation Sheet			PL	ok
IG#	21-0050-REG		PL	Ok
Debarment/Suspension Verified	Date:	12/15/2021	PL	Ok
Auditor’s Finding	Date:	12/15/2021	PL	Ok
Vendor’s Submission			PL	Ok- vendor signed contract attached
Independent Contractor (I.C.) Requirement	Date:	<del>1/6/2021</del> 12/29/2021	PL	ok
Cover - <i>Master contracts only</i>			N/A	
Contract Evaluation – <i>if required</i>			N/A	
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			N/A	
Checklist Verification			PL	ok

Other documentation may be required depending upon your specific item

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

<b>Reviewed by Law</b>	
	<b>Department initials</b>

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Agreement/Contract and Exhibits	PI
Matrix Law Screen shot	PL
COI	PL
Workers’ Compensation Insurance	PL
Performance Bond	N/A

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
4/1/2022 – 12/31/2022	SH100115	55130		\$43,982.75
4/1/2022 – 12/31/2022	SH750100	55130		\$30,259.50
1/1/2023 - 12/31/2023	SH100115	55130		\$162,227.75
1/1/2023 - 12/31/2023	SH750100	55130		\$100,865.00
1/1/2024 – 12/31/2024	SH100115	55130		\$125,665.00
1/1/2024 – 12/31/2024	SH750100	55130		\$20,173.00
1/1/2025 – 12/31/2025	SH100115	55130		\$43,982.75
1/1/2025 – 12/31/2025	SH750100	55130		\$21,181.65
1/1/2026 – 12/31/2026	SH100115	55130		\$43,982.75
1/1/2026 – 12/31/2026	SH750100	55130		\$19,164.35
			<b>TOTAL</b>	\$611,484.50

<b>Contract History CE/AG# (if applicable)</b>	N/A
<b>Infor/Lawson PO# and PO Code (if applicable)</b>	RFP
<b>Lawson RQ# (if applicable)</b>	7649
<b>CM Contract#</b>	2102

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$611,484.50		4/1/2022-12/31/2026		
<b>Prior Amendment Amounts (list separately)</b>		\$			
		\$			
		\$			
<b>Pending Amendment</b>		\$			

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

<b>Total Amendments</b>		<b>\$</b>			
<b>Total Contact Amount</b>		<b>\$</b>			

### Purchasing Use Only:

Prior Resolutions	n/a
CM#:	CM 2102
Vendor Name:	Vance Outdoors, INC.
ftp:	04/01/2022-12/31/2026
Amount:	\$611,484.50
History/CE:	ok
EL:	ok
Procurement Notes:	Buyer review completed

Purchasing Buyer approval: **lz 1/13/2022**

OK to approve - enter into OnBase

Per the procedures, as this item needs Board of Control approval, the department will need to enter into OnBase for a future agenda under the ERP-BOC/Council Approval Request Form.

Once approved by the BOC, the request will have final OPD approval in Infor in order for the department to move forward with the AP process.



Department of Purchasing Tabulation Sheet

REQUISITION NUMBER: 7649/Event #1853	TYPE: (RFB/RFP/RFQ): RFP	ESTIMATE: \$424,000.00
CONTRACT PERIOD:	RFB/RFP/RFQ DUE DATE: October 28, 2021	NUMBER OF RESPONSES (issued/submitted): 30/3
REQUESTING DEPARTMENT: Sheriff's Department	COMMODITY DESCRIPTION: 5 Year Contract for Ballistic Vests, SWAT Vests/Plate Carriers and SWAT Helmets	
DIVERSITY GOAL/SBE 0% <input type="checkbox"/> Yes <input type="checkbox"/> No	DIVERSITY GOAL/MBE 0% <input type="checkbox"/> Yes <input type="checkbox"/> No	DIVERSITY GOAL/WBE 0% <input type="checkbox"/> Yes <input type="checkbox"/> No
Does CCBB Apply: <input type="checkbox"/> Yes <input type="checkbox"/> No	CCBB: Low Non-CCBB Bid \$:	Add 2%, Total is:
Does CCBEIP Apply: <input type="checkbox"/> Yes <input type="checkbox"/> No	CCBEIP: Low Non-CCBEIP Bid \$:	Add 2%, Total is:
*PRICE PREFERENCE LOWEST BID REC'D \$	RANGE OF LOWEST BID REC'D \$	Minus \$, =
PRICE PREF % & \$ LIMIT:	MAX SBE/MBE/WBE PRICE PREF \$	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. Drellishak & Drellishak, Inc. dba Pro-Tech Sales 1313 West Bagley Rd. Berea, OH 44017	NA	NA	Compliant: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No  IG Registration Complete: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No  IG Number: 20-0197-REG 31DEC2024	<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	Subcontractor Name(s):   SBE/MBE/WBE Prime: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input 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: Buyer Initials NCA: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Affiant Signature not included <input type="checkbox"/> N/A PH: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A CCBB: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A CCBEIP: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A COOP: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A OPD Buyer Initials: _____/z_____	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE Total % SBE: _____% MBE: _____% WBE: _____% SBE/MBE/WBE Comply: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> No SBE/MBE/WBE Comments and Initials: 	Dept. Tech. Review	Award: (Y/N)
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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)

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. Konoval LLC 1701 Rhode Island Ave NW Washington DC 20036	NA	NA	Compliant: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No  IG Registration Complete: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No  IG Number: n/a  NCA: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A  PH: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A	<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	Subcontractor Name(s):  SBE/MBE/WBE Prime: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> No  Total % SBE: % MBE: % WBE: %  SBE/MBE/WBE Comply: (Y/N) <input type="checkbox"/> Yes <input 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 type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A  CCBEIP: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A  COOP:.. <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A  OPD Buyer Initials: _____/z_____			SBE/MBE/WBE Comments and Initials: _____ _____		

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)
3. Vance Outdoors, Inc. 3723 Cleveland Ave Columbus, OH 43224	NA	NA	Compliant: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No  IG Registration Complete: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No  IG Number: 21-0050-REG 31DEC2025  NCA: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A  PH: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A  CCBB: <input 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	Subcontractor Name(s):  SBE/MBE/WBE Prime: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> No  Total % SBE: _____ % MBE: _____ % WBE: _____ %  SBE/MBE/WBE Comply: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> No  SBE/MBE/WBE Comments and Initials:		<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 type="checkbox"/> No <input checked="" type="checkbox"/> N/A CCBEIP: <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A COOP: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A OPD Buyer Initials: _____			<div style="background-color: #cccccc; width: 100px; height: 15px; margin-bottom: 5px;"></div> <div style="background-color: #cccccc; width: 100px; height: 15px;"></div>		

Transaction ID:

**RQ# 7649 - Event 1853**

**Sheriff Department 5 Year Contract for Ballistic Vests, SWAT Vests/Plate Carriers and SWAT Helmets**

Date as of 11/23/2021

Category (RFP PAGE)	Max Points	Vendor - Drellishak				Vendor 2 - Konoval				Vendor 3 - Vance			
		Lt O'Connor	Lt Fovozzo	Sgt McNamara	Weighted Score	Lt O'Connor	Lt Fovozzo	Sgt McNamara	Weighted Score	Lt O'Connor	Lt Fovozzo	Sgt McNamara	Weighted Score
Proposed Solution (5)	0	0	0	0	0	0	0	0	0	0	0	0	0
Vest Specifications (5-9)	25	20	20	20	20	15	10	10	8.33	25	23	25	24.33
Delivery Timeline (9)	15	15	14	15	14.67	15	15	15	14.00	15	14	15	14.67
Support/Warranty (9)	10	10	10	10	10	8	5	5	7.67	10	10	8	9.33
Demonstration (9)	25	15	25	20	20	0	5	5	8.33	25	25	20	23.33
Vendor Qualifications (9)	5	3	4	5	4	0	0	0	1.00	5	4	5	4.67
Budget (9)	20	19	19	15	17.67	20	20	20	20.00	18	18	10	15.33
Terms and Conditions (11)	0	0	0	0	0	0	0	0	0.00	0	0	0	0
Miscellaneous (11)	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>TOTAL POINTS</b>	<b>100</b>	<b>82</b>	<b>92</b>	<b>85</b>	<b>86.33</b>	<b>45</b>	<b>78</b>	<b>55</b>	<b>59.33</b>	<b>98</b>	<b>94</b>	<b>83</b>	<b>91.67</b>

**Additional Notes:**

See attached scoring sheets.

RQ# 7649 – Event 1853

Sheriff Department 5 Year Contract for Ballistic Vests, SWAT Vests/Plate Carriers and SWAT Helmets

EVALUATOR: O'Connor T.M.

DATE: 23 NOV 2021

CATEGORY (RFP PAGE)	MAX POINTS	VENDOR 1 - DRELLISHAK	VENDOR 2 - KONOVAL	VENDOR 3 - VANCE
Proposed Solution (5)	0	20	0	20
Vest Specifications (5-9)	25	20	0	25
Delivery Timeline (9)	15	15	15	15
Support/Warranty (9)	10	10	10	10
Demonstration (9)	25	15	0	25
Vendor Qualifications	5	3	0	5
Budget (9)	20	19	20	18
Terms and Conditions (11)	0	0	0	0
Miscellaneous (11)	0	0	0	0
<b>TOTALS</b>	<b>100</b>	<b>62</b>	<b>45</b>	<b>90</b>

425K

285K

612

**Additional Notes:**

Quality cost matter, life safety is directly related to ballistic protection  
 Lesser Quality items are less expensive, however, provide less proven protection  
 Functional Design of vests makes Vendor 3 the better option, even at the additional cost

The vendor is not only willing to demonstrate the ballistic capabilities of the product, but will shoot the product with round on top of round and within 1" of the edge.

Vendor #1 is a solid middle ground, however, falls substantially short of vendor #3 in fit and functionality.

Vendor #2 is inferior in every way to their competitors

RQ# 7649 – Event 1853

Sheriff Department 5 Year Contract for Ballistic Vests, SWAT Vests/Plate Carriers and SWAT Helmets

EVALUATOR: Thomas A. Fovazzo

DATE: 23 NOV 21

POINT  
BLANK

TENN.  
WASH.

SAFARILAND

CATEGORY (RFP PAGE)	MAX POINTS	VENDOR 1 – DRELLISHAK	VENDOR 2 – KONOVAL	VENDOR 3 – VANCE
Proposed Solution (5)	0	0	0	0
Vest Specifications (5-9)	25	20	15	23
Delivery Timeline (9)	15	14	12	14
Support/Warranty (9)	10	10	8	10
Demonstration (9)	25	25	20	25
Vendor Qualifications	5	4	3	4
Budget (9)	20	19	20	18
Terms and Conditions (11)	0	0	0	0
Miscellaneous (11)	0	0	0	0
<b>TOTALS</b>	<b>100</b>	<b>102 92</b>	<b>86 78</b>	<b>104 94</b>

\$25,000

\$25,000

\$62,000

Additional Notes:

- POINT BLANK:
- 30 DAY ALTER. ~~WARR~~ AFTER THERE IS A CHARGE 25.00 - 50.00
  - 5X8 SOFT TRAUMA
  - ONE STRAP & DOUBLE STRAP
  - 2YR WARRANTY ON CARRIER
- SAFARILAND:
- 1YR WARRANTY ON CARRIER WORKABLE ON EXT. WARR.
  - FIT TO WEAR 35 DAY AT MOST 60 DAY
  - NO COVID TIME DOWN ON MATERIAL

- PROTECK:
- LATE DUE TO AIRLINE
  - DID NOT HAVE ALL PRODUCTS (USED PHOTOS FROM PHONE)
  - NOT ORGANIZED
  - COVID TIME ON MATERIAL

RQ# 7649 – Event 1853

Sheriff Department 5 Year Contract for Ballistic Vests, SWAT Vests/Plate Carriers and SWAT Helmets

EVALUATOR: CHRIS McNAMARA

DATE: 11/23/2021

CATEGORY (RFP PAGE)	MAX POINTS	425,000 VENDOR 1 - DRELLISHAK	285,000 VENDOR 2 - KONOVAL	412,000 VENDOR 3 - VANCE
Proposed Solution (5)	0	0	0	0
Vest Specifications (5-9)	25	20	10	25
Delivery Timeline (9)	15	15	15	15
Support/Warranty (9)	10	10	5	8
Demonstration (9)	25	20	5	20
Vendor Qualifications	5	5	0	5
Budget (9)	20	15	20	10
Terms and Conditions (11)	0	0	0	0
Miscellaneous (11)	0	0	0	0
<b>TOTALS</b>	<b>100</b>	<b>85</b>	<b>45</b>	<b>83</b>

Additional Notes:

POINT BLANK

- LOCAL DISTRIBUTOR
- CARRIER HAS 2-YEAR WARRANTY

SAFARI LAND

- BETTER TAC VEST SYSTEM
- HELMET OFFERS MORE COMFORT

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0035

<p>Sponsored by: <b>County Executive Budish/Department of Health and Human Services/Cuyahoga Job and Family Services</b></p>	<p><b>A Resolution</b> authorizing a contract with RF-Works Inc. in the amount not-to-exceed \$790,560.00 for a state contract purchase for the installation of wireless access points and maintenance services in (10) Cuyahoga County Health and Human Services facilities for the period 1/25/2022 – 1/24/2027; authorizing the County Executive to execute Contract No. 2122 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 a contract with RF-Works Inc. in the amount not-to-exceed \$790,560.00 for a state contract purchase for the installation of wireless access points and maintenance services in (10) Cuyahoga County Health and Human Services facilities for the period 1/25/2022 – 1/24/2027; and

WHEREAS, the primary goal for this project is to provide network access to the State of Ohio network required for use by Health and Human Service employees; and

WHEREAS, the project is funded 50% by Health and Human Services Levy Fund and 50% by Federal/State; 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 with RF-Works Inc. in the amount not-to-exceed \$790,560.00 for a state contract purchase for the installation of wireless access points and maintenance services in (10) Cuyahoga County Health and Human Services facilities for the period 1/25/2022 – 1/24/2027.

**SECTION 2.** That the County Executive is authorized to execute Contract No. 2122 and all other documents consistent with said award and this Resolution.





Title: Cuyahoga County Job and Family Services (CJFS) Exemption State Contract Purchase (State Contract MCSA0022 RF-Works, Inc contract to provide Wireless Services to HHS buildings

Cuyahoga County Job and Family services requesting approval of a contract, with RF-Works In for the anticipated cost of \$790,560.00.

The project is new to the County.

This is a new contract to install and maintain WiFi access points in 10 HHS buildings. The contract will begin 1/25/2022 and end 1/24/2027.

The existing WiFi networks in HHS buildings do not provide access to the state network. This prevents HHS staff from accessing HHS resources while on WiFi, including files and applications, as they are all hosted on the state network. RF-Works is the only vendor authorized by the state to provide WiFi access to their network. The state procured these services through a competitive RFP and conducts an annual pricing review to keep prices competitive with market rates

#### Technology Items

- a) TAC Approval - TAC2022-HHS-001 approval date 1/6/2022
- b) Are the purchases compatible with the new ERP system? - Yes
- c) Is the item ERP approved – Not applicable, not part of ERP project
- d) Are the services covered by the original ERP budget – Not applicable, not part of ERP project

#### Procurement

The procurement method for this project was an Exemption State Contract Purchase. The total value of the contract is \$790,560.00.

The proposed contract is an Exemption State Contract Purchase. This process was used for the following reason: State Contract: MCSA0022

The WiFi access points being installed are to provide network access to the State of Ohio network required for use by HHS employees. The state only permits their authorized vendors to implement and maintain WiFi access on the state network, and only RF-Works was competitively selected by the state to provide this service. As such, the county cannot contract with any other vendor. The state contract has negotiated bulk rates on behalf of all counties that are far higher than the county can obtain through a separate purchase.

#### Contractor and Project Information

RF-Works, Inc  
1221 Worthington Woods Blvd,  
Columbus, OH 43085  
(614)800-2880  
Jim Portaro, Principal and Founder

#### Project Status and Planning

The project is new to the County

Funding 50% Health and Human Services Levy Funds and 50% Federal/State

The schedule of payments is by invoice

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	
Infor/Lawson PO # Code (if applicable):	
CM Contract#	2122 RF-Works Inc

Briefing Memo	Department cm	Clerk of the Board
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Late Submittal Required:	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Why is the contract being submitted late?		
What is being done to prevent this from reoccurring?		

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input type="checkbox"/>
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### OTHER THAN FULL AND OPEN COMPETITION State Contract Contracts (*not Government Coop*) Reviewed by Purchasing

			Department initials	Purchasing
Justification Form			CM	<b>See Note</b> OK AHW
IG#	21-0385-REG exp 12/31/2025 <b>RF-Works, Inc. 21-0385-REG 31DEC2025</b>		CM	OK AHW
Annual Non-Competitive Bid Contract Statement ( <i>only needed if not going to BOC or Council for approval</i> )	Date:	04282021	CM	N/A however attached and OK AHW
Debarment/Suspension Verified	Date:	11182021	CM	OK AHW
Auditor's Finding	Date:	11182021	CM	OK AHW
Vendor's Submission (must have state contract # listed)			CM	OK AHW
Independent Contractor (I.C.) Requirement	Date:	04302021	CM	OK AHW
State Contract Cover Sheet				See Note
Cover - <i>Master contracts only</i>			N/A	N/A AHW
Contract Evaluation – <i>if required</i>			N/A-new supplier	N/A AHW
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.				<b>See Note</b> OK AHW
Checklist Verification			CM	

Other documentation may be required depending upon your specific item

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

Reviewed by Law	
	Department initials
Agreement/Contract and Exhibits	CM ( <b>See Procurement Note – AHW</b> )
Matrix Law Screen shot	CM
COI	CM
Workers' Compensation Insurance	CM

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
1/25/2022 – 12/31/2022	HS260110	55130	UCH06100	\$144,936.00
1/1/2023 – 12/31/2023	HS260110	55130	UCH06100	\$158,112.00
1/1/2024 – 12/31/2024	HS260110	55130	UCH06100	\$158,112.00
1/1/2025 – 12/31/2025	HS260110	55130	UCH06100	\$158,112.00
1/1/2026 – 12/31/2026	HS260110	55130	UCH06100	\$158,112.00
1/1/2027 – 1/24/2027	HS260110	55130	UCH06100	\$13,176.00
			<b>TOTAL</b>	<b>\$790,560.00</b>

<b>Contract History CE/AG# (if applicable)</b>	MCSA0022 – State contract
<b>Infor/Lawson PO# and PO Code (if applicable)</b>	
<b>Lawson RQ# (if applicable)</b>	
<b>CM Contract#</b>	2122

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	<b>\$790,560.00</b>		<b>1/25/22-1/24/27</b>		
<b>Prior Amendment Amounts (list separately)</b>		\$			
		\$			
		\$			
<b>Pending Amendment</b>		\$			
<b>Total Amendments</b>		\$			
<b>Total Contact Amount</b>	<b>\$790,560.00</b>	\$			

### Purchasing Use Only:

<b>Prior Resolutions:</b>	
<b>CM#:</b>	2122
<b>Vendor Name:</b>	RF-Works, Inc.
<b>ftp:</b>	1/25/2022 – 1/24/2027
<b>Amount:</b>	\$790,560.00
<b>History/CE:</b>	N/A

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Revised 9/17/2021

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

EL:	OK
Procurement Notes:	<p>12.16.2021                      TAC question not answered – upload revised checklist.                      Contract Tab: Proposed Total Amount blank, should be \$790,560.00                      Justification: Question 1 should include the total of the contract. Question 2 should have the Funding Source.                      State Contract Cover Sheet: Missing and required.                      TAC Approval: Either email from TAC Officer stating that this is not a TAC required purchase or the IT standards with page number noted uploaded.                      Note on Contract: The vendor signed contract is the SOW (Statement of Work) – no change</p> <p>1.12.2022:                      TAC Approval – need to clarify approval                      Questions: Need to add the TAC questions/responses.</p> <p>1.20.2022:                      TAC Approval revised as requested. All other changes made as requested.</p>

Purchasing Buyer approval: **OK to approve, AHW 1.20.2022**



**JUSTIFICATION FOR USE OF NON-COMPETITIVE PROCESS**

The County requires submitting departments to provide a business case which includes specific details supporting the Contract/Purchase being made.

As a consequence, departments need to provide detailed information justifying any purchases to be made non-competitively. The County has developed a justification packet for completion. If submitting a request for a non-competitive purchase, the department must complete this form, and attach it (along with supporting documentation) in the Procurement software system.

A review of the Contract/Purchase request will not be completed without a signed completed Justification packet uploaded as an attachment when submitting the contract/purchase request in the Procurement software system. It is critically important, and incumbent upon the department to fully and accurately complete the form in order to avoid any lengthy and unnecessary delays in processing the contract/purchase request.

Requestor	Carletta McCoy
Requestor Phone Number	216-987-7463
Date	12/17/2021
Requisition Number	N/A – Exemption, State Contract Purchase

**OPERATING DEPARTMENT & ACTIVITY: (Choose 1)**

The Department of Health & Human Services plans to contract with **RF-Works Inc** for the period **January 25, 2022 – January 24, 2027** for **WiFi Installation and Maintenance** in the amount of **\$790,560.00**

RQ# N/A for Exemptions

**Check the appropriate box:**

**Governmental Purchase - County Code 501.12 (B)(8)**

**State Contract Purchase – County Code 501.12(B)(19)**

**Lower than State Contract Purchase**

**Government Cooperative Purchasing - County Code 501.12(B)(18)**

**Federal Contracts**

**Joint Purchasing Programs (includes GSA)**

**Contract Amendment**

Contract # \_\_\_\_\_ RQ# \_\_\_\_\_

**RFP Exemption – County Code 501.12(D)**

**Community Rehabilitation Program (CRP) - O.R.C. 125.60 - O.R.C. 125.607**

**Ohio Industries for the Handicapped (OIH) - County Code 501.12(B)(13)**

**Public Utility (911 System) - O.R.C. 128.03 (F)**

**Exemption from Aggregation of Contracts -County Code 501.05(C)**

**Alternative Procurement Process – County Code 501.12(B)(15)**

**Federal, State, or Other Grant Application Program (County Code 501.12(B)(16)**

Revised: 08/14/2018

Page 2 of 5

**1. Description of Supplies or Services, amount of purchase; if a contract or an amendment list start date and end date, and/or scope change if an amendment.**

This is a new contract to install and maintain WiFi access points in 10 HHS buildings. The contract will begin 1/25/2022 and end 1/24/2027. The total amount of the contract is \$790,560.00

*If contract or contract amendment term has begun, please respond to questions 1a. and 1b below:*

**1a. Why is the contract/amendment being submitted late?**

N/A

**1b. What is being done to prevent this from reoccurring?**

N/A

**2. Funding Source(s) including percentage breakdown and identify the actual fund name(s).**

50% HHS Levy  
50% Federal/State

**3. Was the specific project funding included in OBM-approved budget for the current year? If not, please explain.**

Yes

**4. Rationale Supporting the Use of the Selected Procurement Method (include state contract # or GSA contract # and expiration date)**

State Contract: MCSA0022

The WiFi access points being installed are to provide network access to the State of Ohio network required for use by HHS employees. The state only permits their authorized vendors to implement and maintain WiFi access on the state network, and only RF-Works was competitively selected by the state to provide this service. As such, the county cannot contract with any other vendor. The state



contract has negotiated bulk rates on behalf of all counties that are far higher than the county can obtain through a separate purchase.

**5. What other available options and/or vendors were evaluated? If none, include the reasons why (*Attach supporting documentation such as other vendor quotes/pricing*).**

The state only permits their authorized vendors to implement and maintain WiFi access on the state network, and only RF-Works was selected by the state to provide this service.

**6. What ultimately led you to this product or service? Why was the recommended vendor selected? How was it determined that the anticipated cost is fair and reasonable? (*Attach supporting documentation*).**

The existing WiFi networks in HHS buildings do not provide access to the state network. This prevents HHS staff from accessing HHS resources while on WiFi, including files and applications, as they are all hosted on the state network. RF-Works is the only vendor authorized by the state to provide WiFi access to their network. The state procured these services through a competitive RFP and conducts an annual pricing review to keep prices competitive with market rates.

**7. Provide an explanation of unacceptable delays in fulfilling the County's need that would be incurred if award was made through a competitive process. (*Attach supporting documentation*).**

See prior answers; only state-authorized vendors may provide this service.

**8. Describe what future plans, if any, your department can take to permit competition before any subsequent purchases of the required supplies or services. In none, please explain why.**

If the state changes their policy, we would competitively procure these services.

## CERTIFICATION REQUIREMENTS

I certify that the information contained in and attached to this Justification is accurate and complete to support the recommendation.

I further certify that the attached narrative justification verifies Cuyahoga County's minimum need or schedule requirements and any rationale used to justify the non-competitive request.

Digitally signed by Paul  
Porter  
Date: 2021.12.17 11:51:28  
-05'00'

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Signature of Director: **Paul Porter**

Date: 12/17/21

RQ# N/A – Exemption,  
State Contract  
Purchase

**Procurement software system title:** RF Works WIFI Contract

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0036

<p>Sponsored by: <b>County Executive Budish/Department of Health and Human Services/Division of Community Initiatives/Office of Homeless Services</b></p>	<p><b>A Resolution</b> authorizing an amendment to Contract No. 858 with Mental Health Services for Homeless Persons, Inc. dba Frontline Service for emergency shelter services for single adults and youth at North Point Transitional Housing, located at 1550 Superior Avenue, Cleveland, for the period 1/1/2021 - 12/31/2021 to extend the time period to 8/31/2022 and for additional funds in the amount not-to-exceed \$948,622.00; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution, and declaring the necessity that this Resolution become immediately effective.</p>
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WHEREAS, the County Executive Budish/Department of Health and Human Services/Division of Community Initiatives/Office of Homeless Services has recommended an amendment to Contract No. 858 with Mental Health Services for Homeless Persons, Inc. dba Frontline Service for emergency shelter services for single adults and youth at North Point Transitional Housing, located at 1550 Superior Avenue, Cleveland, for the period 1/1/2021 – 12/31/2021 to extend the time period to 8/31/2022 and for additional funds in the amount not-to-exceed \$948,622.00; and

WHEREAS, the primary goal for this project is to provide safe, high quality, temporary housing services for single adults and youth in Cuyahoga County; and

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

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

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

**SECTION 1.** That the Cuyahoga County Council hereby authorizes an amendment to Contract No. 858 with Mental Health Services for Homeless Persons, Inc. dba Frontline Service for emergency shelter services for single adults and youth at North Point Transitional Housing, located at 1550 Superior Avenue, Cleveland, for



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

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_

Office of Homeless Services; RQ3914 - 2022 - Mental Health Services for Homeless Persons, Inc. dba FrontLine Service; Amendment 1 - Emergency Shelter for Single Adults and Youth

Office of Homeless Services requesting an amendment to the with Mental Health Services for Homeless Persons, Inc. dba FrontLine Service. This is the first amendment and will add funds in the amount of \$948,622.00 for the time period of 1/1/2022 – 8/31/2022. No change in scope of service.

The project is not new to the county:

Original Contract            R2021-0072                    3/23/2021

FrontLine Service operates North Point which serves single adults and youth aged 18-24 years. Residential services are provided 24-hours/day, 7 days a week. The program provides for basic material needs such as hygiene products, clothing, laundry services, and three meals a day. The program focuses on individuals with high barriers to housing stability and provides wraparound support for the young adults served. North Point case managers provide linkage to services that will assist clients to secure permanent housing and achieving self-sufficiency through a housing first model.

The primary goals of the Emergency Shelter program are to:

- a) Provide safe, trauma informed, low barrier, emergency shelter;
- b) Develop and implement a permanent housing plan with each person;
- c) Link clients with community services to secure sustainable income and physical and behavioral health services.

**Procurement**

An alternative procurement process was approved on by the Board of Control on November 2, 2020 (BC2020-592).

**Contractor and Project Information**

FrontLine Service  
1744 Payne Ave.  
Cleveland, Ohio 44114  
Council District 7

The executive director for the contractor is Susan Neth, (216) 274-3000

The address or location of the project is:

North Point Temporary Housing  
1550 Superior Avenue  
Cleveland, Ohio 44114

The project is located in Council District 7

**Project Status and Planning**

The project operates 365 days/year.  
The project's term has already begun.

**Funding**

The project is funded 100% by the Cuyahoga County Health and Human Services Levy.

The schedule of payments is monthly.

The project is an amendment to a contract, extending the term to 8/31/22 and adding \$948,622.00. This is the first amendment.

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	3914
BuySpeed RQ# (if applicable):	N/A
Infor/Lawson PO# Code (if applicable):	N/A
CM Contract#	858

	<b>Department</b>	<b>Clerk of the Board</b>
Briefing Memo	ER	

Late Submittal Required:	Yes <input checked="" type="checkbox"/> X	No <input type="checkbox"/>
Why is the amendment being submitted late?	This service will be covered under a master RFP for 2022 and OHS needed additional time to determine the master RFP term/process.	
What is being done to prevent this from reoccurring?	Master RFP process has been established.	

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/> X
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Contract Amendments Reviewed by Purchasing				
Mental Health Services for Homeless Persons, Inc. DBA FrontLine Service – North Point			Department initials	Purchasing
Justification Form			DL	OK
IG#	12-3874 exp 12/31/2022 12-1897		ER	OK
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:		N/A	N/A
Debarment/Suspension Verified	Date:	12/10/21	ER	OK
Auditor's Finding	Date:	12/10/21	ER	OK
Vendor's Submission			ER	Signed Amendment OK
Independent Contractor (I.C.) Requirement	Date:	11/23/21	ER	OK
Cover - <i>Master amendments only</i>			N/A	N/A
Contract Evaluation			ER	OK
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			N/A	N/A
Checklist Verification			ER	

**Other documentation may be required depending upon your specific item**

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

Reviewed by Law	
	Department initials
Agreement/Contract and Exhibits	
Matrix Law Screen shot	
COI	

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Revised 9/17/2021



## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Workers' Compensation Insurance	
Original Executed Contract (containing insurance terms) & all executed amendments	

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
1/1/22 – 8/31/22	HS260350	55130	UCH00000	\$948,622.00
			<b>TOTAL</b>	<b>\$948,622.00</b>

<b>Contract History CE/AG# (if applicable)</b>	N/A
<b>Infor/Lawson PO# Code (if applicable)</b>	210293-EXMT
<b>Lawson RQ# (if applicable)</b>	3914
<b>CM Contract#</b>	858

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$1,422,933.00		1/1/21 – 12/31/21	<del>3/9/21</del> 3/23/21	<del>R2021-0073</del> R2021-0072
<b>Prior Amendment Amounts (list separately)</b>					
<b>Pending Amendment</b>		\$948,622.00	8/31/2022	Pending	Pending
<b>Total Amendments</b>		\$948,622.00			
<b>Total Contact Amount</b>		\$2,371,555.00			

### Purchasing Use Only:

Prior Resolutions:	R2021-0072
Amend:	858
Vendor Name:	Mental Health Services for Homeless Persons, Inc. dba Frontline Service
ftp:	1/1/2021 – 8/31/2022; effective 1/1/2022
Amount:	Add'l \$948,622.00 MM
History/CE:	OK (Corrected by DoP)
EL:	OK

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Revised 9/17/2021

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Procurement Notes:	1/12/22: Amendment checklist was updated 1/7/22, new checklist will be required for all items moving forward.
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**Purchasing Buyer approval: LATE – Late explanation is on the Checklist and Justification Form. OK to proceed to BOC queue for approval. TN 1/12/22**

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Revised 9/17/2021

## CONTRACT EVALUATION FORM

<b>Contractor</b>	Mental Health Services for Homeless Persons, Inc. DBA FrontLine Service				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	CE1700281				
<b>RQ#</b>	40338				
<b>Time Period of Original Contract</b>	1/1/2018 – 12/31/2018				
<b>Background Statement</b>	North Point was developed to address the needs of homeless individuals with high barriers to housing stability who did not qualify for Permanent Supportive Housing services. The program has the capacity to provide approximately emergency shelter for 150 single adults and youth. North Point provides basic needs and individualized, trauma-informed activities designed to assist them with the transition to permanent housing.				
<b>Service Description</b>	<p>North Point's individualized approach to transitional housing services includes housing plan development, assistance with economic self-sufficiency, and assistance with self-care.</p> <p>North Point also provides an array of residential services including daily meals, personal care and hygiene items, as well as bus tickets as needed.</p>				
<b>Performance Indicators</b>	Exits to permanent housing, receipt of noncash benefits, self-sufficiency through income, education or training, recidivism, client satisfaction.				
<b>Actual Performance versus performance indicators (include statistics):</b>	Since May 2017, the shelter has been at 100% capacity on a daily basis and exits to permanent housing have been within the 30-60 day time frame.				
<b>Rating of Overall Performance of Contractor</b>	<b>Superior</b>	<b>Above Average</b>	<b>Average</b>	<b>Below Average</b>	<b>Poor</b>
<b>Select One (X)</b>			X		
<b>Justification of Rating</b>	Based on performance data, North Point has met the contractual expectations set by the Office of Homeless Services.				
<b>Department Contact</b>	Melissa Sirak				
<b>User Department</b>	Office of Homeless Services				
<b>Date</b>	12/3/2020				

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0037

<p>Sponsored by: <b>County Executive Budish/Department of Health and Human Services/Division of Community Initiatives/Office of Homeless Services</b></p>	<p><b>A Resolution</b> authorizing an amendment to Contract No. 769 with Young Women’s Christian Association of Greater Cleveland (YWCA) for emergency shelter services for single adult women at the Norma Herr Women’s Shelter, located at 2227 Payne Avenue, Cleveland, for the period 1/1/2021 – 12/31/2021 to extend the time period to 8/31/2022 and for additional funds in the amount not-to-exceed \$1,834,529.00; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution, and declaring the necessity that this Resolution become immediately effective.</p>
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WHEREAS, the County Executive/Department of Health and Human Services/Division of Community Initiatives/Office of Homeless Services has recommended an amendment to Contract No. 769 with Young Women’s Christian Association of Greater Cleveland (YWCA) for emergency shelter services for single adult women at the Norma Herr Women’s Shelter, located at 2227 Payne Avenue, Cleveland, for the period 1/1/2021 – 12/31/2021 to extend the time period to 8/31/2022 and for additional funds in the amount not-to-exceed \$1,834,529.00; and

WHEREAS, the primary goal of this project is to provide operation and case management services for the Norma Herr Women’s Shelter, located at 2227 Payne Avenue, Cleveland; and

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

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

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

**SECTION 1.** That the Cuyahoga County Council hereby authorizes an amendment to Contract No. 769 with Young Women’s Christian Association of Greater Cleveland (YWCA) for emergency shelter services for single adult women at

the Norma Herr Women’s Shelter, located at 2227 Payne Avenue, Cleveland, for the period 1/1/2021 – 12/31/2021 to extend the time period to 8/31/2022 and for additional funds in the amount not-to-exceed \$1,834,529.00.

**SECTION 2.** That the County Executive is authorized to execute the amendment and all documents consistent with said award and this Resolution.

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

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

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

Yeas:

Nays:

\_\_\_\_\_  
County Council President

\_\_\_\_\_  
Date

\_\_\_\_\_  
County Executive

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk of Council

\_\_\_\_\_  
Date

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

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_

Office of Homeless Services; RQ3916 - 2022 - Young Women's Christian Association of Greater Cleveland dba YWCA; Amendment 1 - Emergency Shelter for Single Adult Women

Office of Homeless Services requesting the approval of an amendment to the contract with the Young Women's Christian Association, dba YWCA to extend the term to August 31, 2022 and add funds in the amount of \$1,834,529.00. The anticipated start- completion dates are 1/1/2022 – 8/31/2022. No change in scope of service.

Prior Board Approval Number or Resolution Number:

Original contract            R2021-0073                    3/23/2021

YWCA Greater Cleveland operates Norma Herr Women's Center 24 hours per day, 365 days per year. Outside of pandemic distancing requirements, the shelter can accommodate up to 226 people in 172 regular beds and 54 overflow beds or mats.

Services include development of an individualized housing plan, assessment and linkages to physical and mental health services, benefit eligibility assessment, and assistance with obtaining employment, education and/or training. Residents also receive basic services while in shelter, including nutritious meals, showers, laundry, lockers, telephones, and mail distribution.

Engagement with the Cleveland Mediation Center is available for unresolved grievances.

The primary goals of the Emergency Shelter program are to:

- a) Provide safe, trauma informed, low barrier, emergency shelter;
- b) Develop and implement a permanent housing plan with each person;
- c) Link clients with community services to secure sustainable income and physical and behavioral health services.

Procurement

An alternative procurement process was approved on by the Board of Control on November 2, 2020 (BC2020-593).

Contractor and Project Information

YWCA of Greater Cleveland

4019 Prospect Ave.

Cleveland, Ohio 44103

Council District 7

The executive director for the contractor is Teresa Sanders, (216) 881-6878

The address or location of the project is:

Norma Herr Women's Shelter

2227 Payne Avenue

Cleveland, Ohio 44114

The project is located in Council District 7

**Project Status and Planning**

The project operates 365 days/year.

The project is on a critical action path because the current contract expires 12/31/2021.

**Funding**

The project is funded 100% by the Cuyahoga County Health and Human Services Levy.

The schedule of payments is monthly.

The project is an amendment to a contract, extending the end date to 8/31/22 and adding \$1,834,529.00.  
This is the first amendment.



## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	3916
BuySpeed RQ# (if applicable):	N/A
Infor/Lawson PO# Code (if applicable):	EXMT
CM Contract#	769

	<b>Department</b>	<b>Clerk of the Board</b>
Briefing Memo	ER	

Late Submittal Required:	Yes <input checked="" type="checkbox"/> X	No <input type="checkbox"/>
Why is the amendment being submitted late?	This service will be covered under a master RFP for 2022 and OHS needed additional time to determine the master RFP term/process.	
What is being done to prevent this from reoccurring?	Master RFP process has been established.	

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/> X
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Contract Amendments Reviewed by Purchasing				
<b>YWCA – Norma Herr Women’s Shelter</b>			<b>Department initials</b>	<b>Purchasing</b>
Justification Form			ER	OK
IG#	12-3874 exp 12/31/2022 <del>12-3784</del>		ER	OK
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:		N/A	N/A
Debarment/Suspension Verified	Date:	12/10/21	ER	OK
Auditor’s Finding	Date:	12/10/21	ER	OK
Vendor’s Submission			N/A	Signed Amendment OK
Independent Contractor (I.C.) Requirement	Date:	11/22/21	ER	OK
Cover - <i>Master amendments only</i>			N/A	N/A
Contract Evaluation			ER	OK
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			N/A	N/A
Checklist Verification			ER	OK

Other documentation may be required depending upon your specific item

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

Reviewed by Law	
	<b>Department initials</b>
Agreement/Contract and Exhibits	ER
Matrix Law Screen shot	ER
COI 06/30/2022	ER
Workers’ Compensation Insurance 07/01/2022	ER

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

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

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
1/1/22 – 8/31/22	HS260350	55130	UCH00000	<b>\$1,834,529.00</b>
			<b>TOTAL</b>	<b>\$1,834,529.00</b>

Contract History CE/AG# (if applicable)	N/A
Infor/Lawson PO# Code (if applicable)	210202 EXMT
Lawson RQ# (if applicable)	3916
CM Contract#	769

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$2,751,793.00		1/1/21 – 12/31/21	<del>3/9/21</del> 3/23/21	R2021-0073
<b>Prior Amendment Amounts (list separately)</b>					
<b>Pending Amendment</b>		\$1,834,529.00	8/31/2022	Pending	Pending
<b>Total Amendments</b>		\$1,834,529.00			
<b>Total Contact Amount</b>		\$4,586,321.67			

### Purchasing Use Only:

Prior Resolutions:	R2021-0073
Amend:	CM769
Vendor Name:	Young Women’s Christian Association of Greater Cleveland, Ohio
ftp:	1/1/2021 – 8/31/2022; effective 1/1/2022
Amount:	\$1,834,529.00 MM
History/CE:	OK (corrected by DoP)
EL:	OK

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Procurement Notes:	1/12/22: Revised Amendment checklist has been uploaded and will be required for all items moving forward. Question 5 updated to reflect the correct action being requested. TN
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Purchasing Buyer approval: LATE – Late explanation is on the Checklist and Justification Form.  
OK to proceed to BOC queue for approval. TN 1/12/22

3 | Page

Revised 9/17/2021

## CONTRACT EVALUATION FORM

<b>Contractor</b>	YWCA of Greater Cleveland				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	CE1800167-01				
<b>RQ#</b>	40102				
<b>Time Period of Original Contract</b>	5/01/2018 -12/31/2018				
<b>Background Statement</b>	The YWCA manages the Norma Herr Women's Center (NHWC), a 173 bed Emergency Shelter for Single Women located at 2227 Payne Avenue. The goal of the emergency shelter program in Cuyahoga County is to eliminate street homelessness by providing high quality temporary shelter and access to services focused on returning persons to permanent housing as quickly as possible.				
<b>Service Description</b>	Services include development of an individualized housing plan, assessment and linkages to physical and mental health services, benefit eligibility assessment, and assistance with obtaining employment, education and/or training. Residents also receive basic services while in shelter, including nutritious meals, showers, laundry, lockers, telephones, and mail distribution. Engagement with the Cleveland Mediation Center is available for unresolved grievances.				
<b>Performance Indicators</b>	Number of persons served; Exits to permanent housing; Average Length of Stay; Client Grievance Resolution.				
<b>Actual Performance versus performance indicators (include statistics):</b>	YWCA provided shelter for over 1,582 unduplicated individuals over the previous 12-month period, with 34% exiting to a permanent housing option. The average length of stay remains at 76 days due to challenges due to the pandemic. YWCA has managed Client Grievances appropriately over the past 12 months.				
<b>Rating of Overall Performance of Contractor</b>	<b>Superior</b>	<b>Above Average</b>	<b>Average</b>	<b>Below Average</b>	<b>Poor</b>
<b>Select One (X)</b>		x			
<b>Justification of Rating</b>	YWCA provides a client centered shelter; anticipates and accommodates the needs of the populations accessing shelter with empathy and responsiveness.				
<b>Department Contact</b>	Melissa Sirak				
<b>User Department</b>	Office of Homeless Services				
<b>Date</b>	12/4/20				

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0007

Sponsored by: <b>County Executive Budish</b>	<b>A Resolution</b> confirming the County Executive's appointment of Brandy Carney, upon her taking the oath of office, as Director of Public Safety and Justice Services; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, by Ordinance O2011-0037, codified as Section 202.12 of the County Code, Council created the Department of Public Safety and Justice Services to perform the functions and duties of the former Department of Justice Affairs, as well as other duties and activities as determined by the County Executive and the Director of Public Safety and Justice Services; and

WHEREAS, Article II, Section 2.03(2) of the Charter provides for the appointment of County directors by the County Executive, subject to confirmation by the Council; and

WHEREAS, the County Executive has nominated Brandy Carney for appointment to the position of Director of the Department of Public Safety and Justice Services; and

WHEREAS, the Council conducted a confirmation hearing which was noticed to the public and held in an open meeting on \_\_\_\_\_, 2022; and

WHEREAS, the Council elects to confirm the County Executive's appointment of Brandy Carney to the position of Director of the Department of Public Safety and Justice Services; 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 Brandy Carney to serve as Director of the Department of Public Safety and Justice Services, upon her 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:

_____	_____
County Council President	Date
_____	_____
County Executive	Date
_____	_____
Clerk of Council	Date

First Reading/Referred to Committee: January 11, 2022  
Committee(s) Assigned: Committee of the Whole

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_



Cuyahoga County  
Together We Thrive

Armond Budish  
Cuyahoga County Executive

December 20, 2021

Pernel Jones, Jr., President  
Cuyahoga County Council  
Cuyahoga County Administrative Headquarters  
2079 East 9th Street, 8th Floor  
Cleveland, OH 44115

*Re: Cuyahoga County Director of Public Safety and Justice Services*

Dear President Jones:

Pursuant to Section 2 of County Ordinance 021011-0037, I am pleased to nominate Brandy Carney to serve as the Director of Public Safety and Justice Services. Currently, Mrs. Carney serves as the Chief of Special Operations for Cuyahoga County.

Mrs. Carney has been with Cuyahoga County since 2010 and has served in the following roles: Chief, Public Safety and Justice Services; Director, Public Safety and Justice Services; Administrator, Public Safety and Justice Services; Emergency Services Administrator; and Manager, Office of Emergency Management.

A copy of Mrs. Carney's resume is attached hereto which details her relevant work history and background.

I am honored to nominate Mrs. Carney for the position of Director of Public Safety and Justice Services as she is well suited to address the new challenges and opportunities of this office. I ask that the nomination of Mrs. Carney 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  
Cuyahoga County Executive



## Brandy Carney

---

**Statement:** Career professional strategizing, implementing, and accomplishing public safety, criminal justice and government projects and initiatives. Innovative, passionate, strategic and results driven.

### Qualifications/Accomplishments

- Proven leader with over 15 years Public Safety and Criminal Justice experience in population rich county (Cuyahoga County)
- Responsible for Cuyahoga County Opioid Litigation Settlement Agreement including the appropriate distribution and use of over \$115 Million Dollars.
- Led the Implementation and Opening of the Cuyahoga County Diversion Center, a first of its kind in the State of Ohio allowing individuals with Mental Illness or Substance Abuse Disorder the opportunity to receive treatment in lieu of jail for non-violent crimes.
- Responsible for Cuyahoga County Public Safety & Justice Services budget and program management – approximately 100 staff and over \$35 Million budget (includes general fund, grants, and special revenue)
- Project Manager/Lead for implementation of Countywide 911 equipment and network upgrade. Over 35 Dispatch Centers (all in Cuyahoga County) participating. Over \$12.5 Million
- Cuyahoga County 9-1-1 Consolidation Plan - Implementation of 48 Public Safety Answering Points (PSAPs) to current 20.
- POC/lead for Department of 7 divisions; Office of Emergency Management (OEM), Cuyahoga Emergency Communications System (CECOMS), Witness/Victim Services, Administration, Fiscal and Grants, Criminal Justice Information Sharing (CJIS), Northeast Ohio Regional Fusion Center (NEORFC).
- Significant Budget and Grant Management experience including internal County Budget Funds and Countywide distribution and use of annual Department of Homeland Security Funds for the region.
- Initiated and led relocation and expansion of Countywide 9-1-1 Center to include Dispatching for municipalities. Handles approximately 800,000 calls annually. (\$1.5M)
- Implementation of Countywide Text to 911 capability.
- Led build out of Cuyahoga County Emergency Operations Center (EOC) and future co-location of Office of Emergency Management with EOC.
- Responsible for COVID-19 Cuyahoga County Emergency Management Operations including County EOC Activation and procurement and distribution of over 22 million units of PPE to health care workers, first responders, and other essential service providers. The EOC and JJC also provided support to FEMA's Type 1 Mass Vaccination Clinic, which provided more than 260,000 doses over a 12-week period.
- Emergency Operations Center/Disaster Support Lead during Cuyahoga County Emergency Operations Center emergency events and activations including Republican National Convention.
- Lead for countywide 9-1-1 Planning, Implementation, Operations and Execution including Countywide Interoperability and 9-1-1 Consolidation.
- County administrative lead/POC for County Boards including the Cuyahoga County Emergency Services Advisory Board (CCESAB), Cuyahoga County Technical Advisory Committee (9-1-1 and IT), contracting board (Board of Control) and information technology board (TAC). Appointed to



represent County on Northern Ohio Regional Trauma System (NOTS) Board and the Cuyahoga Community Based Correctional Facility.

- Led and directed Cuyahoga County Public Safety Union representation and contract negotiations (OPBA membership).
- Cuyahoga County Public Safety & Justice Services POC for public speaking arrangements, meetings, performance reviews/disciplinary actions and media engagements.

## **Professional Experience**

### **Chief, Special Operations Cuyahoga County – January 2020 to current**

- **Responsible for Opioid Settlement of \$179 Million including over \$115 Million Opioid Cash Settlement funds and all projects or uses of the funds.**
- **Responsible for all in-kind and/or other Opioid Settlement terms.**
- **Lead for development and implementation of new Countywide Cuyahoga Diversion Center including but not limited to RFP's, Contracts, Selection and continued oversight of Operators, Design and Build-Out of Space, Countywide Law Enforcement Training Outreach/Media/Education, all Funding and Budget including fundraising from local large businesses, foundations, etc.**
- **Management of Department of Public Safety & Justice Services agencies, staff, operations, and budget.**

### **Public Safety and Justice Services Chief – July 2018 to January 2020**

- Sheriff's Office/Jail, Clerk of Courts, Medical Examiner, Consumer Affairs and Public Safety and Justice Services Department
- Cluster consist of approximately 1,500 employees and a budget of over \$140 million.

### **Public Safety and Justice Services Director – June 2016 to July 2018**

#### **Projects and new Initiatives – not a comprehensive list:**

- Data Sharing throughout Cuyahoga County Law Enforcement (up to 66 agencies) and Criminal Justice agencies – 1<sup>st</sup> in Cuyahoga County
- Countywide Fixed License Plate Readers Project
- Countywide Protection Order Registry – 1<sup>st</sup> in Cuyahoga County
- Mobile Camera Trailer Units – Real time video streaming available to any community for any safety concern or event.
- Interoperability throughout County Public Safety Agencies including Cuyahoga County SWAT Teams – over 60% improvement for all County public safety communications
- Family Justice Center expansion – “One stop shop for victim services”
- Standardizing Domestic Violence response and prevention capabilities. Selected as a pilot from US Department of Justice. Approximately \$1 Million received including recent addition of \$550,000.

## **Public Safety and Justice Services Administrator - November 2015 to June 2016**

- Assisted the Director of Public Safety & Justice Services in managing the department of over 100 employees.
- Department representative for Cuyahoga County Council and County Boards and Commissions.
- POC/lead for department of 7 divisions and public safety or criminal justice events.
- Administration of 20+ million budget.
- Ensure most efficient and effective delivery of support and services for Cuyahoga County public safety and justice services colleagues and citizens.

## **Emergency Services Administrator – July 2013– November 2015**

## **Cuyahoga County Justice Affairs Manager– June 2010 – June 2013**

## **Software Skills and Certificates**

Microsoft Office, Microsoft Windows, Mac Systems, Adobe Suite, CAMEO Software

ICS= 100,200,700, 701, 775, 800,300,400; HSEEP, Senior Officials Workshop for All-Hazards Preparedness, Threat and Risk Assessment, Enhanced IC/UC, IS=120, 130, 139, 230, 235, 240, 241, 242, 244, 860, CAMEO in WMD Management and Planning, Advanced CAMEO, Incident Response to Terrorist Bombings, FEMA Land Transportation Antiterrorism Training Program, EOC Operations and Planning for All Hazards, DHS CAPTAP, PCII, Hazmat/WMD Awareness, EOC Management and Operations, Developing and Maintaining Local EOPs, Position specific IC/UC, Cost Documentation, DA/PA, Debris Management, Emergency Planning, BCA, Controller/Evaluator/Sim Cell Training.

Public Safety Telecommunicator and Emergency Medical Dispatch Trained through APCO (National/Industry Standard Leader)

Diversity and Equity Training

Certification for Center Manager Certification Program (CMCP) March 2014

## **Education**

Bachelor of Arts– Cleveland State University, Cleveland, OH ▪  
Urban Affairs  
Graduated Cum Laude

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0013

<p>Sponsored by: <b>County Executive Budish on behalf of Court of Appeals of Ohio, Eighth Appellate District</b></p>	<p><b>A Resolution</b> authorizing a contract with InfoPro Computer Solutions in the amount not-to-exceed \$897,000.00 for sole source maintenance services and the development of a web-based application and related training services for the Buckeye Case Management and Computer Network Systems for the period 4/1/2022 – 3/31/2025; authorizing the County Executive to execute Contract No. 2099 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 on behalf of Court of Appeals of Ohio, Eighth Appellate District has recommended a contract with InfoPro Computer Solutions in the amount not-to-exceed \$897,000.00 for sole source maintenance services and the development of a web-based application and related training services for the Buckeye Case Management and Computer Network Systems for the period 4/1/2022 – 3/31/2025; and

WHEREAS, the primary goals of this project are to bring the Buckeye application up to date by developing it as a web-based application and overhauling of the current database to enable the development of new application-Buckeye Mobile implementation; and

WHEREAS, the funding for this project is 100% from the General Fund; and

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

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

**SECTION 1.** That the Cuyahoga County Council hereby authorizes a contract with InfoPro Computer Solutions in the amount not-to-exceed \$897,000.00 for sole source maintenance services and the development of a web-based application and related training services for the Buckeye Case Management and Computer Network Systems for the period 4/1/2022 – 3/31/2025.



First Reading/Referred to Committee: January 11, 2022  
Committee(s) Assigned: Finance & Budgeting Committee

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_

Title: Court of Appeals; RQ6169; effective 2022; InfoPro Computer Solutions;  
Contract Renewal for Computer Consulting Services

#### Scope of Work Summary

Court of Appeals is requesting approval of a contract with InfoPro Computer Solutions for the anticipated cost not-to-exceed \$299,000.00 per year for the three year period 4/1/2022- 3/31/2025

If the Project is not new to the County List the Prior Board Approval Number or Resolution Number.  
BC2019-246

Describe the exact services being provided. The anticipated start-completion dates are 04/1/2022 – 3/31/2025

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

To bring the Buckeye application up to date by developing it as a web-based application.

Overhauling of the current data base to enable the development of new application.

Buckeye Mobile implementation.

Technology Items - If the request is for the purchase of software or technical equipment:

- a) Please state the date of TAC Approval 10/7/2021
- b) Are the purchases compatible with the new ERP system?
- c) Is the item ERP approved
- d) Are the services covered by the original ERP budget

#### Procurement

**Procurement Method – Sole Source – The department posted a public notice of intent to purchase. The request was reviewed by the Department of Purchasing and determined that it is compliant with the requirements of a sole source purchase. The vendor provided a sole source affidavit.**

The procurement method for this project is Sole Source.

The sole source was closed 10/15/2021.

There were No bids pulled from OPD, submitted for review.

The proposed contract is an OPD approved sole source item with materials attached.

#### Contractor and Project Information

InfoPro Computer Solutions

5862 Holly Glenn Drive

Toledo, OH 43612

Council District N/A

The owner for the vendor is Jeffrey Dreps

The address or location of the project is:

8<sup>th</sup> District Court of Appeals

Old Courthouse  
1 Lakeside Avenue  
Cleveland, OH 44113

The project is located in Council District 7

**Project Status and Planning**

The contract or agreement needs a signature in ink by March 31, 2022.

**Funding**

The project is funded 100% by the General Fund.

The schedule of payments is monthly.

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

\*\*All items requiring your attention are in red text regardless of placement on the form. Items highlighted in turquoise document changes I made to the item. Any items in green text are things I need to do. Please address any questions on this checklist and attach in Info. For items marked need\*\* see Contracts Checklist Glossary for Required Documents (or Document Longevity List) on the intranet for additional information. FYI’s are highlighted in pink

Infor/Lawson RQ#:	6169
Infor/Lawson PO# Code (if applicable):	FPSR (on requisition)/SOLC (on contract)
Event #	1812
CM Contract#	2099

	<b>Department initials</b>	<b>Clerk of the Board</b>
Briefing Memo	jpg	<input type="checkbox"/>

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

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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Sole Source Purchases (Contract) Reviewed by Purchasing				
			Department initials	Purchasing
Sole Source Justification Form			jpg 4/7/21	Ok cmk 12/6/2021
IG#	<del>Need IG# of vendor and expiration date</del> 21-0383 Reg expiring 12/31/2025		jpg 11/23/21	ok cmk 12/6/2021 InfoPro Computer Solutions 21- 0383-REG 31DEC2025
Annual Non-Competitive Bid Contract Statement (only needed if not going to BOC or Council for approval)	Date:			n/a item goes to Board of Control or County Council for a vote.
Debarment/Suspension Verified	Date:	11/23/21 11/24/21	jpg	Ok cmk 12/6/2021; 12/14/2021 dated within 60 days/InfoPro Computer Solutions/Jeffrey J. Dreps
Auditor’s Finding	Date:	10/28/21	jpg	Ok cmk 12/6/2021 dated within 60 days
Vendor’s Submission			jpg	ok cmk 12/6/2021
Independent Contractor (I.C.) Requirement Form needs to be completed by vendor. Form is available on the Intranet.	Date:	12/7/2021	jpg	ok cmk 12/14/2021
Sole Source Affidavit			jpg	Ok cmk 12/6/2021
Sole Source 5-day Posting	Dates:	10/7/21-10/17/2021-10/15/21		Ok cmk 12/6/2021



## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Cover - <i>Master contracts only</i>		DOP Buyer cmk 12/14/2021 finalized cover and uploaded to CM
<i>Note: Currently DOP Buyer prepares unless contract is a master contract</i>		
Contract Evaluation – <i>if required Add contracts time period in lieu of 3 years 4/1/19-3/31/2022</i>	jpg	Ok cmk 12/13/2021
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.	jpg 10/7/2021	Ok cmk 12/6/2021
Checklist Verification	jpg	Ok cmk 12/6/2021

Other documentation may be required depending upon your specific item

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

Reviewed by Law	
	<b>Department initials</b>
Agreement/Contract and Exhibits	See email Awatef Assad
Matrix Law Screen shot	See email Awatef Assad
COI	See email Awatef Assad
Workers' Compensation Insurance	See email Awatef Assad

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
4/1/2022 – 3/31/2023	CA100100	55130		\$299,000.00
4/1/2023 – 3/31/2023	CA100100	55130		\$299,000.00
4/1/2024 – 3/31/2025	CA100100	55130		\$299,000.00
			<b>TOTAL</b>	897,000.00

<b>Contract History CE/AG# (if applicable)</b>	CE1900147
<b>Infor/Lawson PO# and PO Code (if applicable)</b>	CONV
<b>Lawson RQ# (if applicable)</b>	
<b>CM Contract#</b>	10

In the future you need to complete all information in the table. I looked up approval # in OnBase and verified date on Council Legislation.

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$555,000.00		4/1/19-3/31/2022	3/25/2019 4/9/2019	R2019-0087
<b>Prior Amendment Amounts (list separately)</b>		\$			
		\$			
		\$			

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Pending Amendment		\$			
Total Amendments		\$			
Total Contact Amount	\$555,000.00	\$			

**Purchasing Use Only:**

Prior Resolutions:	4/9/2019 R2019-0087
CM#:	2099
Vendor Name:	InfoPro Computer Solutions
ftp:	4/1/2022 – 3/31/2025
Amount:	Not-to-exceed \$897,000.00
History/CE:	ok
EL:	ok
Additional Comments	<del>Contract must be signed by vendor in order to approve item to move forward. Add lines for the County Executive signature.</del> Completed
Procurement Notes:	Sole Source posting resulted in no additional responses. Contract not late.
Purchasing Buyer approval:	12/14/2021 cmk

## CONTRACT EVALUATION FORM

<b>Contractor</b>	InfoPro Computer Solutions
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	CE1900147 PO200174 CONV.
<b>RQ#</b>	6169
<b>Time Period of Original Contract</b>	4/1/2019-3/31/2022
<b>Background Statement</b>	<p>InfoPro designed and has maintained the Court’s custom case management system since 1990. InfoPro is uniquely qualified to provide general maintenance and support, system documentation, training and related products for the Eighth District Court of Appeals “Court”). Through this contract the Court can process cases internally as well as interface with the Proware case management system used by the clerk’s office and Common Pleas Court to maintain both courts’ official dockets. InfoPro’s hourly rate is reasonable in the industry. The vendor understands the Court’s case flow and is responsive to adapting the product to the changing needs of the Court with implementation of new technology, including supporting electronic filings, electronic signatures, secure remote access, generating quarterly case reporting for the Ohio Supreme Court, etc. InfoPro is the sole source provider of the Buckeye Case Management System. (See Vendor’s Sole Source Affidavit dated May 10, 2021)</p>
<b>Service Description</b>	<p>Renewal of Service Contract with Case Management Vendor, Contract No. CE1900147-01 CONV to extend the contract for a period of three years for continued general maintenance and support, system documentation, training and related products and services for the State of Ohio, Eighth Appellate District’s Case Management System at a rate of \$95 per hour in the amount not to exceed \$299,000 per year. InfoPro Computer Solutions developed and maintains the software critical to the court’s case management and operations. The contract is for a three-year term. The prior contract will expire on March 31, 2022 and the renewal contract would commence on April 1, 2022 with an end date of March 31, 2025.</p>

<b>Performance Indicators</b>	Work performed as needed and ongoing maintenance support as needed.				
<b>Actual Performance versus performance indicators (include statistics):</b>	N/A.				
<b>Rating of Overall Performance of Contractor</b>	<b>Superior</b>	<b>Above Average</b>	<b>Average</b>	<b>Below Average</b>	<b>Poor</b>
<b>Select One (X)</b>	X				
<b>Justification of Rating</b>	Timely response and superior product customization and delivery.				
<b>Department Contact</b>	Stan Zakelj, Systems Manager. <a href="mailto:sjz@8thappeals.com">sjz@8thappeals.com</a> 216-443-6374				
<b>User Department</b>	InfoPro services the entire Court of Appeals.				
<b>Date</b>	11/3/2021				

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0022

Sponsored by: <b>County Executive Budish</b>	<b>A Resolution</b> extending the appointment of Interim Director of the Department of Human Resources, Sheba N. Marshall, to June 29, 2022; 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. 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 Interim Director of the Department of Human Resources, Sheba N. Marshall, is set to expire on March 1, 2022; and

WHEREAS, County Executive Armond Budish has recommended extending the term of Ms. Marshall's appointment as Interim Director of the Department of Human Resources until June 29, 2022; 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 Interim Director of the Department of Human Resources, Sheba N. Marshall, until June 29, 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

First Reading/Referred to Committee: January 25, 2022

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

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_

# County Council of Cuyahoga County, Ohio

## Resolution No. R2021-0293

<p>Sponsored by: <b>County Executive Budish/Department of Health and Human Services/Division of Children and Family Services</b></p> <p>Co-sponsored by: <b>Councilmembers Conwell, Turner, Sweeney and Miller</b></p>	<p><b>A Resolution</b> authorizing Contract No. 1974 with Case Western Reserve University in the amount not-to-exceed \$1,500,000.00 for fiscal agent and program operator services for the First Year Cleveland Initiative to reduce the infant mortality rates in Cuyahoga County for the period 1/1/2022 – 12/31/2024; authorizing the County Executive to execute the contract and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.</p>
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WHEREAS, the County Executive/Department of Health and Human Services/Division of Children and Family Services has recommended Contract No. 1974 with Case Western Reserve University in the amount not-to-exceed \$1,500,000.00 for fiscal agent and program operator services for the First Year Cleveland Initiative to reduce the infant mortality rates in Cuyahoga County for the period 1/1/2022 – 12/31/2024; and

WHEREAS, the primary goal of this project is to provide healthy birth outcomes and reduce infant mortality; and

WHEREAS, this project is funded 100% by 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 Contract No. 1974 with Case Western Reserve University in the amount not-to-exceed \$1,500,000.00 for fiscal agent and program operator services for the First Year Cleveland Initiative to reduce the infant mortality rates in Cuyahoga County for the period 1/1/2022 – 12/31/2024.

**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: December 7, 2021  
Committee(s) Assigned: Health, Human Services & Aging



Committee Report/Second Reading: February 2, 2022

Additional Sponsorship Requested in Committee: February 2, 2022

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_

Title: DHHS: Contract with Case Western Reserve University For First Year Cleveland Initiative – 1/1/22-12/31/24

Scope of Work Summary

Department of Health and Human Services is requesting approval of a contract with Case Western Reserve University for the anticipated cost \$1,500,000.00, for the time period 1/1/2022-12/31/2024

If the Project is not new to the County List the Prior Board Approval Number or Resolution Number.

Type	Date	Approval Date	Approval Number
Original MOU	6/1/16 – 4/30/19	Not formally processed.	Not formally processed.
Amendment #1	6/1/16 – 4/30/19	11/29/17	R2017-0165
Amendment #2	3/1/18 – 6/30/19	Not formally processed.	Not formally processed.
Amendment #3	1/1/19 – 9/30/2019	2/11/19	BC2019-111
Amendment #4	10/1/19-12/31/19	7/6/20	BC2020-390
Amendment #5	1/1/2020-12/31/2021	9/29/2021	R2020-0167

Case Western Reserve University is serving as the fiscal agent for the First Year Cleveland Initiative. The purpose of the First Year Cleveland Initiative is to reduce the infant mortality rates within the City and County regions.

The anticipated start-completion dates of the amendment are 1/1/2022-12/31/2024.

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

- a. Provide healthy birth outcomes
- b. Reduce infant mortality

Procurement

The procurement method for this project is Exemption. The total value of the exemption is \$1,500,000.00.

CWRU is the only fiscal agent for First Year Cleveland. If First Year Cleveland chooses a different fiscal agent, the contract allows us to redirect the funds to the new fiscal agent.

Contractor and Project Information

Case Western Reserve University  
 10900 Euclid Avenue  
 Cleveland, OH 44106  
 Council District (06)  
 The President for the contractor/vendor is Barbara Snyder

Project Status and Planning

The project reoccurs annually.

**Funding**

The project is funded 100% by Health and Human Services Levy funds.

The schedule of payments is monthly by invoice.

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	N/A
Infor/Lawson PO # Code (if applicable):	EXMT
CM Contract#	1974

	<b>Department initials</b>	<b>Clerk of the Board</b>
Briefing Memo	MRC	<input type="checkbox"/>

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

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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<b>OTHER THAN FULL AND OPEN COMPETITION RFP Exemptions (Contract) Reviewed by Purchasing</b>
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				<b>Department initials</b>	<b>Purchasing</b>
Justification Form				MRC	OK
IG#	12-0751			MRC	OK
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:			N/A	N/A
Debarment/Suspension Verified	Date:	10/15/2021		MRC	OK
Auditor’s Finding	Date:	10/15/2021		MRC	OK
Vendor’s Submission				MRC	OK
Independent Contractor (I.C.) Requirement	Date:	6/17/2021		MRC	OK
Cover - <i>Master contracts only</i>				N/A	N/A
Contract Evaluation – <i>if required</i>				MRC	OK
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.				N/A	N/A
Checklist Verification				MRC	OK

Other documentation may be required depending upon your specific item

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

<b>OTHER THAN FULL AND OPEN COMPETITION RFP Exemptions (Contract) Reviewed by Law</b>
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	<b>Department initials</b>
Agreement/Contract and Exhibits	MRC
Matrix Law Screen shot	
COI	MRC
Workers’ Compensation Insurance	MRC

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
1/1/2022-12/31/2022	HS260100	55130	UCH09999	<b>\$500,000.00</b>
1/1/2023-12/31/2023	HS260100	55130	UCH09999	<b>\$500,000.00</b>
1/1/2024-12/31/2024	HS260100	55130	UCH09999	<b>\$500,000.00</b>
			<b>TOTAL</b>	<b>\$1,500,000.00</b>

<b>Contract History CE/AG# (if applicable)</b>	N/a
<b>Infor/Lawson PO# and PO Code (if applicable)</b>	EXMT
<b>Lawson RQ# (if applicable)</b>	N/A
<b>CM Contract#</b>	1974

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$				
<b>Prior Amendment Amounts (list separately)</b>		\$			
		\$			
		\$			
<b>Pending Amendment</b>		\$			
<b>Total Amendments</b>		\$			
<b>Total Contact Amount</b>		\$			

### Purchasing Use Only:

<b>Prior Resolutions:</b>	
<b>CM#:</b>	1974
<b>Vendor Name:</b>	Case Western Reserve University
<b>ftp:</b>	1/1/2022 – 12/31/2024
<b>Amount:</b>	\$1,500,000.00 MM
<b>History/CE:</b>	N/A
<b>EL:</b>	OK
<b>Procurement Notes:</b>	11/5/2021: 2022 Funding, Contract will be disapproved out of the BOC queue once Council approves and lines can be created once the budget has opened. TN

## **Department of Purchasing – Required Documents Checklist**

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Upload as “word” document in Infor

Purchasing Buyer approval: OK to proceed. TN 11/5/21

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Revised 9/17/2021

## CONTRACT EVALUATION FORM

<b>Contractor</b>	Case Western Reserve University				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	CE1700154 CM #458				
<b>RQ#</b>	HS-17-40292				
<b>Time Period of Original Contract</b>	6/1/16 - 4/30/2019				
<b>Background Statement</b>	<p>The City and County formed a collaborative community organization called First Year Cleveland to assist in reducing infant mortality. First Year Cleveland was created to reduce infant mortality and to serve as a fund-raising organization and to facilitate community engagement. Case Western Reserve is the fiscal agent for First Year Cleveland.</p>				
<b>Service Description</b>	<p>The purpose of First Year Cleveland is for the City of Cleveland and Cuyahoga County to assist with the formation of a non-profit organization aimed at reducing the infant mortality rates within the City and County regions. This amendment will allow the County to commit additional funding for First Year Cleveland.</p>				
<b>Performance Indicators</b>	<p>First Year Cleveland's priorities are to reduce infant mortality with a focus on racial disparities, extreme prematurity, and sleep-related infant deaths.</p>				
<b>Actual Performance versus performance indicators (include statistics):</b>	<p>The overall infant deaths have in Cuyahoga County has steadily decreased from 10.51 deaths per 1,000 in 2015 to 7.65* in 2020 (18.45 to 14.80* African American rate) and the overall prematurity rate has decreased from 12.14% in 2015 to 11.37%* in 2020. (15.56% to 15.42%* African American percentage)</p> <p>*Covid-19 data implications.</p> <p>2019 represents a better gauge of the true picture with an over all 8.61 IMR and 16.34 African American IMR and an overall 11.62% prematurity rate and a 14.82% African American rate.</p>				
<b>Rating of Overall Performance of Contractor</b>	<b>Superior</b>	<b>Above Average</b>	<b>Average</b>	<b>Below Average</b>	<b>Poor</b>
<b>Select One (X)</b>	X				

<b>Justification of Rating</b>	First Year Cleveland continues to address infant mortality throughout the area.
<b>Department Contact</b>	Paul Porter
<b>User Department</b>	Health and Human Services
<b>Date</b>	11/3/2021

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# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0023

<p>Sponsored by: <b>County Executive Budish/Department of Information Technology</b></p>	<p><b>A Resolution</b> authorizing a contract with Kofile Technologies, Inc. in the amount not-to-exceed \$3,264,300.00 for a cloud-based records management system and support and maintenance services for the Fiscal Department/Transfer and Recording Division, commencing upon contract signature of all parties for a period of 5 years; authorizing the County Executive to execute Contract No. 2127 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 Information Technology has recommended a contract with Kofile Technologies, Inc. in the amount not-to-exceed \$3,264,300.00 for a cloud-based records management system and support and maintenance services for the Fiscal Department/Transfer and Recording Division, commencing upon contract signature of all parties for a period of 5 years; and

WHEREAS, the primary goal of this project is to provide a fully integrated recorder's imaging/indexing system with the ability to add conveyance information, collect fees and record DTE forms within a single system; and

WHEREAS, this project is funded 100% by Real Estate Assessment 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 a contract with Kofile Technologies, Inc. in the amount not-to-exceed \$3,264,300.00 for a cloud-based records management system and support and maintenance services for the Fiscal Department/Transfer and Recording Division, commencing upon contract signature of all parties for a period of 5 years.

**SECTION 2.** That the County Executive is authorized to execute Contract No. 2127 and all other documents consistent with said award and this Resolution.



Department of Information Technology on behalf of the Fiscal Office Real Estate Services Division;  
CM2127 2022 Kofile Technologies, Inc.; Contract Kofile Cloud Recording System

#### Scope of Work Summary

Department of Information Technology on behalf of the Fiscal Office Real Estate Services Division requesting approval of a contract with Kofile Technologies, Inc. for the anticipated cost of \$3,264,300.00.

The Cloud Recording System will replace the end-of-life recorder system, DocRecorder used by the Real Estate Services Department of the Cuyahoga County Fiscal Office (aka Transfer and Recording Office). The agreement includes software, licensing and permits, support and maintenance, data storage, disaster recovery, micrographic conversion services & document indexing services. The anticipated start-completion dates are upon Executive execution for a period of 5 years.

Kofile will provide the County with a fully integrated recorder's imaging/indexing system with the ability to add conveyance information, collect fees and record DTE forms within a single system.

TAC approval received on November 18, 2021 under TAC2021-RE-001.

#### Procurement

The procurement method for this project was GSA joint cooperative purchasing under GSA schedule GS-35F-275AA. The total value of the contract is \$3,264,300.00

Kofile is able to provide Cuyahoga County with GSA pricing under GS-35F-275AA, which expires on March 21, 2023. The Kofile GovOS Cloud System pricing has been vetted and determined fair and reasonable by the US General Services Administration.

#### Contractor and Project Information

Kofile Technologies, Inc.

6300 Cedar Springs Road

Dallas, Texas 75235

The sales executive for Kofile is Dave Weaver.

#### Project Status and Planning

The project is a new to the County and will replace the current failing Docrecorder system.

#### Funding

The project is funded 100% by Real Estate Assessment Fund.

The schedule of payments is by invoice.

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	
Infor/Lawson PO# Code (if applicable):	JCOP
CM Contract#	2127

	<b>Department initials</b>	<b>Clerk of the Board</b>
Briefing Memo	KK	<input type="checkbox"/>

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

TAC or CTO Required or authorized IT Standard	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
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### OTHER THAN FULL AND OPEN COMPETITION Government Cooperative Purchase (Contract) Reviewed by Purchasing

				Department initials	Purchasing
Justification Form				KK	OK (revised attached 1/10/2022)
IG#	21-0369			KK	OK
Annual Non-Competitive Bid Contract Statement ( <i>only needed if not going to BOC or Council for approval</i> )	Date:	<del>12/01/2021</del> 1/5/2022		KK	OK (current uploaded 1/6/2022)
Debarment/Suspension Verified	Date:	11/29/2021		KK	OK
Auditor's Finding	Date:	11/29/2021		KK	OK
Vendor's Submission				KK	OK (vendor's contract)
Independent Contractor (I.C.) Requirement	Date:	12/01/2021		KK	OK
Cooperative Purchase Contract Cover Sheet				KK GS-35F-275AA	OK (attached by Department of Purchasing)
Cover - <i>Master contracts only</i>					OK
Contract Evaluation – <i>if required</i>					N/A
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.				KK TAC2021-RE-001	OK (TAC2021-RE-001, 11/18/2021)
Checklist Verification				KK	

Other documentation may be required depending upon your specific item

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

### Reviewed by Law

	Department initials
Agreement/Contract and Exhibits	KK
Matrix Law Screen shot	KK

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Revised 9/17/2021

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

COI	KK
Workers’ Compensation Insurance	KK

### Accounting Units – per revised checklist (2<sup>nd</sup>) 1/6/2022

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
Upon Execution – 12/31/2022	FS305100	54300	0200	<b>\$652,860.00</b>
01/01/2023 – 12/31/2023	FS305100	54300	0200	<b>\$652,860.00</b>
01/01/2024 – 12/31/2024	FS305100	54300	0200	<b>\$652,860.00</b>
01/01/2025 – 12/31/2025	FS305100	54300	0200	<b>\$652,860.00</b>
01/01/2026 – 12/31/2026	FS305100	54300	0200	<b>\$652,860.00</b>
1/1/2027-End Date				<b>\$0.00</b>
			<b>TOTAL</b>	<b>\$3,264,300.00</b>

### Accounting Units – per revised checklist 1/6/2022

#### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
01/01/2022 – 12/31/2022	FS305100	54300	0200	<b>\$652,860.00</b>
01/01/2023 – 12/31/2023	FS305100	54300	0200	<b>\$652,860.00</b>
01/01/2024 – 12/31/2024	FS305100	54300	0200	<b>\$652,860.00</b>
01/01/2025 – 12/31/2025	FS305100	54300	0200	<b>\$652,860.00</b>
01/01/2026 – 12/31/2026	FS305100	54300	0200	<b>\$652,860.00</b>
			<b>TOTAL</b>	<b>\$3,264,300.00</b>

#### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
01/01/2022 – 12/31/2022	FS305100	54300	0200	<b>\$652,860.00</b>
01/01/2023 – 12/31/2023	FS305100	54300	0200	<b>\$652,860.00</b>
01/01/2024 – 12/31/2024	FS305100	54300	0200	<b>\$652,860.00</b>
01/01/2025 – 12/31/2025	FS305100	54300	0200	<b>\$652,860.00</b>
01/01/2026 – 12/31/2026	FS305100	54300	0200	<b>\$652,860.00</b>
			<b>TOTAL</b>	<b>\$3,264,300.00</b>

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

<b>Contract History CE/AG# (if applicable)</b>	
<b>Infor/Lawson PO# and PO Code (if applicable)</b>	JCOP
<b>Lawson RQ# (if applicable)</b>	
<b>CM Contract#</b>	2127

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$3,264,300.00				
<b>Prior Amendment Amounts (list separately)</b>		\$			
		\$			
		\$			
<b>Pending Amendment</b>		\$			
<b>Total Amendments</b>		\$			
<b>Total Contact Amount</b>		\$			

### Purchasing Use Only:

<b>Prior Resolutions:</b>	
<b>CM#:</b>	2127
<b>Vendor Name:</b>	Kofile Technologies, Inc.
<b>ftp:</b>	5 year term
<b>Amount:</b>	\$3,264,300.00mm
<b>History/CE:</b>	OK
<b>EL:</b>	Needs WET
<b>Procurement Notes:</b>	<p>1/11/2022: Department of Purchasing corrected line expiration to 12/31/2022 in order for the line to be activated properly – this will not be done in the future for other actions – to move the action along.</p> <p>1/7/2022: Revised Justification answer for question #1 has dates of parties execution to 12/31/2026; however, the contract is written as 5 years from execution, not 12/31/2026, revise justification or contract as needed; Briefing memo should be revised as needed.</p> <p>Contract tab effective date and line effective date should be for a future date (after expected Council approval), then contract tab expiration date to be the expected end date of contract, unless a revised contract lists end date of 12/31/2026. If an amendment is completed at a later date, the contract tab dates must be correctly adjusted.</p> <p>1/6/2022: There is no line entry for the 2022 encumbrance. If the contract dates are to be January 1, 2022 - December 31, 2026 (as entered on the contract tab and in the justification and accounting on the checklist), those dates need to be specified in a revised contract, or your checklist revised to reflect to start upon execution for the 5 years term as is listed currently in the</p>

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

	<p>contract (the revised contract attached 1/6/2022) and the accounting information to match in order for the contract cover to be properly completed.</p> <p>12/7/2021: e-mail to department (Per my conversation today with Andria, this is not being walked on Council's agenda - it needs to go through the proper process. I will be returning the action in contract management - if the contract dates are to be January 1, 2022 - December 31, 2026, those dates need to specified in the contract, or your checklist update to reflect to start upon execution for the 5 years term as is listed currently in the contract. Per the contract, the offer expires if not approval &amp; executed prior to 12/20/2021, so if the amount of the contract changes, that information needs reflected in revised checklist.) If anything changes with the above, keep me informed.</p> <p>12/6/2021: Information provided by Department (justification, etc) has contract dates of 1/1/2022 – 12/31/2026; however, the contract specifies a 5-year terms from execution. Item must go to County Council for approval – is the Department walking this action onto Council? The offer expires if not approval &amp; executed prior to 12/20/2021. E-mail to department to verify.</p>
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Purchasing Buyer approval: **OK, ssp 1/11/2022**



**JUSTIFICATION FOR USE OF NON-COMPETITIVE PROCESS**

The County requires submitting departments to provide a business case which includes specific details supporting the Contract/Purchase being made.

As a consequence, departments need to provide detailed information justifying any purchases to be made non-competitively. The County has developed a justification packet for completion. If submitting a request for a non-competitive purchase, the department must complete this form, and attach it (along with supporting documentation) in the Procurement software system.

A review of the Contract/Purchase request will not be completed without a signed completed Justification packet uploaded as an attachment when submitting the contract/purchase request in the Procurement software system. It is critically important, and incumbent upon the department to fully and accurately complete the form in order to avoid any lengthy and unnecessary delays in processing the contract/purchase request.

Requestor	Kristen Kaspar
Requestor Phone Number	216.443.5546
Date	12/01/2021
Contract Number	2127



**OPERATING DEPARTMENT & ACTIVITY: (Choose 1)**

The Department of Information Technology on behalf of The Fiscal Department Real Estate Services plans to contract with Kofile Technologies, Inc., for a period of 5 years, for Kofile Cloud Recording System in the amount of \$3,264,300.00.

CM# 2127

**Check the appropriate box:**

Governmental Purchase - County Code 501.12 (B)(8)

State Contract Purchase – County Code 501.12(B)(19)

Lower than State Contract Purchase

Government Cooperative Purchasing - County Code 501.12(B)(18)

Federal Contracts

Joint Purchasing Programs (includes GSA)

Contract Amendment

Contract # \_\_\_\_\_ RQ# \_\_\_\_\_

RFP Exemption – County Code 501.12(D)

Community Rehabilitation Program (CRP) - O.R.C. 125.60 - O.R.C. 125.607

Ohio Industries for the Handicapped (OIH) - County Code 501.12(B)(13)

Public Utility (911 System) - O.R.C. 128.03 (F)

Exemption from Aggregation of Contracts -County Code 501.05(C)

Alternative Procurement Process – County Code 501.12(B)(15)

Federal, State, or Other Grant Application Program (County Code 501.12(B)(16)

**1. Description of Supplies or Services, amount of purchase; if a contract or an amendment list start date and end date, and/or scope change if an amendment.**

The Department of Information Technology on behalf of The Fiscal Department Real Estate Services plans to contract with Kofile Technologies, Inc., beginning upon County executive execution for a period of five years for Cloud Recording System in the amount of \$3,264,300.00. The Cloud Recording System will replace the end of life recorder system, DocRecorder used by the Real Estate Services Department of the Cuyahoga County Fiscal Office (aka Transfer and Recording Office). The agreement includes software, licensing and permits, support and maintenance, data storage, disaster recovery, micrographic conversion services & document indexing services.

*If contract or contract amendment term has begun, please respond to questions 1a. and 1b below:*

**1a. Why is the contract/amendment being submitted late?** N/A

**1b. What is being done to prevent this from reoccurring?** N/A

**2. Funding Source(s) including percentage breakdown and identify the actual fund name(s).**

100% FS305100 54300-0200

**3. Was the specific project funding included in OBM-approved budget for the current year? If not, please explain.**

Yes.

**4. Rationale Supporting the Use of the Selected Procurement Method (include state contract # or GSA contract # and expiration date)**

Kofile is able to provide Cuyahoga County with GSA pricing under GS-35F-275AA, which expires on March 21, 2023. The Kofile GovOS Cloud System pricing has been vetted and determined fair and reasonable by the US General Services Administration.

**5. What other available options and/or vendors were evaluated? If none, include the reasons why (*Attach supporting documentation such as other vendor quotes/pricing*).**

After contacting Ann Block, the Monroe County Recorder and President of the Ohio Recorders Association, she provided the county with a list of the five vendors currently providing Recording system solutions in Ohio. A committee of both Fiscal & IT personnel (and representatives of the title insurance industry) reviewed the available solutions currently utilized by those counties in the State of Ohio and unanimously agree that the Kofile Land Records Cloud solution not only meets but exceeds the county's needs. Kofile GovOS is currently utilized by 36 counties in Ohio and hundreds more throughout the US. This will provide the county with a fully integrated recorder's imaging/indexing system including the ability to add conveyance information, collect conveyance fees & record DTE forms within a single system. The system will have capabilities for multiple workflows with full indexing capabilities at all stations. The system will provide a single source e-recording solution to allow staff to process all electronic submissions through a single portal. Kofile will also convert all existing data and images onto their cloud database. All future recorded CUYAHOGA COUNTY FISCAL OFFICE documents will be fully indexed by Kofile staff within 24 hours of submittal. Their cloud storage would both relieve the overtaxed county servers while protecting the county records from ransomware and other malicious cyber threats which have befallen County Recorder's offices throughout the state. The system will not only solve the current crisis but will dramatically improve the efficiency of the department while providing new and exciting services to both professional and general end users. The County will be able to offer electronic recording of all document types to the public; fraud alert protection for property owners; advanced OCR search functionality for public web search.

**6. What ultimately led you to this product or service? Why was the recommended vendor selected? How was it determined that the anticipated cost is fair and reasonable? (*Attach supporting documentation*).**

The Transfer & Recording division of the Fiscal Office currently utilizes a document management system known as “Docrecorder” which was developed and implemented by the former elected Recorder in 2004. The system was developed by a company known as “Broma Information Technology” which is no longer in existence. Our IT department does not possess the source code to this system and has minimal knowledge of the interworking’s of the program. The system was also programmed to work with specific hardware which is no longer supported by any maintenance agreement. The Docrecorder system is in imminent danger of experiencing a fatal error, which would be catastrophic and lead to the inability to process & receipt recorded documents. Both the real estate & lending industries in this county rely on access to these documents to insure all real property sales and the mortgages that finance them.

Kofile is able to provide Cuyahga County with GSA pricing under GS-35F-275AA. The Kofile GovOS Cloud System pricing has been vetted and determined fair and reasonable by the US General Services Administration.

**7. Provide an explanation of unacceptable delays in fulfilling the County’s need that would be incurred if award was made through a competitive process. (*Attach supporting documentation*).**

The Docrecorder system is in imminent danger of experiencing a fatal error, which would be catastrophic and lead to the inability to process & receipt recorded documents. Both the real estate & lending industries in this county rely on access to these documents to insure all real property sales and the mortgages that finance them. Kofile is able to provide Cuyahga County with GSA pricing under GS-35F-275AA. The Kofile GovOS Cloud System pricing has been vetted and determined fair and reasonable by the US General Services Administration.

**8. Describe what future plans, if any, your department can take to permit competition before any subsequent purchases of the required supplies or services. In none, please explain why.**

The Department of Information Technology, on behalf of the Fiscal Office Real Estate Services, will continue to utilize open and transparent formal and informal bidding processes when appropriate. This purchase will be made using US General Services Administration approved GSA Pricing.

## CERTIFICATION REQUIREMENTS

I certify that the information contained in and attached to this Justification is accurate and complete to support the recommendation.

I further certify that the attached narrative justification verifies Cuyahoga County's minimum need or schedule requirements and any rationale used to justify the non-competitive request.

**Signature of Director:** Andrew P. Molls

**Date:** 12/2/2021

CM#2127 \_\_\_\_\_

**Procurement software system title: Cloud Recording System**

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0024

Sponsored by: <b>County Executive Budish/Department of Health and Human Services/Division of Children and Family Services</b>	<b>A Resolution</b> making awards on RQ6408 to various providers in the total amount not-to-exceed \$5,330,000.00 for Family Centered Support Services for At-Risk Children and Families for the period 1/1/2022 – 12/31/2023; 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 RQ6408 to various providers in the total amount not-to-exceed \$5,330,000.00 for Family Centered Support Services for At-Risk Children and Families for the period 1/1/2022 – 12/31/2023 as follows:

1. Contract No. 2042 with Applewood Centers, Inc. in the amount not-to-exceed \$1,200,000.00
2. Contract No. 2043 with Beech Brook in the amount not-to-exceed \$900,000.00
3. Contract No. 1955 with Bellefaire Jewish Children’s Bureau in the amount not-to-exceed \$178,230.00
4. Contract No. 2044 with Catholic Charities Corporation in the amount not-to-exceed \$1,340,000.00
5. Contract No. 2045 with The Cleveland Christian Home Inc. in the amount not-to-exceed \$90,000.00
6. Contract No. 2046 with Mental Health Services for Homeless Persons, Inc. dba Frontline Service in the amount not-to-exceed \$320,000.00
7. Contract No. 2051 with National Youth Advocate Program, Inc. in the amount not-to-exceed \$90,000.00
8. Contract No. 2047 with OhioGuidestone in the amount not-to-exceed \$301,770.00
9. Contract No. 2049 with Ohio Mentor, Inc. in the amount not-to-exceed \$140,000.00
10. Contract No. 2050 with Pressley Ridge in the amount not-to-exceed \$610,000.00
11. Contract No. 2052 with Specialized Alternative for Families and Youth of Ohio, Inc. in the amount not-to-exceed \$160,000.00

WHEREAS, the primary goal of this project is to continue to develop and deliver effective in-home services that can contribute to stabilizing and strengthening the family to prevent the need for out-of-home care whenever possible; and

WHEREAS, the funding for this project is as follows: (a) 67% Title IV-E Funds and (b) 33% from Health and Human Service 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 on RQ6408 to various providers in the total amount not-to-exceed \$5,330,000.00 for Family Centered Support Services for At-Risk Children and Families for the period 1/1/2022 – 12/31/2023 as follows:

1. Contract No. 2042 with Applewood Centers, Inc. in the amount not-to-exceed \$1,200,000.00
2. Contract No. 2043 with Beech Brook in the amount not-to-exceed \$900,000.00
3. Contract No. 1955 with Bellefaire Jewish Children’s Bureau in the amount not-to-exceed \$178,230.00
4. Contract No. 2044 with Catholic Charities Corporation in the amount not-to-exceed \$1,340,000.00
5. Contract No. 2045 with The Cleveland Christian Home Inc. in the amount not-to-exceed \$90,000.00
6. Contract No. 2046 with Mental Health Services for Homeless Persons, Inc. dba Frontline Service in the amount not-to-exceed \$320,000.00
7. Contract No. 2051 with National Youth Advocate Program, Inc. in the amount not-to-exceed \$90,000.00
8. Contract No. 2047 with OhioGuidestone in the amount not-to-exceed \$301,770.00
9. Contract No. 2049 with Ohio Mentor, Inc. in the amount not-to-exceed \$140,000.00
10. Contract No. 2050 with Pressley Ridge in the amount not-to-exceed \$610,000.00
11. Contract No. 2052 with Specialized Alternative for Families and Youth of Ohio, Inc. in the amount not-to-exceed \$160,000.00

**SECTION 2.** That the County Executive is authorized to execute the Master Contract 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





Title: Division of Children and Family Services(DCFS) RQ# 6408 2022-2023 Various Providers Master Agreement for In-Home Family Centered Support Services

Scope of Work Summary

DCFS is requesting approval of a master contract with various providers for the anticipated cost of \$5,330,000.00 for the time period January 1, 2022 through December 31,2023.

This is not a new project. Previous approvals:

R2018-255 approved 12/11/18 \$3,500,00.00

R2019-0292 approved 1/14/20 \$3,500,000.00

R2021-0060 approved 3/9/21 \$2,665,000.00

The Services being provided:

Providers will provide timely services which contribute to stabilizing and strengthening families to prevent the need for out-of-home care when possible. Services which are evidenced-based must be delivered to fidelity of the model. Program capacity must take into account families that are referred on an “emergency basis” as well as severity of need and must have 24/7 on call capacity for families experiencing a crisis after hours.

High Fidelity Wrap Around Services

Wraparound is a planning process that follows a series of steps to help children and families achieve stated goals. The goal of Wraparound is to reduce the risk of out-of-home placement by helping maintain stable family environments. Children and adolescents experiencing serious emotional disturbance often have very complicated plans from several different systems. High Fidelity (HiFi) Wraparound eagerly provides assistance that will help the family and child coordinate their services and supports in a way that empowers them to meet their needs as they define them. High Fidelity Wraparound is a structured, team-based process that uses an evidence-based, nationally-recognized model that partners with families to use their voice and strengths to develop a family-driven plan that promotes self-advocacy. This process is intended to keep families together in their own homes by teaching them a way to plan for their own needs.

Family Focus/Family Preservation Services

Family Preservation Services are short-term, family-focused services designed to assist families in crisis by improving parenting and family functioning while keeping children safe. The families that are served through family preservation services may require both traditional therapies and non-traditional services. Services provided to the family are both intensive and short term. The purpose of the program is to stabilize the environment by providing families with service referrals and/or direct connections to services which will lead to long term success. Families may include biological, foster, adoptive or kinship caregivers.

Family Preservation Services are available 24 hours a day, seven days a week and take place inside the family's home, based on the family's schedule. Families are linked to services identified in the family

preservation assessment and case plan. The service referrals must be neighborhood-based or geographically accessible to the family. Intensive family preservation services (IFPS), like family preservation services, are family-focused, community-based crisis intervention services. IFPS are characterized by small caseloads for workers, short duration of services, 24-hour availability of staff, and the provision of services primarily in the family's home or in another environment familiar to the family. They are often offered to families as an alternative to their children's out-of-home placement. Services may be required on an "emergency" basis. There are five categories of Family Preservation referrals which typically differ in terms of primary focus, target population, and service duration:

Family Focus/Family Preservation Service	Target Population	Duration
Intensive In-Home Services	Moderate to high-risk families in crisis;  Families in need of a safety plan	90 consecutive days  50 Service hours maximum
Family in need of Services	Overwhelmed parents/caretakers  Family in crisis but child not deemed "dependent" by DCFS	90 consecutive days  30 service hours maximum
Parent-Teen Conflict Services	Families with parent-teen conflict/crisis due to unruly delinquent, aggressive violent, gang involvement, runaway	90 consecutive days  40 service hours maximum
Reunification Services	Families in need of initial and ongoing support with re-integrating child after removal; may include children seeking out birth parents	120 consecutive days  50 service hours maximum  5 service hours minimum the first week of placement, then as
Resource Family Support	Families in need of support for children with behavior issues, adoptive child integration, and children seeking out birth parents	90 consecutive days  30 service hours maximum  5 service hours minimum the first week of placement, then as

## Evidence Based Programming

Evidence-based practice is the integration of the best available research with clinical expertise in the context of patient characteristics, culture and preferences. Evidence-based programming involves identifying, assessing, and implementing strategies that are supported by scientific research. For the purpose of the RFP, several modalities have been successfully implemented with at-risk families and families in crisis. These modalities include the following:

Parent Child Interaction Therapy (PCIT) - is an evidence-based treatment for young children (ages 3-6 years) with emotional and behavioral disorders that places emphasis on improving the quality of the parent-child relationship and changing parent-child interaction patterns. Children and their caregivers are seen together in PCIT. Most of the session time is spent coaching caregivers in the application of specific therapy skills. Concluding each session, therapist and caregiver together decide which skill to focus on most during daily 5- minute home practice sessions the following week.

Trauma Focused Cognitive Behavioral Therapy (TF CBT) - is a conjoint child and parent psychotherapy approach for children and adolescents (ages 3-18 years) who are experiencing significant emotional and behavioral difficulties related to traumatic life events. It is a treatment model that incorporates trauma-sensitive interventions with cognitive behavioral, family, and humanistic principles and techniques. Children and parents learn new skills to help process thoughts and feelings related to traumatic life events; manage and resolve distressing thoughts, feelings, and behaviors related traumatic life events; and enhance safety, growth, parenting skills, and family communication. TF-CBT is designed to be a relatively short-term treatment, typically lasting 12 to 16 sessions. Treatment may be provided for longer periods depending upon individual child and family needs. TF-CBT can be used as part of a larger treatment plan for children with complex difficulties.

Alternatives for Families Cognitive Behavioral Therapy (AF CBT) - is an evidence- supported intervention that targets (1) diverse individual child and caregiver characteristics related to conflict and intimidation in the home and (2) the family context in which aggression or abuse may occur. This approach emphasizes training in intra- and interpersonal skills designed to enhance self-control and reduce violent behavior. AF-CBT is designed to intervene with families referred for conflict or coercion, verbal or physical aggression by caregivers (including the use of excessive physical force or threats), behavior problems in children/adolescents, or child physical abuse.

## Nurturing Parenting™

The Nurturing Parenting programs target all families at risk for abuse and neglect with children birth to 18 years. The programs have been adapted for special populations, including Hmong families, military families, Hispanic families, African American families, teen parents, foster and adoptive families, families in alcohol treatment and recovery, parents with special learning needs, and families with children with health challenges. The programs feature activities to foster positive parenting skills and self-nurturing, home practice exercises, family nurturing time, and activities to promote positive brain development in children birth to 18 years. Lessons can be delivered in a home-based setting, group-based setting, or combination of home and group settings. Parents and children attend separate groups that meet concurrently designed to build self-awareness, positive concept/self-esteem and build levels of empathy; teach alternatives to hitting and yelling; enhance family communication and awareness of needs; replace abusive behaviors with nurturing behaviors; promote healthy physical and emotional development; and teach appropriate role and developmental expectations. The “dosage” or length of the program refers to the number of sessions (5-25+) and is based on the family’s individual needs, strengths, and weaknesses.

## Supported Visits

Supported visits provide visit “coaching” for children in the custody of DCFS and their parent/caregiver generally as a requirement of family reunification. Supported visits should be arranged in a neutral environment such as a community-based agency. Visit coaching and support is a practice that helps families to make significant changes and life alterations in a short time frame. Visit coaching can replace parenting classes and office-based visits with hands-on guidance for families in meeting their children’s needs. Visit coaching and support directly address the issues that brought the child into care, building on family strengths and guiding improved parenting. This service requires parent coaches to support visitation with families after a recent custody episode. The visit coach helps parents take charge of visits and demonstrate more responsiveness to each child. Visit coaching begins with an agreement with the family that identifies the child-specific needs to be addressed and an understanding of how those needs relate to the risks that brought the child into care. Visit coaching can be provided in a variety of ways and settings by individuals that have been trained in visit coaching principles and methods.

## Medical Case Management

Medical Case Management Services consist of case management services and care coordination for medically neglected children referred by DCFS. The services provided will support families and their team with medical concerns/diagnoses that have brought them to the attention of the agency. The ideal approach is a collaborative process of assessment, planning, facilitation, care coordination, education, evaluation, medical treatment, and advocacy for options and services to meet an individual’s and family’s immediate and comprehensive health needs through communication and available resources to promote quality care and cost-effective outcomes such as child wellness/stabilization and autonomy through advocacy.

## Youth Acceptance Project (or Family Acceptance Program)

The Youth Acceptance Project works with the families of lesbian, gay, bisexual and transgender (LGBT) and gender non-conforming children and youth in foster care or involved in the child welfare continuum. The intervention serves as a family preservation and family reunification tool, assisting families who are struggling with the sexual orientation and/or gender identity/expression of their child. Family advocates use a psycho-educational model to address the misinformation, resistance, fear and grief that families often struggle with; ultimately moving families to a place of acceptance of their child. The intervention is based on research that documents the impact and harm that families can create when they are not accepting of their child. The result is families that become accepting and affirming of their children. The intervention reduces the time that children spend in foster care and reunites children with their families.

## Multiethnic Placement Act Assessment (MEPA)

DCFS is seeking assistance to administer the MEPA assessment of a child's placement needs related to race, color or national origin (RCNO). The assessment must be conducted by one of the following:

- A licensed child psychiatrist
- A licensed child psychologist
- A licensed independent social worker

The primary goals of the project are.

To develop and deliver effective in-home services that can contribute to stabilizing and strengthening the family to prevent the need for out-of-home care whenever possible.

### Objectives:

Prevent out of home placement for youth

Improve family and youth functioning

Reduce involvement with the juvenile justice system

Reduce recidivism into the child welfare system

Strengthen family supports and access to community-based services

Improve parenting skills for caregivers

Reduce placement moves for children and youth

Improve compliance with medical treatment plans

### Procurement

The procurement method for this project was RFP

The (above procurement method) was closed on June 29, 2021. There is not an SBE or DBE participation/goal.

There were 28 applications pulled from OPD, 14 proposals submitted for review, 11 proposals approved.

Applewood Centers, Inc.  
10427 Detroit Avenue  
Cleveland, Ohio 44102  
(216) 521-6511  
Council District 3  
Jennifer Yarham, Executive Director  
[blumhagenj@wingspancg.org](mailto:blumhagenj@wingspancg.org)

Beech Brook  
3737 Lander Road  
Cleveland, Ohio 44124  
(216) 831-2255  
Council District 9  
Heidi Lang, Senior Director, Development  
[hlang@beechbrook.org](mailto:hlang@beechbrook.org)

Bellefaire JCB  
22001 Fairmount Blvd  
Shaker Heights, Ohio 44118  
(216)320-8402  
Council District 10  
Jeffrey Lox, Executive Director  
[loxj@bellefairejcb.org](mailto:loxj@bellefairejcb.org)

Catholic Charities Corporation  
3135 Euclid Avenue, Suite 101  
Cleveland, Ohio 44115  
(216) 334-2936  
Council District 7  
Joan Hinkelman, Senior Director of Family Services  
[jmhinkelman@ccdocle.org](mailto:jmhinkelman@ccdocle.org)

The Cleveland Christian Home Incorporated  
4614 Prospect Avenue, Suite 240  
Cleveland, Ohio 44103  
(216) 688-7214  
District 8  
Charles Tuttle, CEO  
[ctuttle@cchome.org](mailto:ctuttle@cchome.org)

Mental Health Services for Homeless Persons, Inc. dba Frontline Service  
1744 Payne Avenue  
Cleveland, Ohio 44114  
(216) 274-3303  
Council District 7  
Naomi Worthington, Grants Manager  
[Naomi.worthington@frontlineservice.org](mailto:Naomi.worthington@frontlineservice.org)

National Youth Advocate Program  
1801 Watermark Drive Ste 200  
Columbus, OH 43215  
(614) 487-758  
Council District N/A  
Kelly Davis, Associate Executive Director  
[kdavis@nyap.org](mailto:kdavis@nyap.org)

Ohio Guidestone  
434 Eastland Road  
Berea, Ohio 44017  
(440)260-8338  
Council District 5  
Donna Keegan, Executive VP  
[Donna.keegan@OhioGuidestone.org](mailto:Donna.keegan@OhioGuidestone.org)

Ohio Mentor, Inc.  
6200 Rockside Woods Boulevard, Suite 305  
Independence, Ohio 44131  
(216) 525-1885  
Council District 6  
Chip Bonsutto, Executive Director,  
[Angelo.Bonsutto@TheMentorNetwork.com](mailto:Angelo.Bonsutto@TheMentorNetwork.com)

Pressley Ridge  
23701 Miles Road  
Cleveland, Ohio 44128  
(216)763-0800  
Council District 9  
Lisa Allomong, Program Director  
[lallomong@pressleyridge.org](mailto:lallomong@pressleyridge.org)

Specialized Alternatives for Families and Youth of Ohio, Inc.  
20600 Chagrin Boulevard, Suite 320 Shaker Heights, Ohio 44112  
(419) 890-3772  
Council District 9  
Faith Morehouse, Associate Executive Director  
[morehousef@safy.org](mailto:morehousef@safy.org)

The project is located in various Council Districts

#### Project Status and Planning

The project reoccurs annually.

The project term is 1/1/2022 – 12/31/2023. The item is being submitted late due to delays in vendors submission of insurance documents that complied with requirements. In the future a more proactive approach will be taken with vendors during the RFP process to avoid these delays during the award process.

#### Funding

The project is funded Title IV-E 67% and HHS Levy 33%

- The schedule of payments is by invoice.



## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	6408
Infor/Lawson PO# Code (if applicable):	RFP
Event #	1207
CM Contract#	1995 Bellefaire JCB

	<b>Department initials</b>	<b>Clerk of the Board</b>
Briefing Memo	CM	<input type="checkbox"/>

Late Submittal Required:	Yes <input checked="" type="checkbox"/>	Yes <input type="checkbox"/>
Why is the contract being submitted late?	The item is being submitted late due to delays in vendors submission of insurance documents that complied with requirements.	
What is being done to prevent this from reoccurring?	In the future a more proactive approach will be taken with vendors during the RFP process to avoid these delays during the award process.	

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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<b>FULL AND OPEN COMPETITION</b>					
<b>Formal RFP</b>					
<b>Reviewed by Purchasing</b>					
				<b>Department initials</b>	<b>Purchasing</b>
Notice of Intent to Award (sent to all responding vendors)				CM	See Note - OK
Bid Specification Packet				CM	See Note - OK
Evaluation Summary (names of evaluators to be included)				CM	See Note - OK
Diversity Documents – <i>if required (goal set)</i>				Not required	N/R
Award Letter (sent to awarded vendor)				CM	See Note - OK
Vendor’s Confidential Financial Statement – <i>if RFP requested</i>				Not requested	N/R
Tabulation Sheet				CM	See Note - OK
IG#	12-0611 12/31/2023		CM	OK	
	Bellefaire JCB 12-0611-REG 31DEC2023				
Debarment/Suspension Verified	Date:	11042021	CM	OK	
Auditor’s Finding	Date:	11042021	CM	OK	
Vendor’s Submission			CM	OK	
Independent Contractor (I.C.) Requirement	Date:	09102021	CM	OK	
Cover - <i>Master contracts only</i>			CM	See Note - OK	
Contract Evaluation – <i>if required</i>			CM	OK	
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			N/A	N/A	
Checklist Verification			CM	OK AHW	

Other documentation may be required depending upon your specific item

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

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Reviewed by Law	
	<b>Department initials</b>
Agreement/Contract and Exhibits	CM
Matrix Law Screen shot	CM
COI	CM
Workers’ Compensation Insurance	CM
Performance Bond	N/A

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
<del>1/1/2022-12/31/2022</del>	HS260180	56030	UCH09999	<del>\$140,000.00</del>
<del>1/1/2022-12/31/2022</del>	HS260150	56000	UCH05942	<del>\$110,000.00</del>
<del>1/1/2022-12/31/2022</del>	HS260150	56110	UCH05930	<del>\$200,000.00</del>
1/1/2023-12/31/2023	HS260180	56030	UCH09999	\$140,000.00
1/1/2023-12/31/2023	HS260150	56000	UCH05942	\$110,000.00
1/1/2023-12/31/2023	HS260150	56110	UCH05930	\$200,000.00
	-	-	<b>TOTAL</b>	<b>\$900,000.00</b>
1/1/2022-12/31/2022	HS260160	55130	UCH02123	\$89,115.00
1/1/2023-12/31/2023	HS260160	55130	UCH02123	\$89,115.00
			<b>TOTAL</b>	<b>\$178,230.00</b>

<b>Contract History CE/AG# (if applicable)</b>	<b>150</b>
<b>Infor/Lawson PO# and PO Code (if applicable)</b>	<b>RFP</b>
<b>Lawson RQ# (if applicable)</b>	<b>6408</b>
<b>CM Contract#</b>	<b>1995</b>

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$5,330,000.00		1/1/22-12/31/23		
<b>Prior Amendment Amounts (list separately)</b>		\$			
		\$			
		\$			

2 | Page

Revised 9/17/2021

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Pending Amendment		\$			
Total Amendments		\$			
Total Contact Amount					

### Purchasing Use Only:

Prior Resolutions	
CM#:	1995
Vendor Name:	Bellefaire JCB
ftp:	1/1/2022-12/31/2023
Amount:	\$178,230.00 mm
History/CE:	OK
EL:	OK
Procurement Notes:	<p>11.15.2021: This is the Master and contains the following Master Documents for all 11 contracts:</p> <ul style="list-style-type: none"> <li>• Briefing Memo</li> <li>• Notice of Intent to Award</li> <li>• Bid Specification Packet (Final RFP from event)</li> <li>• Evaluation Summary with Team Names</li> <li>• Award Letter</li> <li>• Tabulation Sheet</li> <li>• Signed Contract</li> <li>• Contract Cover</li> <li>• Late Explanation on Checklist CM1995</li> </ul> <p>Need: Signed contract.  Questions: #10 is unanswered and #11 is incorrect.  <del>Delete the line – it will be added once approve by Council.</del>  Accounting Units Table: Incorrect needs updating</p> <p>12.27.2021:  1. Vendor Agreement Button: Commitment tab change Create GL Commitments to Line.  2. Need to spread the lines to the GL.  3. Line Expiration date for Lines 1 and 2 should be 1/1/2022 – 12/31/2022</p> <p>12.29.2021: All changes made as requested.</p> <p>OK to approve once all 11 contracts have been reviewed. AHW</p>

Purchasing Buyer approval: ok to approve, AHW 12.29.2021

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0025

<p>Sponsored by: <b>County Executive Budish/Department of Health and Human Services/Division of Senior and Adult Services</b></p> <p>Co-sponsored by: <b>Councilmembers Miller and Turner</b></p>	<p><b>A Resolution</b> making awards on RQ6690 to various municipalities and providers in the total amount not-to-exceed \$7,138,350.00 for the Community Social Services Program for the period 1/1/2022 - 12/31/2023; 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.</p>
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WHEREAS, the County Executive/Department of Health and Human Services/Division of Senior and Adult Services has recommended awards on RQ6690 to various municipalities and providers in the total amount not-to-exceed \$7,138,350.00 for the Community Social Services Program for the period 1/1/2022 - 12/31/2023 as follows:

- 1) Contract No. 1936 with City of Bedford in the amount not-to-exceed \$108,084.00 for Adult Development, Congregate Meals and Transportation services
- 2) Contract No. 1938 with City of Bedford Heights in the amount not-to-exceed \$233,810.00 for Adult Development, Congregate Meals and Transportation services
- 3) Contract No. 1939 with City of Berea in the amount not-to-exceed \$226,036.00 for Adult Development, Delivered Meals and Transportation services
- 4) Contract No. 1940 with City of Euclid in the amount not-to-exceed \$152,810.00 for Adult Development, Congregate Meals, Holiday Meals and Transportation services
- 5) Contract No. 1946 with City of Lakewood in the amount not-to-exceed \$91,000.00 for Adult Development and Transportation services
- 6) Contract No. 1941 with City of Maple Heights in the amount not-to-exceed \$114,800.00 for Congregate Meals, Delivered Meals, Holiday Meals and Transportation services
- 7) Contract No. 1942 with City of Olmsted Falls in the amount not-to-exceed \$59,990.00 for Adult Development services
- 8) Contract No. 1943 with City of Solon in the amount not-to-exceed \$119,626.00 for Adult Development services

- 9) Contract No. 1944 with City of Strongsville in the amount not-to-exceed \$220,950.00 for Adult Development and Transportation services
- 10) Contract No. 1926 with Catholic Charities Corporation on behalf of Fatima Family Center in the amount not-to-exceed \$175,312.50 for Adult Development and Congregate Meals services
- 11) Contract No. 1925 with Catholic Charities Corporation on behalf of Hispanic Senior Center in the amount not-to-exceed \$239,750.00 for Adult Development, Congregate Meals, Transportation and Outreach services
- 12) Contract No. 1927 with Catholic Charities Corporation on behalf of St. Martin de Porres Family Center in the amount not-to-exceed \$178,640.00 for Adult Development and Transportation services
- 13) Contract No. 1945 with Cleveland Clergy Alliance in the amount not-to-exceed \$300,000.00 for Outreach services
- 14) Contract No. 1947 with Community Partnership on Aging in the amount not-to-exceed \$140,000.00 for Adult Development and Transportation services
- 15) Contract No. 1948 with The East End Neighborhood House Association in the amount not-to-exceed \$345,788.00 for Adult Development, Congregate Meals Delivered Meals, Holiday Meals and Transportation services
- 16) Contract No. 1952 with Eliza Bryant Village in the amount not-to-exceed \$156,000.00 for Adult Day and Transportation services
- 17) Contract No. 1953 with The Harvard Community Services Center in the amount not-to-exceed \$265,504.00 for Adult Development, Congregate Meals, Delivered Meals and Transportation services
- 18) Contract No. 1954 with Linking Employment, Abilities and Potential (LEAP) in the amount not-to-exceed \$50,000.00 for Adult Development services
- 19) Contract No. 1955 with The Mandel Jewish Community Center of Cleveland in the amount not-to-exceed \$288,000.00 for Adult Development, Congregate Meals and Transportation services
- 20) Contract No. 1956 with Murtis Taylor Human Services System in the amount not-to-exceed \$815,244.00 for Adult Development, Congregate Meals, Delivered Meals, Holiday Meals and Transportation services
- 21) Contract No. 1957 with Near West Side Multi-Service Corporation dba May Dugan Center in the amount not-to-exceed \$50,000.00 for Adult Development services
- 22) Contract No. 1958 with Rose Centers for Aging Well, LLC in the amount not-to-exceed \$957,686.00 for Adult Development, Congregate Meals, Delivered Meals and Transportation services
- 23) Contract No. 1959 with The Salvation Army in the amount not-to-exceed \$242,302.00 for Adult Development, Congregate Meals, Delivered Meals and Transportation services
- 24) Contract No. 1940 with Senior Citizen Resources, Inc. in the amount not-to-exceed \$493,042.00 for Adult Development, Congregate Meals, Delivered Meals, Holiday Meals and Transportation services
- 25) Contract No. 1961 with Senior Transportation Connection in the amount not-to-exceed \$400,000.00 for Transportation services

- 26) Contract No. 1962 with University Settlement, Inc. in the amount not-to-exceed \$108,084.00 for Adult Development, Congregate Meals and Transportation services
- 27) Contract No. 1964 with West Side Community House in the amount not-to-exceed \$417,997.50 for Adult Development, Congregate Meals, Holiday Meals and Transportation services

WHEREAS, the primary goal of this project is to provide programming at senior centers throughout Cuyahoga County; and

WHEREAS, the funding for this project is as follows: (a) 67% Title IV-E Funds and (b) 33% from Health and Human Service 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 on RQ6690 to various municipalities and providers in the total amount not-to-exceed \$7,138,350.00 for the Community Social Services Program for the period 1/1/2022 - 12/31/2023 as follows:

- 1) Contract No. 1936 with City of Bedford in the amount not-to-exceed \$108,084.00 for Adult Development, Congregate Meals and Transportation services
- 2) Contract No. 1938 with City of Bedford Heights in the amount not-to-exceed \$233,810.00 for Adult Development, Congregate Meals and Transportation services
- 3) Contract No. 1939 with City of Berea in the amount not-to-exceed \$226,036.00 for Adult Development, Delivered Meals and Transportation services
- 4) Contract No. 1940 with City of Euclid in the amount not-to-exceed \$152,810.00 for Adult Development, Congregate Meals, Holiday Meals and Transportation services
- 5) Contract No. 1946 with City of Lakewood in the amount not-to-exceed \$91,000.00 for Adult Development and Transportation services
- 6) Contract No. 1941 with City of Maple Heights in the amount not-to-exceed \$114,800.00 for Congregate Meals, Delivered Meals, Holiday Meals and Transportation services
- 7) Contract No. 1942 with City of Olmsted Falls in the amount not-to-exceed \$59,990.00 for Adult Development services
- 8) Contract No. 1943 with City of Solon in the amount not-to-exceed \$119,626.00 for Adult Development services

- 9) Contract No. 1944 with City of Strongsville in the amount not-to-exceed \$220,950.00 for Adult Development and Transportation services
- 10) Contract No. 1926 with Catholic Charities Corporation on behalf of Fatima Family Center in the amount not-to-exceed \$175,312.50 for Adult Development and Congregate Meals services
- 11) Contract No. 1925 with Catholic Charities Corporation on behalf of Hispanic Senior Center in the amount not-to-exceed \$239,750.00 for Adult Development, Congregate Meals, Transportation and Outreach services
- 12) Contract No. 1927 with Catholic Charities Corporation on behalf of St. Martin de Porres Family Center in the amount not-to-exceed \$178,640.00 for Adult Development and Transportation services
- 13) Contract No. 1945 with Cleveland Clergy Alliance in the amount not-to-exceed \$300,000.00 for Outreach services
- 14) Contract No. 1947 with Community Partnership on Aging in the amount not-to-exceed \$140,000.00 for Adult Development and Transportation services
- 15) Contract No. 1948 with The East End Neighborhood House Association in the amount not-to-exceed \$345,788.00 for Adult Development, Congregate Meals Delivered Meals, Holiday Meals and Transportation services
- 16) Contract No. 1952 with Eliza Bryant Village in the amount not-to-exceed \$156,000.00 for Adult Day and Transportation services
- 17) Contract No. 1953 with The Harvard Community Services Center in the amount not-to-exceed \$265,504.00 for Adult Development, Congregate Meals, Delivered Meals and Transportation services
- 18) Contract No. 1954 with Linking Employment, Abilities and Potential (LEAP) in the amount not-to-exceed \$50,000.00 for Adult Development services
- 19) Contract No. 1955 with The Mandel Jewish Community Center of Cleveland in the amount not-to-exceed \$288,000.00 for Adult Development, Congregate Meals and Transportation services
- 20) Contract No. 1956 with Murtis Taylor Human Services System in the amount not-to-exceed \$815,244.00 for Adult Development, Congregate Meals, Delivered Meals, Holiday Meals and Transportation services
- 21) Contract No. 1957 with Near West Side Multi-Service Corporation dba May Dugan Center in the amount not-to-exceed \$50,000.00 for Adult Development services
- 22) Contract No. 1958 with Rose Centers for Aging Well, LLC in the amount not-to-exceed \$957,686.00 for Adult Development, Congregate Meals, Delivered Meals and Transportation services
- 23) Contract No. 1959 with The Salvation Army in the amount not-to-exceed \$242,302.00 for Adult Development, Congregate Meals, Delivered Meals and Transportation services
- 24) Contract No. 1940 with Senior Citizen Resources, Inc. in the amount not-to-exceed \$493,042.00 for Adult Development, Congregate Meals, Delivered Meals, Holiday Meals and Transportation services
- 25) Contract No. 1961 with Senior Transportation Connection in the amount not-to-exceed \$400,000.00 for Transportation services

- 26) Contract No. 1962 with University Settlement, Inc. in the amount not-to-exceed \$108,084.00 for Adult Development, Congregate Meals and Transportation services
- 27) Contract No. 1964 with West Side Community House in the amount not-to-exceed \$417,997.50 for Adult Development, Congregate Meals, Holiday Meals and Transportation services

**SECTION 2.** That the County Executive is authorized to execute the Master Contract 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: January 25, 2022  
Committee Assigned: Health, Human Services & Aging

Additional Sponsorship Requested in Committee: February 2, 2022

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_

Title: Division of Senior and Adult Services; 6690 – 2022– Multiple Vendors – RFP Master Agreement–Community Social Services Program (CSSP)

#### Scope of Work Summary

The Division of Senior and Adult Services is requesting approval of an RFP master agreement to increase provision of specialized community center-based services from various Providers to assist DSAS in providing an array of social services to seniors and at-risk residents of Cuyahoga County.

The vendors are as follows: Catholic Charities Corp. on behalf of the Fatima Family Center; Catholic Charities Corp. on behalf of the Hispanic Senior Center; Catholic Charities Corp. on behalf of the St. Martin de Porres Family Center; City of Bedford; City of Bedford Heights; City of Berea; City of Euclid; City of Lakewood; City of Maple Heights; City of Olmsted Falls; City of Solon; City of Strongsville; Cleveland Clergy Alliance; Community Partnership of Aging; The East End Neighborhood House Association; Eliza Bryant Village; Harvard Community Services Center; Linking Employment Abilities and Potential (LEAP); The Mandel Jewish Community Center of Cleveland; Murtis H. Taylor Services System; Near West Side Multi-Service Corporation dba May Dugan Center; Rose Centers for Aging Well, LLC; The Salvation Army; Senior Citizen Resources, Inc.; Senior Transportation Connection (STC); University Settlement, Inc.; and West Side Community House. The anticipated cost not-to-exceed for the master agreement is \$7,138,350.00. The Term is 01/01/2022 thru 12/31/2023.

The vendors shall deliver the following services to seniors and adults with disabilities at senior centers throughout Cuyahoga County: Adult Development, Adult Day Care, Congregate Meals, Transportation, and Outreach.

The primary goals of the project are:

- To reduce loneliness and isolation
- To improve physical and mental health
- To reduce food insecurity

#### Procurement

The procurement method for this project was RFP. The total value of the RFP is \$7,138,350.00.

The RFP was closed on 7/12/2021.

There were 1,116 RFPs pulled from OPD, 31 proposals submitted for review 27 proposals approved.

#### Contractor and Project Information

1. Catholic Charities Community Services Corp. on behalf of the Fatima Family Center  
7911 Detroit Ave  
Cleveland, OH 44102  
Council District 7
2. Catholic Charities Community Services Corp. on behalf of the Hispanic Senior Center  
7911 Detroit Ave.  
Cleveland, OH 44102  
Council District 3

3. Catholic Charities Community Services Corp. on behalf of the St. Martin de Porres Family Center  
7911 Detroit Ave.  
Cleveland, OH 44102  
Council District 7
4. City of Bedford  
124 Ellenwood Ave  
Bedford, OH 44146  
Council District 9
5. City of Bedford Heights  
5661 Perkins Road  
Bedford Heights, OH 44146  
Council District 9
6. City of Berea  
11 Berea Commons  
Berea, OH 44017  
Council District 5
7. City of Euclid  
585 East 222<sup>nd</sup> Street  
Euclid, OH 44123  
Council District 11
8. City of Lakewood  
12650 Detroit Avenue  
Lakewood, OH 44107  
Council District 2
9. City of Maple Heights  
5353 Lee Road  
Maple Heights, OH 44137  
Council District 8
10. City of Olmsted Falls  
26100 Bagley Road  
Olmsted Falls, OH 44138  
Council District 5
11. City of Solon  
34200 Bainbridge Road  
Solon, OH 44013  
Council District 6
12. City of Strongsville  
16099 Foltz Parkway  
Strongsville, OH 44149

Council District 5

13. Cleveland Clergy Alliance  
3130 East Drive  
Cleveland Heights, OH 44121  
Council District 10
14. Community Partnership on Aging  
1370 Victory Drive  
South Euclid, OH 44121  
Council Districts 6 and 11
15. East End Neighborhood House Association, The  
2749 Woodhill Road  
Cleveland, OH 44104  
Council District 7
16. Eliza Bryant Village  
7201 Wade Park Ave.  
Cleveland, OH 44103  
Council District 7
17. Harvard Community Services Center, The  
18240 Harvard Avenue  
Cleveland, OH 44128  
Council District 9
18. Linking Employment Abilities and Potential (LEAP)  
2545 Lorain Avenue  
Cleveland, OH 44113  
Council District 7
19. Mandel Jewish Community Center of Cleveland, The  
26001 South Woodland Road  
Beachwood, OH 44122  
Council District 10
20. Murtis Taylor Human Services System  
13422 Kinsman Road  
Cleveland, OH 44120  
Council District 9
21. Near West Side Multi-Service Corp dba May Dugan Center  
4115 Bridge Avenue  
Cleveland, OH 44113  
Council District 7

22. Rose Centers for Aging Well, LLC.  
12200 Fairhill Road  
Cleveland, OH 44115  
Council Districts 2, 6, 7, 8, 9 and 10

23. Salvation Army, The  
2507 East 22<sup>nd</sup> Street  
Cleveland, OH 44115  
Council District 3

24. Senior Citizen Resources, Inc.  
3100 Devonshire Rd.  
Cleveland, OH 44109  
Council District 3

25. Senior Transportation Connection  
4735 W. 150<sup>th</sup> Street Suite A  
Cleveland, OH 44135  
Council District 7

26. University Settlement, Inc.  
4800 Broadway Avenue  
Cleveland, OH 44127  
Council District 8

27. West Side Community House  
9300 Lorain Avenue  
Cleveland, OH 44102  
Council District 3

The owners, executive director, or primary contact for the contractors/vendors are:

1. Catholic Charities Community Services Corp. on behalf of the Fatima Family Center  
Fredy Robles, Chief Program Officer
2. Catholic Charities Community Services Corp. on behalf of the Hispanic Senior Center  
Fredy Robles, Chief Program Officer
3. Catholic Charities Community Services Corp. on behalf of the St. Martin de Porres Family Center  
Fredy Robles, Chief Program Officer
4. City of Bedford  
Michael Mallis, City Manager

5. City of Bedford Heights  
Fletcher Berger, Mayor
6. City of Berea  
Cyril Kleem, Mayor
7. City of Euclid  
Kirsten Holzheimer Gail, Mayor
8. City of Lakewood  
Meghan George, Mayor
9. City of Maple Heights  
Annette Blackwell, Mayor
10. City of Olmsted Falls  
James Graven, Mayor
11. City of Solon  
Edward Kraus, Mayor
12. City of Strongsville  
Thomas Perciak, Mayor
13. Cleveland Clergy Alliance  
Reverend Lorenzo Norris, President/CEO
14. Community Partnership on Aging  
Wendy Albin-Sattin, Executive Director
15. East End Neighborhood House Association, The  
Zulma Zabala, Chief Executive Officer
16. Eliza Bryant Village  
Danny R. Williams, President and CEO
17. Harvard Community Services Center, The  
Elaine Gohlstin, President/CEO
18. Linking Employment Abilities and Potential (LEAP)  
Melanie Hogan, Executive Director
19. Mandel Jewish Community Center of Cleveland, The  
Michael Hyman, Chief Executive Officer
20. Murtis Taylor Human Services System  
Lovell Custard, President and CEO

21. Near West Side Multi-Service Corp dba May Dugan Center  
Rick Kemm, Executive Director
22. Rose Centers for Aging Well, LLC  
Dabney Conwell, Executive Director
23. Salvation Army, The  
Michael Southwick, Secretary
24. Senior Citizen Resources  
Mark Mazzone, President of the Board
25. Senior Transportation Connection  
Janice Dzigiel, Executive Director
26. University Settlement  
Earl Pike, Executive Director
27. West Side Community House  
Rachelle Milner, Executive Director

The address or location of the project is: Countywide  
The project is located in Council Districts 2-11.

Project Status and Planning  
The project reoccurs annually.

Funding: The project is funded 100% by the Cuyahoga County Health and Human Services Levy.  
The schedule of payments is monthly.

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	6690
Infor/Lawson PO# Code (if applicable):	RFP
Event #	1245-1
CM Contract#	1926

	<b>Department initials</b>	<b>Clerk of the Board</b>
Briefing Memo	AC	<input type="checkbox"/>

Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No
Why is the contract being submitted late?	Insurance certification issues for multiple vendors	
What is being done to prevent this from reoccurring?	Trying to be more inclusive of insurance in RFP processes moving forward	

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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<b>FULL AND OPEN COMPETITION</b>		
<b>Formal RFP</b>		
<b>Reviewed by Purchasing</b>		
<b>CSSP22 - Catholic Charities - Fatima</b>	<b>Department initials</b>	<b>Purchasing</b>
Notice of Intent to Award (sent to all responding vendors)	AC	10/25/21 OK
Bid Specification Packet	AC	OK
Evaluation Summary (names of evaluators to be included)	AC	OK – higher scoring vendors not being awarded is explained on the Tab Sheet
Diversity Documents – <i>if required (goal set)</i>	N/A	N/A
<b>Award Letter (sent to awarded vendor)</b>	<b>AC</b>	<b>(10/5/21) Revised needed</b>
Vendor’s Confidential Financial Statement – <i>if RFP requested</i>	N/A	N/A
Tabulation Sheet	AC	OK
IG# 12-0766-REG	AC	OK
Debarment/Suspension Verified Date: 12/15/2021	AC	OK
Auditor’s Finding Date: 12/15/2021	AC	OK
Vendor’s Submission	AC	OK
Independent Contractor (I.C.) Requirement Date: 10/14/2021	AC	OK
Cover - <i>Master contracts only – This is the Master</i>	AC	OK
Contract Evaluation – <i>if required</i>	AC	OK
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.	N/A	N/A
Checklist Verification	AC	OK

Other documentation may be required depending upon your specific item

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

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## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Reviewed by Law	
	<b>Department initials</b>
Agreement/Contract and Exhibits	AC
Matrix Law Screen shot	N/A
COI	AC
Workers’ Compensation Insurance	AC
Performance Bond	N/A

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
01/01/2022 – 12/31/2022	HS260265	56110	UCH09303	\$40,000.00
01/01/2023 – 12/31/2023	HS260265	56110	UCH09303	\$40,000.00
01/01/2022 – 12/31/2022	HS260265	56110	UCH09304	\$47,656.25
01/01/2023 – 12/31/2023	HS260265	56110	UCH09304	\$47,656.25
			<b>TOTAL</b>	<b>\$175,312.50</b>

<b>Contract History CE/AG# (if applicable)</b>	
<b>Infor/Lawson PO# and PO Code (if applicable)</b>	RFP
<b>Lawson RQ# (if applicable)</b>	6690
<b>CM Contract#</b>	1926

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	<b>\$7,138,350.00</b>		<b>01/01/2022 – 12/31/2023</b>	<b>Pending Approval</b>	<b>Pending Approval</b>
<b>Prior Amendment Amounts (list separately)</b>		\$			
		\$			
		\$			
<b>Pending Amendment</b>		\$			
<b>Total Amendments</b>		\$			
<b>Total Contact Amount</b>		<b>\$7,138,350.00</b>			

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## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
Original Amount (CSSP19)	\$1,741,596.00		01/01/2019 – 12/31/2019	12/11/2018	R2018-0256
Amendment 1		\$1,953,105.00	<del>01/01/2020 – 12/31/2020</del>	10/22/2019	R2019-0231
Amendment 2		\$1,803,105.00	<del>01/01/2021 – 12/31/2021</del>	<del>12/08/2021</del> 12/8/2020	R2020-027
Amendment 3		\$600,000.00	10/26/2021 – 12/31/2021	10/26/2021	R2021-0237
<b>Total Contract Amount (CSSP19)</b> <b>Total Amendments</b>		<del>\$6,097,806.00</del> <b>\$4,356,210.00</b>	01/01/2019 – 12/31/2021		
New Contract Amount (CSSP22)	\$7,138,348.96	\$	<del>01/01/2022 – 12/31/2023</del>	Pending Approval	Pending Approval
<b>Total Contract Amount (CSSP19 &amp; CSSP22)</b> <b>Total Contract Amount</b>	\$13,236,154.96	<del>\$6,097,806.00</del>	<del>01/01/2019 – 12/31/2022</del>		

### Purchasing Use Only:

Prior Resolutions	
CM#:	1926
Vendor Name:	Catholic Charities Corporation on behalf of the Fatima Family Center
ftp:	1/1/2022 – 12/31/2023
Amount:	\$175,312.50 MM
History/CE:	OK (corrected by DoP)
EL:	OK
Procurement Notes:	<del>Explanation needed on scoring eval as to why vendors who scored higher than others were not rewarded.</del> Revised Award letter is needed, it does not show the vendor(s) it was sent to. Please update the Award Letter as a PDF, not the email. Contract Tab expiration date needs to be corrected. Contract History needs to be completed for the previous CSSP Master, because this is the same vendor with the same scope of services. Contract total does not match contract cover submitted by dept, please clarify. Comment is needed that lists all of the common contract documents and that they are housed in Contract 1926.

Purchasing Buyer approval: LATE – Late Explanation included on Checklist. CSSP Master Contract Award 1 of 27. All 27 contracts will need to be approved before this contract will be approved to BOC. Budget Breakdown matches Master Cover submitted by dept. TN 12/27/2021

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0026

<b>Sponsored by: County Executive Budish/Department of Health and Human Services/Division of Children and Family Services</b>	<b>A Resolution</b> making awards on various requisitions to various providers in the total amount not-to-exceed \$123,000,000.00 for Out-of-Home Placement and Foster Care Services for the period 1/1/2022 – 12/31/2023; authorizing the County Executive to execute a 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, pursuant to Chapter 5153 of the Ohio Revised Code, the Division of Children and Family Services (“DCFS”) is responsible for the administration of child welfare in Cuyahoga County subject to the rules and standards of the Ohio Department of Jobs and Family Services (“ODJFS”); and

WHEREAS, the County Executive/Department of Health and Human Services/Division of Children and Family Services has recommended awards on various requisitions to various providers in the total amount not-to-exceed \$123,000,000.00 for Out-of-Home Placement and Foster Care Services for the period 1/1/2022 – 12/31/2023 as follows:

A) On RQ6211

- 1) Contract No. 1991 with Adelphoi Village, Inc. in the amount not-to-exceed \$2,447,192.00
- 2) Contract No. 2016 with Applewood Centers, Inc. in the amount not-to-exceed \$2,765,118.00
- 3) Contract No. 2018 with Beech Brook in the amount not-to-exceed \$4,285,624.00
- 4) Contract No. 2071 with Bellefaire Jewish Children’s Bureau in the amount not-to-exceed \$6,264,838.00
- 5) Contract No. 2072 with BHC Belmont Pines Hospital, Inc. in the amount not-to-exceed \$4,894,384.00
- 6) Contract No. 2073 with BHC Fox Run Hospital, Inc. Fox Run: The Center for Children and Adolescents in the amount not-to-exceed \$1,275,886.00
- 7) Contract No. 2085 with Boys to Men Transitional Home, Inc. in the amount not-to-exceed \$49,800.00
- 8) Contract No. 2075 with Cadence Care Network in the amount not-to-exceed \$49,800.00

- 9) Contract No. 2076 with Caring for Kids, Inc. in the amount not-to-exceed \$2,871,502.00
- 10) Contract No. 2077 with Carrington Behavioral Health, LLC in the amount not-to-exceed \$251,990.00
- 11) Contract No. 2078 with Catholic Charities Corporation in the amount not-to-exceed \$1,669,310.00
- 12) Contract No. 2079 with Christian Children's Home of Ohio, Inc. in the amount not-to-exceed \$668,322.00
- 13) Contract No. 2007 with Cleveland Christian Home in the amount not-to-exceed \$3,844,592.00
- 14) Contract No. 2008 with Cornell Abraxas Group, LLC in the amount not-to-exceed \$1,291,882.00
- 15) Contract No. 2009 with Destiny Family Services in the amount not-to-exceed \$90,836.00
- 16) Contract No. 2010 with Detroit Behavioral Institute, Inc. in the amount not-to-exceed \$1,376,484.00
- 17) Contract No. 2011 with Eastway Corporation in the amount not-to-exceed \$205,178.00
- 18) Contract No. 2012 with ENA, Inc. dba Necco Center in the amount not-to-exceed \$2,808,942.00
- 19) Contract No. 2013 with Freedom Youth Program in the amount not-to-exceed \$494,020.00
- 20) Contract No. 2014 with Gracehaven, Inc. in the amount not-to-exceed \$419,020.00
- 21) Contract No. 2015 with Habilitation Centers, LLC dba Little Creek Behavioral Health in the amount not-to-exceed \$428,482.00
- 22) Contract No. 2030 with Habilitation Centers, LLC dba Millcreek of Arkansas in the amount not-to-exceed \$2,509,940.00
- 23) Contract No. 2032 with House of New Hope in the amount not-to-exceed \$5,408,324.00
- 24) Contract No. 2034 with Keystone Richland Center LLC dba Foundations for Living in the amount not-to-exceed \$628,082.00
- 25) Contract No. 2035 with Laurel Oaks Behavioral Health Center in the amount not-to-exceed \$264,938.00
- 26) Contract No. 2036 with Life's Right Direction, Inc. in the amount not-to-exceed \$410,156.00
- 27) Contract No. 2037 with Lighthouse Youth Services, Inc. dba Lighthouse Youth & Family Services in the amount not-to-exceed \$91,632.00
- 28) Contract No. 1994 with Lutheran Homes Society Family & Youth Services dba Genacross Family & Youth Services in the amount not-to-exceed \$1,766,918.00
- 29) Contract No. 2039 with Lutheran Metropolitan Ministry dba S.T.A.R.T. (Support to At-Risk Teens) in the amount not-to-exceed \$1,824,288.00
- 30) Contract No. 2040 with National Youth Advocate Program, Inc. in the amount not-to-exceed \$9,840,560.00
- 31) Contract No. 2059 with Necco, LLC in the amount not-to-exceed \$49,800.00

- 32) Contract No. 2063 with New Beginnings Residential Treatment Center, LLC in the amount not-to-exceed \$1,242,022.00
- 33) Contract No. 2064 with New Directions, Inc. in the amount not-to-exceed \$98,106.00
- 34) Contract No. 2065 with Northeast Ohio Adoption Services in the amount not-to-exceed \$358,562.00
- 35) Contract No. 2066 with Oesterlen Services for Youth, Inc. in the amount not-to-exceed \$326,690.00
- 36) Contract No. 2067 with Ohio Mentor, Inc. in the amount not-to-exceed \$12,658,346.00
- 37) Contract No. 2068 with OhioGuidestone in the amount not-to-exceed \$11,607,478.00
- 38) Contract No. 2069 with Pathway Caring for Children in the amount not-to-exceed \$2,101,976.00
- 39) Contract No. 2070 with Piney Ridge Treatment Center, LLC. in the amount not-to-exceed \$1,992.00
- 40) Contract No. 1998 with Pressley Ridge in the amount not-to-exceed \$2,538,824.00
- 41) Contract No. 1999 with Quality Care Residential Homes, Inc. in the amount not-to-exceed \$597,604.00
- 42) Contract No. 2000 with Raven House in the amount not-to-exceed \$358,562.00
- 43) Contract No. 2001 with Rite of Passage, Inc. in the amount not-to-exceed \$420,116.00
- 44) Contract No. 2002 with Rolling Hills Hospital, Inc. in the amount not-to-exceed \$464,836.00
- 45) Contract No. 2003 with RTC Acquisition Corporation in the amount not-to-exceed \$639,836.00
- 46) Contract No. 2004 with Specialized Alternatives for Families and Youth of Ohio, Inc. in the amount not-to-exceed \$12,537,678.00
- 47) Contract No. 2005 with The Bair Foundation in the amount not-to-exceed \$2,704,162.00
- 48) Contract No. 2006 with The Twelve of Ohio, Inc. in the amount not-to-exceed \$1,484,052.00
- 49) Contract No. 2019 with The Village Network in the amount not-to-exceed \$2,622,618.00
- 50) Contract No. 2020 with Young Star Academy, LLC dba Mohican Young Star Academy in the amount not-to-exceed \$3,071,514.00
- 51) Contract No. 2021 with Youth Intensive Services, Inc. in the amount not-to-exceed \$412,348.00
- 52) Contract No. 2022 with Youth Opportunity Investments, LLC in the amount not-to-exceed \$191,234.00

B) On RQ7102

- 53) Contract No. 2023 with Artis's Tender Love & Care in the amount not-to-exceed \$2,385,638.00

- 54) Contract No. 2024 with Focus 2 Focus, Inc. in the amount not-to-exceed \$165,338.00
- 55) Contract No. 2025 with Focus in Cleveland, Inc. in the amount not-to-exceed \$2,131,458.00
- 56) Contract No. 2026 with Jaystarr Homes 2, Inc. in the amount not-to-exceed \$581,370.00
- 57) Contract No. 1996 with Open Arms Adoption, Inc. in the amount not-to-exceed \$49,800.00

WHEREAS, the purpose of this project is to provide quality therapeutic foster care, specialized foster care, group home care, independent living care, and residential care for children in the custody of DCFS so that they may experience stability, safety, and a sense of well-being while receiving out-of-home care; and

WHEREAS, the funding for this project is as follows: (a) 30% Title IV-E Funds and (b) 70% from Health and Human Service 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 on various requisitions to various providers in the total amount not-to-exceed \$123,000,000.00 for Out-of-Home Placement and Foster Care Services for the period 1/1/2022 – 12/31/2023 as follows:

**A) On RQ6211**

- 1) Contract No. 1991 with Adelphoi Village, Inc. in the amount not-to-exceed \$2,447,192.00
- 2) Contract No. 2016 with Applewood Centers, Inc. in the amount not-to-exceed \$2,765,118.00
- 3) Contract No. 2018 with Beech Brook in the amount not-to-exceed \$4,285,624.00
- 4) Contract No. 2071 with Bellefaire Jewish Children’s Bureau in the amount not-to-exceed \$6,264,838.00
- 5) Contract No. 2072 with BHC Belmont Pines Hospital, Inc. in the amount not-to-exceed \$4,894,384.00
- 6) Contract No. 2073 with BHC Fox Run Hospital, Inc. Fox Run: The Center for Children and Adolescents in the amount not-to-exceed \$1,275,886.00
- 7) Contract No. 2085 with Boys to Men Transitional Home, Inc. in the amount not-to-exceed \$49,800.00
- 8) Contract No. 2075 with Cadence Care Network in the amount not-to-exceed \$49,800.00

- 9) Contract No. 2076 with Caring for Kids, Inc. in the amount not-to-exceed \$2,871,502.00
- 10) Contract No. 2077 with Carrington Behavioral Health, LLC in the amount not-to-exceed \$251,990.00
- 11) Contract No. 2078 with Catholic Charities Corporation in the amount not-to-exceed \$1,669,310.00
- 12) Contract No. 2079 with Christian Children's Home of Ohio, Inc. in the amount not-to-exceed \$668,322.00
- 13) Contract No. 2007 with Cleveland Christian Home in the amount not-to-exceed \$3,844,592.00
- 14) Contract No. 2008 with Cornell Abraxas Group, LLC in the amount not-to-exceed \$1,291,882.00
- 15) Contract No. 2009 with Destiny Family Services in the amount not-to-exceed \$90,836.00
- 16) Contract No. 2010 with Detroit Behavioral Institute, Inc. in the amount not-to-exceed \$1,376,484.00
- 17) Contract No. 2011 with Eastway Corporation in the amount not-to-exceed \$205,178.00
- 18) Contract No. 2012 with ENA, Inc. dba Necco Center in the amount not-to-exceed \$2,808,942.00
- 19) Contract No. 2013 with Freedom Youth Program in the amount not-to-exceed \$494,020.00
- 20) Contract No. 2014 with Gracehaven, Inc. in the amount not-to-exceed \$419,020.00
- 21) Contract No. 2015 with Habilitation Centers, LLC dba Little Creek Behavioral Health in the amount not-to-exceed \$428,482.00
- 22) Contract No. 2030 with Habilitation Centers, LLC dba Millcreek of Arkansas in the amount not-to-exceed \$2,509,940.00
- 23) Contract No. 2032 with House of New Hope in the amount not-to-exceed \$5,408,324.00
- 24) Contract No. 2034 with Keystone Richland Center LLC dba Foundations for Living in the amount not-to-exceed \$628,082.00
- 25) Contract No. 2035 with Laurel Oaks Behavioral Health Center in the amount not-to-exceed \$264,938.00
- 26) Contract No. 2036 with Life's Right Direction, Inc. in the amount not-to-exceed \$410,156.00
- 27) Contract No. 2037 with Lighthouse Youth Services, Inc. dba Lighthouse Youth & Family Services in the amount not-to-exceed \$91,632.00
- 28) Contract No. 1994 with Lutheran Homes Society Family & Youth Services dba Genacross Family & Youth Services in the amount not-to-exceed \$1,766,918.00
- 29) Contract No. 2039 with Lutheran Metropolitan Ministry dba S.T.A.R.T. (Support to At-Risk Teens) in the amount not-to-exceed \$1,824,288.00
- 30) Contract No. 2040 with National Youth Advocate Program, Inc. in the amount not-to-exceed \$9,840,560.00
- 31) Contract No. 2059 with Necco, LLC in the amount not-to-exceed \$49,800.00

- 32) Contract No. 2063 with New Beginnings Residential Treatment Center, LLC in the amount not-to-exceed \$1,242,022.00
- 33) Contract No. 2064 with New Directions, Inc. in the amount not-to-exceed \$98,106.00
- 34) Contract No. 2065 with Northeast Ohio Adoption Services in the amount not-to-exceed \$358,562.00
- 35) Contract No. 2066 with Oesterlen Services for Youth, Inc. in the amount not-to-exceed \$326,690.00
- 36) Contract No. 2067 with Ohio Mentor, Inc. in the amount not-to-exceed \$12,658,346.00
- 37) Contract No. 2068 with OhioGuidestone in the amount not-to-exceed \$11,607,478.00
- 38) Contract No. 2069 with Pathway Caring for Children in the amount not-to-exceed \$2,101,976.00
- 39) Contract No. 2070 with Piney Ridge Treatment Center, LLC. in the amount not-to-exceed \$1,992.00
- 40) Contract No. 1998 with Pressley Ridge in the amount not-to-exceed \$2,538,824.00
- 41) Contract No. 1999 with Quality Care Residential Homes, Inc. in the amount not-to-exceed \$597,604.00
- 42) Contract No. 2000 with Raven House in the amount not-to-exceed \$358,562.00
- 43) Contract No. 2001 with Rite of Passage, Inc. in the amount not-to-exceed \$420,116.00
- 44) Contract No. 2002 with Rolling Hills Hospital, Inc. in the amount not-to-exceed \$464,836.00
- 45) Contract No. 2003 with RTC Acquisition Corporation in the amount not-to-exceed \$639,836.00
- 46) Contract No. 2004 with Specialized Alternatives for Families and Youth of Ohio, Inc. in the amount not-to-exceed \$12,537,678.00
- 47) Contract No. 2005 with The Bair Foundation in the amount not-to-exceed \$2,704,162.00
- 48) Contract No. 2006 with The Twelve of Ohio, Inc. in the amount not-to-exceed \$1,484,052.00
- 49) Contract No. 2019 with The Village Network in the amount not-to-exceed \$2,622,618.00
- 50) Contract No. 2020 with Young Star Academy, LLC dba Mohican Young Star Academy in the amount not-to-exceed \$3,071,514.00
- 51) Contract No. 2021 with Youth Intensive Services, Inc. in the amount not-to-exceed \$412,348.00
- 52) Contract No. 2022 with Youth Opportunity Investments, LLC in the amount not-to-exceed \$191,234.00

B) On RQ7102

- 53) Contract No. 2023 with Artis's Tender Love & Care in the amount not-to-exceed \$2,385,638.00



- 54) Contract No. 2024 with Focus 2 Focus, Inc. in the amount not-to-exceed \$165,338.00
- 55) Contract No. 2025 with Focus in Cleveland, Inc. in the amount not-to-exceed \$2,131,458.00
- 56) Contract No. 2026 with Jaystarr Homes 2, Inc. in the amount not-to-exceed \$581,370.00
- 57) Contract No. 1996 with Open Arms Adoption, Inc. in the amount not-to-exceed \$49,800.00

**SECTION 2.** That the County Executive is authorized to execute the Master Contract 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: January 25, 2022  
Committee(s) Assigned: Health, Human Services & Aging

Journal \_\_\_\_\_  
\_\_\_\_\_, 20\_\_

Title: Division of Children and Family Services (DCFS); RQ# 6211 & 7102; 2022 2023 Out of Home Care (OOHC) Master Contract; Various Vendors; Master Contract

#### Scope of Work Summary

The Health and Human Services Division of Children and Family Services requesting approval of an Out of Home Care (OOHC) Master Contract with Attached List for the anticipated cost not-to-exceed \$123,000,000.00.

Describe the exact services being provided. The anticipated start-completion dates are 01/01/2022 – 12/31/2023.

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

- Adding providers to add locations and services
- Adding providers to suit the need of the children

#### Procurement

The procurement method for this project was RFP # 6211 and #7102. The total value of the RFP is \$123,000,000.00.

#### Funding sources

- 70% HHS- HHS Levy
- 30% Federal IV-E

The above procurement method was closed on June 4, 2021. There is an SBE or DBE participation/goal 0%.

There were 54 pulled from OPD, 54 submitted for review, 53 approved, 1 provider rescinded their proposal 52 TOTAL – RFP 6211 and There were 5 pulled from OPD, 5 submitted for review, 5 approved – RFP 7102 = 57 Total.

#### Contractor and Project Information

Adelphoi Village, Inc.  
1119 Village Way  
Latrobe, PA 15650  
724-804-7000  
Nancy Kukovich  
Nancy.Kukovich@adelphoi.org  
CEO  
Chief Operating Officer  
[mark.mortimer@adelphoi.org](mailto:mark.mortimer@adelphoi.org)  
Council District - N/A  
Applewood Centers, Inc.  
10427 Detroit Avenue  
Cleveland, Ohio 44102  
Adam G. Jacobs, PhD.  
Telephone #: 216-320-8222  
johnsonl@wingspancg.org  
eisenberge@wingspancg.org

Council District – 3

Beech Brook  
3737 Lander Road  
Pepper Pike, Ohio 44124  
Thomas Royer  
troyer@beechbrook.org  
(216) 831-2255  
Council District – 9

Bellefaire Jewish Children’s Bureau  
22001 Fairmount Blvd.  
Shaker Hts., OH 44118  
Contact Person: Leigh Johnson / Adam G. Jacobs, PhD.  
Telephone #: 216-320-8222  
johnsonl@wingspancg.org  
eisenberge@wingspancg.org  
Council District – 9

BHC Belmont Pines Hospital, Inc.  
615 Churchill- Hubbard Rd.  
Youngstown, OH 44505  
Contact Person: Linda Finnigan  
Telephone #: 330-759-2700  
linda.finnigan@uhsinc.com  
Director of Business Development  
Council District - N/A

BHC Fox Run Hospital, Inc.  
Fox Run: The Center for Children and Adolescents  
67670 Traco Dr.  
St. Clairsville, Ohio 43950  
(740) 695-2131  
(740) 695-7158 (fax)  
Mackendrick, Randall  
[Randy.Mackendrick@uhsinc.com](mailto:Randy.Mackendrick@uhsinc.com)  
Council District - N/A

Boys to Men Transitional Home Inc.  
117 Ashwood Ave.  
Dayton, Ohio 45405  
Jemone McIntosh  
513-264-5749  
Jmcintosh@btmth.org  
Council District - N/A

Cadence Care Network (fka Homes for Kids of Ohio, Inc.)  
165 East Park Avenue.  
PO Box 683  
Niles, OH 44446  
Matt Kresic, MPA  
CEO  
matt@hfk.org  
330-544-8005  
Council District - N/A

Caring for Kids, Inc.  
650 Graham Road, Suite 101  
Cuyahoga Falls, OH 44221  
(330) 928-0044 Office  
(330) 928-0303 Fax  
Contact Person: Patricia S. Ameling, M.A., PCC  
Executive Director  
pat@cfkadopt.org  
Council District - N/A

Carrington Youth Academy LLC  
2114 Noble Road  
Cleveland, Ohio 44112  
Administrator  
Bernard Pawlikowsky  
bernardf@carringtonkids.org  
Office: 216-268-2400 x2014  
Council District – 10

Catholic Charities Corporation  
6753 State Road  
Parma, Ohio 44134  
216-391-2064 Ext. 12  
Johnson, Keith  
kjohnson@ccdacle.org  
Smith, Jennifer M. [jmsmith@ccdacle.org](mailto:jmsmith@ccdacle.org)  
Council District – 4

Christian Children's Home of Ohio, Inc.  
P.O. Box 765 / 2685 Armstrong Road  
Wooster, OH 44691  
Contact Person: Kevin Hewitt  
Telephone #: 330-345-7949  
[hewittk@ccho.org](mailto:hewittk@ccho.org)  
Council District – N/A

Cleveland Christian Home Incorporated  
11401 Lorain Avenue  
Cleveland, OH 44111  
Charles Tuttle, CEO  
216-668-7214  
ctuttle@ccnworks.org  
Council District – 3

Cornell Abraxas Group, LLC  
2840 Liberty Avenue,  
Suite 300  
Pittsburgh, Pennsylvania 15222  
Shayna Raver  
412-201-4112  
sraver@abraxasyfs.com  
Council District – N/A

Destiny Family Services  
20600 Chagrin Boulevard  
Suite 600  
Shaker Heights, Ohio 44122  
Crystal R. Hill  
513-290-7947  
[crystal.hill@destinyfamilyservices.org](mailto:crystal.hill@destinyfamilyservices.org)  
Council District – 9

Detroit Behavioral Institute, LLC dba Capstone Academy  
1333 Brewery Park Boulevard  
Suite 140  
Detroit, Michigan 48207  
Kelly George  
313-576-2513  
[kelly.george@wellplace.com](mailto:kelly.george@wellplace.com)  
Council District – N/A

Eastway Corporation  
600 Wayne Avenue  
Dayton, OH 45410  
Kelli Rhea Ott, LISW-S  
937-396-2560  
Lesley Brose  
Vice President  
Director Of Care Management & Compliance  
Phone: 937-396-2511  
Lesley Brose [lbrose@eastway.org](mailto:lbrose@eastway.org)  
Council District – N/A

ENA, Inc, dba Necco Center  
115 Private Rd 977  
Pedro, OH 45659  
606-831-1611 cell  
740-534-1386 office  
Bianca Sexton  
VP Residential Services  
bsexton@necco.org  
Council District – N/A

Freedom Youth Program  
1421 East 174th Street  
Cleveland, Ohio 44110  
Zarell Patton (CEO)  
[patton.z@freedomyouthprogram.com](mailto:patton.z@freedomyouthprogram.com)  
(216) 712-0056  
Council District – 10

Gracehaven, Inc.  
1723 County Road 130  
Bellefontaine, OH 43311  
Melissa Harvin  
[mharvin@gracehavenhouse.org](mailto:mharvin@gracehavenhouse.org)  
614-848-4870 x6600  
Council District – N/A

Habilitation Centers, LLC dba Little Creek Behavioral Health  
161 Skunk Hollow Road  
Conway, Arkansas 72032  
Ericka Burrini, Director of Marketing and Contracts  
973-600-9841  
[ericka.burrini@acadiahealthcare.com](mailto:ericka.burrini@acadiahealthcare.com)  
Council District – N/A

Habilitation Centers, LLC dba Millcreek of Arkansas  
1828 Industrial Drive  
Fordyce, Arkansas 71742  
Ericka Burrini, Director of Marketing and Contracts  
973-600-9841  
[ericka.burrini@acadiahealthcare.com](mailto:ericka.burrini@acadiahealthcare.com)  
Council District – N/A

House of New Hope  
8135 Mt. Vernon Rd.  
St. Louisville, OH 43071  
Contact Person: Sharon Simmons, MSW, LSW - COO  
[ssimmons@houseofnewhope.org](mailto:ssimmons@houseofnewhope.org)  
740-345-5437

Council District – N/A

Keystone Richland Center LLC DBA Foundations for Living  
1451 Lucas Road  
Mansfield, Ohio 44903  
Dept 888060  
(RemAdd) Knoxville, TN 37995-8060  
Karen Spires  
1-419-589-5511  
[Karen.spires@uhsinc.com](mailto:Karen.spires@uhsinc.com)

Council District – N/A

Laurel Oaks Behavioral Health Center (UHS, Inc.)  
700 E. Cottonwood Rd.  
Dothan, AL 36301  
Jeanette Jackson - CEO  
[jeanette.jackson@uhsinc.com](mailto:jeanette.jackson@uhsinc.com)  
cell - 850-524-2639  
Council District – N/A

Life's Right Direction, Inc.  
3493 Raymont Boulevard  
University Heights, Ohio 44118  
Apryl Bailey-Gordon  
216-456-6682  
[agordon@lifesrightdirection.org](mailto:agordon@lifesrightdirection.org)  
Council District – 10

Lighthouse Youth Services, Inc.  
401 E. McMillian Street  
Cincinnati, OH 45206  
Paul Haffner - President and CEO  
Jodi Harding, Chief Operating Officer  
513-487-6778  
Contact Person Email Address: [jharding@lys.org](mailto:jharding@lys.org)  
Council District – N/A

Lutheran Homes Society, Inc. dba Genacross Family & Youth Services  
1905 Perrysburgh Holland Road  
Holland, OH 43528  
P: 419-693-1520  
F: 419-693-3295  
Contact: Katie Zawisza



Aimee Kaminski  
1-419-693-1520 ext. 306  
[AKaminski@Genacross.org](mailto:AKaminski@Genacross.org)  
Council District – N/A

Lutheran Metropolitan Ministry dba S.T.A.R.T. Support To At-Risk Teens  
4515 Superior Avenue  
Cleveland, OH 44101  
Maria A. Foschia - COO  
216-696-1132  
[mfoschia@lutheranmetro.org](mailto:mfoschia@lutheranmetro.org)  
Council District – 7

National Youth Advocate Program  
1801 Watermark Drive, Suite 200  
Columbus, Ohio 43215  
(614) 487-8758  
Kelly Davis PhD, LISW-S  
Associate Executive Director  
[kdavis@nyap.org](mailto:kdavis@nyap.org)  
Council District – N/A

Necco, LLC  
1404 Race Street  
Suite 302  
Cincinnati, Ohio 45202  
Ernest Lockett  
(513)381-1531  
Amy Schuck [aschuck@necco.org](mailto:aschuck@necco.org)  
Council District – N/A

New Beginnings Residential Treatment Center, LLC  
100 Broadway St.  
Youngstown, Ohio 44505  
Chappie Bair  
330-744-9020  
[cbair@new-beginningsrtc.com](mailto:cbair@new-beginningsrtc.com)  
Josette Landis  
[jlandis@new-beginningsrtc.com](mailto:jlandis@new-beginningsrtc.com)  
330-744-9020  
Council District – N/A

New Directions, Inc.  
30800 Chagrin Blvd  
Cleveland, Ohio 44124  
Contact Person: Michael Matoney, CEO  
Telephone #: 216-591-0324  
[mmatoney@newdirect.org](mailto:mmatoney@newdirect.org)  
Council District – 9

NOAS (Northeast Ohio Adoption Services)  
5000 E. Market St, Suite 26  
Warren, OH 44484  
Kim Stewart, LISW-S  
Director of Foster Care Program & Licensing  
NOAS (Northeast Ohio Adoption Services)  
330-856-5582 ext. 107  
Kim Stewart [kstewart@noas.com](mailto:kstewart@noas.com)  
Council District – N/A

Oesterlen Services for Youth, Inc.  
1918 Mechanicsburg Road  
Springfield, Ohio 45503  
Donald L. Warner  
937-399-6101 ext 111  
[dwarner@oesterlen.org](mailto:dwarner@oesterlen.org)  
Council District – N/A

Ohio Mentor, Inc.  
Alabama MENTOR  
3085 W. Market Street, Suite 101  
Fairlawn, OH 44333  
330-835-1468 Ext. 1  
Fax: 330-835-1507  
A.M. Chip Bonsutto, Ed.D.  
Executive Director  
[Angelo.Bonsutto@TheMentorNetwork.com](mailto:Angelo.Bonsutto@TheMentorNetwork.com)  
Council District – N/A

OhioGuidestone  
202 East Bagley Road  
Berea, Ohio 44017  
Contact Person: Debora Gault, LISW-S  
Director of Foster Care  
Gault, Debora L [Debora.Gault@ohioguidestone.org](mailto:Debora.Gault@ohioguidestone.org)  
Phone: 440-260-8367  
Mobile: 216-402-4280  
Fax: 440-234-0787  
[www.ohioguidestone.org](http://www.ohioguidestone.org)  
Council District – 5  
Pathway Caring for Children  
4895 Dressler Rd. NW, Suite A  
Canton, OH. 44718  
Wendy Tracy  
Executive Director  
1-800-838-7284  
[www.pathwaycfc.org](http://www.pathwaycfc.org)

Dawn Killian  
1-330-818-0662  
[dkillian@pathwaycfc.org](mailto:dkillian@pathwaycfc.org)  
Council District – N/A

Piney Ridge Treatment Center  
4253 N. Crossover Road  
Fayetteville, AR 72703-4593  
Erica Burrini, Director of Marketing and Contracts  
[ericka.burrini@acadiahealthcare.com](mailto:ericka.burrini@acadiahealthcare.com)  
Cell: 973-600-9841  
Council District – N/A

Pressley Ridge  
23701 Miles Road  
Cleveland, Ohio 44128  
Contact Person: Lisa Allomong, M.Ed., PCC-S  
Program Director  
Telephone #: 216-763-0800  
[info@pressleyridge.org](mailto:info@pressleyridge.org)  
[lallomong@pressleyridge.org](mailto:lallomong@pressleyridge.org)  
Council District – 9

Quality Care Residential Homes, Inc.  
P.O. Box 605641  
Cleveland, Ohio 44105  
Renee Witcher-Johnson  
216-410-6236  
E-mail: [rjohnson@gcrhome.org](mailto:rjohnson@gcrhome.org)  
Council District – 8

Raven House  
9349 Gaylord Ave.  
Cleveland, Ohio 44105-5208  
Contact Person: Roshawn Sample, CEO  
Telephone #: (216) 713-1956  
[ravenhouseinc@yahoo.com](mailto:ravenhouseinc@yahoo.com)  
Council District – 8

Rite of Passage, Inc.  
2560 Business Parkway Suite A  
Minden, NV 89423  
Lynda Kyhl  
775-392-2636  
[lkyhl@rop.com](mailto:lkyhl@rop.com)  
Rusty E. Alexander, Jr., MBA

Business Managing Director  
Direct: (775) 392-2639  
Cell: (775) 790-6798  
Fax: (775) 392-3453  
Rusty Alexander [rusty.alexander@rop.com](mailto:rusty.alexander@rop.com)  
Council District – N/A

Rolling Hills Hospital, LLC.  
1000 Rolling Hills Lane  
Ada, OK 74820  
Ericka Burrini, Director of Marketing and Contracts  
[ericka.burrini@acadiahealthcare.com](mailto:ericka.burrini@acadiahealthcare.com)  
Cell: 973-600-9841  
Council District – N/A

RTC Resource Acquisition Corporation dba Resource Treatment Center  
1404 S. State Street  
Indianapolis, IN 46203  
Andrea Baughman  
Business Office Director  
Resource Treatment Facility  
Polaris/Carina Group Homes  
1404 South State Ave  
Indianapolis, IN 46203  
[Andrea.baughman@resourcetreatmentcenter.com](mailto:Andrea.baughman@resourcetreatmentcenter.com)  
Office: 317-757-6577 ext. 231  
Jay Thompson  
CFO  
Resource Residential Treatment Center  
(Office) 317-757-6577 x226  
(Mobile) 260-273-4225  
[jay.thompson@ResourceTreatmentCenter.com](mailto:jay.thompson@ResourceTreatmentCenter.com)  
Council District – N/A

Specialized Alternatives for Families and Youth of Ohio, Inc.  
10100 Elida Road  
Delphos, Ohio 45833  
Tonya Brooks-Thomas - Executive Director  
[brooksthomast@safy.org](mailto:brooksthomast@safy.org)  
1-419-890-3772  
Council District – N/A  
The Bair Foundation  
241 High Street  
New Wilmington, PA 16142  
RemAdd 275 Martinal Dr.  
Kent, Ohio 44240  
Susan Rickard  
724-946-8711

[srickard@bair.org](mailto:srickard@bair.org)

Council District – N/A

The Twelve of Ohio, Inc  
619 Tremont SW PO Box 376  
Massillon, Ohio 44648  
Contact Person: John D. Stoia Executive Director  
[stoiaj@the12inc.org](mailto:stoiaj@the12inc.org)  
Ph: 1-888-513-8706 Ext. 12  
Fax: 330-837-0513  
Council District – N/A

The Village Network  
PO Box 518  
Smithville, Ohio 44677  
Contact Person: Richard Graziano, Executive Director  
Telephone #: 330-264-3232  
[RGraziano@TheVillageNetwork.com](mailto:RGraziano@TheVillageNetwork.com)  
Council District – N/A

Young Star Academy, LLC. (Tri-State Youth Authority, Inc. dba Mohican Youth Academy)  
1012 ODNR, Mohican 51  
Perrysville, OH 44864  
Dawn Maneese [dmaneese@mohicanysa.com](mailto:dmaneese@mohicanysa.com)  
Dawn Maneese  
Intake - Business Development Director  
Phone: 419-994-0300  
Fax: 419-994-0679  
Council District – N/A

Youth Intensive Services, Inc  
238 S. Meridian Rd.  
Youngstown, OH 44509  
Megan Bennett, Residential Administrator  
[mbennett@youthintensiveservices.com](mailto:mbennett@youthintensiveservices.com)  
Office: 330-318-3436 Ext. 0113  
Fax: 1-330-319-8800  
Cell: 330-301-7080  
Council District – N/A

Youth Opportunity Investments, LLC  
12775 Horseferry Road  
Suite 230  
Carmel, Indiana 46032  
PJ Moraci  
860-919-4894  
[PJ.Moraci@youthopportunity.com](mailto:PJ.Moraci@youthopportunity.com)

Council District – N/A

Artis's Tender Love & Care, Inc.

2003 Mc Guffy Road  
Youngstown, OH 44505

Artis Gillam Sr

330-743-8781

[agillamsr@aol.com](mailto:agillamsr@aol.com)

Adrienne L. Gillam - Davis

C.F.O./ Executive Director

330-746-2852

[artis\\_tlc@aol.com](mailto:artis_tlc@aol.com)

Council District – N/A

Focus 2 Focus, Inc.

436 Lovisa St.

Akron, Ohio 44311

Russell White CEO/Founder

[rwhite@infocusofcleveland.com](mailto:rwhite@infocusofcleveland.com)

440-343-8397

Council District – N/A

In Focus of Cleveland, Inc.

19008 Nottingham Road

Cleveland, Ohio 44110

Contacts: Russell White, Chief Executive Officer

Brandon D. Cox, Interim Executive Director

[rwhite@infocusofcleveland.com](mailto:rwhite@infocusofcleveland.com)

440 343-8397

[bcox@infocusofcleveland.com](mailto:bcox@infocusofcleveland.com)

216 481-7841

Council District – 10

Jaystarr Homes 2 Inc

13503 Saybrook Ave

Garfield Heights, OH 44125

Contact Person: Starlicia Miller - CEO

[StarliciaMiller@jaystarrhomes2.org](mailto:StarliciaMiller@jaystarrhomes2.org)

(216)635-8811

Council District – 8

Open Arms Adoptions, Inc

9205 State Route 43

Suite 208

Streetsboro, OH 44241

Contact person: Jackie Smigel, Director

Tel: (330)697-4751

Email: [jackie@openarmsadopt.com](mailto:jackie@openarmsadopt.com)

Council District – N/A

The (owners, executive director, other[specify]) for the contractor/vendor is Nancy Kukovich – CEO; Adam G. Jacobs, PhD. – CEO; Thomas Royer – CEO; Adam G. Jacobs, PhD. – CEO; Linda Finnigan - Director of Business Development; Randall Mackendrick – CEO; Jemone McIntosh – CEO; Matt Kresic, MPA – CEO; Patricia S. Ameling, M.A., PCC - Executive Director; Bernard Pawlikowsky – Administrator; Jennifer Smith - Foster Care Program Director; Kevin Hewitt – CEO; Charles Tuttle – CEO; Shayna Raver - Manager, Contracts; Crystal R. Hill - Executive Director/ Administrator; Kelly George – COO; Lesley Brose - Vice President - Director Of Care Management & Compliance; Bianca Sexton - VP Residential Services; Zarell Patton – CEO; Melissa Harvin - Administrative Director; Ericka Burrini - Director of Marketing and Contracts; Melissa Harvin - Administrative Director; Ericka Burrini - Director of Marketing and Contracts; Sharon Simmons – COO; Karen Spires – CEO/Managing Director; Jeanette Jackson – CEO; Apryl Bailey-Gordon – Director; Jodi Harding - Chief Operating Officer; Katie Zawisza – Executive Director; Maria A. Foschia – COO; Kelly Davis PhD, LISW-S - Associate Executive Director; Ernest Lockett – Regional Director of Independent Living; Chappie Bair – Executive Director; Michael Matoney – CEO; Kim Stewart, LISW-S Director of Foster Care Program & Licensing; *Donald L. Warner - Executive Director*; A.M. Chip Bonsutto, Ed.D. - Executive Director; Debora Gault, LISW-S - Director of Foster Care; Wendy Tracy - Executive Director; Ericka Burrini - Director of Marketing and Contracts; Lisa Allomong, M.Ed., PCC-S - Program Director; Renee Witcher-Johnson -Administrator; Roshawn Sample – CEO; Rusty E. Alexander, Jr - Business Managing Director; Ericka Burrini - Director of Marketing and Contracts; Jay Thompson – CFO; Tonya Brooks-Thomas - Executive Director; Susan Rickard - Executive Director; John D. Stoia - Executive Director; Richard Graziano - Executive Director; Dawn Maneese - Business Development Director; Megan Bennett - Residential Administrator; PJ Moraci - VP of Business Development; Adrienne L. Gillam – Davis - C.F.O./ Executive Director; Russell White CEO/Founder; Russell White, Chief Executive Officer - Brandon D. Cox, Interim Executive Director; Starlicia Miller – CEO; Jackie Smigel, Director.

The address or location of the project is:

Adelphoi Village, Inc.  
1119 Village Way  
Latrobe, PA 15650

Applewood Centers, Inc.  
10427 Detroit Avenue  
Cleveland, Ohio 44102

Beech Brook  
3737 Lander Road  
Pepper Pike, Ohio 44124

Bellefaire Jewish Children's Bureau  
22001 Fairmount Blvd.  
Shaker Hts., OH 44118

BHC Belmont Pines Hospital, Inc.  
615 Churchill- Hubbard Rd.  
Youngstown, OH 44505

BHC Fox Run Hospital, Inc.  
Fox Run: The Center for Children and Adolescents  
67670 Traco Dr.  
St. Clairsville, Ohio 43950

Boys to Men Transitional Home Inc.  
117 Ashwood Ave.  
Dayton, Ohio 45405

Cadence Care Network (fka Homes for Kids of Ohio, Inc.)  
165 East Park Avenue.  
PO Box 683  
Niles, OH 44446

Caring for Kids, Inc.  
650 Graham Road, Suite 101  
Cuyahoga Falls, OH 44221

Catholic Charities Corporation  
6753 State Road  
Parma, Ohio 44134

Christian Children's Home of Ohio, Inc.  
P.O. Box 765 / 2685 Armstrong Road  
Wooster, OH 44691

Cleveland Christian Home Incorporated  
11401 Lorain Avenue  
Cleveland, OH 44111

Cornell Abraxas Group, LLC  
2840 Liberty Avenue,  
Suite 300  
Pittsburgh, Pennsylvania 15222

Destiny Family Services  
20600 Chagrin Boulevard  
Suite 600  
Shaker Heights, Ohio 44122

Detroit Behavioral Institute, LLC dba Capstone Academy  
1333 Brewery Park Boulevard  
Suite 140  
Detroit, Michigan 48207

Eastway Corporation



600 Wayne Avenue  
Dayton, OH 45410  
ENA, Inc, dba Necco Center  
115 Private Rd 977  
Pedro, OH 45659

Freedom Youth Program  
1421 East 174th Street  
Cleveland, Ohio 44110

Gracehaven, Inc.  
1723 County Road 130  
Bellefontaine, OH 43311

Habilitation Centers, LLC dba Little Creek Behavioral Health  
161 Skunk Hollow Road  
Conway, Arkansas 72032

Habilitation Centers, LLC dba Millcreek of Arkansas  
1828 Industrial Drive  
Fordyce, Arkansas 71742

House of New Hope  
8135 Mt. Vernon Rd.  
St. Louisville, OH 43071

Keystone Richland Center LLC DBA Foundations for Living  
1451 Lucas Road  
Mansfield, Ohio 44903

Laurel Oaks Behavioral Health Center (UHS, Inc.)  
700 E. Cottonwood Rd.  
Dothan, AL 36301

Life's Right Direction, Inc.  
3493 Raymont Boulevard  
University Heights, Ohio 44118

Lighthouse Youth Services, Inc.  
401 E. McMillian Street  
Cincinnati, OH 45206

Lutheran Homes Society, Inc. dba Genacross Family & Youth Services  
1905 Perrysburgh Holland Road  
Holland, OH 43528  
Lutheran Metropolitan Ministry dba S.T.A.R.T. Support To At-Risk Teens  
4515 Superior Avenue  
Cleveland, OH 44101

National Youth Advocate Program  
1801 Watermark Drive, Suite 200  
Columbus, Ohio 43215

Necco, LLC  
1404 Race Street  
Suite 302  
Cincinnati, Ohio 45202

New Beginnings Residential Treatment Center, LLC  
100 Broadway St.  
Youngstown, Ohio 44505

New Directions, Inc.  
30800 Chagrin Blvd  
Cleveland, Ohio 44124

NOAS (Northeast Ohio Adoption Services)  
5000 E. Market St, Suite 26  
Warren, OH 44484

Oesterlen Services for Youth, Inc.  
1918 Mechanicsburg Road  
Springfield, Ohio 45503

Ohio Mentor, Inc.  
Alabama MENTOR  
3085 W. Market Street, Suite 101  
Fairlawn, OH 44333

OhioGuidestone  
202 East Bagley Road  
Berea, Ohio 44017

Pathway Caring for Children  
4895 Dressler Rd. NW, Suite A  
Canton, OH. 44718

Piney Ridge Treatment Center  
4253 N. Crossover Road  
Fayetteville, AR 72703-4593

Pressley Ridge  
23701 Miles Road

Cleveland, Ohio 44128

Quality Care Residential Homes, Inc.  
P.O. Box 605641  
Cleveland, Ohio 44105

Raven House  
9349 Gaylord Ave.  
Cleveland, Ohio 44105-5208

Rite of Passage, Inc.  
2560 Business Parkway Suite A  
Minden, NV 89423

Rolling Hills Hospital, LLC.  
1000 Rolling Hills Lane  
Ada, OK 74820

RTC Resource Acquisition Corporation  
dba Resource Treatment Center  
1404 S. State Street  
Indianapolis, IN 46203  
Specialized Alternatives for Families and Youth of Ohio, Inc.  
10100 Elida Road  
Delphos, Ohio 45833

The Bair Foundation  
241 High Street  
New Wilmington, PA 16142  
RemAdd 275 Martinal Dr.  
Kent, Ohio 44240

The Twelve of Ohio, Inc  
619 Tremont SW PO Box 376  
Massillon, Ohio 44648

The Village Network  
PO Box 518  
Smithville, Ohio 44677

Young Star Academy, LLC. (Tri-State Youth Authority, Inc. dba Mohican Youth Academy)  
1012 ODNR, Mohican 51  
Perrysville, OH 44864

Youth Intensive Services, Inc  
238 S. Meridian Rd.  
Youngstown, OH 44509

Youth Opportunity Investments, LLC  
12775 Horseferry Road  
Suite 230  
Carmel, Indiana 46032

Artis's Tender Love & Care, Inc.  
2003 Mc Guffy Road  
Youngstown, OH 44505

Focus 2 Focus, Inc.  
436 Lovisa St.  
Akron, Ohio 44311

In Focus of Cleveland, Inc.  
19008 Nottingham Road  
Cleveland, Ohio 44110

Jaystarr Homes 2 Inc  
13503 Saybrook Ave  
Garfield Heights, OH 44125

Open Arms Adoptions, Inc  
9205 State Route 43  
Suite 208  
Streetsboro, OH 44241

The project is located in Council District – Various.

**Project Status and Planning**  
The project reoccurs annually.

**Funding**  
70% HHS- HHS Levy and 30% Federal IV-E  
The schedule of payments is Monthly by Invoice.

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	6211
Infor/Lawson PO# Code (if applicable):	RFP
Event #	1042
CM Contract#	1991

<b>2022 2023 OOHC Master Contract - Adelphoi Village, Inc.</b>	<b>Department initials</b>	<b>Clerk of the Board</b>
Briefing Memo	DL	<input type="checkbox"/>

Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Why is the contract being submitted late?	The reason for the delay is that over 50% of the vendors had various deficiencies with their certificates of insurance and we’ve been working for a month to get those resolved.	
What is being done to prevent this from reoccurring?	The plan for the future is for our risk manager and Law Department to examine whether our requirements can be reduced up front, and they’re also considering establishing a risk pool so our vendors can get affordable cyber coverage.	

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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<b>FULL AND OPEN COMPETITION</b>		
<b>Informal RFP / RFQ (Contract)</b>		
<b>Reviewed by Purchasing</b>		
	<b>Department initials</b>	<b>Purchasing</b>
Bid Specification Packet	DL	See Notes – OK AHW
Award Letter	DL	See Notes – OK AHW
Evaluation Summary	DL	See Notes – OK AHW
IG#   15-0164-REG exp 12/31/2023	DL	See Notes – OK AHW
Debarment/Suspension Verified   Date:   11/04/2021	DL	See Notes – OK AHW
Auditor’s Finding   Date:   11/04/2021	DL	See Notes – OK AHW
Vendor’s Submission	DL	See Notes – OK AHW
Independent Contractor (I.C.) Requirement   Date:   09/10/2021	DL	See Notes – OK AHW
<i>Cover - Master contracts only</i>	DL	See Notes – OK AHW
Contract History– (complete the chart below) -if required	DL	See Notes – OK AHW
Contract Evaluation – <i>if required</i>	DL	See Notes – OK AHW
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required	N/A	N/A
*If a second effort is necessary, attach screen shots of the first and second effort Informal bid “bid ending date” and “bid available date” from the vendor Tab	DL	N/A
Checklist Verification	DL	OK AHW

Other documentation may be required depending upon your specific item

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

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Reviewed by Law	
	<b>Department initials</b>
Agreement/Contract and Exhibits	DL
Matrix Law Screen shot	DL
COI	DL
Workers’ Compensation Insurance	DL

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
01/01/2022 – 12/31/2022	HS215110	56010	600	<b>\$1,223,596.00</b>
01/01/2023 – 12/31/2023	HS215110	56010	600	<b>\$1,223,596.00</b>
			<b>TOTAL</b>	<b>\$2,447,192.00</b>

<b>Contract History CE/AG# (if applicable)</b>	<b>43</b>
<b>Infor/Lawson PO# and PO Code (if applicable)</b>	<b>RFP</b>
<b>Lawson RQ# (if applicable)</b>	6211
<b>CM Contract#</b>	1991

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	<b>\$123,000,000.00</b>		01/01/2022 – 12/31/2023	Pending	Pending
<b>Prior Amendment Amounts (list separately)</b>		\$			
		\$			
		\$			
<b>Pending Amendment</b>		\$			
<b>Total Amendments</b>		\$			
<b>Total Contact Amount</b>	<b>\$123,000,000.00</b>	<b>\$123,000,000.00</b>			

### Purchasing Use Only:

Prior Resolutions	
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## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

CM#	1991
Vendor Name	Adelphoi Village Inc.
ftp:	1/1/2022 – 12/31/2023
Amount	\$2,447,192.00 mm
History/CE	OK
EL	OK
Procurement Notes:	<p>11/8/2021:</p> <ol style="list-style-type: none"> <li>1. Incorrect checklist – please upload Formal RFP checklist.</li> <li>2. Need Final RFP for RQ7102 uploaded.</li> <li>3. Need Evaluation Summary for RFP RQ7102 with names of reviewers.</li> <li>4. Include letter of recission from the vendor that requested to be removed from RQ6211.</li> <li>5. Evaluation Summary for RQ6211: Does not have the Village Network Evaluated</li> <li>6. Need DOP Tab sheet with signature of Director and completed by Department for RQ6211.</li> <li>7. Need DOP Tab sheet with signature of Director and completed by Department for RQ7102.</li> <li>8. Need addendum uploaded for RQ6211.</li> <li>9. Need Master Contract signed by all vendors.</li> <li>10. Need Letter of Intent to Award for RQ7102.</li> <li>11. Need Vendor Submission file uploaded.</li> <li>12. Award Letter for all RQ6211 vendors selected – DOP cannot confirm all recipients received Intent to Award Email from Email address listing.</li> <li>13. Award Letter for all RQ7102 vendors selected.</li> <li>14. Briefing Memo: <ul style="list-style-type: none"> <li><b>B. Procurement</b></li> <li>1. The procurement method for this project was RFP # 6621 and #7102. The total value of the RFP is \$123,000,000.00.</li> </ul> </li> <li>15. Briefing Memo: In 3a. (Listing of location/address of the project) Laurel Oaks and Focus 2 Focus are not listed.</li> </ol> <p>11.16.2021: Regarding the Master for RQ6211 and 7102 – below is an updated list of documents needed in CM1991 as the Master for both RQ6211 and 7102:</p> <ol style="list-style-type: none"> <li>1. Need Final RFP for RQ7102 uploaded.</li> <li>2. Need Evaluation Summary for RFP RQ7102 with names of reviewers.</li> <li>3. Evaluation Summary for RQ6211: Does not have the Village Network Evaluated</li> <li>4. Need Master Contract signed by all vendors.</li> <li>5. Need Letter of Intent to Award for RQ7102.</li> <li>6. Need Vendor Submission file uploaded.</li> <li>7. Award Letter for all RQ7102 vendors selected - DOP cannot confirm all recipients received Intent to Award Email from Email address listing.</li> <li>8. Briefing Memo: <ul style="list-style-type: none"> <li><b>B. Procurement</b></li> <li>1. The procurement method for this project was RFP # 6621 and #7102. The total value of the RFP is \$123,000,000.00.</li> </ul> </li> </ol>

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

	<p>9. Briefing Memo: In 3a. (Listing of location/address of the project) Laurel Oaks and Focus 2 Focus are not listed.</p> <p>The following documents for this Master agreement are housed in this Contract comments section for all 57 contracts:</p> <ul style="list-style-type: none"><li>• Briefing Memo</li><li>• Bid Specification Packet for RQ6211 and RQ7102</li><li>• Notice of Intent to Award and Award Letter for RQ6211 and RQ7102 (all vendors were selected so the Intent and Award Letter would be the same OK per CT)</li><li>• Evaluation Summary for RQ6211 and RQ7102</li><li>• Tabulation Sheet for RQ6211 and RQ7102</li><li>• Contract Cover</li><li>• Signed Contracts with all Exhibits</li><li>• Late Explanation on CM1991 Checklist</li></ul> <p>1.4.2022 All changes made as requested. Will approve once all 57 contracts have been reviewed/approved. AHW</p>
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Purchasing Buyer approval: **ok to approve AHW 1.4.2022**