



**AGENDA**  
**CUYAHOGA COUNTY COUNCIL REGULAR MEETING**  
**TUESDAY, APRIL 26, 2022**  
**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) April 12, 2022 Committee of the Whole Meeting [See Page 23]
  - b) April 12, 2022 Regular Meeting [See Page 26]
- 7. ANNOUNCEMENTS FROM THE COUNCIL PRESIDENT**
- 8. MESSAGES FROM THE COUNTY EXECUTIVE**
- 9. LEGISLATION INTRODUCED BY COUNCIL**
  - a) **CONSIDERATION OF A RESOLUTION OF COUNCIL FOR FIRST READING AND REFERRAL TO COMMITTEE**
    - 1) R2022-0105: 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 61]

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

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

- 1) R2022-0082: 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 92]

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

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

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

- 1) R2022-0083: A Resolution making an award to College Now Greater Cleveland in the amount of \$500,000.00 from the Cuyahoga County Educational Assistance Fund for Component Two of the Cuyahoga County Educational Assistance Program for the period ending 6/30/2026; authorizing the County Executive to execute the contract and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective. [See Page 111]

Sponsor: Councilmember Simon

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

**d) COMMITTEE REPORTS AND CONSIDERATION OF ORDINANCES OF COUNCIL FOR THIRD READING ADOPTION**

- 1) O2020-0002: An Ordinance amending Sections 406.01 and 406.02 of the Cuyahoga County Code to clarify contents of the Whistleblower provisions; and declaring the necessity that this Ordinance become immediately effective. [See Page 119]

Sponsors: Councilmembers Miller and Conwell

Committee Assignment and Chair: Council Operations,  
Intergovernmental Relations & Public Transportation –  
Sweeney

- 2) O2022-0001: An Ordinance making confirmable by Council the appointments of the Directors of Children and Family Services, Cuyahoga Job and Family Services and Senior and Adult Services; and declaring the necessity that this Ordinance become immediately effective. [See Page 124]

Sponsors: Councilmembers Conwell, Jones, Turner, Miller and Baker

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

## 10. LEGISLATION INTRODUCED BY EXECUTIVE

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

- 1) R2022-0052: A Resolution approving a proposed settlement in the matter of Paula Kiekisz, as Mother and Administrator of the Estate of Brenden John Kiekisz, Deceased v. Cuyahoga County Board of Commissioners, et al., Case No. 1:21-cv-00264, United States District Court, Northern District of Ohio; 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 129]

Sponsor: County Executive Budish/Department of Law

- 2) R2022-0106: A Resolution approving a Collective Bargaining Agreement between Cuyahoga County and the Fraternal Order of Police, Ohio Labor Council, Inc, (“FOP”), representing approximately 46 employees in 8 classifications in the Cuyahoga County Regional Forensic Science Laboratory under the direction of the County Medical Examiner for the period 4/26/22 - 12/31/2024; directing that funds necessary to implement the Collective Bargaining Agreement be budgeted

and appropriated; and declaring the necessity that this Resolution become immediately effective. [See Page 132]

Sponsor: County Executive Budish/Department of Law, and the Cuyahoga County Regional Forensic Science Laboratory

- 3) R2022-0107: A Resolution approving an amendment to a Collective Bargaining Agreement between Cuyahoga County and Teamsters Local 436, affiliated with the International Brotherhood of Teamsters, representing approximately 6 employees in the classifications of Airport Technician II and III at the Cuyahoga County Regional Airport, Department of Public Works, for the period 12/1/2019 - 11/30/2022, to establish the terms of the health insurance and wage re-openers and to modify Articles 31 and 32; directing that funds necessary to implement the amendment be budgeted and appropriated; authorizing the County Executive to execute the agreement and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective. [See Page 135]

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

- 4) R2022-0108: 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, amending Resolution No. R2022-0064 dated 3/22/2022; and declaring the necessity that this Resolution become immediately effective. [See Page 138]

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

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

- 1) R2022-0109: A Resolution confirming the County Executive's reappointment of Yvette Ittu to serve on the Cuyahoga County Audit Committee for the term 1/1/2022 – 12/31/2025; and declaring the necessity that this Resolution become immediately effective. [See Page 148]

Sponsor: County Executive Budish

- 2) R2022-0110: A Resolution confirming the County Executive's reappointment of various individuals to serve on the Cuyahoga County Community-Based Correctional Facility Governing Board for the term 1/1/2022 – 12/31/2024; and declaring the necessity that this Resolution become immediately effective: [See Page 154]
  - i) Brandy Carney
  - ii) Vincent D. Holland
  - iii) Scott S. Osiecki

Sponsor: County Executive Budish

- 3) R2022-0111: A Resolution confirming the County Executive's appointment of Alan Rosskamm to serve on the Cuyahoga Community College Board of Trustees for the term 1/18/2022 – 1/17/2027; and declaring the necessity that this Resolution become immediately effective. [See Page 169]

Sponsor: County Executive Budish

- 4) R2022-0112: A Resolution confirming the County Executive's reappointment of A. Steven Dever to serve, in his official capacity as representative of Cuyahoga County, on the Lake Erie Energy Development Corporation Board of Directors for the term 5/1/2021 – 4/30/2024; and declaring the necessity that this Resolution become immediately effective. [See Page 174]

Sponsor: County Executive Budish

- 5) R2022-0113: A Resolution adopting the Annual Alternative Tax Budget for the year 2023; and declaring the necessity that this Resolution become immediately effective. [See Page 182]

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

- 6) R2022-0114: A Resolution making an award on RQ8922 to CATTs Construction, Inc. in an amount not-to-exceed \$1,527,760.16 for resurfacing of Harvard Road from East 190<sup>th</sup>

Street to Warrensville Center Road in the City of Warrensville Heights in connection with the 2021-2024 Transportation Improvement Program; authorizing the County Executive to execute Contract No. 2396 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective. [See Page 192]

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

- 7) R2022-0115: A Resolution making an award on RQ8923 to Tri Mor Corporation in the amount not-to-exceed \$4,646,967.30 for resurfacing of Ridge Road from Pearl Road to Flowerdale Avenue in the Cities of Brooklyn, Cleveland and Parma in connection with the 2021-2024 Transportation Improvement Program; authorizing the County Executive to execute Contract No. 2405 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective. [See Page 211]

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

- 8) R2022-0116: A Resolution making an award on on RQ8921 to The Vallejo Company in the amount not-to-exceed \$2,988,925.02 for the rehabilitation of Superior Road from Euclid Avenue to Lee Road in the Cities of Cleveland Heights and East Cleveland; authorizing the County Executive to execute Contract No. 2378 and all other documents consistent with said award and this Resolution; authorizing the County Engineer, on behalf of the County Executive, to make an application for allocation from County Motor Vehicle \$7.50 License Tax Funds in the amount of \$1,285,237.76 to fund a portion of said contract; and declaring the necessity that this Resolution become immediately effective. [See Page 228]

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

- 9) R2022-0117: A Resolution authorizing a Partner Funding Agreement among City of Cleveland, Cuyahoga County, Cleveland-Cuyahoga Port Authority and Northeast Ohio Areawide Coordinating Agency in the amount not-to-exceed \$2,500,000.00 to provide matching funds for eligible construction phase activities for the stabilization of the hillside

abutting the Cuyahoga River at Irishtown Bend; authorizing the County Executive to execute Agreement No. 2149 and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective. [See Page 246]

Sponsor: County Executive Budish/Department of Public Works

- 10) R2022-0118: A Resolution authorizing various contracts with Manatron, Inc. dba Aumentum Technologies in the total amount not-to-exceed \$664,467.00 for support and maintenance services for various Manatron Systems for the period 1/1/2022 – 12/31/2022; authorizing the County Executive to execute Contract Nos. 2411 & 2424 and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective: [See Page 251]
- a) Contract No. 2411 in the amount not-to-exceed \$134,892.00 for CAMA SIGMA System.
  - b) Contract No. 2424 in the amount not-to-exceed \$529,575.00 for the Visual Property Tax System.

Sponsor: County Executive Budish/Fiscal Department

- 11) R2022-0119: A Resolution making an award on RQ6906 to PC's for People Ohio, LLC in the amount not-to-exceed \$19,382,136.00 for the deployment of broadband services in Cuyahoga County, commencing upon contract signature of all parties for a period of 3 years; authorizing the County Executive to execute Contract No. 2318 and all other documents consistent with this award and this Resolution; and declaring the necessity that this Resolution become immediately effective. [See Page 267]

Sponsor: County Executive Budish/Office of Innovation and Performance

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

- 1) R2022-0097: A Resolution making awards on RQ7469 to various providers each in the amount not-to-exceed \$350,000.00, with a combined total not-to-exceed

\$700,000.00 for general mechanical-electrical-plumbing architectural and engineering services, commencing upon contract signature of all parties for a period of 3 years; 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 275]

a) Contract No. 2353 with Advanced Engineering Consultants, Inc. in the amount not-to-exceed \$350,000.00.

b) Contract No. 2354 with Karpinski Engineering, Inc. in the amount not-to-exceed \$350,000.00.

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

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

- 2) R2022-0100: A Resolution authorizing an Economic Development Loan to JumpStart, Inc. in the amount not-to-exceed \$2,500,000.00 to provide local matching funds to support one-half of the operating costs to carry out the Ohio Third Frontier Entrepreneurial Services Program to assist early-stage tech startups, innovators, and small businesses throughout Cuyahoga County; authorizing the County Executive and/or Director of Development to execute all documents consistent with said loan and this Resolution; and declaring the necessity that this Resolution become immediately effective. [See Page 286]

Sponsor: County Executive Budish/Department of Development

Committee Assignment and Chair: Economic Development – Schron

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

- 1) R2022-0087: A Resolution confirming the County Executive's appointment of Alexandra R. Beeler, upon her taking the oath of office, as Inspector General of Cuyahoga County for the [See Page 291]



unexpired four-year term ending 12/31/2024, and declaring the necessity that this Resolution become immediately effective.

[Pending Referral from Committee]

Sponsor: County Executive Budish

Committee Assignment and Chair: Committee of the Whole – Jones

- 2) R2022-0088: A Resolution confirming the County Executive’s appointment of Basheer Jones to serve on the Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County for an unexpired term ending 6/30/2024; and declaring the necessity that this Resolution become immediately effective. [See Page 296]

Sponsors: County Executive Budish and Councilmembers Miller and Sweeney

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

- 3) R2022-0089: A Resolution confirming the County Executive’s reappointment of Donisha Greene to serve on the Cuyahoga County Advisory Board on Senior and Adult Services for the term 1/1/2022 – 12/31/2024; and declaring the necessity that this Resolution become immediately effective. [See Page 298]

Sponsor: County Executive Budish

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

- 4) R2022-0090: A Resolution confirming the County Executive’s reappointment of Akram Boutros, MD to serve on the Cuyahoga County Diversion Board for the term 3/1/2022 – 2/28/2025, and declaring the necessity that this Resolution become immediately effective: [See Page 300]

Sponsors: County Executive Budish and Councilmembers Miller, Sweeney, Gallagher and Baker

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

- 5) R2022-0091: A Resolution confirming the County Executive's appointment and reappointment of various individuals to serve on the Cuyahoga Regional HIV Health Services Planning Council for various terms, and declaring the necessity that this Resolution become immediately effective: [See Page 302]
- i) Appointment for the term 4/1/2020 - 3/31/2023:
    - a) Karla Ruiz
  - ii) Appointment for the term 4/1/2021 - 3/31/2024:
    - a) David Smith
  - iii) Appointment for the term 2/1/2022 - 1/31/2025:
    - a) Jeannie Citerman-Kraeger
  - iv) Appointments for the term 4/1/2022 - 3/31/2025:
    - a) Uleta Carter
    - b) Bryan Jones
    - c) Peter Scardino
    - d) James Stevenson
    - e) Joye Toombs
  - v) Reappointment for the term 4/1/2020 - 3/31/2023:
    - a) Christy Nicholls
  - vi) Reappointments for the term 2/1/2021 - 1/31/2024:
    - a) Clifford Barnett
    - b) Michael Dieghan
  - vii) Reappointments for the term 4/1/2021 - 3/31/2024:
    - a) Barbara Gripshover, MD
    - b) Naimah O'Neal
    - c) Leisha Yarbrough-Franklin

Sponsors: County Executive Budish

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

- 6) R2022-0092: A Resolution authorizing an amendment to a Master Contract with various providers for various supplies for the period 1/1/2020 – 12/31/2021 to extend the time period to 12/31/2022 for additional funds in the total amount not-to-exceed \$1,200,000.00; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective: [See Page 305]
- a) for road and bridge concrete supplies  
Contract No. 653 with Carr Bros., Inc. in the approximate amount reasonably anticipated to be \$190,000.00.
  - b) for bridge joint supplies  
Contract No. 835 with The Chas. E. Phipps Co. in the approximate amount reasonably anticipated to be \$30,000.00.
  - c) for sanitary sewer repair supplies
    - 1) Contract No. 843 with Lakeside Supply Company in the approximate amount reasonably anticipated to be \$30,000.00.
    - 2) Contract No. 672 with Trumbull Industries, Inc. in the approximate amount reasonably anticipated to be \$180,000.00.
  - d) for sanitary sewer construction supplies
    - 1) Contract No. 957 with EJ USA, Inc. in the approximate amount reasonably anticipated to be \$200,000.00.
    - 2) Contract 594 with Trumbull Industries, Inc. in the approximate amount reasonably anticipated to be \$210,000.00.
  - e) for sanitary sewer inspection and cleaning supplies
    - 1) Contract No. 944 with Lakeside Supply Company in the approximate amount reasonably anticipated to be \$5,000.00.
    - 2) Contract No. 960 with Trumbull Industries in the approximate amount reasonably anticipated to be \$5,000.00.

3) Contract No. 597 with The Safety Co., LLC dba M-Tech Company in the approximate amount reasonably anticipated to be \$80,000.00.

f) for sanitary stock tools and supplies

Contract No. 945 with Lakeside Supply Company in the approximate amount reasonably anticipated to be \$70,000.00.

Contract No. 961 with Trumbull Industries, Inc. in the amount not-to-exceed \$70,000.00.

g) for sanitary sewer monitoring supplies

Contract No. 958 with Hach Company in the approximate amount reasonably anticipated to be \$130,000.00.

Sponsor: County Executive Budish/Department of Public Works

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

- 7) R2022-0093: A Resolution authorizing a revenue generating Utility Agreement with City of Parma in the amount not-to-exceed \$2,000,000.00 for sanitary and storm sewer maintenance services located in County Sewer District No. 1A for the period 4/26/2022 - 12/31/2026; authorizing the County Executive to execute Agreement No. 2358 and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective. [See Page 352]

Sponsor: County Executive Budish/Department of Public Works

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

- 8) R2022-0094: A Resolution making an award on RQ7877 to Kenmore Construction Company, Inc in the amount not-to-exceed \$7,348,986.42 for replacement of Old Rockside Road Bridge No. 00.42 over the Cuyahoga River in the City of Independence and Village of Valley View; authorizing the County Executive to execute Contract No. 2370 and all other

documents consistent with said award and this Resolution; authorizing the County Engineer, on behalf of the County Executive, to make an application for allocation from County Motor Vehicle \$7.50 License Tax Funds in the amount of \$3,086,574.30 to fund a portion of said contract; and declaring the necessity that this Resolution become immediately effective. [See Page 357]

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

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

- 9) R2022-0095: A Resolution making an award on RQ8670 to CATTs Construction Inc. in the amount not-to-exceed \$4,714,327.77 for rehabilitation of Wolf Road from Sutcliffe Drive to Clague Road in the City of Bay Village; authorizing the County Executive to execute Contract No. 2367 and all other documents consistent with said award and this Resolution; authorizing the County Engineer, on behalf of the County Executive, to make an application for allocation from County Motor Vehicle \$7.50 License Tax Funds in the amount of \$3,771,462.22 to fund a portion of said contract; and declaring the necessity that this Resolution become immediately effective. [See Page 371]

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

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

- 10) R2022-0096: A Resolution making an award on RQ8678 to Vandra Brothers Construction Inc. in the amount not-to-exceed \$2,344,113.87 for rehabilitation of West Ridgewood Drive from Ridge Road to State Road in the City of Parma; authorizing the County Executive to execute Contract No. 2375 and all other documents consistent with said award and this Resolution; authorizing the County Engineer, on behalf of the County Executive, to make an application for allocation from County Motor Vehicle \$7.50 License Tax Funds in the amount of \$1,875,291.10 to fund a portion of said contract; and declaring the necessity that this Resolution become immediately effective. [See Page 381]

Sponsor: County Executive Budish/ Department of Public Works

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

- 11) R2022-0098: A Resolution authorizing a Purchase and Sale Agreement with Recovery Resources fka Alcoholism Services of Cleveland, Inc. in the amount not-to-exceed \$1,825,000.00 for the purchase of property located at 3950 Chester Avenue, Cleveland, Ohio, Permanent Parcel No. 103-08-027, for use by Veterans Service Commission; authorizing the County Executive to take all necessary actions and to execute Agreement No. 2386 and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective. [See Page 387]

Sponsor: County Executive Budish/Department of Public Works

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

- 12) R2022-0101: A Resolution making awards to various municipalities in the total amount of \$2,733,018.00 for various municipal grant projects in connection with the 2022 Community Development Block Grant Program for the period 4/1/2022 – 9/30/2022; authorizing the County Executive to execute the agreements and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective: [See Page 395]
- a) City of Bedford in the amount not-to-exceed \$150,000.00 for Bedford Municipal Pool House Repair.
  - b) City of Bedford Heights in the amount not-to-exceed \$150,000.00 for Perkins Road, North, Sidewalk.
  - c) City of Berea in the amount not-to-exceed \$150,000.00 for South Rocky River Drive Improvement Project.

- d) City of Brooklyn in the amount not-to-exceed \$150,000.00 for Marquardt Park Improvements Phase II.
- e) City of Fairview Park in the amount not-to-exceed \$150,000.00 for Fairview Park/Metroparks Connectivity, Phase 2.
- f) City of Garfield Heights in the amount not-to-exceed \$150,000.00 for Antenucci Sidewalk, Phase 2.
- g) City of Highland Hills in the amount not-to-exceed \$95,818.00 for Senior Bus Replacement.
- h) City of Lyndhurst in the amount not-to-exceed \$150,000.00 for Police and Fire Dedication Playground.
- i) City of Maple Heights in the amount not-to-exceed \$150,000.00 for Stafford Park Restoration Project-Phase 2.
- j) City of Middleburg Heights in the amount not-to-exceed \$150,000.00 for Glenridge Avenue Resurfacing Project
- k) City of North Olmsted in the amount not-to-exceed \$150,000.00 for West 231st Street in the City of North Olmsted.
- l) Village of North Randall in the amount not-to-exceed \$150,000.00 for Adaptive Reuse with Accessibility – Village Hall.
- m) Village of Oakwood in the amount not-to-exceed \$150,000.00 for Broadway Avenue American with Disabilities Act (ADA) Accessible/Sidewalk Project.
- n) City of Parma Heights in the amount not-to-exceed \$150,000.00 for North Church Drive Reconstruction Phase II.
- o) City of Richmond Heights in the amount not-to-exceed \$150,000.00 for Community Center Roof Replacement.

- p) City of Shaker Heights in the amount not-to-exceed \$150,000.00 for South Side of Chagrin Lot Improvements.
- q) City of South Euclid in the amount not-to-exceed \$40,000.00 for Quarry Park Improvement Target Area Improvement Project.
- r) Village of Walton Hills in the amount not-to-exceed \$150,000.00 for Improvement Target Area Pavement Reconstruction Phase 2.
- s) City of Warrensville Heights in the amount not-to-exceed \$150,000.00 for Street and Road Repair.
- t) Village of Woodmere in the amount not-to-exceed \$47,200.00 for Community Garden Accessibility Project.

Sponsors: County Executive Budish/Department of Development and Councilmembers Turner, Tuma, Gallagher, Miller, Sweeney and Jones

Committee Assignment and Chair: Community Development – Stephens

- 13) R2022-0102: A Resolution making awards to various municipalities and non-profit organizations, in the total amount of \$1,776,685.00, for various projects or programs in connection with the 2022 Community Development Supplemental Grant Program for the period 4/1/2022 - 3/31/2023; authorizing the County Executive to execute the agreements and contracts and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective: [See Page 406]
  - a) City of Bedford in the amount not-to-exceed \$50,000.00 for Bedford Municipal Pool House Repair.
  - b) City of Bedford Heights in the amount not-to-exceed \$48,100.00 for Rebranding Signs.
  - c) City of Berea in the amount not-to-exceed \$50,000.00 for South Rocky River Drive Improvement.



- d) City of Broadview Heights in the amount not-to-exceed \$49,805.00 for Community Electric Vehicle Charging Station.
- e) City of Brooklyn in the amount not-to-exceed \$50,000.00 for Aging in Place Program.
- f) City of Brook Park in the amount not-to-exceed \$50,000.00 for Central Park Campus Bathroom.
- g) CCH Development Corporation in the amount not-to-exceed \$50,000.00 for Old Brooklyn Campus Beautification.
- h) Cleveland Cultural Gardens in the amount not-to-exceed \$15,000.00 for One World Celebration Rockefeller Park.
- i) City of Cleveland Heights in the amount not-to-exceed \$41,000.00 for Parks and Playground.
- j) Village of Cuyahoga Heights in the amount not-to-exceed \$50,000.00 for Bucci Park Playground Equipment.
- k) City of Euclid in the amount not-to-exceed \$50,000.00 for Coulter Hero Park Multimodal Trail Loop.
- l) City of Fairview Park in the amount not-to-exceed \$50,000.00 for Bain Park Playground Project.
- m) Fairfax Renaissance Development Corporation in the amount not-to-exceed \$50,000.00 for Fairfax Master Plan.
- n) City of Garfield Heights in the amount not-to-exceed \$50,000.00 for Parks and Active Transportation Master Plan.
- o) Village of Glenwillow in the amount not-to-exceed \$50,000.00 for Pettibone Park Veterans Memorial Phase 1.
- p) City of Lakewood in the amount not-to-exceed \$50,000.00 for Warren Road Streetscape Project.

- q) LandBank in the amount not-to-exceed \$50,000.00 for Renovation of Mickey's Building in East Cleveland.
- r) City of Lyndhurst in the amount not-to-exceed \$50,000.00 for Brainard Park Fitness Upgrade.
- s) City of Maple Heights in the amount not-to-exceed \$50,000.00 for Exterior Maintenance Grant Program.
- t) City of Middleburg Heights in the amount not-to-exceed \$50,000.00 for Packard Avenue Resurfacing Rehabilitation Project.
- u) City of North Olmsted in the amount not-to-exceed \$50,000.00 for North Olmsted Security Camera Installation.
- v) Village of Oakwood in the amount not-to-exceed \$50,000.00 for Oakwood Branding Signs Project.
- w) Olmsted Township in the amount not-to-exceed \$50,000.00 for ADA Compliant Sidewalk and Ramps
- x) One South Euclid in the amount not-to-exceed \$50,000.00 for Exterior Home Repair Program.
- y) City of Parma in the amount not-to-exceed \$50,000.00 for Ukranian Village and Polish Village Streetscape Improvement Phase IV.
- z) City of Parma Heights in the amount not-to-exceed \$50,000.00 for Way Findings and Streetscape Enhancement Project.
- aa) City of Richmond Heights in the amount not-to-exceed \$50,000.00 for A Brighter Tomorrow - Kiwanis Lodge Community Center.
- bb) City of Seven Hills in the amount not-to-exceed \$50,000.00 for a Fitness Course.
- cc) City of Shaker Heights in the amount not-to-exceed \$50,000.00 for South Moreland Neighborhood Traffic Calming.

dd) SOKOL Greater Cleveland in the amount not-to-exceed \$50,000.00 for Community Access and Greenspace Development.

ee) City of Solon in the amount not-to-exceed \$50,000.00 for Solon Bicentennial Park.

ff) City of Strongsville in the amount not-to-exceed \$50,000.00 for Resurface and Connection of Freedom Trail.

gg) University Circle Inc. in the amount not-to-exceed \$50,000.00 for Jesse Owens Olympic Oak Plaza in Rockefeller Park.

hh) Village of Valley View in the amount not-to-exceed \$50,000.00 for Demolition of Exchange Street Bridge.

ii) Village of Walton Hills in the amount not-to-exceed \$50,000.00 for Improvement Target Area Pavement Reconstruction Phase 2.

jj) City of Warrensville Heights in the amount not-to-exceed \$50,000.00 for Phase 3 Clarkwood Parkway and Granada Blvd.

kk) Village of Woodmere in the amount not-to-exceed \$22,780.00 for Woodmere Police and Public Safety Electric Vehicle Program.

Sponsors: County Executive Budish/Department of Development and Councilmembers Turner, Sweeney, Miller, Gallagher, Tuma, Simon and Jones

Committee Assignment and Chair: Community Development – Stephens

- 14) R2022-0103: A Resolution making an award on RQ8006 to Chagrin Valley Dispatch Council in the amount not-to-exceed \$2,496,756.05 for Countywide Criminal Justice Data Sharing System Warehouse Hosting services for the period 5/1/2022 - 4/30/2027; authorizing the County Executive to execute Agreement No. 2372 and all other documents consistent with this said award and this Resolution; and declaring the [See Page 416]

necessity that this Resolution become immediately effective.

Sponsor: County Executive/Budish Department of Public Safety and Justice Services, on behalf of the Sheriff's Department

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

- 15) R2022-0104: A Resolution authorizing an amendment to Contract No. 824 with Lutheran Metropolitan Ministry for operations and case management services for a 365-bed Men's Emergency Shelter, located at 2100 Lakeside Avenue, Cleveland and for facilitation and coordination of overflow shelter services for single adults and families at various locations for the period 1/1/2021 – 9/30/2022 for additional funds in the amount not-to-exceed \$4,272,759.00; 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 424]

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

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

**i) COMMITTEE REPORTS AND CONSIDERATION OF RESOLUTIONS FOR THIRD READING ADOPTION**

- 1) R2022-0058: A Resolution amending Resolution No. R2019-0069 dated 3/26/2019, which declared that public convenience and welfare requires resurfacing of various roads, boulevards and avenues located in various municipalities in connection with the 2019 50/50 Resurfacing Program, Part B by removing Washington Boulevard from Wynn Road to Cedar Road in the City of University Heights and adding Cedar Road from South Taylor Road to South Green Road in the City of University Heights; finding that special assessments will neither be levied nor collected to pay for any part of the County's costs of said improvements; authorizing the County Executive to enter into an agreement of cooperation with said municipalities in connection with said

projects; and declaring the necessity that this Resolution become immediately effective. [See Page 433]

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

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

- 2) R2022-0076: A Resolution making awards on RQ8219 to various providers each in the amount not-to-exceed \$300,000.00, for a combined total not-to-exceed amount of \$600,000.00, for general sanitary engineering services commencing upon signature of all parties for a period of 3 years; authorizing the County Executive to execute Contract Nos. 2276 and 2277 and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective: [See Page 441]
- a) Contract No. 2276 with Chagrin Valley Engineering, Ltd.
  - b) Contract No. 2277 with Brown and Caldwell

Sponsor: County Executive Budish/Department of Public Works

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

**11. MISCELLANEOUS COMMITTEE REPORTS**

**12. MISCELLANEOUS BUSINESS**

**13. ADJOURNMENT**

NEXT MEETING

REGULAR MEETING:

TUESDAY, MAY 10, 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, APRIL 12, 2022  
CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS  
C. ELLEN CONNALLY COUNCIL CHAMBERS – 4<sup>TH</sup> FLOOR  
3:00PM

### 1. CALL TO ORDER

**Council President Jones called the meeting to order at 3:02 p.m.**

### 2. ROLL CALL

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

**[Clerk's Note: Councilmembers Sweeney, Conwell, Stephens and Baker were in attendance after the roll-call was taken.]**

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

### 3. PUBLIC COMMENT

**There were no public comments given.**

### 4. EXECUTIVE SESSION:

- a) Collective bargaining matters, including:
  - 1) an amendment to a Collective Bargaining Agreement between Cuyahoga County and the International Union of Operating Engineers, AFL-CIO, Local 18-S, representing approximately 4 employees in the classification of Electronic Technician in the Department of Public Works for the period 1/1/2020 – 12/31/2022

to establish the terms of the 2022 re-openers for health insurance and wages and to modify Articles 25 and 28.

- 2) a Collective Bargaining Agreement between Cuyahoga County and Laborers' International Union of North America, Local 860, representing approximately 99 employees in 14 classifications in the Department of Health and Human Services, in the Divisions of Children & Family Services, Job & Family Services, Child Support Services and the Department of Information Technology (within HHS) for the period 1/1/2021 - 12/31/2023.
- 3) an amendment to a Collective Bargaining Agreement between Cuyahoga County and Communication Workers of America, Local 4340, Sheriff's Department Bargaining Unit, representing approximately 38 employees in various classifications at the Sheriff's Department, including the Sheriff's Clerk classification, for the period 1/1/2021 - 12/31/2023.

b) Pending or imminent litigation

c) Purchase or sale of property

**A motion was made by Mr. Miller, seconded by Ms. Turner and approved by unanimous roll-call vote to move to Executive Session for the purposes of discussing collective bargaining matters, pending or imminent litigation and purchase or sale of property and for no other purpose whatsoever. Executive Session was then called to order by Council President Jones at 3:05p.m. The following Councilmembers were present: Miller, Sweeney, Tuma, Gallagher, Schron, Conwell, Turner, Stephens, Baker and Jones.**

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

**The following additional attendees were present: Law Director Gregory Huth; Deputy Law Director Nora Hurley; Assistant Law Director Sarah Nemastil; Assistant Law Director Wesley Kretch; Assistant Law Director Steven Ritz; Assistant Law Director Stephan Reid; Office of Budget and Management Director Walter Parfejewiec; Interim Human Resources Director Sheba Marshall; Human Resources Director of Employee and Labor Relations Administration Eric Myles; Public Works Director Michael Dever; Planning and Program Administrator Nichole English; Fiscal Officer Michael Chambers; Executive Chief of Staff William Mason; County Sheriff Christopher Viland; Managing Director of Project Management Consultants, LLC, Jeffrey Appelbaum; CBRE Senior Vice President Ryan Jeffers; Council Chief of Staff Joseph Nanni; Legislative Budget Advisor Trevor McAleer; Special Counsel Brendan Doyle and Policy Analyst James Boyle.**

**At 5:02 p.m., Executive Session was adjourned without objection and Council President Jones then reconvened the meeting.**



5. MISCELLANEOUS BUSINESS

**There was no miscellaneous business.**

6. ADJOURNMENT

**With no further business to discuss, Council President Jones adjourned the meeting at 5:02 p.m., without objection.**



## **MINUTES**

**CUYAHOGA COUNTY COUNCIL REGULAR MEETING  
TUESDAY, APRIL 12, 2022  
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 5:11 p.m.**

**2. ROLL CALL**

**Council President Jones asked Clerk Richardson to call the roll. Councilmembers, Simon, Baker, Miller, Sweeney, Tuma, Gallagher, Schron, Conwell, Turner, Stephens 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.**

**Council President Jones announced to his colleagues and the public that in light of new information, Resolution No. R2022-0086 will be referred to Committee.**

**5. PUBLIC COMMENT**

**The following individuals representing Students Against Marshall, addressed Council regarding Cleveland State University's Cleveland-Marshall College of Law:**

- a) Ms. Stephanie Goggens**

- b) Ms. Emily Forsee
- c) Mr. Bob Ivory
- d) Mrs. Julia Roberts

The following individuals, addressed Council regarding Resolution R2022-0086, a Resolution confirming the County Executive's appointment of David Wondolowski to serve on the Cleveland-Cuyahoga County Port Authority Board of Directors for the term 10/1/2020 – 9/30/2024:

- e) Mr. Norman Edwards
- f) Ms. Nora Kelley
- g) Mr. Terry Joyce
- h) Mr. Dominic Ozanne
- i) Mr. Eric Puente
  
- j) Mr. James Dixon, representing Chase Professional Transport, addressed Council regarding Resolution R2022-0077, A Resolution making an award on RQ8504 to Esposito Mortuary Services, Inc. in the amount not-to-exceed \$3,692,000.00 for body transportation services for the period 4/1/2022 – 12/31/2026.
  
- k) Loh addressed Council regarding various agenda and non-agenda items.
  
- l) Ms. Lynda Mayor, representing League of Women voters of Greater Cleveland, addressed Council regarding Ordinance O2020-0002, An Ordinance amending Sections 406.01 and 406.02 of the Cuyahoga County Code to clarify contents of the Whistleblower provisions.

6. APPROVAL OF MINUTES

- a) March 21, 2022 Committee of the Whole Meeting
- b) March 22, 2022 Committee of the Whole Meeting
- c) March 22, 2022 Regular Meeting

**A motion was made by Mr. Sweeney, seconded by Ms. Conwell and approved by unanimous vote to approve the minutes from the March 21, 2022 and March 22, 2022 Committee of the Whole and the Regular meetings.**

7. ANNOUNCEMENTS FROM THE COUNCIL PRESIDENT

- Council will be recognizing Ms. Vaddie B. Todd, Centenarian and Author of "Looking Up, Moving Forward. An Autobiography of My Life".

**Council President Jones introduced Councilmembers Cheryl Stephens and Yvonne Conwell who presented a Proclamation to Ms. Vaddie B. Todd on the occasion of her 105<sup>th</sup> Birthday.**

**8. MESSAGES FROM THE COUNTY EXECUTIVE**

**County Executive Budish gave an update to Council regarding several meetings that took place last week in Columbus, Ohio with Lobbyists and State Legislative leaders to discuss the joint set of Capital Bill requests submitted by Cuyahoga County, Greater Cleveland Partnership and the City of Cleveland that are being considered by the State of Ohio.**

**9. LEGISLATION INTRODUCED BY COUNCIL**

**a) CONSIDERATION OF RESOLUTIONS OF COUNCIL 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. R2022-0080 and R2022-0081.**

- 1) R2022-0080: A Resolution providing for the appointment of Michael W. King as Senior Legislative Strategist to serve the Council of Cuyahoga County, and declaring the necessity that this Resolution become immediately effective.

**Sponsors: Council President Jones and Councilmember Conwell**

**On a motion by Ms. Stephens with a second by Mr. Schron, Resolution No. R2022-0080 was considered and adopted by unanimous vote.**

- 2) R2022-0081: A Resolution providing for the appointment of Cynthia L. Mason as Research and Policy Analyst to serve the Council of Cuyahoga County, and declaring the necessity that this Resolution become immediately effective.

**Sponsors: Council President Jones and Councilmember Conwell**

**On a motion by Ms. Stephens with a second by Mr. Schron, Resolution No. R2022-0081 was considered and adopted by unanimous vote.**

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

- 1) R2022-0082: 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. R2022-0082 to the Human Resources, Appointments & Equity Committee.**

- 2) R2022-0083: A Resolution making an award to College Now Greater Cleveland in the amount of \$500,000.00 from the Cuyahoga County Educational Assistance Fund for Component Two of the Cuyahoga County Educational Assistance Program for the period ending 6/30/2026; authorizing the County Executive to execute the contract and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsor: Councilmember Simon

**Council President Jones referred Resolution No. R2022-0083 to the Education, Environment & Sustainability Committee.**

- c) COMMITTEE REPORTS AND CONSIDERATION OF ORDINANCES OF COUNCIL FOR SECOND READING

- 1) O2020-0002: An Ordinance amending Sections 406.01 and 406.02 of the Cuyahoga County Code to clarify contents of the Whistleblower provisions; and declaring the necessity that this Ordinance become immediately effective.

Sponsors: Councilmembers Miller and Conwell

Committee Assignment and Chair: Council Operations, Intergovernmental Relations & Public Transportation – Sweeney

**Clerk Richardson read Ordinance No. O2020-0002 into the record.**

**This item will move to the April 26, 2022 Council meeting agenda for consideration for third reading adoption.**

- 2) O2022-0001: An Ordinance making confirmable by Council the appointments of the Directors of Children and Family Services, Cuyahoga Job and Family Services and Senior and Adult Services; and declaring the necessity that this Ordinance become immediately effective.

Sponsors: Councilmembers Conwell, Jones, Turner, Miller and Baker

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

**Clerk Richardson read Ordinance No. O2022-0001 into the record.**

**This item will move to the April 26, 2022 Council meeting agenda for consideration for third reading adoption.**

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. R2022-0052, R2022-0065, R2022-0066, R2022-0084, R2022-0085 and R2022-0086.**

- 1) R2022-0052: A Resolution approving a proposed settlement in the matter of Paula Kiekisz, as Mother and Administrator of the Estate of Brenden John Kiekisz, Deceased v. Cuyahoga County Board of Commissioners, et al., Case No. 1:21-cv-00264, United States District Court, Northern District of Ohio; 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

**[Clerk's Note: Resolution No. R2022-0052 was held at the request of the Law Department.]**

- 2) R2022-0065: A Resolution approving an amendment to a Collective Bargaining Agreement between Cuyahoga County and the International Union of Operating Engineers, AFL-CIO, Local 18-S, representing approximately 4 employees in the classification of Electronic Technicians in the Department of Public Works for the period 1/1/ 2020 – 12/31/ 2022 to establish the terms of the 2022 re-openers for health insurance and wages and to modify Articles 25 and 28; directing that funds necessary to implement the amendment be budgeted and appropriated; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.  
Sponsor: County Executive Budish/Departments of Law and Public Works

**On a motion by Mr. Jones with a second by Mr. Schron, Resolution No. R2022-0065 was considered and adopted by unanimous vote.**

- 3) R2022-0066: A Resolution approving a Collective Bargaining Agreement between Cuyahoga County and Laborers' International Union of North America, Local 860, representing approximately 99 employees in 14 classifications in the Department of Health and Human Services, in the Divisions of Children & Family Services, Job & Family Services, Child Support Services and the Department of Information Technology (within HHS) for the period 1/1/2021 - 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.

Sponsor: County Executive Budish/Departments of Law/ Health and Human Services and Information Technology

**On a motion by Mr. Jones with a second by Ms. Turner, Resolution No. R2022-0066 was considered and adopted by unanimous vote.**

- 4) R2022-0084: A Resolution approving an amendment to a Collective Bargaining Agreement between Cuyahoga County and Communication Workers of America, Local 4340, Sheriff's Department Bargaining Unit, representing approximately 38 employees in various classifications at the Sheriff's

Department, including the Sheriff's Clerk classification, for the period 1/1/2021 - 12/31/2023; directing that funds necessary to implement the Amendment to the Collective Bargaining Agreement be budgeted and appropriated; authorizing the County Executive to execute the Amendment to the agreement and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

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

**On a motion by Mr. Jones with a second by Ms. Turner, Resolution No. R2022-0084 was considered and adopted by unanimous vote.**

- 5) R2022-0085: 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.

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

**On a motion by Mr. Miller with a second by Ms. Conwell, Resolution No. R2022-0085 was considered and adopted by unanimous vote.**

- 6) R2022-0086: A Resolution confirming the County Executive's appointment of David Wondolowski to serve on the Cleveland-Cuyahoga County Port Authority Board of Directors for the term 10/1/2020 – 9/30/2024, and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish

**Council President Jones referred Resolution No. R2022-0086 to the Human Resources, Appointments & Equity Committee.**

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



- 1) R2022-0087: A Resolution confirming the County Executive’s appointment of Alexandra R. Beeler, upon her taking the oath of office, as Inspector General of Cuyahoga County for the unexpired four-year term ending 12/31/2024, and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish

**Council President Jones referred Resolution No. R2022-0087 to the Committee of the Whole.**

- 2) R2022-0088: A Resolution confirming the County Executive’s appointment of Basheer Jones to serve on the Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County for an unexpired term ending 6/30/2024; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish

**Council President Jones referred Resolution No. R2022-0088 to the Human Resources, Appointments & Equity Committee.**

- 3) R2022-0089: A Resolution confirming the County Executive’s reappointment of Donisha Greene to serve on the Cuyahoga County Advisory Board on Senior and Adult Services for the term 1/1/2022 – 12/31/2024; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish

**Council President Jones referred Resolution No. R2022-0089 to the Human Resources, Appointments & Equity Committee.**

- 4) R2022-0090: A Resolution confirming the County Executive’s appointment and reappointment of various individuals to serve on the Cuyahoga County Diversion Board for the term 3/1/2022 – 2/28/2025, and declaring the necessity that this Resolution become immediately effective:

- i) Appointment

- a) Chief Dornat Drummond

ii) Reappointment

b) Akram Boutros, MD

Sponsor: County Executive Budish

**Council President Jones referred Resolution No. R2022-0090 to the Human Resources, Appointments & Equity Committee.**

5) R2022-0091: A Resolution confirming the County Executive's appointment and reappointment of various individuals to serve on the Cuyahoga Regional HIV Health Services Planning Council for various terms, and declaring the necessity that this Resolution become immediately effective:

i) Appointment for the term 4/1/2020 - 3/31/2023:

a) Karla Ruiz

ii) Appointment for the term 4/1/2021 - 3/31/2024:

a) David Smith

iii) Appointment for the term 2/1/2022 - 1/31/2025:

a) Jeannie Citerman-Kraeger

iv) Appointments for the term 4/1/2022 - 3/31/2025:

a) Uleta Carter

b) Bryan Jones

c) Peter Scardino

d) James Stevenson

e) Joye Toombs

v) Reappointment for the term 4/1/2020 - 3/31/2023:

a) Christy Nicholls

vi) Reappointments for the term 2/1/2021 - 1/31/2024:

a) Clifford Barnett

b) Michael Dieghan

vii) Reappointments for the term 4/1/2021 - 3/31/2024:

- a) Barbara Gripshover, MD
- b) Naimah O’Neal
- c) Leisha Yarbrough-Franklin

Sponsor: County Executive Budish

**Council President Jones referred Resolution No. R2022-0091 to the Human Resources, Appointments & Equity Committee.**

- 6) R2022-0092: A Resolution authorizing an amendment to a Master Contract with various providers for various supplies for the period 1/1/2020 – 12/31/2021 to extend the time period to 12/31/2022 for additional funds in the total amount not-to-exceed \$1,200,000.00; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective:
  - a) for road and bridge concrete supplies  
Contract No. 653 with Carr Bros., Inc. in the approximate amount reasonably anticipated to be \$190,000.00.
  - b) for bridge joint supplies  
Contract No. 835 with The Chas. E. Phipps Co. in the approximate amount reasonably anticipated to be \$30,000.00.
  - c) for sanitary sewer repair supplies
    - 1) Contract No. 843 with Lakeside Supply Company in the approximate amount reasonably anticipated to be \$30,000.00.
    - 2) Contract No. 672 with Trumbull Industries, Inc. in the approximate amount reasonably anticipated to be \$180,000.00.
  - d) for sanitary sewer construction supplies
    - 1) Contract No. 957 with EJ USA, Inc. in the approximate amount reasonably anticipated to be \$200,000.00.

2) Contract 594 with Trumbull Industries, Inc. in the approximate amount reasonably anticipated to be \$210,000.00.

e) for sanitary sewer inspection and cleaning supplies

1) Contract No. 944 with Lakeside Supply Company in the approximate amount reasonably anticipated to be \$5,000.00.

2) Contract No. 960 with Trumbull Industries in the approximate amount reasonably anticipated to be \$5,000.00.

3) Contract No. 597 with The Safety Co., LLC dba M-Tech Company in the approximate amount reasonably anticipated to be \$80,000.00.

f) for sanitary stock tools and supplies

Contract No. 945 with Lakeside Supply Company in the approximate amount reasonably anticipated to be \$70,000.00.

Contract No. 961 with Trumbull Industries, Inc. in the amount not-to-exceed \$70,000.00.

g) for sanitary sewer monitoring supplies

Contract No. 958 with Hach Company in the approximate amount reasonably anticipated to be \$130,000.00.

Sponsor: County Executive Budish/Department of Public Works

**Council President Jones referred Resolution No. R2022-0092 to the Public Works, Procurement & Contracting Committee.**

7) R2022-0093: A Resolution authorizing a revenue generating Utility Agreement with City of Parma in the amount not-to-exceed \$2,000,000.00 for sanitary and storm sewer maintenance services located in County Sewer District No. 1A for the period 4/26/2022 - 12/31/2026; authorizing the County Executive to execute Agreement No. 2358 and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish/Department of Public Works

**Council President Jones referred Resolution No. R2022-0093 to the Public Works, Procurement & Contracting Committee.**

- 8) R2022-0094: A Resolution making an award on RQ7877 to Kenmore Construction Company, Inc in the amount not-to-exceed \$7,348,986.42 for replacement of Old Rockside Road Bridge No. 00.42 over the Cuyahoga River in the City of Independence and Village of Valley View; authorizing the County Executive to execute Contract No. 2370 and all other documents consistent with said award and this Resolution; authorizing the County Engineer, on behalf of the County Executive, to make an application for allocation from County Motor Vehicle \$7.50 License Tax Funds in the amount of \$3,086,574.30 to fund a portion of said contract; and declaring the necessity that this Resolution become immediately effective.

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

**Council President Jones referred Resolution No. R2022-0094 to the Public Works, Procurement & Contracting Committee.**

- 9) R2022-0095: A Resolution making an award on RQ8670 to CATTs Construction Inc. in the amount not-to-exceed \$4,714,327.77 for rehabilitation of Wolf Road from Sutcliffe Drive to Clague Road in the City of Bay Village; authorizing the County Executive to execute Contract No. 2367 and all other documents consistent with said award and this Resolution; authorizing the County Engineer, on behalf of the County Executive, to make an application for allocation from County Motor Vehicle \$7.50 License Tax Funds in the amount of \$3,771,462.22 to fund a portion of said contract; and declaring the necessity that this Resolution become immediately effective.

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

**Council President Jones referred Resolution No. R2022-0095 to the Public Works, Procurement & Contracting Committee.**

- 10) R2022-0096: A Resolution making an award on RQ8678 to Vandra Brothers Construction Inc. in the amount not-to-exceed \$2,344,113.87 for rehabilitation of West Ridgewood Drive from Ridge Road to State Road in the City of Parma; authorizing the County Executive to execute Contract No. 2375 and all other documents consistent with said award and this Resolution; authorizing the County Engineer, on behalf of the County Executive, to make an application for allocation from County Motor Vehicle \$7.50 License Tax Funds in the amount of \$1,875,291.10 to fund a portion of said contract; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish/ Department of Public Works

**Council President Jones referred Resolution No. R2022-0096 to the Public Works, Procurement & Contracting Committee.**

- 11) R2022-0097: A Resolution making awards on RQ7469 to various providers each in the amount not-to-exceed \$350,000.00, with a combined total not-to-exceed \$700,000.00 for general mechanical-electrical-plumbing architectural and engineering services, commencing upon contract signature of all parties for a period of 3 years; authorizing the County Executive to execute the Contracts and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective:

a) Contract No. 2353 with Advanced Engineering Consultants, Inc. in the amount not-to-exceed \$350,000.00.

b) Contract No. 2354 with Karpinski Engineering, Inc. in the amount not-to-exceed \$350,000.00.

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

**Council President Jones referred Resolution No. R2022-0097 to the Public Works, Procurement & Contracting Committee.**

- 12) R2022-0098: A Resolution authorizing a Purchase and Sale Agreement with Recovery Resources fka Alcoholism Services of Cleveland, Inc. in the amount not-to-exceed \$1,825,000.00 for the purchase of property located at 3950 Chester Avenue, Cleveland, Ohio, Permanent Parcel No. 103-08-027, for use by Veterans Service Commission; authorizing the County Executive to take all necessary actions and to execute Agreement No. 3236 and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish/Department of Public Works

**Council President Jones referred Resolution No. R2022-0098 to the Public Works, Procurement & Contracting Committee.**

**A motion was made by Mr. Jones, seconded by Ms. Simon and approved by unanimous vote to suspend Rule 9D and to place on final passage Resolution No. R2022-0099.**

- 13) R2022-0099: A Resolution authorizing a Real Estate Transfer Agreement with Pulte Homes of Ohio LLC in the amount of \$1.00 for a property transfer of Permanent Parcel No. 262-05-008, located on John Road, Olmsted Township, Ohio; authorizing the County Executive to take all necessary actions and to execute all documents necessary to consummate the contemplated transactions; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish on behalf of the Cuyahoga County Planning Commission

**On a motion by Ms. Simon with a second by Mr. Schron, Resolution No. R2022-0099 was considered and adopted by unanimous vote.**

- 14) R2022-0100: A Resolution authorizing an Economic Development Loan to JumpStart, Inc. in the amount not-to-exceed \$2,500,000.00 to provide local matching funds to support one-half of the operating costs to carry out the Ohio Third Frontier Entrepreneurial Services Program to assist early-stage tech startups, innovators, and small businesses throughout Cuyahoga County; authorizing the County Executive and/or Director of Development to execute all documents consistent with said loan and this Resolution; and

declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish/Department of Development

**Council President Jones referred Resolution No. R2022-0100 to the Economic Development & Planning Committee.**

- 15) R2022-0101: A Resolution making awards to various municipalities in the total amount of \$2,733,018.00 for various municipal grant projects in connection with the 2022 Community Development Block Grant Program for the period 4/1/2022 – 9/30/2022; authorizing the County Executive to execute the agreements and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective:
- a) City of Bedford in the amount not-to-exceed \$150,000.00 for Bedford Municipal Pool House Repair.
  - b) City of Bedford Heights in the amount not-to-exceed \$150,000.00 for Perkins Road, North, Sidewalk.
  - c) City of Berea in the amount not-to-exceed \$150,000.00 for South Rocky River Drive Improvement Project.
  - d) City of Brooklyn in the amount not-to-exceed \$150,000.00 for Marquardt Park Improvements Phase II.
  - e) City of Fairview Park in the amount not-to-exceed \$150,000.00 for Fairview Park/Metroparks Connectivity, Phase 2.
  - f) City of Garfield Heights in the amount not-to-exceed \$150,000.00 for Antenucci Sidewalk, Phase 2.
  - g) City of Highland Hills in the amount not-to-exceed \$95,818.00 for Senior Bus Replacement.



- h) City of Lyndhurst in the amount not-to-exceed \$150,000.00 for Police and Fire Dedication Playground.
- i) City of Maple Heights in the amount not-to-exceed \$150,000.00 for Stafford Park Restoration Project-Phase 2.
- j) City of Middleburg Heights in the amount not-to-exceed \$150,000.00 for Glenridge Avenue Resurfacing Project
- k) City of North Olmsted in the amount not-to-exceed \$150,000.00 for West 231st Street in the City of North Olmsted.
- l) Village of North Randall in the amount not-to-exceed \$150,000.00 for Adaptive Reuse with Accessibility – Village Hall.
- m) Village of Oakwood in the amount not-to-exceed \$150,000.00 for Broadway Avenue American with Disabilities Act (ADA) Accessible/Sidewalk Project.
- n) City of Parma Heights in the amount not-to-exceed \$150,000.00 for North Church Drive Reconstruction Phase II.
- o) City of Richmond Heights in the amount not-to-exceed \$150,000.00 for Community Center Roof Replacement.
- p) City of Shaker Heights in the amount not-to-exceed \$150,000.00 for South Side of Chagrin Lot Improvements.
- q) City of South Euclid in the amount not-to-exceed \$40,000.00 for Quarry Park Improvement Target Area Improvement Project.
- r) Village of Walton Hills in the amount not-to-exceed \$150,000.00 for Improvement Target Area Pavement Reconstruction Phase 2.

- s) City of Warrensville Heights in the amount not-to-exceed \$150,000.00 for Street and Road Repair.
- t) Village of Woodmere in the amount not-to-exceed \$47,200.00 for Community Garden Accessibility Project.

Sponsors: County Executive Budish/Department of Development and Councilmembers Turner, Tuma, Gallagher, Miller, Sweeney and Jones

**Council President Jones referred Resolution No. R2022-0101 to the Community Development Committee.**

- 16) R2022-0102: A Resolution making awards to various municipalities and non-profit organizations, in the total amount of \$1,776,685.00, for various projects or programs in connection with the 2022 Community Development Supplemental Grant Program for the period 4/1/2022 - 3/31/2023; authorizing the County Executive to execute the agreements and contracts and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective:
  - a) City of Bedford in the amount not-to-exceed \$50,000.00 for Bedford Municipal Pool House Repair.
  - b) City of Bedford Heights in the amount not-to-exceed \$48,100.00 for Rebranding Signs.
  - c) City of Berea in the amount not-to-exceed \$50,000.00 for South Rocky River Drive Improvement.
  - d) City of Broadview Heights in the amount not-to-exceed \$49,805.00 for Community Electric Vehicle Charging Station.
  - e) City of Brooklyn in the amount not-to-exceed \$50,000.00 for Aging in Place Program.
  - f) City of Brook Park in the amount not-to-exceed \$50,000.00 for Central Park Campus Bathroom.

- g) CCH Development Corporation in the amount not-to-exceed \$50,000.00 for Old Brooklyn Campus Beautification.
- h) Cleveland Cultural Gardens in the amount not-to-exceed \$15,000.00 for One World Celebration Rockefeller Park.
- i) City of Cleveland Heights in the amount not-to-exceed \$41,000.00 for Parks and Playground.
- j) Village of Cuyahoga Heights in the amount not-to-exceed \$50,000.00 for Bucci Park Playground Equipment.
- k) City of Euclid in the amount not-to-exceed \$50,000.00 for Coulter Hero Park Multimodal Trail Loop.
- l) City of Fairview Park in the amount not-to-exceed \$50,000.00 for Bain Park Playground Project.
- m) Fairfax Renaissance Development Corporation in the amount not-to-exceed \$50,000.00 for Fairfax Master Plan.
- n) City of Garfield Heights in the amount not-to-exceed \$50,000.00 for Parks and Active Transportation Master Plan.
- o) Village of Glenwillow in the amount not-to-exceed \$50,000.00 for Pettibone Park Veterans Memorial Phase 1.
- p) City of Lakewood in the amount not-to-exceed \$50,000.00 for Warren Road Streetscape Project.
- q) LandBank in the amount not-to-exceed \$50,000.00 for Renovation of Mickey's Building in East Cleveland.
- r) City of Lyndhurst in the amount not-to-exceed \$50,000.00 for Brainard Park Fitness Upgrade.
- s) City of Maple Heights in the amount not-to-exceed \$50,000.00 for Exterior Maintenance Grant Program.

- t) City of Middleburg Heights in the amount not-to-exceed \$50,000.00 for Packard Avenue Resurfacing Rehabilitation Project.
- u) City of North Olmsted in the amount not-to-exceed \$50,000.00 for North Olmsted Security Camera Installation.
- v) Village of Oakwood in the amount not-to-exceed \$50,000.00 for Oakwood Branding Signs Project.
- w) Olmsted Township in the amount not-to-exceed \$50,000.00 for ADA Compliant Sidewalk and Ramps
- x) One South Euclid in the amount not-to-exceed \$50,000.00 for Exterior Home Repair Program.
- y) City of Parma in the amount not-to-exceed \$50,000.00 for Ukranian Village and Polish Village Streetscape Improvement Phase IV.
- z) City of Parma Heights in the amount not-to-exceed \$50,000.00 for Way Findings and Streetscape Enhancement Project.
- aa) City of Richmond Heights in the amount not-to-exceed \$50,000.00 for A Brighter Tomorrow - Kiwanis Lodge Community Center.
- bb) City of Seven Hills in the amount not-to-exceed \$50,000.00 for a Fitness Course.
- cc) City of Shaker Heights in the amount not-to-exceed \$50,000.00 for South Moreland Neighborhood Traffic Calming.
- dd) SOKOL Greater Cleveland in the amount not-to-exceed \$50,000.00 for Community Access and Greenspace Development.
- ee) City of Solon in the amount not-to-exceed \$50,000.00 for Solon Bicentennial Park.

- ff) City of Strongsville in the amount not-to-exceed \$50,000.00 for Resurface and Connection of Freedom Trail.
- gg) University Circle Inc. in the amount not-to-exceed \$50,000.00 for Jesse Owens Olympic Oak Plaza in Rockefeller Park.
- hh) Village of Valley View in the amount not-to-exceed \$50,000.00 for Demolition of Exchange Street Bridge.
- ii) Village of Walton Hills in the amount not-to-exceed \$50,000.00 for Improvement Target Area Pavement Reconstruction Phase 2.
- jj) City of Warrensville Heights in the amount not-to-exceed \$50,000.00 for Phase 3 Clarkwood Parkway and Granada Blvd.
- kk) Village of Woodmere in the amount not-to-exceed \$22,780.00 for Woodmere Police and Public Safety Electric Vehicle Program.

Sponsors: County Executive Budish/Department of Development and Councilmembers Turner, Sweeney, Miller, Gallagher, Tuma, Simon and Jones

**Council President Jones referred Resolution No. R2022-0102 to the Community Development Committee.**

- 17) R2022-0103: A Resolution making an award on RQ8006 to Chagrin Valley Dispatch Council in the amount not-to-exceed \$2,496,756.05 for Countywide Criminal Justice Data Sharing System Warehouse Hosting services for the period 5/1/2022 - 4/30/2027; authorizing the County Executive to execute Agreement No. 2372 and all other documents consistent with this said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive/Budish Department of Public Safety and Justice Services, on behalf of the Sheriff's Department

**Council President Jones referred Resolution No. R2022-0103 to the Public Safety & Justice Affairs Committee.**

- 18) R2022-0104: A Resolution authorizing an amendment to Contract No. 824 with Lutheran Metropolitan Ministry for operations and case management services for a 365-bed Men's Emergency Shelter, located at 2100 Lakeside Avenue, Cleveland and for facilitation and coordination of overflow shelter services for single adults and families at various locations for the period 1/1/2021 – 9/3/2022 for additional funds in the amount not-to-exceed \$4,272,759.00; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

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

**Council President Jones referred Resolution No. R2022-0104 to the Health, Human Services & Aging Committee.**

f) COMMITTEE REPORTS AND CONSIDERATION OF RESOLUTIONS FOR SECOND READING

- 1) R2022-0058: A Resolution amending Resolution No. R2019-0069 dated 3/26/2019, which declared that public convenience and welfare requires resurfacing of various roads, boulevards and avenues located in various municipalities in connection with the 2019 50/50 Resurfacing Program, Part B by removing Washington Boulevard from Wynn Road to Cedar Road in the City of University Heights and adding Cedar Road from South Taylor Road to South Green Road in the City of University Heights; finding that special assessments will neither be levied nor collected to pay for any part of the County's costs of said improvements; authorizing the County Executive to enter into an agreement of cooperation with said municipalities in connection with said projects; and declaring the necessity that this Resolution become immediately effective.

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

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

Clerk Richardson read Resolution No. R2020-0058 into the record.

This item will move to the April 26, 2022 Council meeting agenda for consideration for third reading adoption.

2) R2022-0076: A Resolution making awards on RQ8219 to various providers each in the amount not-to-exceed \$300,000.00, for a combined total not-to-exceed amount of \$600,000.00, for general sanitary engineering services commencing upon signature of all parties for a period of 3 years; authorizing the County Executive to execute Contract Nos. 2276 and 2277 and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective:

a) Contract No. 2276 with Chagrin Valley Engineering, Ltd.

b) Contract No. 2277 with Brown and Caldwell

Sponsor: County Executive Budish/Department of Public Works

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

Clerk Richardson read Resolution No. R2020-0076 into the record.

This item will move to the April 26, 2022 Council meeting agenda for consideration for third reading adoption.

g) 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. R2022-0049, R2022-0053, R2022-0054, R2022-0055, R2022-0056, R2022-0059, R2022-0060, R2022-0062, R2022-0068, R2022-0069, R2022-0070, R2022-0071, R2022-0072, R2022-0073, R2022-0074, R2022-0075, R2022-0077 & R2022-0079.

1) R2022-0049: A Resolution amending Resolution No. R2016-0218 dated 12/13/2016, as amended by Resolution No. R2018-0067 dated 4/10/2018, and as amended by Resolution No. R2020-0061 dated 3/16/2020, which authorized a Grant in the amount of \$2,500,000.00 to the Friends of Historic Variety

Theatre, Inc. for the benefit of a project located at 11801 - 11825 Lorain Avenue in the City of Cleveland, by extending the Resolution sunset provision from March 16, 2022, to February 28, 2023 and changing the funding recipient to Variety Properties LLC; and declaring the necessity that this Resolution become immediately effective.

Committee Assignment and Chair: Community Development – Stephens

**On a motion by Ms. Stephens with a second by Ms. Simon, Resolution No. R2022-0049 was considered and adopted by unanimous vote.**

2) R2022-0053: A Resolution confirming the County Executive’s appointment or reappointment of various individuals to serve on the Cuyahoga Community College (Tri-C) Board of Trustees for various terms; and declaring the necessity that this Resolution become immediately effective:

i) Appointment:

a) Ted Tywang for an unexpired term ending 1/16/2025.

ii) Reappointment:

a) Victor Ruiz for the term 1/18/2022 - 1/17/2027.

Sponsor: County Executive Budish

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

**On a motion by Ms. Baker with a second by Ms. Turner, Resolution No. R2022-0053 was considered and adopted by unanimous vote.**

3) R2022-0054: A Resolution confirming the County Executive’s reappointment of Nancy Mendez to serve on the Cuyahoga Arts and Culture Board of Trustees for the term 4/1/2022 - 3/31/2025; 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 Ms. Turner, Resolution No. R2022-0054 was considered and adopted by unanimous vote.**

- 4) R2022-0055: A Resolution confirming the County Executive’s appointment of various Mayors to serve on the Cuyahoga County Planning Commission representing various regions for the term 1/1/2022 – 12/31/2024; and declaring the necessity that this Resolution become immediately effective:
- i) The Honorable Mayor Justin Bibb representing the Cleveland Region
  - ii) The Honorable Mayor Edward Orcutt representing the Southwest Region

**Sponsors: County Executive Budish and Councilmembers Miller and Sweeney**

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

**On a motion by Ms. Baker with a second by Ms. Turner, Resolution No. R2022-0055 was considered and adopted by unanimous vote.**

- 5) R2022-0056: A Resolution confirming the County Executive’s reappointment of various individuals to serve on the Cuyahoga County Community Improvement Corporation Board Trustees for the term 1/2/2022 – 1/1/2025; and declaring the necessity that this Resolution become immediately effective:
- i) Brian Hall
  - ii) Michael Obi
  - iii) Anthony Tavrell

Sponsor: County Executive Budish

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

**On a motion by Ms. Baker with a second by Ms. Conwell, Resolution No. R2022-0056 was considered and adopted by unanimous vote.**

- 6) R2022-0059: A Resolution authorizing a payment to The Mt. Sinai Health Foundation, fiscal agent, in the amount of \$800,000.00 for operational support for The Lead Safe Cleveland Coalition for the period 2/1/2022 – 12/31/2022; authorizing the County Executive to execute Purchase Order No. 22000735; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish/Department of Development

Committee Assignment and Chair: Community Development – Stephens

**On a motion by Ms. Stephens with a second by Ms. Simon, Resolution No. R2022-0059 was considered and adopted by unanimous vote.**

- 7) R2022-0060: A Resolution authorizing an amendment to a Master Contract with various providers for traditional residential treatment services for the period 2/1/2021 - 1/31/2023 for additional funds in the amount not-to-exceed \$1,250,000.00; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective:
- a) Contract No. 1164 with Applewood Centers, Inc. in the amount not-to-exceed \$60,280.00.
  - b) Contract No. 1165 with Bellefaire Jewish Children's Bureau in the amount not-to-exceed \$62,657.00.
  - c) Contract No. 1166 with The Cleveland Christian Home, Inc. in the amount not-to-exceed \$52,914.00.
  - d) Contract No. 1167 with Community Specialists Corporation dba The Academy in the amount not-to-exceed \$41,139.00.
  - e) Contract No. 1168 with The Cornell Abraxas Group, Inc. in the amount not-to-exceed \$268,355.00.

- f) Contract No. 1169 with George Junior Republic in Pennsylvania in the amount not-to-exceed \$42,919.00.
- g) Contract No. 1170 with Keystone Richland Center, LLC dba Foundations for Living in the amount not-to-exceed \$41,992.00.
- h) Contract No. 1171 with New Directions, Inc. in the amount not-to-exceed \$33,008.00.
- i) Contract No. 1172 with The Summit School, Inc. dba Summit Academy in the amount not-to-exceed \$491,090.00.
- j) Contract No. 1173 with The Village Network in the amount not-to-exceed \$155,646.00.

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

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

**On a motion by Mr. Gallagher with a second by Ms. Turner, Resolution No. R2022-0060 was considered and adopted by unanimous vote.**

- 8) R2022-0062: A Resolution making an award on RQ3382 to Alcohol Monitoring Systems, Inc. in the amount not-to-exceed \$2,625,000.00 for GPS, alcohol bracelets and monitoring services for the period 4/1/2022 – 12/31/2024; authorizing the County Executive to execute Contract No. 2238 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/Sheriff Department

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

**On a motion by Mr. Gallagher with a second by Ms. Conwell, Resolution No. R2022-0062 was considered and adopted by unanimous vote.**

- 9) R2022-0068: A Resolution confirming the County Executive’s appointment of Sara Parks Jackson to serve on the Cuyahoga County Community Improvement Corporation Board of Trustees for the term 10/16/2020 – 10/15/2023; and declaring the necessity that this Resolution become immediately effective.

Sponsors: County Executive Budish and **Councilmember Turner**

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

**On a motion by Ms. Baker with a second by Mr. Miller, Resolution No. R2022-0068 was considered and adopted by unanimous vote.**

- 10) R2022-0069: A Resolution confirming the County Executive’s reappointment of Allyn Davies to serve on the Cuyahoga County Public Library Board of Trustees for the term 4/1/2022 – 3/31/2029; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish

**On a motion by Ms. Baker with a second by Mr. Miller, Resolution No. R2022-0069 was considered and adopted by unanimous vote.**

- 11) R2022-0070: A Resolution confirming the County Executive’s appointments and reappointments of various individuals to serve on the Cuyahoga County Advisory Board on Senior and Adult Services for various terms; and declaring the necessity that this Resolution become immediately effective:

Appointment for an unexpired term ending 12/31/2023:

- i) Douglas Bennett

Appointments for the term 1/1/2022 – 12/31/2024:

- i) Chris Hall
- ii) Jennifer Kons
- iii) Heidi Lum
- iv) Emily Lundgard

Reappointments for the term 1/1/2022 – 12/31/2024:

- i) Cheryl Bradas
- ii) Ashley Morrisey

Sponsors: County Executive Budish **and Councilmember Miller**

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

**On a motion by Ms. Baker with a second by Mr. Miller, Resolution No. R2022-0070 was considered and adopted by unanimous vote.**

- 12) R2022-0071: A Resolution confirming the County Executive’s appointment of Janice Dzigiel to serve on the Western Reserve Area Agency on Aging Board of Trustees for the term 1/1/2022 – 12/31/2024; 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 Ms. Turner, Resolution No. R2022-0071 was considered and adopted by unanimous vote.**

- 13) R2022-0072: A Resolution authorizing an amendment to a Master Contract with various providers for various supplies for the period 1/1/2020 – 12/31/2021 to extend the time period to 12/31/2022, to remove two providers and for additional funds in the total amount not-to-exceed \$1,605,625.00; 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:

- i) to remove (2) providers, effective 1/1/2022:

- a) FBM Wholesale Builders Supply, LLC

- b) Mussen Sales, Inc.

- ii) for plumbing supplies:

- a) Contract No. 970 with Rojen Company in the amount not-to-exceed \$37,500.00.
  - b) Contract No. 906 with Winsupply of Cleveland, Inc. in the amount not-to-exceed \$75,000.00.
  - c) Contract No. 849 with Lakeside Supply Company in the amount not-to-exceed \$137,500.00.
- iii) for sheet metal supplies:
- a) Contract No. 792 with Decker Steel & Supply, Inc. in the amount not-to-exceed \$25,625.00.
- iv) for masonry supplies:
- a) Contract No. 747 with The Chas. E. Phipps Co. in the amount not-to-exceed \$27,500.00.
- v) for electrical supplies:
- a) Contract No. 838 with Graybar Electric Co., Inc. in the amount not-to-exceed \$123,000.00.
  - b) Contract No. 872 with Mars Electric Company, Inc. in the amount not-to-exceed \$32,000.00.
- vi) for painting supplies:
- a) Contract No. 973 with The Sherwin-Williams Company in the amount not-to-exceed \$108,750.00.
  - b) Contract No. 901 with PPG Architectural Finishes, Inc. in the amount not-to-exceed \$14,500.00.
  - c) Contract No. 903 with Sutton Hardware in the amount not-to-exceed \$21,750.00.
- vii) for filter supplies:
- a) Contract No. 699 with Air-Rite, Inc. in the amount not-to-exceed \$107,500.00.
- viii) for carpentry supplies:

- a) Contract No. 810 with Cleveland Lumber Company in the amount not-to-exceed \$60,000.00.
- ix) for laborer supplies:
- a) Contract No. 744 with The Chas. E. Phipps Co. in the amount not-to-exceed \$9,000.00
  - b) Contract No. 904 with Sutton Hardware in the amount not-to-exceed \$21,000.00.
- x) for locksmith supplies:
- a) Contract No. 833 with Commercial Door Service dba Cleveland Key & Security in the amount not-to-exceed \$11,250.00.
  - b) Contract No. 966 with Doors and Hardware, Inc. in the amount not-to-exceed \$7,500.00.
  - c) Contract No. 790 with Craftmaster Hardware, LLC in the amount not-to-exceed \$18,750.00.
- xi) for belt supplies:
- a) Contract No. 776 with Cleveland Hermetic & Supply Inc. in the amount not-to-exceed \$8,000.00.
  - b) Contract No. 729 with Air-Rite, Inc. in the amount not-to-exceed \$12,000.00.
- xii) for glazing supplies:
- a) Contract No. 1091 with Prism Glass & Door Co. Inc dba Allied Glass Services in the amount not-to-exceed \$327,500.00.
- xiii) for motor supplies:
- a) Contract No. 941 with GD Supply, Inc. dba Johnstone Supply in the amount not-to-exceed \$31,250.00.
  - b) Contract No. 771 with Cleveland Hermetic & Supply Inc. in the amount not-to-exceed \$31,250.00.
- xiv) for pipefitter supplies:

- a) Contract No. 787 with Cleveland Hermetic & Supply Inc. in the amount not-to-exceed \$80,000.00.
  - b) Contract No. 851 with Lakeside Supply Company in the amount not-to-exceed \$40,000.00.
- xv) for ballast and lighting supplies:
- a) Contract No. 841 with Graybar Electric Co., Inc. in the amount not-to-exceed \$62,500.00.
  - b) Contract No. 855 with Mars Electric Company, Inc. in the amount not-to-exceed \$62,500.00.
- xvi) for doors and hardware supplies:
- a) Contract No. 825 with Commercial Door Service dba Cleveland Key & Security in the amount not-to-exceed \$16,250.00.
  - b) Contract No. 963 with Doors and Hardware, Inc. in the amount not-to-exceed \$48,750.00.
- xvii) for sign shop supplies:
- a) Contract No. 808 with Byrne Sign Supply dba Dynamic Sign Co. in the amount not-to-exceed \$47,500.00.

Sponsor: County Executive Budish/Department of Public Works

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

**On a motion by Mr. Tuma with a second by Mr. Gallagher, Resolution No. R2022-0072 was considered and adopted by unanimous vote.**

- 14) R2022-0073: A Resolution making an award on RQ7494 to Go Sustainable Energy, LLC in the amount not-to-exceed \$800,000.00 for consulting services for utility microgrid development and design, commencing upon signature of all parties for a period of 2 years; authorizing the County Executive to execute Contract No. 2339 and all other documents consistent with said award and this Resolution;



and declaring the necessity that this Resolution become immediately effective.

Sponsors: County Executive Budish/Department of Public Works on behalf of the Department of Sustainability and Councilmember Miller **and Turner**

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

**On a motion by Ms. Simon with a second by Mr. Miller, Resolution No. R2022-0073 was considered and adopted by unanimous vote.**

- 15) R2022-0074: A Resolution making an award on RQ8185 to Specialized Construction, Incorporated in the amount not-to-exceed \$1,798,459.12 for the resurfacing of Lewis Road from Memory Lane to South Corporation Line in Olmsted Township in connection with the 2020 Operations Resurfacing Program; authorizing the County Executive to execute Contract No. 2246 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish/Department of Public Works

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

**On a motion by Mr. Tuma with a second by Ms. Turner, Resolution No. R2022-0074 was considered and adopted by unanimous vote.**

- 16) R2022-0075: A Resolution making awards on RQ7449 to various providers each in the amount not-to-exceed \$450,000.00, with a combined total amount not-to-exceed \$900,000.00, for general architectural and engineering services for the period 4/12/2022 – 4/11/2025; authorizing the County Executive to execute Contract Nos. 2311 and 2312 and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective:

- a) Contract No. 2311 with Richard L. Bowen + Associates
- b) Contract No. 2312 with Makovich & Pusti Architects, Inc.

Sponsor: County Executive Budish/Department of Public Works

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

**On a motion by Mr. Tuma with a second by Mr. Miller, Resolution No. R2022-0075 was considered and adopted by unanimous vote.**

- 17) R2022-0077: A Resolution making an award on RQ8504 to Esposito Mortuary Services, Inc. in the amount not-to-exceed \$3,692,000.00 for body transportation services for the period 4/1/2022 – 12/31/2026; authorizing the County Executive to execute Contract No. 2266 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/Office of the Medical Examiner

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

**On a motion by Mr. Gallagher with a second by Ms. Conwell, Resolution No. R2022-0077 was considered and adopted by unanimous vote.**

- 18) R2022-0078: A Resolution authorizing an amendment to Contract No. 2259 with Educational Service Center of Northeast Ohio for fiscal agent services for the Families and Schools Together Program, FASTWORK activities and parent services for the period 1/1/2019 – 12/31/2021, to extend the time period to 12/31/2023 and for additional funds in the amount not-to-exceed \$724,000.00; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish/Department of Health and Human Services/Division of Community Initiatives/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. R2022-0078 was considered and adopted by unanimous vote.**

- 19) R2022-0079: A Resolution authorizing the County Executive to accept dedication of land for Sunset Drive, Grandview Drive, and Daisy Lane in The Sanctuary of Olmsted and the Preserve of Olmsted Subdivision (The Sanctuary & Preserve Subdivision) (Phase 1), located in Olmsted Township, as public streets (1.30 total acres) along with established setback lines, rights-of-ways and easements; authorizing the County Executive to accept dedication of easements for public utilities, facilities, and appurtenances within The Sanctuary & Preserve Subdivision (Phase 1) to public use granted to the Olmsted Township and its corporate successors; authorizing the Clerk of Council to execute the Final Plat on behalf of County Council; and declaring the necessity that this Resolution become immediately effective.

Sponsor: County Executive Budish on behalf of the Cuyahoga County Planning Commission

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

**On a motion by Mr. Tuma with a second by Ms. Simon, Resolution No. R2022-0079 was considered and adopted by unanimous vote.**

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

- 1) O2022-0003: An Ordinance providing for an amendment to the Cuyahoga County Human Resources Personnel Policies and Procedures Manual (“Employee Handbook”) to create a Tuition Assistance Program to be applicable to all County employees; and declaring the necessity that this Ordinance become immediately effective.

Sponsor: County Executive Budish

**Council President Jones referred Ordinance No. O2022-0003 to the Human Resources, Appointments & Equity Committee.**

#### 11. MISCELLANEOUS COMMITTEE REPORTS

**Ms. Baker reported that the Human Resources, Appointments & Equity Committee**

meeting will be held on Tuesday, April 19th at 10:00 a.m.

Mr. Miller reported that the Finance & Budgeting Committee meeting will not meet Next week.

Mr. Tuma reported that the Public Works, Procurement & Contracting Committee meeting will be held on Wednesday, April 20th at 10:00 a.m.

Mr. Gallagher reported that the Public Works, Procurement & Contracting Committee meeting will be held on Tuesday, April 19th at 1:00 p.m.

Ms. Conwell reported that the Health, Human Services & Aging Committee meeting Will be held on Wednesday, April 20th at 1:00 p.m.

Ms. Stephens reported that the Community Reinvestment Advisory Committee meeting will be held on Wednesday, April 13th at 2:00 p.m., and the Community Development Committee meeting will be held on Monday, April 18 th at 10:00 a.m.

Ms. Simon reported that the Education, Environment & Sustainability Committee meeting will be held on Wednesday, April 20th at 3:00 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 6:49 p.m., without objection.

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0105

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 April 6, 2022 the Personnel Review Commission met and recommended the classification changes (attached hereto as Exhibits A through C) 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: *Compensation Analyst*

Class Number: 14121  
Pay Grade: 13A/Exempt (No change)  
\* PRC routine maintenance. Classification last revised in 2017.  
Updates were made to classification function, distinguishing characteristics, essential job functions, and general formatting and language. A technology requirement section was added. No change to pay grade or FLSA status.

Exhibit B: Class Title: *Manager, Training (Manager, Training-HHS)*  
Class Number: 14054  
Pay Grade: 15A/Exempt  
\* PRC routine maintenance. Classification last revised in 2014.  
The position is no longer a Human Resources position. Essential tasks were changed to reflect managing the North Central Ohio Regional Training Center for Social Worker, Foster Parent training, and HHS employees. As a result, planning factors were increased. Pay grade changed from 14A to 15A

Proposed Deleted Classification:

Exhibit C: Class Title: *Business Analytics and Project Management Specialist*  
Class Number: 14131  
Pay Grade: 12A/Exempt  
\* The department director at the time (2017) requested this classification be created but never filled it. The current director does not have any plans to fill this position.

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

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

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

Yeas:

Nays:

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

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

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



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

**CUYAHOGA COUNTY  
 PERSONNEL REVIEW COMMISSION  
 MEMORANDUM**

DATE: April 7, 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 April 6, 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>
Compensation Analyst 14121	13A Exempt	13A Exempt (No Change)	Human Resources
Manager, Training 14054 (Manager, Health and Human Services (HHS) Training)	14A Exempt	15A Exempt	Human Resources and Health and Human Resources



**PROPOSED DELETED CLASSIFICATIONS**

<b>Classification Title</b>	<b>Classification Number</b>	<b>Pay Grade</b>	<b>Department</b>
Business Analytics and Project Management Specialist 14131	14131	12A Exempt	Human Resources

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

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

**CURRENT CLASSIFICATION**

Class Number	Classification Title	Department	FLSA Status	Pay Grade
14121	Compensation Analyst	Human Resources	Exempt	13A

**PROPOSED REVISED CLASSIFICATION**

Class Number	Classification Title	Department	FLSA Status	Pay Grade
14121	Compensation Analyst	Human Resources	Exempt	13A

<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 classification function, distinguishing characteristics, essential job functions, and general formatting and language. A technology requirements section was added. No change to pay grade or FLSA status.
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<b>No. of Employees Affected:</b>	None
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<b>Dept.(s) Affected:</b>	Department of Human Resources
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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>
Kelli Neale – PO3 HR	2/24/2022	Email	Class Spec Draft Review
Sheba Marshall – Interim Chief HR Officer	2/24/2022	Email	Class Spec Draft Review
Jim Battigaglia, Archer Consultant	3/7/2022	Email	Pay grade evaluation

## CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

<b>Class Title:</b>	Compensation Analyst	<b>Class Number:</b>	14121
<b>FLSA:</b>	Exempt	<b>Pay Grade:</b>	13A
<b>Dept:</b>	Human Resources		

### Classification Function

The purpose of this classification is to assist management level staff with the creation and implementation of compensation programs, to develop job descriptions for unclassified and bargaining unit positions, and to evaluate classified, unclassified, and bargaining positions to assign appropriate employee pay by reviewing relevant factors.

### Distinguishing Characteristics

This is a journey level classification with responsibility for developing and leading county-wide compensation projects under a framework of policies, procedures, regulations, and guidelines. This position assists management level staff with making recommendations regarding compensation practices and related activities for classified, unclassified, and bargaining positions and ensuring that practices comply with legal standards. The incumbents exercise discretion in applying procedures to resolve issues.

### Essential Job Functions

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

- 25% +/- 10%
- Performs analysis and recommends base pay for new hires, transfers, and promotions; reviews requests for merit and equity-based salary adjustments and makes recommendations; leads annual compensation planning activities.
  
- 15% +/- 5%
- Evaluates classified and unclassified jobs to assign appropriate employee pay to ensure internal equity and market competitiveness; completes job evaluations and market analysis; audits compensation practices for legal compliance including Fair Labor Standards (FLSA) testing; updates salary structures, analyzes survey data, and develops and presents detailed analyses for management; reviews and makes recommendations regarding the creation of new or revision of existing jobs; reviews appropriate factors and recommends pay adjustments for individuals and employee groups; gathers, analyzes, and provides data for bargaining negotiations and advises agencies and Law Department.
  
- 10% +/- 5%
- Develops job descriptions for unclassified positions including the establishment of minimum requirements and related knowledge, skills, and abilities (KSAs); performs job analysis, interviews personnel, and conducts on-site observation to audit job functions; submits job description to Law Department, engages in communications with Law Department and department management to assist with the determination of civil service status.

## Compensation Analyst

10% +/- 5%

- Assists in the development, implementation, maintenance, analysis, and administration of compensation programs, policies, procedures, and best practices to support the strategic objectives of the County; assists in the coordination and consolidation of compensation data for reporting; performs compensation studies; participates in salary surveys.

10% +/- 5%

- Provides consulting to human resources staff and strategic business partners; assists in making recommendations for organizational design, reorganizations, integrity of job levels, and job design; assists management in union negotiations and provides analysis of pertinent salary information.

10% +/- 5%

- Manages and administers the Position Audit program; participates in the audit process including discussion with consultant and management, conducting desk audits, making a final determination, and compensation analysis; testifies as the county's expert witness in the event of an employee Appeal Hearing or arbitration.

10% +/- 5%

- Facilitates the HR process for Class Plan Maintenance with the PRC; works with PRC to gather employee and job duty information from agencies; advises and informs HR management of new, revised, and proposed deletion of non-bargaining classifications; moves employees into new or revised positions and reviews and sets salary.

5% +/- 2%

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

5% +/- 2%

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

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

- Bachelor's degree in human resources, human relations, labor relations, or related field with four (4) years of administering and facilitating compensation program experience; or an equivalent combination of education, training, and experience.
- Valid driver license, proof of automobile insurance, and access to a vehicle.

### **Additional Requirements**

- No special license or certification is required.

### **Minimum Physical and Mental Abilities Required to Perform Essential Job Functions**

#### **Physical Requirements**

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

Effective Date: 03.01.2017  
Last Modified: 03.01.2017

## Compensation Analyst

### **Technology Requirements**

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

### **Supervisory Responsibilities**

- No supervisory responsibilities required.

### **Mathematical Ability**

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

### **Language Ability & Interpersonal Communication**

- Requires the ability to perform mid-level data analysis including the ability to audit, deduce, assess, conclude, and appraise. Requires discretion in determining and referencing such to established criteria to define consequences and develop alternatives.
- Ability to comprehend a variety of informational documents including SAP data extracts, salary survey reports, classification specifications, job descriptions, Comprehensive Position Questionnaire (CPQ), personnel request forms, request for salary analysis form, salary survey reports, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including Ohio Revised Code, personnel policy manuals, Fair Labor Standards Act (FLSA) duties test, and County's Compensation Philosophy.
- Ability to prepare request for salary analysis, salary survey questionnaires, white papers, cost analysis reports, and other job-related documents using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.
- Ability to convince and influence others, to record and deliver information, to explain procedures, and to follow instructions.
- Ability to use and interpret compensation terminology.
- Ability to communicate effectively with HR staff, department management, other County employees, employees from external partner agencies, and outside vendors.

### **Environmental Adaptability**

- Work is typically performed in an office environment.

## Compensation Analyst

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

**CURRENT CLASSIFICATION**

Class Number	Classification Title	Department	FLSA Status	Pay Grade
14054	Manager, Training	Human Resources and Health and Human Resources	Exempt	14A

**PROPOSED REVISED CLASSIFICATION**

Class Number	Classification Title	Department	FLSA Status	Pay Grade
14054	Manager, Health and Human Services (HHS) Training	Health and Human Services	Exempt	15A

<b>Requested By:</b>	Personnel Review Commission
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<b>Rationale:</b>	PRC routine maintenance. Classification last revised in 2014. The position is no longer a Human Resources position. Essential tasks were changed to reflect managing the North Central Ohio Regional Training Center for Social Worker and Foster Parent training. As a result, planning factors were increased. Pay grade changed from 14A to 15A.
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<b>No. of Employees Affected:</b>	One (1)
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<b>Dept.(s) Affected:</b>	All Departments
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<b>Fiscal Impact:</b>	PG 14A: \$64,792.00 – \$90,729.60 PG 15A: \$69,388.80 – \$97,177.60 Employee’s current salary falls within new pay grade. Step Placement TBD by Human Resources
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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>
Deborah Johnson, Director of HR – Talent Management	4/6/2021	Email	Review Draft
David Merriman, Director of Health and Human Services	4/7/2021  4/7/2021 08/13/2021 08/20/2021 09/02/2021	Phone Call  Email Email Email Email	Discussion with Albert B. about splitting position between HR and HHS Update on Process Update on Process Discussion Regarding PG Follow-up regarding Pay Grade
Leon Harris, Assistant Director HHS	09/02/2021	Email	Follow-up regarding Pay Grade
Brenda Payne-Riley, Manager, Training	4/7/2021 4/20/2021 08/13/2021	Email Email Email	Update her old CPQ Reminder Update on Process
Jim Battigaglia, Archer Consultant	6/08/2021 6/23/2021 6/30/2021	Email Email Email	Pay grade evaluation Reminder Reminder

## CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

<b>Class Title:</b>	Manager, Health and Human Services (HHS) Training	<b>Class Number:</b>	14054
<b>FLSA:</b>	Exempt	<b>Pay Grade:</b>	15A
<b>Departments:</b>	Health and Human Services		

### Classification Function

The purpose of this classification is to manage, coordinate and implement County-level and State-level training programs and initiatives for Health and Human Services (HHS) employees, Ohio Department of Jobs and Family Services (ODJFS) employees, foster families, and caregivers.

### Distinguishing Characteristics

This is a management level classification, with responsibility for overseeing technical operations, and the development and execution of training programs. This class recommends, develops, integrates, administers, and evaluates policies, procedures, and standards required to provide related services. The classification is responsible for ensuring that training programs and activities are completed in a timely, effective, and efficient manner according to procedures, rules, regulations, laws and ordinances. This classification oversees lower level HHS training supervisors, HHS Training Specialists, and other assigned personnel.

### Essential Job Functions

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

- 60% +/- 10%
- Plans, directs, and coordinates North Central Ohio Regional Training Center (NCORTC) training programs and initiatives; meets with ODJFS managers and department heads to identify and determine training and development needs for staff ; develops and approves all training provided by the NCORTC; develops an annual calendar of training and development opportunities including references to external opportunities; develops and maintains training procedures, materials, and manuals for trainings; plan and schedules the new-hire training for HHS employees; ensures that statutory training requirements are met; amends and revises training programs as needed; develops and maintains training budget; prepares training budget reports; prepares annual training reports for department; coordinates the upkeep to ensure the NCORTC (Westshore) building is functional and safe; reports any issues and need for repairs with the NCORTC (Westshore) building to HHS staff person responsible with communicating with building owner.
- 30% +/- 10%
- Supervises and directs the work of HHS Training Specialist, new HHS staff, social work interns, and other assigned staff; directs staff to ensure work completion and maintenance of standards; plans, assigns, and reviews work; coordinates and/or provides training and instruction; evaluates employee performance; responds to employee questions, concerns, and problems; approves employee timesheets and leave requests; prepares and reviews documents related to timesheets, requests for leave, and overtime; develops and monitors unit work plans and work performance standards; monitors and provides for training needs; meets with employees individually and as a unit; recommends personnel actions including selection, promotion, transfer, discipline, or discharge.

Effective Date: 09.13.2011  
Last Modified: 04.14.2014

10% +/- 5%

- Attends and participates in professional group meetings, conferences, seminars and training; stays abreast of new trends and innovations in the field; represents training department at various meetings and conferences; provides technical assistance and consultation to departments regarding training needs; delivers speeches and prepares correspondence.

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

- Bachelor's degree in education or human resources with nine (9) years of training experience including three (3) years in a supervisory capacity; or any equivalent combination of education, training, and experience.
- Valid driver license, proof of automobile insurance, and access to a vehicle.

### **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 audio-visual equipment.

#### **Technology Requirements**

- Ability to operate a variety of software and databases including course management system software (E-Track), electronic mail systems (Microsoft Outlook), presentation software (Microsoft PowerPoint), publishing software (Microsoft Publisher), spreadsheet software (Microsoft Excel), and word processing software (Microsoft Word).

#### **Supervisory Responsibilities**

- Ability to assign, review, plan and coordinate the work of other employees.
- Ability to provide instruction to other employees.
- Ability to evaluate the performance of assigned employees.
- Ability to recommend the discipline or discharge of other employees.
- Ability to recommend the transfer, promotion or salary increase of other employees.

#### **Mathematical Ability**

- Ability to add, subtract, multiply, divide, calculate decimals, percentages, use routine statistics, and 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 employment job audit forms, needs analyses, classification specifications, training literature, training plans, performance evaluations and other reports and records.
- Ability to comprehend a variety of reference books and manuals including policies and procedures, State regulations and training manuals.
- Ability to prepare memos, correspondence, training proposals, training needs analysis, training budgets, monthly reports, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to manage people and programs, to supervise and counsel employees, to convince and influence others, to record and deliver information, to explain procedures, and to follow instructions.
- Ability to use and interpret education, legal, counseling, and personnel terminology and language.
- Ability to communicate effectively with department supervisors, training personnel, consultants, other County employees, and the general public.

### **Environmental Adaptability**

- Work is typically performed in an office environment.

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

**PROPOSED DELETED CLASSIFICATIONS**

<b>Class Number</b>	<b>Classification Title</b>	<b>Department</b>	<b>FLSA Status</b>	<b>Pay Grade</b>
<b>14131</b>	<b>Business Analytics and Project Management Specialist</b>	<b>Human Resources</b>	<b>Exempt</b>	<b>12A</b>

<b>Requested By:</b>	Personnel Review Commission
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<b>Rationale:</b>	The department director at the time (2017) requested this classification be created but never filled it. The current director does not have any plans to fill this position.
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<b>No. of Employees Affected:</b>	None
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<b>Dept.(s) Affected:</b>	Human Resources
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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>	Albert Bouchahine, Manager of Classification and Compensation Verona Blonde, Classification and Compensation Specialist
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<b>Human Resources Contact(s):</b>	Sheba Marshall, Director of Human Resources
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<b>Management Contact(s):</b>	Sheba Marshall, Director of Human Resources Jesse Drucker, Chief Human Resources Officer
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# CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

<b>Class Title:</b>	Business Analytics and Project Management Specialist	<b>Class Number:</b>	14131
<b>FLSA:</b>	Exempt	<b>Pay Grade:</b>	12
<b>Dept:</b>	Human Resources		

**Classification Function**

The purpose of this classification is to lead in the identification, development, implementation, continuous improvement, and administration of core Human Resources (HR) metrics.

**Distinguishing Characteristics**

This is a journey level classification with the responsibility to identify business requirements for developing HR statistical and analytical reporting and conducting needs analysis for Key Performance Reporting requirements to support HR Operating Plan initiatives. Employees in this class work in collaboration with HR upper management to research, analyze, and administer core HR metrics to support the overall mission of Cuyahoga County. Employees work under general supervision as the incumbent becomes able to independently perform the full range of duties associated with this level.

**Essential Job Functions**

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

25% +/- 10%

- Leads in the identification, development, implementation, continuous improvement and administration of core HR metrics; provides support to HR function in areas of people metrics, reporting, and advanced and predictive analytics; identifies relevant metrics to determine strategic planning and organization development efforts; produces an actionable HR and line of business dashboard; gives recommendations for implementation of new systems, procedures, or organizational changes to help achieve strategic plans and operational objectives; provides expertise as it relates to best practices in HR.

25% +/- 10%

- Extracts, manipulates, synthesizes, compiles, analyzes, and interprets data to support various key HR and organization initiatives; develops predictive systems to identify trends and drive organizational solutions; conducts data-based research to provide solutions to address critical HR issues; establishes processes for model development, validation, and implementation; develops and publishes reports based on research and analyses to communicate findings and implications; creates research and data summary reports for review by executives, managers, and other stakeholders; ensures that use of any data is in compliance with policies, laws, and procedures.

25% +/- 10%

- Manages progression of HR analytics and projects while meeting all timelines, objectives, and standards; collaboratively works with managers and decision makers to identify and define project mission and scope and develop project plans and project schedules; creates work plans and oversees administration; monitors and ensures project progress; identifies, tracks, monitors, and communicates all project-related issues; makes necessary adjustments to ensure successful project completion.

## **Business Analytics and Project Management Specialist**

15% +/- 10%

- Collaboratively works with individuals across department to accomplish HR related projects and improve processes; facilitates comprehensive department project integration; coordinates HR teams to achieve operational objectives and department alignment; influences cross functioning discussions and resolves conflicts between departments; ensures consistent communication within department.

10% +/- 5%

- Performs related administrative responsibilities; prepares and maintains various related reports, records, and other documents; responds to emails and phone calls; attends various meetings, conferences, and trainings; serves as department representative on committees; presents information to stakeholders to facilitate project implementation and process improvement.

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

- Bachelor's Degree in Human Resources, Human Relations, Labor Relations or related degree and four (4) years of experience in Human Resources, Business Analytics, or related field; or an equivalent combination of education, training, and experience.
- Valid Ohio driver license, proof of automobile insurance, and a reliable vehicle.

### **Additional Requirements for all levels**

No special license or certification is required.

### **Minimum Physical and Mental Abilities Required to Perform Essential Job Functions**

#### **Physical Requirements**

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

#### **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 comprehend a variety of informational documents including metrics reports, data, statistical reports, charts, graphs, correspondence, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including Personnel Policies and Procedures Manual, Internal Operational Guidelines, Ohio Revised Code, and Federal Employment Laws.
- Ability to prepare project work plans, executive summaries, HR dashboard, reports, charts, graphs, correspondence, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.

## **Business Analytics and Project Management Specialist**

- Ability to convince and influence others, to record and deliver information, to explain procedures, to follow instructions.
- Ability to use and interpret Human Resources terminology and language.
- Ability to communicate with coworkers, management, directors, consultants, other County employees, and members of external agencies and committees.

### **Environmental Adaptability**

- Work is typically performed in an office environment.

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



Posted: 3/30/2022  
 Meeting: 4/6/22

<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>					
Compensation Analyst	14121	13A Exempt	13A Exempt (No Change)	Human Resources	PRC routine maintenance. Classification last revised in 2017. Updates were made to classification function, distinguishing characteristics, essential job functions, and general formatting and language. A technology requirements section was added. No change to pay grade or FLSA status.
Manager, Training ( <i>Manager, Health and Human Services (HHS) Training</i> )	14054	14A Exempt	15A Exempt	Human Resources and Health and Human Resources	PRC routine maintenance. Classification last revised in 2014. The position is no longer a Human Resources position. Essential tasks were changed to reflect managing the North Central Ohio Regional Training Center for Social Worker, Foster Parent training, and HHS employees. As a result, planning factors were increased. Pay grade changed from 14A to 15A.

<b>DELETED CLASSIFICATION</b>	PAY GRADE and FLSA STATUS	DEPARTMENT	<u>Rationale</u>
Business Analytics and Project Management Specialist 14131	12A Exempt	Human Resources	The department director at the time (2017) requested this classification be created but never filled it. The current director does not have any plans to fill this position.

## CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

<b>Class Title:</b>	Compensation Analyst	<b>Class Number:</b>	14121
<b>FLSA:</b>	Exempt	<b>Pay Grade:</b>	13A
<b>Dept:</b>	Human Resources	<b>EXHIBIT A</b>	

### Classification Function

The purpose of this classification is to assist management level staff with the creation and implementation of compensation programs, to develop job descriptions for unclassified and bargaining unit positions, and to evaluate classified, unclassified, and bargaining positions to assign appropriate employee pay by reviewing relevant factors.

### Distinguishing Characteristics

This is a journey level classification with responsibility for developing and leading county-wide compensation projects under a framework of policies, procedures, regulations, and guidelines. This position assists management level staff with making recommendations regarding compensation practices and related activities for classified, unclassified, and bargaining positions and ensuring that practices comply with legal standards. The incumbents exercise discretion in applying procedures to resolve issues.

### Essential Job Functions

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

- 25% +/- 10%
- Performs analysis and recommends base pay for new hires, transfers, and promotions; reviews requests for merit and equity-based salary adjustments and makes recommendations; leads annual compensation planning activities.
  
- 15% +/- 5%
- Evaluates classified and unclassified jobs to assign appropriate employee pay to ensure internal equity and market competitiveness; completes job evaluations and market analysis; audits compensation practices for legal compliance including Fair Labor Standards (FLSA) testing; updates salary structures, analyzes survey data, and develops and presents detailed analyses for management; reviews and makes recommendations regarding the creation of new or revision of existing jobs; reviews appropriate factors and recommends pay adjustments for individuals and employee groups; gathers, analyzes, and provides data for bargaining negotiations and advises agencies and Law Department.
  
- 10% +/- 5%
- Develops job descriptions for unclassified positions including the establishment of minimum requirements and related knowledge, skills, and abilities (KSAs); performs job analysis, interviews personnel, and conducts on-site observation to audit job functions; submits job description to Law Department, engages in communications with Law Department and department management to assist with the determination of civil service status.

## Compensation Analyst

10% +/- 5%

- Assists in the development, implementation, maintenance, analysis, and administration of compensation programs, policies, procedures, and best practices to support the strategic objectives of the County; assists in the coordination and consolidation of compensation data for reporting; performs compensation studies; participates in salary surveys.

10% +/- 5%

- Provides consulting to human resources staff and strategic business partners; assists in making recommendations for organizational design, reorganizations, integrity of job levels, and job design; assists management in union negotiations and provides analysis of pertinent salary information.

10% +/- 5%

- Manages and administers the Position Audit program; participates in the audit process including discussion with consultant and management, conducting desk audits, making a final determination, and compensation analysis; testifies as the county's expert witness in the event of an employee Appeal Hearing or arbitration.

10% +/- 5%

- Facilitates the HR process for Class Plan Maintenance with the PRC; works with PRC to gather employee and job duty information from agencies; advises and informs HR management of new, revised, and proposed deletion of non-bargaining classifications; moves employees into new or revised positions and reviews and sets salary.

5% +/- 2%

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

5% +/- 2%

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

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

- Bachelor's degree in human resources, human relations, labor relations, or related field with four (4) years of administering and facilitating compensation program experience; or an equivalent combination of education, training, and experience.
- Valid driver license, proof of automobile insurance, and access to a vehicle.

### **Additional Requirements**

- No special license or certification is required.

### **Minimum Physical and Mental Abilities Required to Perform Essential Job Functions**

#### **Physical Requirements**

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

Effective Date: 03.01.2017  
Last Modified: 03.01.2017

## Compensation Analyst

### **Technology Requirements**

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

### **Supervisory Responsibilities**

- No supervisory responsibilities required.

### **Mathematical Ability**

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

### **Language Ability & Interpersonal Communication**

- Requires the ability to perform mid-level data analysis including the ability to audit, deduce, assess, conclude, and appraise. Requires discretion in determining and referencing such to established criteria to define consequences and develop alternatives.
- Ability to comprehend a variety of informational documents including SAP data extracts, salary survey reports, classification specifications, job descriptions, Comprehensive Position Questionnaire (CPQ), personnel request forms, request for salary analysis form, salary survey reports, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including Ohio Revised Code, personnel policy manuals, Fair Labor Standards Act (FLSA) duties test, and County's Compensation Philosophy.
- Ability to prepare request for salary analysis, salary survey questionnaires, white papers, cost analysis reports, and other job-related documents using prescribed format and conforming to all rules of punctuation, grammar, diction, and style.
- Ability to convince and influence others, to record and deliver information, to explain procedures, and to follow instructions.
- Ability to use and interpret compensation terminology.
- Ability to communicate effectively with HR staff, department management, other County employees, employees from external partner agencies, and outside vendors.

### **Environmental Adaptability**

- Work is typically performed in an office environment.

## Compensation Analyst

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

## CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

<b>Class Title:</b>	Manager, Health and Human Services (HHS) Training	<b>Class Number:</b>	14054
<b>FLSA:</b>	Exempt	<b>Pay Grade:</b>	15A
<b>Departments:</b>	Health and Human Services	<b>EXHIBIT B</b>	

### Classification Function

The purpose of this classification is to manage, coordinate and implement County-level and State-level training programs and initiatives for Health and Human Services (HHS) employees, Ohio Department of Jobs and Family Services (ODJFS) employees, foster families, and caregivers.

### Distinguishing Characteristics

This is a management level classification, with responsibility for overseeing technical operations, and the development and execution of training programs. This class recommends, develops, integrates, administers, and evaluates policies, procedures, and standards required to provide related services. The classification is responsible for ensuring that training programs and activities are completed in a timely, effective, and efficient manner according to procedures, rules, regulations, laws and ordinances. This classification oversees lower level HHS training supervisors, HHS Training Specialists, and other assigned personnel.

### Essential Job Functions

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

- 60% +/- 10%
- Plans, directs, and coordinates North Central Ohio Regional Training Center (NCORTC) training programs and initiatives; meets with ODJFS managers and department heads to identify and determine training and development needs for staff ; develops and approves all training provided by the NCORTC; develops an annual calendar of training and development opportunities including references to external opportunities; develops and maintains training procedures, materials, and manuals for trainings; plan and schedules the new-hire training for HHS employees; ensures that statutory training requirements are met; amends and revises training programs as needed; develops and maintains training budget; prepares training budget reports; prepares annual training reports for department; coordinates the upkeep to ensure the NCORTC (Westshore) building is functional and safe; reports any issues and need for repairs with the NCORTC (Westshore) building to HHS staff person responsible with communicating with building owner.
- 30% +/- 10%
- Supervises and directs the work of HHS Training Specialist, new HHS staff, social work interns, and other assigned staff; directs staff to ensure work completion and maintenance of standards; plans, assigns, and reviews work; coordinates and/or provides training and instruction; evaluates employee performance; responds to employee questions, concerns, and problems; approves employee timesheets and leave requests; prepares and reviews documents related to timesheets, requests for leave, and overtime; develops and monitors unit work plans and work performance standards; monitors and provides for training needs; meets with employees individually and as a unit; recommends personnel actions including selection, promotion, transfer, discipline, or discharge.

Effective Date: 09.13.2011  
Last Modified: 04.14.2014

10% +/- 5%

- Attends and participates in professional group meetings, conferences, seminars and training; stays abreast of new trends and innovations in the field; represents training department at various meetings and conferences; provides technical assistance and consultation to departments regarding training needs; delivers speeches and prepares correspondence.

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

- Bachelor's degree in education or human resources with nine (9) years of training experience including three (3) years in a supervisory capacity; or any equivalent combination of education, training, and experience.
- Valid driver license, proof of automobile insurance, and access to a vehicle.

### **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 audio-visual equipment.

#### **Technology Requirements**

- Ability to operate a variety of software and databases including course management system software (E-Track), electronic mail systems (Microsoft Outlook), presentation software (Microsoft PowerPoint), publishing software (Microsoft Publisher), spreadsheet software (Microsoft Excel), and word processing software (Microsoft Word).

#### **Supervisory Responsibilities**

- Ability to assign, review, plan and coordinate the work of other employees.
- Ability to provide instruction to other employees.
- Ability to evaluate the performance of assigned employees.
- Ability to recommend the discipline or discharge of other employees.
- Ability to recommend the transfer, promotion or salary increase of other employees.

#### **Mathematical Ability**

- Ability to add, subtract, multiply, divide, calculate decimals, percentages, use routine statistics, and 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 employment job audit forms, needs analyses, classification specifications, training literature, training plans, performance evaluations and other reports and records.
- Ability to comprehend a variety of reference books and manuals including policies and procedures, State regulations and training manuals.
- Ability to prepare memos, correspondence, training proposals, training needs analysis, training budgets, monthly reports, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to manage people and programs, to supervise and counsel employees, to convince and influence others, to record and deliver information, to explain procedures, and to follow instructions.
- Ability to use and interpret education, legal, counseling, and personnel terminology and language.
- Ability to communicate effectively with department supervisors, training personnel, consultants, other County employees, and the general public.

### **Environmental Adaptability**

- Work is typically performed in an office environment.

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# CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

<b>Class Title:</b>	Business Analytics and Project Management Specialist	<b>Class Number:</b>	14131
<b>FLSA:</b>	Exempt	<b>Pay Grade:</b>	12
<b>Dept:</b>	Human Resources	<b>EXHIBIT C</b>	

**Classification Function**

The purpose of this classification is to lead in the identification, development, implementation, continuous improvement, and administration of core Human Resources (HR) metrics.

**Distinguishing Characteristics**

This is a journey level classification with the responsibility to identify business requirements for developing HR statistical and analytical reporting and conducting needs analysis for Key Performance Reporting requirements to support HR Operating Plan initiatives. Employees in this class work in collaboration with HR upper management to research, analyze, and administer core HR metrics to support the overall mission of Cuyahoga County. Employees work under general supervision as the incumbent becomes able to independently perform the full range of duties associated with this level.

**Essential Job Functions**

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

25% +/- 10%

- Leads in the identification, development, implementation, continuous improvement and administration of core HR metrics; provides support to HR function in areas of people metrics, reporting, and advanced and predictive analytics; identifies relevant metrics to determine strategic planning and organization development efforts; produces an actionable HR and line of business dashboard; gives recommendations for implementation of new systems, procedures, or organizational changes to help achieve strategic plans and operational objectives; provides expertise as it relates to best practices in HR.

25% +/- 10%

- Extracts, manipulates, synthesizes, compiles, analyzes, and interprets data to support various key HR and organization initiatives; develops predictive systems to identify trends and drive organizational solutions; conducts data-based research to provide solutions to address critical HR issues; establishes processes for model development, validation, and implementation; develops and publishes reports based on research and analyses to communicate findings and implications; creates research and data summary reports for review by executives, managers, and other stakeholders; ensures that use of any data is in compliance with policies, laws, and procedures.

25% +/- 10%

- Manages progression of HR analytics and projects while meeting all timelines, objectives, and standards; collaboratively works with managers and decision makers to identify and define project mission and scope and develop project plans and project schedules; creates work plans and oversees administration; monitors and ensures project progress; identifies, tracks, monitors, and communicates all project-related issues; makes necessary adjustments to ensure successful project completion.

## **Business Analytics and Project Management Specialist**

15% +/- 10%

- Collaboratively works with individuals across department to accomplish HR related projects and improve processes; facilitates comprehensive department project integration; coordinates HR teams to achieve operational objectives and department alignment; influences cross functioning discussions and resolves conflicts between departments; ensures consistent communication within department.

10% +/- 5%

- Performs related administrative responsibilities; prepares and maintains various related reports, records, and other documents; responds to emails and phone calls; attends various meetings, conferences, and trainings; serves as department representative on committees; presents information to stakeholders to facilitate project implementation and process improvement.

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

- Bachelor's Degree in Human Resources, Human Relations, Labor Relations or related degree and four (4) years of experience in Human Resources, Business Analytics, or related field; or an equivalent combination of education, training, and experience.
- Valid Ohio driver license, proof of automobile insurance, and a reliable vehicle.

### **Additional Requirements for all levels**

No special license or certification is required.

### **Minimum Physical and Mental Abilities Required to Perform Essential Job Functions**

#### **Physical Requirements**

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

#### **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 comprehend a variety of informational documents including metrics reports, data, statistical reports, charts, graphs, correspondence, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including Personnel Policies and Procedures Manual, Internal Operational Guidelines, Ohio Revised Code, and Federal Employment Laws.
- Ability to prepare project work plans, executive summaries, HR dashboard, reports, charts, graphs, correspondence, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.

## **Business Analytics and Project Management Specialist**

- Ability to convince and influence others, to record and deliver information, to explain procedures, to follow instructions.
- Ability to use and interpret Human Resources terminology and language.
- Ability to communicate with coworkers, management, directors, consultants, other County employees, and members of external agencies and committees.

### **Environmental Adaptability**

- Work is typically performed in an office environment.

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# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0082

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 March 9, 2022, the Personnel Review Commission met and recommended the classification changes (attached hereto as Exhibits A & B) and recommended to County Council the formal adoption and implementation of the attached changes; and

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

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

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

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

Proposed New Classifications:

Exhibit A: Class Title: *Behavior Coordinator*  
Class Number: 15045

Pay Grade: 6A/Non-Exempt

Proposed Deleted Classification:

Exhibit B: Class Title: *Training Officer*

Class Number: 14051

Pay Grade: 7A/Non-Exempt

\*This classification is vacant. The Training Officer and Senior Training Officer classifications were combined into one new classification, HHS Training Specialist. It was determined there was no need for 2 levels since all employees were at the Senior level and performing the same essential job functions. The department did not intend to hire at the lower-level position.

**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: April 12, 2022

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

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



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

**CUYAHOGA COUNTY  
 PERSONNEL REVIEW COMMISSION  
 MEMORANDUM**

DATE: March 17, 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 March 9, 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:

NEW CLASSIFICATION	PAY GRADE and FLSA STATUS	DEPARTMENT	
Behavior Coordinator 15045	6A Non-Exempt	Public Works	
PROPOSED DELETED CLASSIFICATIONS			
Classification Title	Classification Number	Pay Grade	Department
Training Officer	14051	7A Non-Exempt	Human Resources and Human Services

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

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



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

To: PRC Commissioners

From: Rebecca Kopcienski, Director

Date: March 3, 2022

Re: Classification Plan Administration

I am requesting the following modifications to the Cuyahoga County Non-Bargaining Classification Plan be considered by the Personnel Review Commission at the March 9, 2022, Commission meeting. Routine maintenance and changes in departments' operational needs necessitate classifications be created, revised, and deleted. These changes have been prepared by the PRC Class and Comp staff and reviewed by the PRC's Manager of Classification and Compensation, who has worked extensively with the Department of Human Resources and County's management teams to ensure they are fully informed of these proposed changes.

Below are the recommended changes.

NEW CLASSIFICATION	PAY GRADE and FLSA STATUS	DEPARTMENT
Behavior Coordinator 15045	6A Non-Exempt	Public Works

DELETED CLASSIFICATION	PAY GRADE and FLSA STATUS	DEPARTMENT
Training Officer 14051	7A Non-Exempt	Human Resources and Human Services



**PROPOSED NEW CLASSIFICATION**

<b>Class Number</b>	<b>Classification Title</b>	<b>Department</b>	<b>FLSA Status</b>	<b>Pay Grade</b>
15045	Behavior Coordinator	Public Works	Non-Exempt	6A

<b>Requested By:</b>	Personnel Review Commission
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<b>Rationale:</b>	This is a new classification requested by Public Works based on department need. The classification reflects the essential functions and minimum qualifications of the position.
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<b>No. of Employees Affected:</b>	None
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<b>Dept.(s) Affected:</b>	Public Works
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<b>Fiscal Impact:</b>	PG 6A \$40,996.80 - \$57,408.00 Step Placement TBD by Human Resources
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<b>Staffing Implications:</b>	Position to be filled once classification is active.
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<b>PRC Contact(s):</b>	Alexandra Hamame, 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>
Mindy Naticchioni, Administrator, Animal Shelter	1/28/2022	Email	CPQ
Nichole English, Administrator, Planning and Program	1/28/2022	Email	Request Form
Kelli Neale, Program Officer 4 Deborah Conway,	1/28/2022	Email	Copied on Emails with CPQ and request form

Chief Dog Warden			
Deborah Conway, Chief Dog Warden Mindy Naticchioni, Administrator, Animal Shelter Nichole English, Administrator, Planning and Program	2/7/2022	Email	Review of Final Draft
Jim Battigaglia, Archer Consultant	2/14/2022 2/24/2022	Email Email	Pay Grade Evaluation Follow up for Pay Grade Evaluation
Kelli Neal, Program Officer 4- Compensation	2/28/2022	Email	Notification of pay grade evaluation
Deborah Conway, Chief Dog Warden Mindy Naticchioni, Administrator, Animal Shelter Nichole English, Administrator, Planning and Program	2/28/2022	Email	Notification of pay grade evaluation

# CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

<b>Class Title:</b>	Behavior Coordinator	<b>Class Number:</b>	15045
<b>FLSA:</b>	Non-Exempt	<b>Pay Grade:</b>	6A
<b>Dept:</b>	Public Works		

## Classification Function

The purpose of this classification is to ensure the behavioral health and wellness of all the dogs at the Cuyahoga County shelter; to create and implement behavior plans, enrichment, and behavior; to design training programs for shelter staff and volunteers; and to create behavior protocols for the shelter's policy and procedure manual.

## Distinguishing Characteristics

This is a journey level classification with responsibility for the behavioral health and wellness of the dog population at the County Animal Shelter. This classification works within a framework of well-defined policies, procedures, and regulations. Employees in this classification work under general supervision from the Chief Dog Warden, progressing to more independence as experience is acquired. Incumbents are expected to become fully aware of operating procedures and policies. This class requires public contact in communicating ownership and control of animals, laws, and regulations.

## Essential Job Functions

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

30% +/- 10%

- Identifies, creates, and implements behavior plans; performs and documents assessments on behavioral dogs that cannot directly go into the adoption program (i.e. dogs that are under socialized, feral, fearful, and/or showing other behavior concerns); determines course of training needed to correct undesirable behaviors for individual animals and more general common issues; determines and fits equipment needed for stronger and challenging dogs; participates in weekly meetings on status of behavioral dogs; provides recommendations regarding euthanasia when necessary based on behavior, lack of progress, or safety concerns; provides behavioral instructions to adopters.

25% +/- 10%

- Mentors and leads behavior training staff and volunteers; communicates weekly progress with volunteers; determines when volunteers reach trainer level or when they require additional coaching; coordinates the schedule of new behavior team volunteers with the volunteer coordinator.

20% +/- 10%

- Creates, implements, and oversees all behavior and enrichment programs; develops and writes protocols for behavior programs; updates social media pages related to dog behavior programs.

15% +/- 5%

- Plans for training classes; identifies changes and restructures programs as needed; works in collaboration with management to create behavior training materials and procedures for staff and volunteers; prepares training schedules; makes recommendations for successful outcomes (e.g., foster, board and train, transfer).

Effective Date: TBD  
Last Modified: TBD

## Behavior Coordinator

10% +/- 5%

- Performs related administrative responsibilities; prepares various reports, records, and other documents; responds to emails and phone calls; attends various trainings and meetings; prepares reports tracking number of clients serviced, referrals, service effectiveness, and outcomes; tracks and reports on shelter's population status; monitors expenditures of resources in the behavior program.

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

- High school diploma with three (3) years of dog training, behavior modification, or related experience; or any equivalent combination of education, training, and experience.
- Valid driver 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 and multifunction printer.
- Ability to bend/twist, stand and walk for a prolonged period of time, lift up to 50 pounds, and push/pull up to 100 pounds.
- Ability to distinguish between colors, hear sounds, identify odors, utilize depth perception, communicate orally, and accurately describe animals based on visual perceptions.

#### **Technology Requirements**

- Ability to operate a variety of software and databases including the animal record database (PetPoint), publishing software (MS Publisher), spreadsheet software (MS Excel), and word processing software (MS Word).

#### **Supervisory Responsibilities**

- No supervisory responsibilities required.

#### **Mathematical Ability**

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

#### **Language Ability & Interpersonal Communication**

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

## Behavior Coordinator

- Ability to comprehend a variety of informational documents including daily supervisor reports, feeding schedules, medical to-do lists, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including policy and procedure manual, volunteer Barkbook, the Employee Handbook, and relevant sections of the Ohio Revised Code.
- Ability to prepare canine behavior plans, enrichment schedules, unleashed reports, daily playground communication, 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 veterinary, animal control, and marketing terminology and language.
- Ability to communicate with Deputy Dog Wardens, Volunteer Coordinator, Adoption Coordinator, volunteers, clients, adoption customers, colleagues, other County employees, and the general public.

## Environmental Adaptability

- Work may involve exposure to temperatures/weather conditions, strong odors, toxic/poisonous agents, wetness/humidity, animals/wildlife, disease/bodily fluids, bright/dim lights, and noise extremes.

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

**PROPOSED DELETED CLASSIFICATIONS**

<b>Class Number</b>	<b>Classification Title</b>	<b>Department</b>	<b>FLSA Status</b>	<b>Pay Grade</b>
14051	Training Officer	Human Resources and Human Services	Non-Exempt	7A

<b>Requested By:</b>	Personnel Review Commission
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<b>Rationale:</b>	The classification is vacant. The Training Officer and Senior Training Officer classification were combined into one new classification, HHS Training Specialist. It was determined there was no need for 2 levels since all employees were at the Senior level and performing the same essential job functions. The department did not intend to hire at the lower-level position.
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<b>No. of Employees Affected:</b>	None
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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 Contact(s):</b>	Kelli Neale, Human Resources
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<b>Management Contact(s):</b>	Brenda Payne-Riley, interim Administrator HHS Shared Services
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## CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

<b>Class Title:</b>	Training Officer	<b>Class Number:</b>	14051
<b>FLSA</b>	Non-Exempt	<b>Pay Grade:</b>	7
<b>Departments:</b>	Human Resources and Human Services, only.		

### Classification Function

The purpose of this classification is to develop and implement training for department employees.

### Distinguishing Characteristics

This is an entry-level training officer classification. Employees in this class work under direct supervision, progressing to general supervision as the incumbent becomes able to semi-independently perform the full range of duties associated with this level. The employee works under a framework of established policies and procedures. Employees are expected to use judgment in application of policies and procedures.

### Essential Job Functions

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

- 50% +/- 10%  
• Develops training programs for department employees; conducts and tabulates needs analysis; designs and develops lesson plans to meet established training goals; develops program budget.
- 35% +/- 10%  
• Implements training programs for department employees; assures room and equipment are set-up correctly for training sessions; coordinates training registration process; conducts training following lesson plan; analyzes training evaluation results to improve program.
- 15% +/- 10%  
• Performs administrative duties; responds to written or verbal inquiries regarding training programs; maintains filing system on training data; compiles statistics regarding training program effectiveness; inventories training supplies and equipment.

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

Bachelor's degree in education, human resources or related field with one (1) year of training experience; or any equivalent combination of training and experience.

### Additional Requirements

No special license or certification is required.

### Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

#### Physical Requirements

- Ability to operate a variety of automated office machines including typewriter, copier, etc.

### Supervisory Responsibilities

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Effective Date: 1993  
Last Modified: 04.14.2014

- Ability to provide instruction to other 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 evaluate, audit, deduce, assess, conclude and appraise. Requires discretion in determining and referencing such to established criteria to define consequences and develop alternatives
- Ability to comprehend a variety of informational documents including memos, training literature, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including policies and procedures, State regulations and training manuals.
- Ability to prepare memos, correspondence, proposals, monthly reports, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to convince and influence others, to record and deliver information, to explain procedures, and to follow instructions.
- Ability to use and interpret education, legal, counseling, and personnel terminology and language.
- Ability to communicate effectively with supervisors, staff, students, parents, other County employees, and the general public.

### **Environmental Adaptability**

- Work is typically performed in an office environment.

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



Posted on 3/3/22  
Meeting Date 3/9/22

<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><u>NEW</u></b>					
Behavior Coordinator	15045	6A Non-Exempt	N/A	Public Works	This is a new classification requested by Public Works based on department need. The classification reflects the essential functions and minimum qualifications of the position.

<b><u>DELETED CLASSIFICATION</u></b>	<u>PAY GRADE and FLSA STATUS</u>	<u>DEPARTMENT</u>	<u>Rationale</u>
Training Officer 14051	7A Non-Exempt	Human Resources and Human Services	The classification is vacant. The Training Officer and Senior Training Officer classification were combined into one new classification, HHS Training Specialist. It was determined there was no need for 2 levels since all employees were at the Senior level and performing the same essential job functions. The department did not intend to hire at the lower-level position.

# CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

<b>Class Title:</b>	Behavior Coordinator	<b>Class Number:</b>	15045
<b>FLSA:</b>	Non-Exempt	<b>Pay Grade:</b>	6A
<b>Dept:</b>	Public Works	<b>EXHIBIT A</b>	

## Classification Function

The purpose of this classification is to ensure the behavioral health and wellness of all the dogs at the Cuyahoga County shelter; to create and implement behavior plans, enrichment, and behavior; to design training programs for shelter staff and volunteers; and to create behavior protocols for the shelter's policy and procedure manual.

## Distinguishing Characteristics

This is a journey level classification with responsibility for the behavioral health and wellness of the dog population at the County Animal Shelter. This classification works within a framework of well-defined policies, procedures, and regulations. Employees in this classification work under general supervision from the Chief Dog Warden, progressing to more independence as experience is acquired. Incumbents are expected to become fully aware of operating procedures and policies. This class requires public contact in communicating ownership and control of animals, laws, and regulations.

## Essential Job Functions

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

30% +/- 10%

- Identifies, creates, and implements behavior plans; performs and documents assessments on behavioral dogs that cannot directly go into the adoption program (i.e. dogs that are under socialized, feral, fearful, and/or showing other behavior concerns); determines course of training needed to correct undesirable behaviors for individual animals and more general common issues; determines and fits equipment needed for stronger and challenging dogs; participates in weekly meetings on status of behavioral dogs; provides recommendations regarding euthanasia when necessary based on behavior, lack of progress, or safety concerns; provides behavioral instructions to adopters.

25% +/- 10%

- Mentors and leads behavior training staff and volunteers; communicates weekly progress with volunteers; determines when volunteers reach trainer level or when they require additional coaching; coordinates the schedule of new behavior team volunteers with the volunteer coordinator.

20% +/- 10%

- Creates, implements, and oversees all behavior and enrichment programs; develops and writes protocols for behavior programs; updates social media pages related to dog behavior programs.

15% +/- 5%

- Plans for training classes; identifies changes and restructures programs as needed; works in collaboration with management to create behavior training materials and procedures for staff and volunteers; prepares training schedules; makes recommendations for successful outcomes (e.g., foster, board and train, transfer).

Effective Date: TBD  
Last Modified: TBD

## Behavior Coordinator

10% +/- 5%

- Performs related administrative responsibilities; prepares various reports, records, and other documents; responds to emails and phone calls; attends various trainings and meetings; prepares reports tracking number of clients serviced, referrals, service effectiveness, and outcomes; tracks and reports on shelter's population status; monitors expenditures of resources in the behavior program.

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

- High school diploma with three (3) years of dog training, behavior modification, or related experience; or any equivalent combination of education, training, and experience.
- Valid driver 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 and multifunction printer.
- Ability to bend/twist, stand and walk for a prolonged period of time, lift up to 50 pounds, and push/pull up to 100 pounds.
- Ability to distinguish between colors, hear sounds, identify odors, utilize depth perception, communicate orally, and accurately describe animals based on visual perceptions.

#### **Technology Requirements**

- Ability to operate a variety of software and databases including the animal record database (PetPoint), publishing software (MS Publisher), spreadsheet software (MS Excel), and word processing software (MS Word).

#### **Supervisory Responsibilities**

- No supervisory responsibilities required.

#### **Mathematical Ability**

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

#### **Language Ability & Interpersonal Communication**

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

## Behavior Coordinator

- Ability to comprehend a variety of informational documents including daily supervisor reports, feeding schedules, medical to-do lists, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including policy and procedure manual, volunteer Barkbook, the Employee Handbook, and relevant sections of the Ohio Revised Code.
- Ability to prepare canine behavior plans, enrichment schedules, unleashed reports, daily playground communication, 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 veterinary, animal control, and marketing terminology and language.
- Ability to communicate with Deputy Dog Wardens, Volunteer Coordinator, Adoption Coordinator, volunteers, clients, adoption customers, colleagues, other County employees, and the general public.

## Environmental Adaptability

- Work may involve exposure to temperatures/weather conditions, strong odors, toxic/poisonous agents, wetness/humidity, animals/wildlife, disease/bodily fluids, bright/dim lights, and noise extremes.

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

## CUYAHOGA COUNTY CLASSIFICATION SPECIFICATION

<b>Class Title:</b>	Training Officer	<b>Class Number:</b>	14051
<b>FLSA</b>	Non-Exempt	<b>Pay Grade:</b>	7
<b>Departments:</b>	Human Resources and Human Services, only.	<b>EXHIBIT B</b>	

### Classification Function

The purpose of this classification is to develop and implement training for department employees.

### Distinguishing Characteristics

This is an entry-level training officer classification. Employees in this class work under direct supervision, progressing to general supervision as the incumbent becomes able to semi-independently perform the full range of duties associated with this level. The employee works under a framework of established policies and procedures. Employees are expected to use judgment in application of policies and procedures.

### Essential Job Functions

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

- 50% +/- 10%
  - Develops training programs for department employees; conducts and tabulates needs analysis; designs and develops lesson plans to meet established training goals; develops program budget.
- 35% +/- 10%
  - Implements training programs for department employees; assures room and equipment are set-up correctly for training sessions; coordinates training registration process; conducts training following lesson plan; analyzes training evaluation results to improve program.
- 15% +/- 10%
  - Performs administrative duties; responds to written or verbal inquiries regarding training programs; maintains filing system on training data; compiles statistics regarding training program effectiveness; inventories training supplies and equipment.

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

Bachelor's degree in education, human resources or related field with one (1) year of training experience; or any equivalent combination of training and experience.

### Additional Requirements

No special license or certification is required.

### Minimum Physical and Mental Abilities Required to Perform Essential Job Functions

#### Physical Requirements

- Ability to operate a variety of automated office machines including typewriter, copier, etc.

#### Supervisory Responsibilities

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Effective Date: 1993  
Last Modified: 04.14.2014

- Ability to provide instruction to other 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 evaluate, audit, deduce, assess, conclude and appraise. Requires discretion in determining and referencing such to established criteria to define consequences and develop alternatives
- Ability to comprehend a variety of informational documents including memos, training literature, and other reports and records.
- Ability to comprehend a variety of reference books and manuals including policies and procedures, State regulations and training manuals.
- Ability to prepare memos, correspondence, proposals, monthly reports, and other job related documents using prescribed format and conforming to all rules of punctuation, grammar, diction and style.
- Ability to convince and influence others, to record and deliver information, to explain procedures, and to follow instructions.
- Ability to use and interpret education, legal, counseling, and personnel terminology and language.
- Ability to communicate effectively with supervisors, staff, students, parents, other County employees, and the general public.

### **Environmental Adaptability**

- Work is typically performed in an office environment.

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# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0083

Sponsored by: <b>Councilmember Simon</b>	<b>A Resolution</b> making an award to College Now Greater Cleveland in the amount of \$500,000.00 from the Cuyahoga County Educational Assistance Fund for Component Two of the Cuyahoga County Educational Assistance Program for the period ending 6/30/2026; authorizing the County Executive to execute the contract and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, Article III, Section 3.09(11) of the Charter authorizes Council to “establish and provide for the administration of a program to provide scholarships, loans, grants and other forms of financial assistance for residents of the County that will enable them to participate in post-secondary education, including vocational education and job training and retraining;” and

WHEREAS, Ordinance No. O2012-0007 established the Cuyahoga County Educational Assistance Program (the “Program”) and the Cuyahoga County Educational Assistance Fund (the “Fund”); and

WHEREAS, Ordinance No. O2012-0007 was amended to add an additional component to the Program, to authorize an alternative procurement process and to authorize Council to annually designate the amount of budgeted funds to be allocated for each component of the Program; and

WHEREAS, Cuyahoga County Council set aside \$500,000.00, annually, in the 2022-2023 Biennial Budget for each component of the Program; and

WHEREAS, Council has determined to allocate an amount to College Now Greater Cleveland for Component Two of the Program; and

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

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

**SECTION 1.** That the Cuyahoga County Council hereby makes an award in the amount of \$500,000.00 to College Now Greater Cleveland for scholarships, retention and mentoring services for Cuyahoga County residents as described in Component Two of the Cuyahoga County Educational Assistance Program for the period ending June 30, 2026. Of the total award, College Now Greater Cleveland shall use \$420,000.00 for direct scholarships and may use the remainder for retention and mentoring services and program administration.

**SECTION 2.** That the County Executive is authorized to execute a contract in connection with the authorized expenditures and all other documents consistent with this Resolution. To the extent that any exemptions are necessary under the County Code and contracting procedures, they shall be deemed approved by the adoption of this Resolution.

**SECTION 3.** 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: April 12, 2022

Committee(s) Assigned: Education, Environment & Sustainability

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

# County Council of Cuyahoga County, Ohio

## Ordinance No. O2020-0002

Sponsored by: <b>Councilmembers Conwell and Miller</b>	<b>An Ordinance</b> amending Sections 406.01 and 406.02 of the Cuyahoga County Code to clarify contents of the Whistleblower provisions; and declaring the necessity that this Ordinance become immediately effective.
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WHEREAS, Section 3.09(12) of the Cuyahoga County Charter empowers Council “to establish by ordinance a code of ethics, which shall be in addition to, and not inconsistent with, general law on the subject, which shall guide and inform County officers and employees in the performance of their official duties in a manner that will represent high standards of professionalism and loyalty to the residents of the County and that will avoid conflicts of interest, self-dealing and other violations of the public trust;” and

WHEREAS, the Council determined it was necessary to enact a comprehensive whistleblower policy, which was subsequently codified in Title IV of the Cuyahoga County Code and memorialized in Code Sections 406.01 and 406.02; and

WHEREAS, Council has determined that in the interest of good governance it is necessary to update the County’s Code to clarify the rights and responsibilities of employees making a Whistleblower complaint; and,

WHEREAS, it is necessary that this Ordinance, as amended, become immediately effective in order to provide safety and security for employees submitting complaints pursuant to County Code Sections 406.01 and 406.02; and

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

**SECTION 1.** Sections 406.01 and 406.02 of the Cuyahoga County Code are hereby amended as follows:

Chapter 406: Whistleblowers

Section 406.01: Whistleblowers Responsibilities

A. Definitions:

1. For purposes of this section, a “whistleblower” is any elected official, employee, or board member of Cuyahoga County, or any person doing business with the County, including persons receiving or seeking services from the County, or any other person who reports any violation of any federal, state, or local law or ordinance, or allegations of fraud, corruption, waste, abuse, misfeasance, and/or malfeasance.
  2. For purposes of this section, a “whistleblower complaint” is a reporting, either written or verbal, of a matter involving allegations enumerated in Section 406.01(A)(1).
  3. For purposes of this section, “retaliation or retaliatory action” is any action taken or threat by an elected official, employee, board member, or appointing authority that would discourage a reasonable person from engaging in an act protected in this Whistleblower Ordinance.
  4. For purposes of this section, a “retaliation complaint” is a written reporting of any disciplinary or retaliatory action taken in response to a whistleblower complaint as defined under this section.
- B. To be afforded all rights and protections as a “whistleblower” under the County Code, whistleblowers must comply with all obligations found herein, including the reporting obligations delineated in County Code Sections 406.01 and 406.02.
- C. Any elected official, employee, or board member who possesses actual knowledge of a violation of this Title shall make a whistleblower complaint with a supervisor within the employee’s chain of command, the Agency of Inspector General, or the Department of Human Resources, unless the individual knows the violation has already been reported.
- D. Any employee who reasonably believes a violation of any county, state, or federal law, rule, or regulation has occurred, or will occur, may make a whistleblower complaint with a supervisor within the employee’s chain of command, the Agency of Inspector General, or the Department of Human Resources. Any other person identified in Section 406.01(A)(1) who reasonably believes a violation of any county, state, or federal law, rule, or regulation has occurred, or will occur, may make a whistleblower complaint with the Agency of Inspector General and/or the relevant county department.
- E. Any person who receives a verbal whistleblower complaint shall contemporaneously prepare a written record of the complaint, including the following information:
1. The name of the person taking the complaint,
  2. The name of the complainant, if known, unless if the complainant wishes to remain anonymous,
  3. The date and time that the complaint was received, and
  4. A description of the complaint.

- F. Any supervisor who receives a whistleblower complaint shall notify the Agency of Inspector General or Department of Human Resources of the complaint within five (5) business days of receipt. The Department of Human Resources shall notify the Agency of Inspector General of any whistleblower complaints brought to it within five (5) business days of receipt. Any notifications required in this section shall be in writing and shall include the information specified in Section 406.01(D). Upon receipt of a whistleblower complaint, the Agency of Inspector General shall investigate pursuant to Section 204.01(B)(3) of this Code and Article XV of the County Charter.
- G. For enforcement and interpretation of a whistleblower's rights and obligations under this County Code Section, a former employee of Cuyahoga County will be granted protections, including prohibitions against retaliation, for any violations reported within 30 days after separation from the County.
- H. No one shall make a whistleblower or retaliation complaint to the County that includes information he or she knows to be false, or which has been submitted in bad faith or with reckless disregard for the truth.
- I. No person shall retaliate against any individual who, in good faith, has filed a whistleblower complaint whether such retaliation is through threat, coercion, harassment, abuse of authority, or adverse employment action. Any act of retaliation against a whistleblower shall be considered a separate violation of this section.

#### Section 406.02 Whistleblower Rights

- A. If an appointing authority, supervisor, or the Department of Human Resources takes any retaliatory action against an employee as a result of the employee's having made a whistleblower complaint under this title, the employee's sole and exclusive remedy is to file a written retaliation complaint with the Personnel Review Commission. Any whistleblower complaint giving rise to an alleged retaliatory act must be filed in writing in order for an employee to exercise his or her appeal rights under this paragraph. A whistleblower complaint filed in writing may be submitted anonymously; provided however that the employee shall bear the burden of proving that the employee was the source of the anonymous complaint upon the filing of a retaliation complaint. If the employee files such a retaliation complaint, the Personnel Review Commission shall immediately notify both the employee's appointing authority and the Agency of Inspector General and shall hear the retaliation complaint. The Personnel Review Commissions shall determine if retaliation occurred and may issue any order as is appropriate including, but not limited to, rehiring, reinstatement with back pay, or any other remedy available under general law. Retaliation complaints heard by the Personnel Review Commission are appealable to the Court of Common Pleas pursuant to Ohio Revised Code Chapter 2506.



First Reading/Referred to Committee: January 14, 2020  
Committee(s) Assigned: Council Operations, Intergovernmental Relations & Public  
Transportation

Legislation retained per Resolution No. R2020-0271: December 8, 2020

Legislation Substituted in Committee: January 18, 2022

Legislation Substituted in Committee: March 1, 2022

Committee Report/Second Reading: March 8, 2022

Legislation Referred to Committee: March 8, 2022

Legislation Substituted in Committee: April 5, 2022

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

# PROPOSED AMENDMENT

## County Council of Cuyahoga County, Ohio

### Ordinance No. O2020-0002

Sponsored by: <b>Councilmembers Conwell and Miller</b>	<b>An Ordinance</b> amending Sections 406.01 and 406.02 of the Cuyahoga County Code to clarify contents of the Whistleblower provisions; and declaring the necessity that this Ordinance become immediately effective.
--	--

WHEREAS, Section 3.09(12) of the Cuyahoga County Charter empowers Council “to establish by ordinance a code of ethics, which shall be in addition to, and not inconsistent with, general law on the subject, which shall guide and inform County officers and employees in the performance of their official duties in a manner that will represent high standards of professionalism and loyalty to the residents of the County and that will avoid conflicts of interest, self-dealing and other violations of the public trust;” and

WHEREAS, the Council determined it was necessary to enact a comprehensive whistleblower policy, which was subsequently codified in Title IV of the Cuyahoga County Code and memorialized in Code Sections 406.01 and 406.02; and

WHEREAS, Council has determined that in the interest of good governance it is necessary to update the County’s Code to clarify the rights and responsibilities of employees making a Whistleblower complaint; and,

WHEREAS, it is necessary that this Ordinance, as amended, become immediately effective in order to provide safety and security for employees submitting complaints pursuant to County Code Sections 406.01 and 406.02; and

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

**SECTION 1.** Sections 406.01 and 406.02 of the Cuyahoga County Code are hereby amended as follows:

Chapter 406: Whistleblowers

Section 406.01: Whistleblowers Responsibilities

A. Definitions:

1. For purposes of this section, a “whistleblower” is any elected official, employee, or board member of Cuyahoga County, or any person doing business with the County, including persons receiving or seeking services from the County, or any other person who reports any violation of any **county, state, or federal law, rule, or regulation**~~federal, state, or local law or ordinance~~, or allegations of fraud, corruption, waste, abuse, misfeasance, and/or malfeasance.
  2. For purposes of this section, a “whistleblower complaint” is a reporting, either written or verbal, of a matter involving allegations enumerated in Section 406.01(A)(1).
  3. For purposes of this section, “retaliation or retaliatory action” is any action taken or threat by an elected official, employee, board member, or appointing authority that would discourage a reasonable person from engaging in an act protected in this Whistleblower Ordinance.
  4. For purposes of this section, a “retaliation complaint” is a written reporting of any disciplinary or retaliatory action taken in response to a whistleblower complaint as defined under this section.
- B. To be afforded all rights and protections as a “whistleblower” under the County Code, whistleblowers must comply with all obligations found herein, including the reporting obligations delineated in County Code Sections 406.01 and 406.02.
- C. Any elected official, employee, or board member who possesses actual knowledge of a violation of this Title shall make a whistleblower complaint with a supervisor within the employee’s chain of command, the Agency of Inspector General, or the Department of Human Resources, unless the individual knows the violation has already been reported.
- D. Any employee who reasonably believes a violation of any county, state, or federal law, rule, or regulation has occurred, or will occur, may make a whistleblower complaint with a supervisor within the employee’s chain of command, the Agency of Inspector General, or the Department of Human Resources. Any other person identified in Section 406.01(A)(1) who reasonably believes a violation of any county, state, or federal law, rule, or regulation has occurred, or will occur, may make a whistleblower complaint with the Agency of Inspector General and/or the relevant county department.
- E. Any person who receives a verbal whistleblower complaint shall contemporaneously prepare a written record of the complaint, including the following information:
1. The name of the person taking the complaint,
  2. The name of the complainant, if known, unless if the complainant wishes to remain anonymous,
  3. The date and time that the complaint was received, and



4. A description of the complaint.
- F. Any supervisor who receives a whistleblower complaint shall notify the Agency of Inspector General or Department of Human Resources of the complaint within five (5) business days of receipt. The Department of Human Resources shall notify the Agency of Inspector General of any whistleblower complaints brought to it within five (5) business days of receipt. Any notifications required in this section shall be in writing and shall include the information specified in Section 406.01(D). Upon receipt of a whistleblower complaint, the Agency of Inspector General shall investigate pursuant to Section 204.01(B)(3) of this Code and Article XV of the County Charter.
  - G. For enforcement and interpretation of a whistleblower's rights and obligations under this County Code Section, a former employee of Cuyahoga County will be granted protections, including prohibitions against retaliation, for any violations reported within 30 days after separation from the County.
  - H. No one shall make a whistleblower or retaliation complaint to the County that includes information he or she knows to be false, or which has been submitted in bad faith or with reckless disregard for the truth.
  - I. No person shall retaliate against any individual who, in good faith, has filed a whistleblower complaint whether such retaliation is through threat, coercion, harassment, abuse of authority, or adverse employment action. Any act of retaliation against a whistleblower shall be considered a separate violation of this section.

#### Section 406.02 Whistleblower Rights

- A. If an appointing authority, supervisor, or the Department of Human Resources takes any retaliatory action against an employee as a result of the employee's having made a whistleblower complaint under this title, the employee's sole and exclusive remedy is to file a written retaliation complaint with the Personnel Review Commission. Any whistleblower complaint giving rise to an alleged retaliatory act must be filed in writing in order for an employee to exercise his or her appeal rights under this paragraph. A whistleblower complaint filed in writing may be submitted anonymously; provided however that the employee shall bear the burden of proving that the employee was the source of the anonymous complaint upon the filing of a retaliation complaint. If the employee files such a retaliation complaint, the Personnel Review Commission shall immediately notify both the employee's appointing authority and the Agency of Inspector General and shall hear the retaliation complaint. The Personnel Review Commissions shall determine if retaliation occurred and may issue any order as is appropriate including, but not limited to, rehiring, reinstatement with back pay, or any other remedy available under general law. Retaliation complaints heard by the Personnel Review Commission are appealable to the Court of Common Pleas pursuant to Ohio Revised Code Chapter 2506.

- B. Any person doing business with the County, including persons receiving or seeking services from the County, or any other person who is neither an elected official, employee, nor a board member, who is retaliated against as a result of that person having made a whistleblower complaint under this title, may file a retaliation complaint with the Agency of the Inspector General.
- C. The initial and annual ethics training provided to employees, as required in Section 403.01 of this Code, shall be designed to strongly motivate employees to report any activity that is contrary to **county, state, or federal,~~state, or county~~ law, rule, or regulation. The training shall include a notice to employees of whistleblower rights and responsibilities, including the requirement that an employee must have made a whistleblower complaint in order to make a retaliation complaint. The training shall also notify supervisory employees of their responsibility to avoid retaliating against any employee who makes a whistleblower complaint pursuant to Section 406.01 of this Code.**

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

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

Yeas:

Nays:

_____	_____
County Council President	Date

_____	_____
County Executive	Date

_____	_____
Clerk of Council	Date

First Reading/Referred to Committee: January 14, 2020  
Committee(s) Assigned: Council Operations, Intergovernmental Relations & Public  
Transportation

Legislation retained per Resolution No. R2020-0271: December 8, 2020

Legislation Substituted in Committee: January 18, 2022

Legislation Substituted in Committee: March 1, 2022

Committee Report/Second Reading: March 8, 2022

Legislation Referred to Committee: March 8, 2022

Legislation Substituted in Committee: April 5, 2022

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

# County Council of Cuyahoga County, Ohio

## Ordinance No. O2022-0001

Sponsored by: <b>Councilmembers Conwell, Jones, Turner, Miller and Baker</b>	<b>An Ordinance</b> making confirmable by Council the appointments of the Directors of Children and Family Services, Cuyahoga Job and Family Services and Senior and Adult Services; and declaring the necessity that this Ordinance become immediately effective.
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WHEREAS, Article VIII, Section 8.01 of the Charter of Cuyahoga County provides for the establishment of a Department of Health and Human Services; and

WHEREAS, pursuant to Article VIII, Section 8.02 of the Charter, the Director of the Department of Health and Human Services shall be appointed by the County Executive, subject to confirmation by Council; and

WHEREAS, the Director of the Department of Health and Human Services oversees multiple agencies within the Department which consist of Children and Family Services, Cuyahoga Job and Family Services and Senior and Adult Services; and

WHEREAS, there are Directors at each of these agencies who report to the Director of Health and Human Services and who manage the agency operations and employees; and

WHEREAS, the Directors at these agencies are currently appointed by the County Executive but not confirmed by County Council, and

WHEREAS, in accordance with Section 3.09(2) of the Charter, the County Council desires to make confirmable by Council the appointments of the Directors of Children and Family Services, Cuyahoga Job and Family Services, and Senior and Adult Services; and

WHEREAS, it is necessary that this Ordinance become immediately effective in order that Charter requirements can be complied with and that critical services provided by Cuyahoga County can continue, and to provide for the usual, daily operation of County government.

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

**SECTION 1.** Section 202.10 of the Cuyahoga County Code is hereby amended to read as follows (deletions are stricken, additions are bold and underlined):

Section 202.10 Department of Health and Human Services

- A. There is hereby established the Department of Health and Human Services. The duties, functions, and employees of the former Departments of Children & Family Services, Employment & Family Services, Cuyahoga Support Enforcement Agency, and Senior & Adult Services, each of which have historically operated as its own department, shall be incorporated as three separate divisions within the Department of Health and Human Services. These divisions shall be known as Cuyahoga Job and Family Services, Children and Family Services, and Senior and Adult Services. Each of these divisions will be supervised by a Director who will report to the Director of Health and Human Services.
- B. The Department of Health and Human Services shall also contain the Community Initiatives Division, consisting of the Family and Children First Council, the Office of Early Childhood, the Office of Homeless Services, and the Office of Re-entry.
- C. The Department of Health and Human Services shall also contain the Office of the Director.
- D. The Director of Health and Human Services is hereby authorized to employ and supervise directors, deputies, assistants and employees as shall be conducive to the efficient performance of the duties of the Department of Health and Human Services and is consistent with approved budgetary parameters determined by Council.
- E. After the effective date of this ordinance, and except as otherwise set forth herein, the Directors of Children and Family Services, Cuyahoga Job and Family Services and Senior and Adult Services shall be appointed by the County Executive, subject to confirmation by the Council in accordance with Section 2.03(2) of the Charter, and shall be the heads of their respective agencies.

Any current Directors of Children and Family Services, Cuyahoga Job and Family Services and Senior and Adult Services, at the time this ordinance is passed, shall be deemed confirmed in accordance with this paragraph E unless the Council President requests in writing to the County Executive within sixty (60) days of the passage of this ordinance that one or more of the current Director(s) be appointed by the County Executive and be confirmed by Council.

F. Health and Human Services Planning Process

- 1. The County Executive and the Director of Health and Human Services shall prepare and present to Council by July 1, 2017, a proposed five-year Health and Human Services Plan which may include any or all of the following elements and any other elements at the discretion of the Director of Health and Human Services:

- a. A map showing what health and human services are currently available in Cuyahoga County and who provides them;
  - b. An identification of needs and gaps in Cuyahoga County's health and human services and an assessment of the adequacy of current funding sources to meet those needs and gaps;
  - c. A statement of priorities and goals for the Department of Health and Human Services;
  - d. Identification of best strategies for implementing a prevention-oriented approach designed to reduce long-term demand for services;
  - e. A plan for creating more effective collaborations among the divisions of the Department of Health and Human Services and community agencies to achieve greater efficiency, reduce overlap, and more accessible intake procedures, while also ensuring compliance with all applicable laws related to information sharing;
  - f. Identification of strategies for making better use of technology and business improvement models to improve service delivery;
  - g. Identification of strategies for helping people gain well-compensated employment and economic self-sufficiency through collaboration among the health and human services system and other large systems in our community, including workforce development, economic development, education, criminal justice, and others as appropriate; and
  - h. Identification of measurement strategies to assess progress made in achieving the priorities and goals set forth in the plan
2. The Director of Health and Human Services is encouraged to facilitate involvement by members of County Council, other stakeholders, and the public during the planning process.
  3. No later than ninety days after the plan is presented to Council, the Council may adopt the plan with such changes as the Council and the Executive shall agree upon prior to adoption. If the Council fails to act within ninety days, the plan shall become effective as presented.
  4. The County Executive and the Director of Health and Human services shall present a revision of the five-year Health and Human Services plan every four years after the presentation of the original plan and may at their sole discretion present revisions in the interim. Revisions of the Health and Human Services Plan shall be reviewed by Council as provided in paragraph (E)(3) of this Section.
  5. The Director of Health and Human Services, under the direction of the County Executive, may contract for professional services to assist in preparing the Health and Human Services Plan, consistent with the procedures for contracting, procurement, and budgeting provided in Title 5 and Title 7 of this Code.

6. The Director of Health and Human Services shall maintain a copy of the current Health and Human Services Plan and each prior plan that became effective on the appropriate County website.

G. Nothing in Section 202.10 of the Cuyahoga County Code is intended to limit the ability of the County Executive and the Director of the Department of Health and Human Services to abolish positions for the purpose of enhancing the efficiency of operations or for any other reason permitted by general law.

H. Displacement rights following the abolishment of a position within the Department of Health and Human Services are hereby delineated and wholly defined as displacement within the Division to which each employee is assigned (i.e., the Division of Children and Family Services; the Division of Senior and Adult Services; Cuyahoga Job and Family Services; or, the Division of Community Initiatives Services). In the case of the employees of the Office of the Director, displacement rights shall be limited to that office.

1. No employee within the Department of Health and Human Services may displace another employee who has more retention points, regardless of the classification of either employee.
2. Section 202.10 of the Cuyahoga County Code specifically overrides any and all conflicting ordinances, as well as the provision set forth in OAC 123:1-41-12(E) that creates an additional displacement category for employees of county departments of job and family services defined as displacement in classifications previously held. Unless provided for otherwise in a collective bargaining agreement, in which case the terms of the agreement shall apply, employees in the Department of Health and Human Services shall have only those displacement rights contained herein.

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

**SECTION 3.** It is found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that resulted in such formal action were in meetings open to the public, in





# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0052

Sponsored by: <b>County Executive Budish/Department of Law</b>	<b>A Resolution</b> approving a proposed settlement in the matter of <u>Paula Kiekisz, as Mother and Administrator of the Estate of Brenden John Kiekisz, Deceased v. Cuyahoga County Board of Commissioners, et al.</u> , Case No. 1:21-cv-00264, United States District Court, Northern District of Ohio; 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 Brendan John Kiekisz filed a civil action docketed as Paula Kiekisz, as Mother and Administrator of the Estate of Brenden John Kiekisz, Deceased v. Cuyahoga County Board of Commissioners, et al., Case No. 1:21-cv-00264, United States District Court, Northern District of Ohio; and

WHEREAS, Paula Kiekisz (“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 a settlement agreement with Plaintiff in the matter of Paula Kiekisz, as Mother and Administrator of the Estate of Brenden John Kiekisz, Deceased v. Cuyahoga County Board of Commissioners, et al., Case No. 1:21-cv-00264, United States District Court,

Northern District of Ohio, whereby the County agrees, subject to the terms and conditions therein contained, to pay Plaintiff the amount of One Million, Four Hundred Thousand Dollars (\$1,400,000.00).

**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 CC046  
April 26, 2022

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0106

<p>Sponsored by: <b>County Executive Budish/Department of Law, and the Cuyahoga County Regional Forensic Science Laboratory</b></p>	<p><b>A Resolution</b> approving a Collective Bargaining Agreement between Cuyahoga County and the Fraternal Order of Police, Ohio Labor Council, Inc, (“FOP”), representing approximately 46 employees in 8 classifications in the Cuyahoga County Regional Forensic Science Laboratory under the direction of the County Medical Examiner for the period 4/26/22 - 12/31/2024; directing that funds necessary to implement the Collective Bargaining Agreement be budgeted and appropriated; authorizing the County Executive to execute the agreement and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.</p>
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WHEREAS, the Cuyahoga County Department of Law has been engaged in negotiations with the Fraternal Order of Police, Ohio Labor Council, Inc, (“FOP”) in an effort to negotiate the first collective bargaining agreement (“CBA”) that includes approximately 46 employees in 8 classifications in the Cuyahoga County Regional Forensic Science Laboratory under the direction of the County Medical Examiner: and,

WHEREAS, the Fraternal Order of Police, Ohio Labor Council, Inc, (“FOP”) represents employees in the classification of Administrative Assistant I and II, Forensic Scientist 1, Forensic Scientist 2, Forensic Scientist 3, Evidence Technician, Laboratory Technician, and Automated Fingerprint Identification System (“AFIS”) Program Officer within the Cuyahoga County Regional Forensic Science Laboratory; and

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

WHEREAS, as of April 18, 2022, employee members of the bargaining unit voted to ratify the proposed collective bargaining agreement; and,

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

requiring the approval of the appropriate legislative body to the legislative body within thirty (30) 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 (14) days after it convenes; and,

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

WHEREAS, the Department of Law, the County Executive and the Cuyahoga County Regional Forensic Science Laboratory 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 Regional Forensic Science Laboratory.

**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., representing approximately 46 employees in 8 classifications in the Cuyahoga County Regional Forensic Science Laboratory for the period 4/26/22 - 12/31/2024, and authorizes the County Executive to execute all documents consistent with this Resolution.

**SECTION 2.** Funds necessary to implement the CBA between the County and the Fraternal Order of Police, Ohio Labor Council, Inc. shall be budgeted and appropriated.

**SECTION 3.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health, or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight (8) members of 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 CC046  
April 26, 2022

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0107

<p>Sponsored by: <b>County Executive Budish/Departments of Law and Public Works</b></p>	<p><b>A Resolution</b> approving an amendment to a Collective Bargaining Agreement between Cuyahoga County and Teamsters Local 436, affiliated with the International Brotherhood of Teamsters, representing approximately 6 employees in the classifications of Airport Technician II and III at the Cuyahoga County Regional Airport, Department of Public Works, for the period 12/1/2019 - 11/30/2022, to establish the terms of the health insurance and wage re-openers and to modify Articles 31 and 32; directing that funds necessary to implement the amendment be budgeted and appropriated; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.</p>
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WHEREAS, Cuyahoga County and Teamsters Local 436, affiliated with the International Brotherhood of Teamsters (“the Union”), have agreed to amend the Collective Bargaining Agreement (CBA) representing approximately 6 employees in the classification of Airport Technician II and III at the Cuyahoga County Regional Airport operating under the direction of the Department of Public Works to establish the 2022 health insurance contribution rates in Article 31, Section 2, and the 2022 COLA in Article 32, Section 5 pursuant to previously negotiated re-openers in the 2019-2022 CBA; and

WHEREAS, the parties desire to amend the CBA under the terms of the attached Amendment to Collective Bargaining Agreement which has been ratified and approved by the Union members as of April 19, 2022; and

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

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

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

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

**SECTION 1.** The Cuyahoga County Council hereby approves an amendment to a Collective Bargaining Agreement between Cuyahoga County and Teamsters Local 436, affiliated with the International Brotherhood of Teamsters (“the Union”), representing approximately 6 employees in the classification of Airport Technician II and III at the Cuyahoga County Regional Airport operating under the direction of the Department of Public Works to establish the 2022 health insurance contribution rates in Article 31, Section 2, and the 2022 COLA in Article 32, Section 5 pursuant to previously negotiated re-openers in the 2019-2022 CBA.

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

**SECTION 3.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health or safety in the County, and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight (8) members of the Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight (8) members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

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

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



Yeas:

Nays:

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

Journal CC046  
April 26, 2022

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0108

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, amending Resolution No. R2022-0064 dated 3/22/2022; 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.	1100 – General Fund			<b>BA2214834</b>
	LW100100 – Law Department			
	Other Expenses	\$	145,000.00	

The Office of Budget and Management, on behalf of the County Law Department, requests an appropriation increase of \$145,000 to cover the remaining portion of the 2022 Lexis Nexis contract. Invoices from October to December of 2021 were charged in 2022 to this contract which resulted in this deficit. This contract is for online legal research for the Law Department and Prosecutor’s Office. Funding source is General Fund.

B.	5700 – County Airport			<b>BA2214835</b>
	PW700100 – County Airport			
	Other Expenses	\$	50,108.00	

The Department of Public Works, County Airport, requests an appropriation increase in the amount of \$50,108 for the installation of an Automatic Terminal Information Service (ATIS). This system would allow the public 24/7 updates on weather conditions and drastically improve flight safety for the public. Installation of the system will alleviate safety concerns of the tenants regarding the timely update of weather conditions while flying into or out of the County Airport. Funding sources is from Hangar Rental Fees and Leases which has a current cash balance of \$1,827,342.

C.	1105 – General Fund Assigned			<b>BA2214839</b>
	DV105100 – Community Development (Casino Tax)			
	Other Expenses	\$	2,482,745.00	

The Office of Budget and Management, on behalf of the Department of Development, requests an appropriation increase in the amount of \$2,482,745 for the Community Development Supplemental Grant Program (CDSG) as approved by Ordinance O2020-0001. This additional appropriation will fund the remaining 2021 grants totaling \$982,745 as well as 2022 grants of \$1.5 million. Funding source is the Community Development fund which has a cash balance of \$6,586,851.

D.	1100 – General Fund			<b>BA2218025</b>
	FS100175 – Other Statutory Contributions			
	Other Expenses	\$	62,784.00	

The Office of Budget and Management requests additional appropriations of \$62,784 for flag purchases for Memorial Day activities. The Veterans Service Commission with the Department of Development coordinate the procurement and placement of flags for Memorial Day. Funding source is General Fund.

E.	1100 – General Fund			<b>BA2218027</b>
	FS290125 – Consumer Affairs Grants OLE			
	Personal Services	\$	12,456.46	
	Other Expenses	\$	11,066.31	

The Office of Budget and Management, on behalf of Consumer Affairs, requests appropriations of \$23,522.77 for the remaining balance of a grant from the Solid Waste District. This grant provided funding for implementation of the County plastic bag ban Ordinance. Funds totaling \$23,522.77 remain and will be expended during 2022. After this grant is exhausted, funding for enforcement will move to the General Fund. County Council provided General Fund appropriation for the program via R2022-0050. Funding source is the Consumer Affairs Plastic Bag Ban Outreach Grant.

F.	1110 – General Fund Sales Tax		<b>BA2218028</b>
	FS100130 – Other Statutory Contributions		
	Other Expenses	\$	475,000.00

The Office of Budget and Management requests an appropriation increase of \$475,000 to the Rock Hall 0.4% Lodging Tax accounting unit. Due to the recovery of occupancy rates in the Cuyahoga County, an increase is necessary to facilitate payments of the levied tax to the Rock and Roll Hall of Fame. The 1% tax increase was originally levied via County Ordinance O2019-0009 and later repurposed via Ordinance O2020-0017 directing payment, equal to 0.4% of taxes collected, to the Rock and Roll Hall of Fame. Funding source is General Fund.

G.	2240 – Court		<b>BA2221222</b>
	PB240105 – Probate Crt Dispute Res Prg		
	Other Expenses	\$	8,000.00

Probate Court requests an appropriation increase in the amount of \$8,000 for the cost of the mediation services provide by their qualified mediators. The Probate Court anticipates the volume of mediations will increase this year due to the lower number of COVID cases. The funding source is the Dispute Resolution Fund. Revenue for this fund is generated from the filing fees collected on estate, guardianship and adversarial cases that are filed with the Clerk of Court. The current cash balance is \$984,346.75.

H.	2240 – Court		<b>BA2221223</b>
	PB240110 – Probate Court -Conduct of Bus.		
	Other Expenses	\$	12,000.00

Probate Court requests an appropriation increase in the amount of \$12,000 for costs for judicial staff to attend mandatory seminars and conferences this year. The conferences and seminars have returned to in-person since the number of COVID cases has declined this year. The funding source is the Conduct of Business Fund. Revenue for this fund is generated from the filing fees collected on estate, guardianship and adversarial cases that are filed with the Clerk of Court. The current cash balance is \$55,813.24.

I.	4600 – Capital Projects		<b>BA2210033</b>
	PW600100 – Capital Projects		
	Other Expenses	\$	10,000.00
	Other Expenses	\$	200,000.00

The Department of Public Works requests appropriations in the amount of \$210,000 to establish the 2022-26 Elevator Modernization Program capital project (activity CFVAR0002701). This project will result in the modernization, restoration, and/or

replacement of the elevators in Huntington Park Garage, Jane Edna Hunter, Justice Center - Tower II, Metzenbaum Center, Virgil E. Brown, and the Justice Center - Atrium. The total cost of the project is estimated at \$6.01 million. This request is part of the 2022 Capital Improvements Plan and will be funded by the General Fund Capital Improvements Subsidy.

J.	4600 – Capital Projects		<b>BA2210034</b>
	PW600100 – Capital Projects		
	Other Expenses	\$	450,000.00

The Department of Public Works is requesting appropriations in the amount of \$450,000 for a new capital project for 2022 general services contracts (activity CFCWP0000801). Each year a portion of the Capital Improvements Plan is allocated for contracts for mechanical, architecture, engineering, environmental, electrical, plumbing, and construction services. These contracts support a number of capital projects under the purview of the Department of Public Works. This request is included on the 2022 Capital Improvements Plan and will be funded by the General Fund Capital Improvements Subsidy.

K.	2260 – Human Services		<b>BA2222804</b>
	WF260110 – WF Innovation & Opportunities		
	Other Expenses	\$	250,000.00

The Office of Budget Management, on behalf of Workforce Development - Ohio Means Jobs|Cleveland - Cuyahoga County, is requesting appropriations of \$250,000 for the Employment Recovery program. Ohio Department of Job and Family Services provided OMJ Cleveland-Cuyahoga with this grant to provide eligible participants in the health care, information technology and manufacturing fields with additional training to address continued unemployment caused by COVID. The award is valid through the end of the state fiscal year or June 30, 2022. Funding Source is a grant award from Ohio Department of Job and Family Services.

**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>
N/A	

**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: 1100 – General Fund	<b>CT2214832</b>
HR100105 – Employee Benefits	
Trans Out – Transfer Out	\$ 200,000.00

TO: 7800 – Payroll  
 FS800100 – Payroll Clearing Accounting Unit  
 Trans In – Transfer In \$ 200,000.00

The Department of Human Resources requests a cash transfer in the amount of \$200,000 to fund the RTA Subsidy account for year 2022. This account provides monthly bus passes to County employees at a discounted rate. The current cash balance in the account is \$7,822. Funding source is General Fund.

B. FROM: 2220 – Community Development **CT2214837**  
 DV220110 – Economic Development Fund  
 Trans Out – Transfer Out \$ 784,480.00

TO: 3500 – Debt Service  
 FS500145 – DS-Western Reserve Series 2014  
 Trans In – Transfer In \$ 784,480.00

The Office of Budget and Management, on behalf of the Department of Development, requests a cash transfer in the amount of \$784,480 from the Economic Development Fund for the Debt Service Interest Payment to the Western Reserve Series 2014 Bonds. Funding source is the Economic Development Fund.

C. FROM: 5705 – County Parking Garage **CT2214838**  
 PW705100 – County Parking Garage  
 Trans Out – Transfer Out \$ 309,137.50

TO: 1100 – General Fund  
 FS100900 – Non-Departmental Rev/Exp  
 Trans In – Transfer In \$ 309,137.50

The Office of Budget and Management, on behalf of The Department of Public Works, requests a cash transfer of \$309,137.50 to reimburse the General Fund for debt service payments made for renovations at the Huntington Park Garage. The debt repayment schedule has two payments per year totaling approximately \$1.5 million annually through 2037. This cash transfer will cover the payment due July 1, 2022. Funding source for County Parking Garage is from parking fees and has a current cash balance of \$6,059,968.

**SECTION 4.** That items approved in Resolution No. R2022-0064 dated March 22, 2022 be rescinded as follows to reconcile appropriations for the year 2022 in the County’s financial system:

**Resolution No. R2022-0064 dated 3/22/2022:**

**Original Items to be Rescinded - Section 3**

A. FROM: 2300 – Other Social Services **CT2222805**  
 HS300155 – FCFC Other Social Serv Grants  
 Trans Out – Transfer Out \$ 311,825.40

TO: 2260 – Human Services  
 HS260300 – Family& Children First  
 Trans In – Transfer In \$ 311,825.40

The Office of Budget and Management, on behalf of the Department of Health and Human Services – Family and Children First Council, is requesting a cash transfer in the amount of \$311,825.40 for the purpose of establishing the Multi-System Youth Local Fund grant award into FCFC life-time budgeting. MSY-Local funds are used to cover costs associated care coordination/wraparound services, in-home and/or community supports and Residential treatment and/or room and board for treatment. This grant award is funded by The Ohio Departments of Medicaid (ODM) and Job and Family Services (ODJFS). The grant requires no cash match.

B. FROM: 2300 – Other Social Services **CT2222806**  
 HS300155 – FCFC Other Social Serv Grants  
 Trans Out – Transfer Out \$ 269,921.47

TO: 2260 – Human Services  
 HS260300 – Family& Children First  
 Trans In – Transfer In \$ 269,921.47

The Office of Budget and Management, on behalf of the Department of Health and Human Services – Family and Children First Council, is requesting a cash transfer in the amount of \$269,921.47 for the purpose of establishing the Multi-System Youth State Fund grant award into FCFC life-time budgeting. MSY-State funds are used to cover costs associated care coordination/wraparound services, in-home and/or community supports, and Residential treatment and/or room and board for treatment. This grant award is funded by The Ohio Departments of Medicaid (ODM) and Job and Family Services (ODJFS). The grant requires no cash match.

C. FROM: 2300 – Other Social Services **CT2222807**  
 HS300155 – FCFC Other Social Serv Grants  
 Trans Out – Transfer Out \$ 408,118.51

TO: 2260 – Human Services  
 HS260300 – Family& Children First  
 Trans In – Transfer In \$ 408,118.51

The Office of Budget and Management on behalf of the Department of Health and Human Services – Family and Children First office is requesting a cash transfer in the amount of \$408,118.51 for the purpose of establishing the Family Centered Services and Supports (FCSS) grant award into FCFC life-time budgeting. FCSS grant funds are used to provide wraparound services to families and children in Cuyahoga County which are non-Medicaid, non-therapeutic services to prevent youth from being removed from their home or deeper system involvement. This grant award is funded 75% by state funds and 25% by federal funds. The grant requires no cash match.

**Resolution No. R2022-0064 dated 3/22/2022:**

**Original Items to be Corrected - Section 3**

A. FROM: 2260 – *Human Services* **CT2222805**  
           *HS260300 – Family & Children First*  
           Trans Out – Transfer Out           \$           311,825.40

TO:    2300 – *Other Social Services*  
           *HS300155 – FCFC Other Social Serv Grants*  
           Trans In – Transfer In               \$           311,825.40

The Office of Budget and Management on behalf of the Department of Health and Human Services – Family and Children First office is requesting a cash transfer in the amount of \$311,825.40 for the purpose of establishing the Multi-System Youth Local Fund grant. MSY-Local funds are used to cover costs associated care coordination/wraparound services, in-home and/or community supports, and Residential treatment and/or room and board for treatment. This grant award is funded by The Ohio Departments of Medicaid (ODM) and Job and Family Services (ODJFS). The grant requires no cash match.

B. FROM: 2260 – *Human Services* **CT2222806**  
           *HS260300 – Family & Children First*  
           Trans Out – Transfer Out           \$           269,921.47

TO:    2300 – *Other Social Services*  
           *HS300155 – FCFC Other Social Serv Grants*  
           Trans In – Transfer In               \$           269,921.47

The Office of Budget and Management on behalf of the Department of Health and Human Services – Family and Children First office is requesting a cash transfer in the amount of \$269,921.47 for the purpose of establishing the Multi-System Youth State Fund grant award. MSY-State funds are used to cover costs associated care coordination/wraparound services, in-home and/or community supports, and Residential treatment and/or room and board for treatment. This grant award is funded by The Ohio Departments of Medicaid (ODM) and Job and Family Services (ODJFS). The grant requires no cash match.

C. FROM: 2260 – *Human Services* **CT2222807**  
           *HS260300 – Family & Children First*  
           Trans Out – Transfer Out           \$           408,118.51

TO:    2300 – *Other Social Services*  
           *HS300155 – FCFC Other Social Serv Grants*  
           Trans In – Transfer In               \$           408,118.51

The Office of Budget and Management on behalf of the Department of Health and Human Services – Family and Children First office is requesting a cash transfer in the amount of \$408,118.51 for the purpose of establishing the Family Centered Services and Supports (FCSS) grant award. FCSS grant funds are used to provide wraparound services to families and children in Cuyahoga County which are non-Medicaid, non-therapeutic services to prevent youth from being removed from their home or deeper system involvement. This grant award is funded 75% by state funds and 25% by federal funds. The grant requires no cash match.







To: Andria Richardson, Clerk of County Council

From: Walter Parfejewiec, Office of Budget and Management

Date: April 19, 2022

Re: Fiscal Agenda – 4/26/2022 - 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 **April 26, 2022**. The requested fiscal items, including additional appropriation increases and decreases, 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
- 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
Law Department	\$145,000.00	A	General Fund	Appropriation Increase
Public Works	\$50,108.00	B	Special Revenue – No General/HHS Levy Fund Impact	Appropriation Increase
Department of Development	\$2,482,745.00	C	General Fund	Appropriation Increase
Office of Budget and Management	\$62,784.00	D	General Fund	Appropriation Increase
Fiscal Office – Consumer Affairs	\$23,522.77	E	Grant Funded – No General/HHS Levy Fund Impact	Grant Appropriation

Office of Budget and Management	\$475,000.00	F	General Fund	Appropriation Increase
Probate Court	\$8,000.00	G	Special Revenue – No General/HHS Levy Fund Impact	Appropriation Increase
Probate Court	\$12,000.00	H	Special Revenue – No General/HHS Levy Fund Impact	Appropriation Increase
Public Works	\$210,000.00	I	CIP	Appropriation Increase
Public Works	\$450,000.00	J	CIP	Appropriation Increase
Workforce Development	\$250,000.00	K	Special Revenue – No General/HHS Levy Fund Impact	Appropriation Increase

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

Department	Amount Requested	Item	Funding Source	Purpose
Human Resources	\$200,000.00	A	General Fund	Cash Transfer
Department of Development	\$784,480.00	B	Economic Development Fund	Cash Transfer
Public Works	\$309,137.50	C	Special Revenue – No General/HHS Levy Fund Impact	Cash Transfer

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0109

Sponsored by: <b>County Executive Budish</b>	<b>A Resolution</b> confirming the County Executive’s reappointment of Yvette M. Ittu to serve on the Cuyahoga County Audit Committee for the term 1/1/2022 – 12/31/2025; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the Cuyahoga County Audit Committee was created pursuant to the provisions of Article XI, Section 11.01 of the Cuyahoga County Charter, in order to “provide internal auditing to assist the County Executive, Fiscal Officer, the Council, and other county officers and departments, institutions, board, commissions, authorities, organizations and agencies of County government funded in whole or in part by County funds in providing taxpayers of the County with efficient and effective services;” and

WHEREAS, pursuant to the Cuyahoga County Charter, as amended by the electors of Cuyahoga County on November 3, 2015, the Cuyahoga County Audit Committee is comprised of the President of Council or a member of Council appointed by the President of Council and four County residents with experience in the field of auditing, accounting, government operations, or financial reporting who are appointed by the County Executive and confirmed by Council; 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 Yvette M. Ittu to serve on the Cuyahoga County Audit Committee for the term 1/1/2022 – 12/31/2025; and

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

**SECTION 1.** The Council of Cuyahoga County hereby confirms the County Executive’s reappointment of Yvette M. Ittu to serve on the Cuyahoga County Audit Committee for the term 1/1/2022 – 12/31/2025.

**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. Pursuant to Cuyahoga County Charter Section 3.10(5), provided that this resolution receives the affirmative vote of a majority of 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\_\_\_\_



Cuyahoga County  
Together We Thrive

Armond Budish  
Cuyahoga County Executive

April 13, 2022

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

RE: Cuyahoga County Audit Committee

Dear President Jones:

Pursuant to Article XI, Section 11.01 of the Cuyahoga County Charter, I submit the following nominee for reappointment to the Cuyahoga County Audit Committee:

- **Yvette Ittu**, 4-year term, 01/01/2022 – 12/31/2025

The Charter broadly stipulates that the Audit Committee shall provide internal auditing in order to assist the County in providing taxpayers of the County with efficient and effective services. It also directs the functioning of the County's Department of Internal Auditing.

The Committee is comprised of five voting members. Four members are appointed by the County Executive, with the President of County Council or a member of Council appointed by the President serving as the fifth voting member. The County Executive and the County Fiscal Officer serve as ex-officio, non-voting members. The four members appointed by the County Executive shall be residents of the County with experience in the field of auditing, accounting, government operations, or financial reporting.

I have attached Ms. Ittu's resume for review. There are two candidates on file for this position.

Thank you for your consideration of this appointment. If you need further information, please contact Michele Pomerantz at 216-258-8921.

Sincerely,

Armond Budish  
Cuyahoga County Executive

**Yvette M. Ittu**  
**3580 Kings Post Parkway**  
**Rocky River, Ohio 44116**  
**(216)255-0221 (Cell) - (216)592-2363 (Work)**  
**LinkedIn:** <https://www.linkedin.com/in/yvette-ittu-9667297/>

Yvette Ittu is *the Executive Vice President of Finance and Operations* of the *Greater Cleveland Partnership (GCP)*, one of the largest chambers of commerce in the country and the leading business organization in the region driving catalytic projects and leading initiatives that impact and advance the business community and the region.

In addition, she is *President and CEO* of *Cleveland Development Advisors (CDA)*, an affiliate of GCP that is responsible for the management of real estate investment funds initiated, and in part capitalized, by certain GCP members. CDA-managed capital serves as a source of private-sector funding for catalytic real estate development projects that have significant impact on Northeast Ohio's growth and development. Under Yvette's leadership, CDA has successfully raised five private equity funds and secured more than \$250 million in tax credit equity allocations. These funds have supported over \$3 billion in economic and community development and business attraction and expansion, resulting in significant job creation and retention, through strategic investments in projects throughout the City of Cleveland and targeted areas of Cuyahoga County and the region.

Yvette is also a board member of *Digital C*, a non-profit focused on making Greater Cleveland's digital future equitable. One of its major initiatives is to provide reliable affordable high-speed broadband to the "unconnected." In addition, she was the chairperson of the *Cleveland International Fund (CiF)*, a private equity firm that operates as an EB-5 regional center authorized by U.S. Citizenship and Immigration Services. One of CiF's goals is to be a driving force for economic development throughout Northeast Ohio.

Prior to joining CDA, Yvette was an *associate* with the law firm of *Calfee, Halter and Griswold LLP* practicing in the areas of public law and public finance. She served as bond counsel on multiple financings for the Ohio Housing Finance Agency, the City of Cleveland, and several other Ohio local governments. In addition, Yvette served as *Finance Director* for the *City of Lakewood* and held several *financial management positions* for the *City of Cleveland* including the chief financial officer post for *Cleveland Public Power*, the city-owned power company.

Yvette obtained her *Juris Doctorate Degree* from *Cleveland-Marshall College of Law*. In addition, she is a *Certified Public Accountant* and has a *Bachelor's Degree in Business Administration* from *Cleveland State University*. She currently serves on the National New Markets Tax Credit Coalition and on several community and nonprofit boards including, Benjamin Rose Institute, Village Capital Corporation, as well as audit and financial advisory committees for several local governments including Cuyahoga County, City of Cleveland.

**Experience:**

- 2000 to Present **Cleveland Development Advisors, Inc.**  
*President*
- 2004 to Present **Greater Cleveland Partnership**  
*Executive Vice President, Finance and Operations*
- 1999 to 2000 **Calfee Halter & Griswold LLP.**  
*Associate*
- 
- 1996 to 1999 **City of Lakewood, Lakewood , Ohio**  
*Finance Director*
- 1985 To 1996 **City of Cleveland, Cleveland, Ohio**  
(Various positions of increasing responsibility over 11-year period)
- 1993 to 1996 **Department of Public Utilities**  
*Comptroller, Cleveland Public Power*
- 1991 to 1993 **Department of Finance**  
*Risk Manager, Finance Administration*
- 1987 to 1991 *Accounting Supervisor, Financial Reporting & Control*
- 1985 to 1987 *Financial Analyst, Treasurer's Office*

**Education:** Cleveland Marshall College of Law, Cleveland, Ohio  
Juris Doctor Degree, December 1994  
Student Bar Association Senator

Bar Admission: State of Ohio Bar, May 1995

Cleveland State University, Cleveland, Ohio  
BBA Accounting and Finance, August 1984

**Certifications:** Certified Public Accountant  
Certified, December 1989

**Current Boards/  
Appointments:**

- New Markets Tax Credit Coalition (President)  
Digital C (Board Member)  
Downtown Cleveland Alliance (Ex-Officio Member)  
Cleveland Neighborhood Progress – Village Capital Corporation (Board Member)  
Cuyahoga County – Audit Committee  
City of Cleveland – Audit Committee (Committee Chair)(Rolling off 2021)  
Benjamin Rose Institute – (Board Member)(Rolling off 2021)  
Cleveland International Fund – (Former Board Chair)(Rolle off 2020)



Oct. 27th 2020	Audit Committee	Michael Abouserhal
April 7th 2022	Audit Committee	Yvette Ittu

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0110

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 Community-Based Correctional Facility Governing 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, the Cuyahoga County Community-Based Correctional Facility Governing Board was created pursuant to the provisions of the Ohio Revised Code Section 2301.51; and

WHEREAS, the Cuyahoga County Community-Based Correctional Facility provides a local alternative to prison sentences for non-violent offenders who have the potential to be rehabilitated through local punishment, work and education; and

WHEREAS, the Cuyahoga County Community-Based Correctional Facility Governing Board has twelve members and the members are appointed by both Cuyahoga County and the Cuyahoga County Judicial Advisory Board (JAB); and

WHEREAS, members of the Cuyahoga County Community-Based Correctional Facility Governing Board shall be appointed to serve a three (3) 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, Chapter 114 of the Cuyahoga County Code provides the requirements for submission of appointments to County Council; and

WHEREAS, the County Executive has nominated the following individuals to serve on the Cuyahoga County Community-Based Correctional Facility Governing Board:

Reappointments:

- a) Brandy Carney Term: 1/1/2022 – 12/31/2022
- b) Vincent Holland Term: 1/1/2022 – 12/31/2022

c) Scott Osiecki Term:1/1/2022 -12/31/2022

**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 Community-Based Correctional Facility Governing Board:

Reappointments:

- a) Brandy Carney Term: 1/1/2022 – 12/31/2022
- b) Vincent Holland Term: 1/1/2022 – 12/31/2022
- c) Scott Osiecki Term: 1/1/2022 – 12/32/2022

**SECTION 2.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health, or safety in the County; and any additional reasons set forth in the preamble. Pursuant to Cuyahoga County Charter Section 3.10(5), provided that this resolution receives the affirmative vote of a majority of 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\_\_



April 13, 2022

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

Re: Cuyahoga County Community-Based Correctional Facility Governing Board

Dear President Jones:

Pursuant to Ohio Revised Code 2301.51, Cuyahoga County has established a community-based correctional facility that provides a local alternative to prison sentences for non-violent offenders who have the potential to be rehabilitated through local punishment, work and education. I am pleased to nominate the following individuals for reappointment to serve on the Cuyahoga County Community-Based Correctional Facility Governing Board:

Re-appointment

- **Brandy Carney**, 3-year term, 01/01/2022 – 12/31/2024
  - Resides in Willowick (Lake County)
- **Vincent Holland**, 3-year term, 01/01/2022 – 12/31/2024
  - Resides in Cleveland (Cuyahoga County)
- **Scott Osiecki**, 3-year term, 01/01/2022 – 12/31/2024
  - Resides in Avon Lake (Lorain County)

Community-based correctional facilities provide comprehensive programming to address the needs of offenders including chemical dependency issues and the of education and training for current employment opportunities. These efforts are designed to achieve the goal of reducing recidivism and providing successful reentry into society. Members of the Board shall serve for three-year terms.

I have attached a copy of the nominee's resumes for your review. There are no known conflicts of interest for which an advisory opinion has been requested. This board is uncompensated. There are eight candidates on file for this position.

Thank you for your consideration of these appointments. 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

# Brandy Carney

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**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 17 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 6 divisions; Office of Emergency Management (OEM), Cuyahoga Emergency Communications System (CECOMS), Witness/Victim Services, Administration, Fiscal and Grants, 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 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 27 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 Cuyahoga County Diversion Board, 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**

### **Public Safety and Justice Services Director – January 2022 – Current**

- **Responsible for Department of Public Safety and Justice Services including all staff, budget(s), projects, programs, and initiatives**
- **Responsible for Cuyahoga County Opioid Litigation Settlement including approximately \$120 Million cash and all programs, projects, and initiatives**
- **Responsible for Cuyahoga County Diversion Center Programs including Diversion Facility, 24/7/365 Hotline and Crisis Intervention Training Countywide to all Law Enforcement and Dispatch**

### **Chief, Special Operations Cuyahoga County – January 2020 to December 2021**

- 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**

- 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



## RESUME

Dr. Vincent D. Holland

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### **EDUCATION:**

Cleveland State University (June 1975), Bachelor of Arts in Political Science (Major)  
History (minor)

Case Western Reserve University (January 1979) Master of Arts Sociology

Cleveland State University (March 1991) Master of Public Administration

Thesis/Capstone: "In Search of A Method: Developing A Correctional AIDS Policy"  
(Thesis Advisor Dr. James Slack)

Cleveland State University (Spring 2014) PhD. Levin College of Urban Studies and  
Public Affairs

Dissertation: "Reform Where Is Thy Victory?: A Study Of The Reform Efforts in  
Summit, Allegheny and Cuyahoga Counties" (Chair: Dr. Lawrence Keller)

### **LICENSE:**

LICDC (License in Chemical Dependency Counseling)

Independent Chemical Dependency Counselor license number 943823

### **WORK HISTORY: Part-time & summers**

Swimming Instructor & Coach (1969-1985) Glenville YWCA; Swimming Instructor  
General Electric Nela Park (Summers 1971-1974); Swimming Instructor, Pool Captain &  
District Supervisor for Cleveland City Pools (Summers 1975-1979).

Cleveland Clinic: Alcohol and Drug Dependency Unit (part-time 1985-1994)

Cuyahoga Community College Law Enforcement Corrections Department: Taught  
Introduction to Corrections and Community Corrections classes (part-time fall 1997  
through fall of 1999)

**FULLTIME:**

**Cuyahoga Probation Department:** (May 1980 to December 2013 retired)

**Probation Officer (1980-1986)**

Direct Supervision and presentence Investigation; ADDU (Alcohol and Drug Dependence Unit) Officer;

**Supervisor (1986-1999)**

Oversaw officers who did direct supervision of felony level adult offenders; ADDU (Alcohol & Drug Dependency Unit) officers and staff; Intensive Supervision officers and staff and training.

**Manager (1999-2008)**

Special Projects: Mentally Disordered, Intensive Supervision, electronic monitoring, developmental disability, Security Threat Group & Shock probation (community control) offenders. Duties included training, grant writing, auditing, budget planning, preparing reports for the State of Ohio and overseeing a staff of over 60 people. Clifford Skeen Award winner in 2003 for Excellence in an Ohio Prison Diversion Program (407 Project).

**Chief Probation Officer (2008-2013)**

Responsible for a Department of 200 employees. Managed Budget, workflow monitoring, implementing an evidence based practices model, report writing, policy implementation, grant implementation and numerous trainings, committees and corrections related activities.

**Cuyahoga Community College:**

Adjunct Professor-Sociology 2015-2017 and 2020 to Present

Lecturer-Sociology 2018-2020

**Publications and Reports:**

"Street Gangs: The National, State and Local Experience". In State of Corrections: Proceedings American Correctional Association (2002) 115-121.

"Security Threat Groups Manual Trends (1999)" Law Enforcement Training Document.

"Militias, Motorcycle and Domestic Terrorists Manual" (1999-2000) Law Enforcement Training Document.

“The Foundation of Modern Gang and Threat Group Theory: A Summary of the Three Modern Eras of Theoretical Work on America’s Gang Culture” (1999). Court and Law Enforcement Training Document.

“Cuyahoga County’s Mentally Disordered Offender’s Project: The First Fifteen Years” (2002) Report to the State of Ohio on model projects serving a felony population.

“Cuyahoga County’s Forensic Clients Fiscal Summary for 2001”. Report to the Mental Health Court Committee on the County’s mental health expenditures for the forensic population-(2002) pp.-1-19.

“Cuyahoga County Probation Department Special Programs Supervision Survey” (April 2009) 1-42. A report submitted to the State of Ohio on attitudes of probationers pertaining to their supervision.

“Alternative Work Schedule Survey” (2009) pp. 1-16. Report submitted to the Court Administrator that resulted in a policy change.

**GRANTS:**

(1) Principal writer of an awarded two-year \$10,000.00 security threat group training grant. The purpose was to train all local probation officers in municipalities, local counties, state and Federal staff on gang identification and trends in Northeastern Ohio and its surrounding communities.

(2) Principal writer of an awarded one-year \$40,000.00 grant to establish a liaison position between Cuyahoga County’s witness victim services and the Court’s mental health probation staff.

(3) Involved in numerous grants, grant reviews and grant monitoring activities.

**Committees & Organizations:**

Ohio Chief Probation Officers Association

American Probation and Parole Association

Co-Chairman of Cuyahoga County’s Re-Entry Coalition (2010-2013)

Community Action Against Addiction Board member (Presently)

Partners in Justice Coalition Board Member (Presently): dedicated to changing policy pertaining developmentally disabled person who enter the corrections system)

Cuyahoga County Mental Health Court Advisory Committee

County Government transition Committees (Justice Services and Health and Human Services).

State of Ohio's Mental Health and the Courts Committee

Opiate Death Review Coalition (Cuyahoga)

Workforce Development Coalition (Re-entry Population)

Cuyahoga County's Community Based Correctional Facility

Working with a few organizations dedicated to working with returning citizen, justice reform, gun control and mental health initiatives.

Case Western Reserve University African American Society's Board of Directors

**Membership & Committee Activities:**

Cleveland State's MPA Alumni Association

Maxine Goodman Levin Advisory committee on curriculum

Glenville Development Center (CDC)

Ohio Justice Alliance for Community Corrections (OJACC)

**TRAINER & PRESENTER**

Developmentally and Behaviorally Disabled, Security Threat Group (Gang), Addicted and Returning citizen offender populations. In addition, I have been involved in training, teaching and directing staff on evidence based practices, management, ethics, and evaluation paradigms.

**SOFTWARE:** Word, PowerPoint, Access, Excel, SPSS and other statistical software releases

Recommendations provided upon request



**◆ Profile**

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Public Sector Alcohol and Other Drug and Mental Health Services Executive with over 27 years of progressively responsible experience in the following areas:

Leadership	Community Affairs/Public Relations
Strategic Planning & Implementation	Governmental Affairs/Legislation
Media Relations/Spokesperson	Clients Rights
Advocacy	Program Administration
Fundraising	Levy Communication & Organization
Crisis Intervention Team Training	Recovery Oriented System of Care Planning & Implementation
Crisis Communication	Staff Supervision
Special Event Planning	Website/Facebook Design & Maintenance
Education & Training	Public Relations Plan Development & Implementation
Marketing Campaign Design & Implementation	Presentations/Public Speaking
Internal/Staff Communication	Budgeting
Executive Management Team	Speech Writing/Talking Points

**◆ Recent Career Achievements**

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- Selected as Chief Executive Officer of the ADAMHS Board and oversees a \$80+ million government agency responsible for advocacy, planning, and management of a recovery oriented system of care that delivers quality services through contract agencies.
- Former Chief of External Affairs promoted from Director of External Affairs that included expanded duties in Clients Rights, Crisis Intervention Team Training and the Department of Justice/City of Cleveland Mental Health Response Advisory Committee responsibilities.
- Implementation and Oversight of the Cuyahoga County Diversion Center – the first in the State of Ohio
- Overseeing transition of ADAMHS Board and behavioral health services during the COVID-19 pandemic
- Overseeing, completing and implementing the ADAMHS Board 2021-2025 Strategic Plan
- Overseeing the development of the ADAMHS Board Eliminating Structural Racism, Diversity, Equity and Inclusion initiative and plan
- Development of Annual Reports that highlight ADAMHS Board program accomplishment and finances.
- Design and completion of Mental Health Response Advisory Committee Reports to the City of Cleveland, as well as serving on the Executive Committee, agenda-setting and communication between the Committee and the Monitoring Team.
- Key member of the Cuyahoga County Health & Human Services Levies committees with continued successful passage of renewal and replacement levies.
- Development and presentation of workshops at statewide conferences concerning heroin prevention, faith-based initiative, Crisis Intervention Team training and the Mental Health Response Advisory Committee.
- Design and implementation of an award winning marketing campaign that increased calls to the suicide prevention hotline by 63%.
- Design and implementation of a heroin prevention campaign that averaged five calls per day to the hotline in 2015.
- Excellent relationships with the Ohio Department of Mental Health and Addiction Services, Ohio Association of County Behavioral Health Authorities, ADAMHS Board Executives throughout the State, client groups and members of the Cuyahoga County Council and County Executive Office.
- Over 400 positive media hits in 2021 through media outreach and relationships.
- Through continued development of a media partnership, Third Federal Savings and Loan donated a home for a safe house for women.

◆ **EDUCATION**

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Bachelor of Arts in Communication, Cleveland State University  
Cleveland State University Leadership Academy

◆ **COMPUTER SKILLS**

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Microsoft Word, Excel, PowerPoint, Outlook, Adobe InDesign, Adobe Acrobat X Professional, Photoshop, Constant Contact E-mail and Communication Database Software  
Windows and Mac operating systems

◆ **AWARDS, ORGANIZATIONS AND AFFILIATIONS**

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- Chair, Ohio Association of County Behavioral Health Authorities Governance Committee
- Executive Council Member, Ohio Association of County Behavioral Health Authorities
- Member, Ohio Department of Mental Health and Addiction Services Ohio Crisis Task Force and Stabilize and Thrive Committee
- Tri-Chair, Mental Health Response Advisory Committee
- Member, Community Based Correctional Facility Governing Board
- Member, Cuyahoga County Corrections Planning Board
- Member, Cuyahoga County Drug Court Advisory Board
- Member, Cleveland Drug Court Advisory Board
- Cleveland State University Mentor, 2015 & 2016
- Past President and Board Member of the Cleveland State University Leadership Academy Society
- Cleveland State University Leadership Academy: Proclamation - Dedicated Service to Advisory Board, 2016

◆ **EMPLOYMENT HISTORY & ACCOMPLISHMENTS**

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3/18 – present      **Chief Executive Officer, Alcohol, Drug Addiction and Mental Health Services (ADAMHS)**  
*Board of Cuyahoga County Note: Served as Acting Chief Executive Officer from 1/18 – 2/18*

Serves as the executive officer of the board subject to approval of the board and executes contracts for the provision of services and facilities which are provided, operated, contracted, or supported by the board. Consults with agencies, associations, or individuals providing services supported by the board. Be aware of and advocate for changes necessary to increase effectiveness of mental health, alcohol, drug and other addiction services necessary and desirable to carry out the mission of the board. Encourage the development and expansion of preventive treatment, rehabilitative, and consultative programs in both mental health and alcohol and other drug addiction. Explore, investigate, and consult with others as necessary and practical for the promotion of mental health and alcohol and other drug prevention programs. Hire, supervise, monitor, control, and remove, as required, employees and consultants in the classified civil service, and, subject to the approval from the board, employ and remove, fix the compensation and reimbursement, within set schedules, other employees and consultants as may be necessary for the work of the board, within a budget approved by the board. Prepare for board approval an annual report of the programs under the jurisdiction of the board, including a fiscal accounting of all services. Authorize payments, through the office of the county auditor, via warrants for the payment of board obligations approved by the board, for all services provided in accordance with the comprehensive community mental health and alcohol and drug addiction services plan.

4/01 – 3/18

**Chief of External Affairs, Alcohol, Drug Addiction and Mental Health Services (ADAMHS) Board of Cuyahoga County/Director of External Affairs, ADAMHS Board & Cuyahoga County Community Mental Health Board (CCCMHB) NOTE: CCCMHB consolidated with Alcohol and Drug Addiction Services Board in July 2009 to form ADAMHS - duties expanded when promoted to Chief of External Affairs.**

- Develop and implement strategic communication and education and training plans and evaluate annual goals and objectives for a \$64 million government agency
- Report directly to the CEO and serve as a member of the Executive Council
- Serve as the staff liaison to the Board of Directors' Community Relations & Advocacy Committee, including agenda development, participating in meeting discussions, and developing, implementing and monitoring a yearly Advocacy Action Agenda
- Ensure compliance with the Mental Health Response Advisory Committee as required by the Settlement Agreement between the Department of Justice and the Cleveland Division of Police, including Crisis Intervention Team (CIT) Program and Training
- Respond to all public information and records requests
- Direct and oversee the ADAMHS Board Web site: [www.adamhsc.org](http://www.adamhsc.org), Facebook, and other social media
- Direct Health and Human Services levy campaigns as a member of the Core Management Team
- Plan and direct the Training Institute, special events, annual meetings and conferences
- Ensure the development of media relations, public relations, and multimedia campaigns focused on specific goals and objectives concerning mental health and addiction treatment and recovery services, including an award winning suicide prevention campaign
- Serve as main contact and secondary spokesperson to the media
- Track and report frequency and nature of media mentions and social media to the CEO and Board
- Provide briefings and talking points to the CEO and Board Chair on legislative and mental health and addiction topics
- Oversee the Board's Client Art Program
- Represent the ADAMHS Board and CEO at local and statewide meetings and events, including OACBHA membership meetings
- Develop and manage effective internal communications to provide timely information, promote positive staff relations and enhance morale
- Implement advocacy initiatives to promote the interest of individuals with mental illness and addiction disorders, ADAMHS Board services and mental health and addiction recovery programs
- Provide briefings to the CEO, Board of Directors, staff and community on local, state and national legislation that affect mental health and addiction issues
- Prepare and manage the External Affairs Division's budget, including drafting contracts
- Develop and oversee the creation and production of all video, audio and print materials, including annual reports, service directories, GEO Headliners, and multi-media campaigns
- Supervise External Affairs Officer, Training Officer, Crisis Intervention Team Program Officer, Clients Rights Officer and Clients Affairs Officer

◆ **OTHER PROFESSIONAL POSITIONS**

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- 7/00 – 4/01 **Communications Manager, Cuyahoga Metropolitan Housing Authority (CMHA)**
- 11/99 – 6/00 **Public Relations & Communications Consultant - Motorcycle, Recreation Vehicle and Boat Insurance Division, Progressive Insurance**
- 1/94 – 10/99 **Manager of Public Relations, Manager of Governmental & Community Affairs, Cuyahoga County Community Mental Health Board**
- 11/91 – 1/94 **Public Relations & Fundraising Coordinator, Interchurch Council Hunger Task Force**

Aug. 1st 2019	Community Based Correctional Facility Governing Board	Maggie Keenan
July 12th 2019	Community Based Correctional Facility Governing Board	Vincent Holland
July 1st 2020	Community Based Correctional Facility Governing Board	Tenisha Mack
March 3rd 2020	Community Based Correctional Facility Governing Board	Scott Osiecki
Dec. 28th 2020	Community Based Correctional Facility Governing Board	Alfonso Sanchez
April 7th 2022	Community Based Correctional Facility Governing Board	Scott Osiecki
April 11th 2022	Community Based Correctional Facility Governing Board	Vincent Holland
April 12th 2022	Community Based Correctional Facility Governing Board	Brandy Carney



# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0111

Sponsored by: <b>County Executive Budish</b>	<b>A Resolution</b> confirming the County Executive’s appointment of Alan Rosskamm to serve on the Cuyahoga Community College Board of Trustees for the term 1/18/2022 – 1/17/2027; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, pursuant to Ohio Revised Code Chapter 3354.05, the former Cuyahoga County Board of Commissioners created a board of trustees of a community college district; and

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

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

WHEREAS, 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 Alan Rosskamm (replacing J. David Heller) to serve on the Cuyahoga Community College Board of Trustees for the term 1/18/2022 – 1/17/2027.

### **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 Alan Rosskamm (replacing J. David Heller) to serve on the Cuyahoga Community College Board of Trustees for the term 1/18/2022 – 1/17/2027.

**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. Pursuant to Cuyahoga County Charter Section 3.10(5), provided that this resolution receives

the affirmative vote of a majority of 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\_\_



Cuyahoga County  
Together We Thrive

Armond Budish  
Cuyahoga County Executive

April 13, 2022

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

Re: Cuyahoga Community College (Tri-C) Board of Trustees

Dear President Jones:

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

- **Alan Rosskamm**, 5-year term, 01/18/2022 - 01/17/2027
  - Replacing J. David Heller
  - Resides in Gates Mills (Cuyahoga County)

The Tri-C Board is comprised of nine members – six appointed by the County Executive, and three appointed by the Governor of the State of Ohio [ORC 3354.05(A)]. Board members must be residents of the community college district. Ohio Revised Code stipulates that members shall serve a five-year term and permits members to continue serving beyond the expiration of term until a successor takes office, or for a period of sixty days – whichever occurs first. This board is uncompensated.

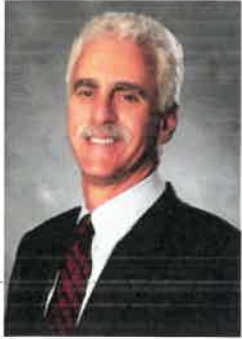
I have attached a copy of the nominee's bio for your review. There are no known conflicts of interest for which an advisory opinion has been requested. There are 10 candidates on file for this position.

Thank you for your consideration of these appointments. 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

## ALAN ROSSKAMM



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Alan Rosskamm was CEO of Breakthrough Public Schools, from 2009-2021. Breakthrough is a non-profit charter management organization supporting a network of free public charter schools in Cleveland. A national study from CREDO at Stanford University found Breakthrough to be the highest performing Charter Network in Ohio based on the academic growth of its students relative to their local school district. During these years, the network grew from four to twelve schools serving over 3,600 students. Breakthrough is a proud partner with Cleveland Metropolitan School District and participated in the drafting of the Cleveland Plan for Transforming Schools.

Mr. Rosskamm was President and CEO of Jo-Ann Stores, Inc., from 1985 until 2006, during which time Jo-Ann became the nation's largest retailer offering both fabrics and crafts, operating more than 800 stores. He joined Jo-Ann Stores in 1978, and remained a member of the Board of Directors until the Company went private in March, 2011.

Mr. Rosskamm served on the Board of Charming Shoppes, Inc., a 2,000 store women's apparel retailer (Lane Bryant, Fashion Bug, and Catherines) for 20 years, and served as Interim CEO during a turnaround from June, 2008, until April, 2009.

Mr. Rosskamm serves on the Board of Hawken School, the Mt. Sinai Health Care Foundation, and is a Life Trustee of the Diversity Center of Northeast Ohio.

Mr. Rosskamm holds a BA from Swarthmore College, a JD from the University of Chicago Law School, and an MBA from Case Western Reserve University.

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Jan. 15th 2020	Cuyahoga Community College Board of Trustees	Helen Forbes Fields
Jan. 17th 2020	Cuyahoga Community College Board of Trustees	John Skory
June 26th 2020	Cuyahoga Community College Board of Trustees	Dr. Terrence Robinson
Sept. 3rd 2019	Cuyahoga Community College Board of Trustees	Anthony Nathal
May 19th 2021	Cuyahoga Community College Board of Trustees	Geralyn Presti
June 23rd 2021	Cuyahoga Community College Board of Trustees	Cory Jenkins
Nov. 26th 2021	Cuyahoga Community College Board of Trustees	Joseph DiRocco
Feb. 8th 2022	Cuyahoga Community College Board of Trustees	Ted Tywang
Feb. 26th 2022	Cuyahoga Community College Board of Trustees	Victor Ruiz
April 4th 2022	Cuyahoga Community College Board of Trustees	Alan Rosskamm

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0112

Sponsored by: <b>County Executive Budish</b>	<b>A Resolution</b> confirming the County Executive’s reappointment of A. Steven Dever to serve, in his official capacity as representative of Cuyahoga County, on the Lake Erie Energy Development Corporation Board of Directors for the term 5/1/2021 – 4/30/2024; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the Lake Erie Energy Development Corporation (“Corporation”) was formed for charitable, educational and scientific purposes including supporting economic development by promoting alternative sources of energy in Northeast Ohio and to facilitate the production of energy from wind energy conversion technologies; and

WHEREAS, pursuant to the Code of Regulations of the Corporation, the Board Members shall be appointees of Ashtabula County, Cuyahoga County, Lorain County, Lake County, the City of Cleveland, NorTech and the Cleveland Foundation and the appointees of Ashtabula County, Cuyahoga County, Lorain County, Lake County and the City of Cleveland shall be appointed through resolution of such Board Member’s respective government board or officials; and

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

WHEREAS, the County Executive has nominated A. Steven Dever to be reappointed to serve, in his official capacity as representative of Cuyahoga County, on the Lake Erie Energy Development Corporation Board of Directors for the term 5/1/2021 – 4/30/204; and

**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 A. Steven Dever to serve, in his official capacity as representative of Cuyahoga County, on the Lake Erie Energy Development Corporation Board of Directors for the term 5/1/2021 – 4/30/2024.

**SECTION 2.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health, or safety in the County; and any additional reasons set forth in the preamble. Pursuant

to Cuyahoga County Charter Section 3.10(5), provided that this resolution receives the affirmative vote of a majority of 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\_\_\_\_



Cuyahoga County  
Together We Thrive

Armond Budish  
Cuyahoga County Executive

April 13, 2022

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

Re: Lake Erie Energy Development Corporation Board of Directors (LEEDCo)

Dear President Jones:

Pursuant to the 2006 County legislation enacting the Great Lakes Energy Development Task Force and the 2009 multi-party agreement enacting LEEDCo, I submit the following re-appointment nomination for service on the LEEDCo Board of Directors:

- **A. Steven Dever**, 2 - year term: 05/01/2021 - 04/30/2024
  - Resides in Lakewood (Cuyahoga County)

There are no specific requirements for this position. Directors serve two-year terms until they resign or are replaced.

I have attached a copy of the nominee's resume for your review.

There are no known conflicts of interest for which an advisory opinion has been requested. This board is uncompensated. There are four 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



A. STEVEN DEVER

ATTORNEY LICENSED  
IN OHIO & FLORIDA

## PROFESSIONAL EXPERIENCE

### THE GANLEY MANAGEMENT COMPANY

#### GENERAL COUNSEL AND SECRETARY 2010 – PRESENT

Serves as General Counsel and Corporate Secretary to Ohio's largest auto group of 23 independently operated automobile dealerships. Responsibilities include corporate matters, customer transactions, advertising, insurance, finance and consumer protection laws. Manages the company affairs related to all legal matters and issues effecting the 1,800 Ganley employees including wage and hour, workman's compensation, workplace conduct and discipline, regulatory compliance. Provides legal assistance for company acquisitions of new dealerships and expansion and upgrades to existing facilities.

#### A. STEVEN DEVER CO., L.P.A. 1985 to Present

Areas of practice include; Personal Injury and Accident, Real Estate, Wills and Probate, Business Transactions, Civil Litigation, Employment, and General legal advice.

#### BOARD OF DIRECTORS 2010 – PRESENT

##### LAKE ERIE ENERGY DEVELOPMENT CORPORATION (LEEDCO)

Founding member of the Lake Erie Energy Development Corporation, a regional non-profit development organization responsible for the construction of North America's first offshore fresh water wind farm. Serves as the Cuyahoga County Representative and provides strategic direction, policy advocacy and representation for the project. Assisted with the commencement of early stage feasibility studies for the creation of LEEDCo while acting as Executive Director for the Great Lakes Energy Development Task Force.

#### BOARD OF DIRECTORS 2016 – PRESENT

##### GREEN ENERGY OHIO

Serves as a board member for Green Energy Ohio (GEO), a statewide nonprofit organization dedicated to promoting economically and environmentally sustainable energy policies and practices in Ohio.

#### EXECUTIVE DIRECTOR 2006 – 2012

##### GREAT LAKES ENERGY DEVELOPMENT TASK FORCE

Organized the establishment of the Great Lakes Energy Development Task Force and was appointed by the Cuyahoga County Board of Commissioners to serve as Executive Director. In 2007, the Task Force began a 16-month, \$1.4 million feasibility study for the deployment of wind turbines on Lake Erie as an economic development opportunity for the region. Additional duties included Cuyahoga County advocacy in support of the Lincoln Electric Company for the installation of

a 2.5mw wind turbine in Euclid, Ohio. Assistance included facilitating meetings and attending business negotiations between wind turbine manufacturer Kenersys and Lincoln Electric in Cleveland, Chicago, and Munster, Germany.

**CHIEF TRIAL COUNSEL 1999 – 2010**

**CUYAHOGA COUNTY PROSECUTORS OFFICE**

Served as the Chief Trial Lawyer with the responsibility of acting as Cuyahoga County's Lead Attorney in high profile cases and matters of complex litigation. Successfully prosecuted some of Ohio's most notorious cases and provided key leadership and guidance within the Prosecutors office directed toward improving the quality of Justice in Cuyahoga County.

**ASSISTANT PROSECUTING ATTORNEY 1985 – 1999**

**CUYAHOGA COUNTY PROSECUTORS OFFICE**

Proven trial experience since 1985 includes over 200 criminal trials with a number of cases involving capital murder, public corruption, organized crime, white collar crime, arson, drug trafficking, sex crimes and abuse.

**ACCOMPLISHMENTS**

**CAPITAL REVIEW COMMITTEE 2001 – 2010**

Established a Prosecutor Capital Review Committee to evaluate potential death penalty cases. Assisted in the drafting of charging standards to insure fairness in the review of Death Penalty cases for the Cuyahoga County Prosecutor's Office. Served as chairman of the Committee that reviewed over 100 homicide cases and made recommendations to the Prosecuting Attorney regarding the appropriateness of pursuing the death penalty in a particular murder case.

**METROPOLITAN FORENSIC LABORATORY Planning Committee 2003 – 2008**

Directed a comprehensive planning initiative to establish a Metropolitan Forensic Laboratory for Cuyahoga County. This public/private partnership was designed to improve the quality of justice, to establish educational programs relating to forensic science and to support private laboratory expansion for economic development.

**SUPERVISOR, MAJOR DRUG OFFENDER UNIT 2002 – 2008**

Established a protocol and policy for the use and testimony of informants designed to safeguard the integrity of law enforcement investigations and to protect the innocent from fabricated evidence and false testimony. Coordinated with Federal law Enforcement regarding jurisdiction for the Prosecution of drug law violations.

**COMMUNITY BASED PROSECUTION PROGRAM 2000**

Established the first Community Based Prosecution Program in Ohio that focused crime-fighting strategies into high risk neighborhoods. Awarded a competitive Grant from the US Department of justice for the cost of a pilot program that was

established in East Cleveland, Ohio. The program was proven to be an effective strategy to improve the safety of the public by targeting neighborhood crime through citizen participation.

**STATE of OHIO v GRATTUDAURIA, ET AL. 2003**

Served as lead Prosecutor and secured \$10 million dollars for Cuyahoga County in a forfeiture from S.G. Cowen Co., Lehman Brothers and other financial institutions in a securities fraud investigation. Additional funds were returned to the Treasury of the State of Ohio in the amount of \$800,000.00. A large portion of the proceeds received from this forfeiture were subsequently used for the establishment of the Cuyahoga County Crime Laboratory.

**Estate of SAM SHEPPARD V. OHIO 2000**

Successfully Defended the State of Ohio and Cuyahoga County in a wrongful imprisonment lawsuit related to the 1954 conviction of Dr. Sam Sheppard for the murder of his wife Marilyn. The Plaintiffs were seeking \$5 million dollars in damages for wrongful imprisonment. A jury verdict was returned in favor of the State of Ohio following a nine week trial.

**SPECIAL PROSECUTOR FOR MAHONING COUNTY, OHIO 1999**

Appointed Special Prosecutor in Youngstown, Ohio for the investigation and prosecution of organized crime boss Lenine Strollo and other individuals. The Defendants were charged with the attempted murder of the Mahoning County Prosecutor Paul Gaines, the murder of crime boss Ernie Biondillo, bribery and public corruption. Served as lead trial attorney and obtained Guilty verdicts following a jury trial.

**FELONY MURDER LAW R.C. 2903.02(B) 1997**

Successfully lobbied for the creation of the Ohio Felony Murder Law R.C. 2903.02(B) (Ohio HB 5) by working with State Representative Robert Taylor and Governor George Voinovich including testimony and advocacy before the Ohio Legislature. The objective was to add language to Ohio's Murder Statute to expand the definition of murder to include individuals engaged in crimes of violence that directly result in death. Prosecutors and Defense Attorneys refer to Felony Murder in Ohio as "Murder B".

**LICENSES & ASSOCIATIONS**

- Admitted to the practice of law, State of Ohio 1985 and State of Florida 1988
- U.S. District Court, Northern District of Ohio, 6th Circuit Court of Appeals
- Cleveland Bar Association
- Member of Westshore Bar Association
- National Association of Dealer Counsel (NADC)

**ACCOLADES**

- Martindale-Hubbell AV Preeminent Attorney Peer Rated for Highest Level of Professional Excellence,

- Cranes Cleveland Business, Leaders in Law 2013
- Cleveland Bar Association Judicial Excellence Task Force 2015
- Certificate of Appreciation from the Drug Enforce Administration, 2000
- Certificate of Appreciation from FBI Director Louis Freeh for the Outstanding Assistance in a Joint Criminal Investigation, 1999
- Nominated for the Outstanding Advocacy Award to the National Association of District Attorneys in Capital Litigation by Cuyahoga County Prosecutor Stephanie Tubbs Jones, 1998
- Certificate of Merit for Tireless Efforts in Investigating and Prosecuting Corrupt Land Developers from the Inspector General, United States Department of Housing and Urban Development, 1993

### **PROFESSIONAL SPEAKING ENGAGEMENTS**

Featured speaker at continuing education programs including:

- Ohio Judicial Conference
- Ohio Common Pleas Judges Association
- The Ohio State Prosecutors Association
- Cleveland Bar Association
- The Ohio State Bar Association
- Cleveland Marshall College of Law
- Case Western Reserve University

Presenter at Advanced Energy Conferences including:

- The Great Lakes Commission
- The Great Lakes Wind Collaborative
- American Wind Energy Association
- Presentations made at meetings in Washington DC, Houston, Toronto, Milwaukee, Chicago, Buffalo, Detroit, Columbus, Erie, and Toledo.

### **EDUCATION**

**JURIS DOCTORATE, 1985**

CLEVELAND-MARSHALL COLLEGE OF LAW  
CLEVELAND STATE UNIVERSITY, CLEVELAND, OHIO

**BACHELOR OF SCIENCE URBAN AFFAIRS, 1981**

UNIVERSITY OF EVANSVILLE, EVANSVILLE, INDIANA

### **MILITARY**

**UNITED STATES NAVAL RESERVE 1976 – 1982**

HONORABLE DISCHARGE

July 7th 2021	Lake Erie Energy Development Corporation (LeedCo)	Maurice Smith
April 4th 2022	Lake Erie Energy Development Corporation (LeedCo)	A Steven Dever
April 18th 2019	Lake Erie Energy Development Corporation (LeedCo)	Steven A Dever
Oct. 15th 2019	Lake Erie Energy Development Corporation (LeedCo)	Brian Moore
August 20th 2020	Lake Erie Energy Development Corporation (LeedCo)	Anthony Benson

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0113

Sponsored by: <b>County Executive Budish/Fiscal Officer/Office of Budget and Management</b>	<b>A Resolution</b> adopting the Annual Alternative Tax Budget for the year 2023; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, O.R.C. 5705.28(A)(2) requires that Council, as the taxing authority of Cuyahoga County, adopt a tax budget for the next succeeding fiscal year on or before the fifteenth day of July; and,

WHEREAS, O.R.C. 5705.281 permits the county budget commission to waive the tax budget requirement, but shall require the taxing authority to provide such information to the commission as may be required by the commission to perform its duties under this chapter; and,

WHEREAS, the purpose of the Tax Budget is to demonstrate the need for property taxes levied by the County and to establish the next succeeding fiscal year's revenue estimates; and,

WHEREAS, the Tax Budget establishes tax rates and provides the basis for the Official Certificate of Estimated Resources, the legal document that establishes the legal limitations within which the County must abide when setting appropriations; and,

WHEREAS, the Office of Budget and Management has submitted and recommended approval of the Annual Alternative Tax Budget; and,

WHEREAS, the County Operating Tax Budget for 2023 is \$1,942,343,088; and,

WHEREAS, after due consideration of the Alternative Tax Budget, it is deemed advisable by the Council of Cuyahoga County to adopt said County Alternative Tax Budget for the year 2023.

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

**SECTION 1.** The year 2023 Annual Alternative Tax Budget for the County of Cuyahoga as prepared in accordance with O.R.C. 5705.28, O.R.C. 5705.281, and the requirement of the Cuyahoga County Budget Commission, is hereby approved.





ARMOND BUDISH  
Cuyahoga County Executive

To: County Council

From: Walter Parfejewiec, Office of Budget and Management

Date: April 6, 2022

RE: 2023 Alternative Tax Budget

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Pursuant to **Ohio Revised Code §5705.28(A)(2)** and **Ohio Revised Code 5705.281**, the County is required to adopt the annual Alternative Tax Budget by July 15<sup>th</sup>. The intent of the Alternative Tax Budget is to estimate revenue generated by property tax levies for the coming year and to demonstrate, by way of the estimates, the need to continue to levy the taxes.

**A total of 14.85 mills will be levied by the County in voted and unvoted millage in 2023 totaling \$438.8 million.** The revenue generated by this millage supports general operations, debt service, health and human services, and programs and services for the developmentally disabled.

This proposed 2023 Alternative Tax Budget reflects an allocation of the 1.45 inside millage: 1.10 mills to the General Fund and 0.35 mills to the General Obligation Bond Retirement Fund. This is a change from the prior year increasing the allocation to the General Fund by 0.10 mills and decreasing the allocation to the General Obligation Bond Retirement Fund by the same 0.10 mills. This change is due to the \$4 billion increase in assessed valuation (*from 30.8 billion in 2020 to 34.8 billion in 2021*).

Attached please find the following:

- Resolution R2022-xxxx, adopting the 2023 Alternative Tax Budget
- The 2023 Alternative Tax Budget, Schedules I-V

Please contact Mike Chambers or I with any questions. Thank you for your consideration.



# ALTERNATIVE TAX BUDGET INFORMATION

Political Subdivision/Taxing Unit: Cuyahoga County

For the Fiscal Year Commencing January 1, 2023

Fiscal Officer Signature *Marko Chank* CPA Date 4-6-2022

## COUNTY OF CUYAHOGA

### **Background**

Substitute House Bill No. 129 (HB129) effective June 3, 2002, was enacted by the 124th General Assembly in part to allow a county budget commission to waive the requirement that a taxing authority adopt a tax budget for a political subdivision or other taxing unit, pursuant to Ohio Revised Code (ORC) Section 5705.281.

### **Ohio Revised Code Section 5705.281**

Under the amended version of this section pursuant to HB 129, a county budget commission, by an affirmative vote of a majority of the commission, including an affirmative vote by the county auditor, may waive the tax budget for any subdivision or other taxing unit. However, the commission may require the taxing authority to provide any information needed by the commission to perform its duties, including the division of the tax rates as provided under ORC Section 5705.04.

### **County Budget Commission Duties**

The county budget commission must still certify tax rates to each subdivision or other taxing unit, by March 1 for school districts and by September 1 for all other taxing authorities under ORC Section 5705.35, even when a tax budget is waived. Also, the commission is still required to issue an official certificate of estimated resources under ORC Section 5705.35 and amended official certificates of estimated resources under ORC Section 5705.36.

Therefore, when a budget commission is setting tax rates based on a taxing unit's need, for purposes of ORC Sections 5705.32, 5705.34, and 5705.341, its determination must be based on that other information the commission asked the taxing authority to provide under ORC Section 5705.281, when the tax budget was waived. Also, an official certificate must be based on that other information the commission asked the taxing authority to provide.

### **County Budget Commission Action**

On October 11, 2002, during the Cuyahoga County Budget Commission meeting, the commission with an affirmative vote of all members waived the requirement for taxing authorities of subdivisions or other taxing units (Including Schools) to adopt a tax budget as provided under ORC Section 5705.281, but shall require the filing of this Alternative Tax Budget Information document on an annual basis.

### **Alternative Tax Budget Information Filing Deadline**

For all political subdivisions excluding school districts, the fiscal officer must file one copy of this document with the County Fiscal Officer on or before July 20th. For school districts the fiscal officer must file one copy of this document with the County Fiscal Officer on or before January 20th.

# **GUIDELINES FOR COMPLETING THE ALTERNATIVE TAX BUDGET INFORMATION**

## **SCHEDULE 1**

The general purpose of schedule 1 is to meet the requirement of Ohio Revised Code (ORC) Section 5705.04 which requires the taxing authority of each subdivision to divide the taxes levied into separate levies. For help use the schedule B issued by the budget commission for the current year and add any new levies. This will help to ensure that no levies are missed.

In column 1 list only those individual funds which are requesting general property tax revenue. In column 2 purpose refers to the following terms, inside, current expenses, and special levy for example. In column 4 levy type refers to renewal, additional, and replacement for example. In column 9 identify the amount of general property tax you wish to request.

## **NOTE:**

The general purpose of column 9 is to demonstrate the need to produce property tax revenues to cover the estimated expenditures for the budget year. ORC Section 5705.341 states in part;

"Nothing in this section or any section of the ORC shall permit or require the levying of any rate of taxation, whether within the 10 mill limitation or whether the levy has been approved by the electors, the political subdivision or the charter of a municipal corporation in excess of such 10 mill limitation, unless such rate of taxation for the ensuing fiscal year is clearly required by a budget properly and lawfully, adopted under this chapter or by other information required per ORC 5705.281."

Property tax revenue includes real estate taxes, personal property taxes, homestead and rollback, and the personal property 10,000 exempt monies.

## **SCHEDULE 2**

The general purpose of schedule 2 is to produce an Official Certificate of Estimated Resources for all funds.

In column 3, total estimated receipts should include all revenues plus transfers in excluding property taxes and local government revenue. All taxing authority must submit a list of all tax transfers.

## **SCHEDULE 3**

The general purpose of schedule 3 is to provide inside/charter millage for debt service. The basic security for payment of general obligation debt is the requirement of the levy of ad valorem property taxes within the 10 mill limitation imposed by Ohio law. Ohio law requires a levy and collection of ad valorem property tax to pay debt service on general obligation debt as it becomes due, unless that debt service is paid from other sources.

## **SCHEDULE 4**

The general purpose of schedule 4 is to provide for the proper amount of millage to cover debt service requirements on voted bond issues. Major capital improvement projects are sometimes financed through the use of voted bonds. The taxing authority seeks voter approval of general obligation bonds and of the levy of property taxes outside the indirect debt limitation in whatever amount is necessary to pay debt service on those bonds.

## **SCHEDULE 5**

The general purpose of schedule 5 is to properly account for tax anticipation notes. See schedule 5 for more details.

(Levies Inside & Outside 10 Mill Limitation, Inclusive Of Debt Levies)  
 (List All Levies Of The Taxing Authority)

**SCHEDULE 1**

I	II	III	IV	V	VI	VII	VIII	IX
Fund	Purpose	Authorized By Voters On MM/DD/YY	Levy Type	Number Of Years Levy To Run	Tax Year Begins/Ends	Collection Year Begins/Ends	Maximum Rate Authorized (Mills)	\$ AMOUNT Requested Of Budget Commission
Board of Developmental Disabilities (Zone 2210)	To support the provision of services to individuals and families affected by developmental disabilities	11/8/2005	Replacement	Continuous	2005/2006	Continuous	3.9	\$109,523,753
HHS Levy Fund (Zone 2255)	To support the provision of health and human services	3/3/2016	Renewal	Eight	2016/2023	2017/2024	4.8	\$134,853,518
HHS Levy Fund (Zone 2255)	To support the provision of health and human services	4/28/2020	Replacement	Eight	2020/2027	2021/2028	4.7	\$144,000,124
General Fund (Zone 1100)	To support general government operations	Inside Millage					1.10	\$38,286,120
GO Bond Retirement Fund (Zone 3500)	To support annual debt service on the three outstanding GO issues	Inside Millage					0.35	\$12,181,947
<b>Totals</b>							<b>14.85 mills</b>	<b>\$438,845,463</b>

# STATEMENT OF FUND ACTIVITY

(List All Funds Individually)

## SCHEDULE 2

I	II	III	IV	V	VI	VII
Fund By Type	Beginning Estimated Unencumbered Fund Balance	Property Taxes and Local Government Revenue	Other Sources Receipts	Total Resources Available for Expenditures	Total Estimated Expenditures & Encumbrances	Ending Estimated Unencumbered Balance
1100 General Fund	\$ 180,751,109	\$ 38,286,120	\$ 468,544,666	\$ 667,581,895	\$ 518,985,452	\$ 148,596,443
2200 ADAMHS	\$ 30,995,057	-	\$ 43,463,659	\$ 74,458,716	\$ 46,463,659	\$ 27,995,057
2205 ADAMHS Grants	\$ (374,912)	-	-	\$ (374,912)	-	\$ (374,912)
2210 Board Of Develop. Disabilities	\$ 236,087,379	\$ 109,523,753	\$ 86,293,900	\$ 431,905,032	\$ 151,720,899	\$ 280,184,133
2215 Children Services	\$ 8,432,996	-	\$ 78,621,686	\$ 87,054,682	\$ 86,221,742	\$ 832,940
2220 Community Development	\$ 10,289,973	-	\$ 7,808,190	\$ 18,098,163	\$ 8,887,631	\$ 9,210,532
2225 Convention Center	\$ 1,871,047	-	\$ 466,599	\$ 2,337,646	\$ 268,295	\$ 2,069,351
2235 County Land Reutilization	-	-	\$ 7,000,000	\$ 7,000,000	\$ 7,000,000	-
2240 Court	\$ 8,719,442	-	\$ 1,944,819	\$ 10,664,261	\$ 1,698,380	\$ 8,965,881
2245 Cuyahoga Support Enforcement	\$ 1,673,796	-	\$ 40,707,332	\$ 42,381,128	\$ 41,807,332	\$ 573,796
2250 Delinquent Real Estate Assess.	\$ 4,413,333	-	\$ 3,626,640	\$ 8,039,973	\$ 4,101,842	\$ 3,938,131
2251 Delinquent Real Estate Assess.	\$ 9,609,462	-	\$ 23,650,275	\$ 33,259,737	\$ 2,205,442	\$ 31,054,295
2255 HHS Levy 4.8 mills	\$ 15,092,795	\$ 134,853,518	-	\$ 149,886,253	\$ 136,667,048	\$ 13,219,205
2256 MetroHealth Subsidy	-	-	\$ 32,472,000	\$ 32,472,000	\$ 32,472,000	-
2257 HHS Levy 4.7 mills	\$ 16,282,237	\$ 144,000,124	\$ 1,513,340	\$ 161,795,701	\$ 139,527,154	\$ 22,268,547
2260 Human Services	\$ 3,541,361	-	\$ 265,487,743	\$ 269,029,104	\$ 268,919,343	\$ 109,761
2265 Litter Prevention & Recycling	-	-	-	-	-	-
2270 Motor Vehicle Gas Tax	\$ 59,361,760	-	\$ 55,472,019	\$ 114,833,779	\$ 43,510,192	\$ 71,323,587
2275 Other Community Development	\$ 198,298	-	\$ 21,574	\$ 219,872	\$ 12,138	\$ 207,734
2280 Other Health And Safety	\$ 8,824,302	-	\$ 29,920,521	\$ 38,744,823	\$ 30,870,623	\$ 7,874,200
2285 Other Judicial	\$ 15,845,557	-	\$ 11,186,759	\$ 27,032,316	\$ 12,855,364	\$ 14,176,952
2290 Other Legislative And Exec.	\$ 14,005,834	-	\$ 460,276	\$ 14,466,110	\$ 1,384,717	\$ 13,081,393
2295 Other Public Works	\$ 1,010,547	-	-	\$ 1,010,547	-	\$ 1,010,547
2300 Other Social Services	\$ 6,167,650	-	\$ 239,748	\$ 6,407,398	\$ 249,000	\$ 6,158,398
2305 Real Estate Assessment	\$ 25,780,746	-	\$ 16,241,659	\$ 42,022,405	\$ 17,438,793	\$ 24,583,612
2310 Solid Waste	\$ 2,447,341	-	\$ 1,336,500	\$ 3,783,841	\$ 2,195,060	\$ 1,588,781
2315 Sports Facilities Enhancement	\$ 16,433,690	-	\$ 23,000,000	\$ 39,433,690	\$ 23,000,000	\$ 16,433,690
2320 Treat Alt For Safer Comm	\$ 3,105,701	-	\$ 1,241,174	\$ 4,346,875	\$ 1,226,883	\$ 3,119,992
2325 Victim Assistance	\$ 882,147	-	\$ 2,268,524	\$ 3,150,671	\$ 2,268,524	\$ 882,147
2330 Youth Services	\$ 4,558,928	-	-	\$ 4,558,928	-	\$ 4,558,928
2335 Lodging Tax Fund	\$ 2,629,191	-	\$ 27,000,000	\$ 29,629,191	\$ 27,000,000	\$ 2,629,191
2345 Opioid Mitigation Fund	\$ 76,701,905	-	-	\$ 76,701,905	-	\$ 76,701,905
2350 COVID-19 CARES Act Fund	-	-	-	-	-	-
3500 Debt Service	\$ 3,671,264	\$ 12,181,947	\$ 77,737,661	\$ 93,590,892	\$ 93,181,954	\$ 408,938
4600 Capital Projects	\$ 17,527,327	-	\$ 6,800,000	\$ 24,327,327	\$ 6,800,000	\$ 17,527,327
4605 Road Capital Projects	\$ 580,789	-	-	\$ 580,789	-	\$ 580,789
4610 Convention Center Hotel Const.	\$ 20,135	-	-	\$ 20,135	-	\$ 20,135
5700 County Airport	\$ 1,012,373	-	\$ 1,184,327	\$ 2,196,700	\$ 1,495,966	\$ 700,734
5705 County Parking Garage	\$ 5,593,746	-	\$ 3,770,559	\$ 9,364,305	\$ 4,226,992	\$ 5,137,313
5710 CC Information Systems	\$ 2,118,989	-	\$ 984,718	\$ 3,103,687	\$ 985,851	\$ 2,117,836
5715 Sanitary Engineer	\$ 26,393,463	-	\$ 25,922,251	\$ 52,315,714	\$ 33,717,545	\$ 18,598,169
5720 Public Utility-Micrgrid	-	-	\$ 175,000	\$ 175,000	\$ 175,000	-
6750 Central Custodial Services	\$ 3,797,306	-	\$ 52,352,374	\$ 56,149,680	\$ 55,905,517	\$ 244,163
6755 Maintenance Garage	\$ 1,657,385	-	\$ 2,631,517	\$ 4,288,902	\$ 1,150,872	\$ 3,138,030
6765 Health Insurance	\$ 19,342,859	-	\$ 130,184,128	\$ 149,528,987	\$ 124,573,003	\$ 24,953,984
6770 Workers' Compensation	\$ 13,484,881	-	-	\$ 13,484,881	\$ 7,366,244	\$ 6,118,637
6775 Postage	\$ 1,742,115	-	\$ 2,080,310	\$ 3,822,425	\$ 1,492,018	\$ 2,330,407
6780 Printing	\$ 834,140	-	\$ 3,937,600	\$ 4,771,740	\$ 2,314,613	\$ 2,457,127
<b>TOTAL ALL FUNDS</b>	<b>\$ 843,055,363</b>	<b>\$ 438,845,463</b>	<b>\$ 1,537,750,067</b>	<b>\$ 2,819,650,893</b>	<b>\$ 1,942,343,088</b>	<b>\$ 877,307,805</b>

# UNVOTED GENERAL OBLIGATION DEBT

(Include General Obligation Debt To Be Paid From Inside/Charter Millage Only)  
 (Do Not Include General Obligation Debt Being Paid By Other Sources)  
 (Do Not Include Special Obligation Bonds & Revenue Bonds)

## SCHEDULE 3

I Purpose Of Bonds Or Notes	II Date Of Issue	III Final Maturity Date	IV Principal Amount Outstanding At The Beginning Of The Calendar Year	V Amount Required To Meet Calendar Year Principal & Interest Payments	VI Amount Receivable From Other Sources To Meet Debt Payments
Series 2009B General Obligation Bonds	12/22/2009	12/1/2034	\$85,480,000	\$5,168,651	\$1,908,460
Series 2019A General Obligation Bonds	9/12/2019	12/1/2035	\$38,535,000	\$1,753,600	\$1,753,600
Series 2019B General Obligation Bonds	9/12/2019	12/1/2027	\$23,640,000	\$5,078,423	\$5,078,423
Series 2020A General Obligation Bonds	11/3/2020	12/1/2037	\$44,315,000	\$6,789,000	\$302,799
Series 2020B General Obligation Bonds	11/3/2020	12/1/2035	\$48,825,000	\$2,637,206	\$0
<b>Total</b>			<b>\$240,795,000</b>	<b>\$21,426,880</b>	<b>\$9,043,282</b>



# TAX ANTICIPATION NOTES

(Schools Only)

## SCHEDULE 5

Tax anticipation notes are issued in anticipation of the collection of the proceeds of a property tax levy. The amount of money required to cover debt service must be deposited into a bond retirement fund, from collections and distribution of the tax levy, in the amounts and at the times required to pay those debt charges as provided in the legislation authorizing the tax anticipation notes. (ORC Section 133.24)

The appropriation to the fund which normally receives the tax levy proceeds is limited to the balance available after deducting the amounts to be applied to debt service.

After the issuance of general obligation securities or of securities to which section 133.24 of the ORC applies, the taxing authority of the subdivision shall include in its annual tax budget, and levy a property tax in a sufficient amount, with any other monies available for the purpose, to pay the debt charges on the securities payable from property tax. (ORC Section 133.25)

	Name Of Tax Anticipation Note Issue	Name Of Tax Anticipation Note Issue
Amount Required To Meet Budget Year Principal & Interest Payments:		
Principal Due		
Principal Due Date		
Interest Due		
Interest Due Date		
Interest Due		
Interest Due Date		
Total		
Name Of The Special Debt Service Fund		

Amount Of Debt Service To Be Apportioned To The Following Settlements:		
February Real		
August Real		
June Tangible		
October Tangible		
Total		
Name Of Fund To Be Charged		

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0114

<b>Sponsored by: County Executive Budish/Department of Public Works/Division of County Engineer</b>	<b>A Resolution</b> making an award on RQ8922 with CATTs Construction, Inc. in the amount not-to-exceed \$1,527,760.16 for resurfacing of Harvard Road from East 190 <sup>th</sup> Street to Warrensville Center Road in the City of Warrensville Heights in connection with the 2021-2024 Transportation Improvement Program; authorizing the County Executive to execute Contract No. 2396 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Executive/Department of Public Works/ Division of County Engineer has recommended an award on RQ8922 to CATTs Construction, Inc. in the amount not-to-exceed \$1,527,760.16 for resurfacing of Harvard Road from East 190<sup>th</sup> Street to Warrensville Center Road in the City of Warrensville Heights in connection with the 2021-2024 Transportation Improvement Program; and

WHEREAS, the primary goals of this project are resurfacing 0.50 mile of the existing asphalt concrete wearing course; the repair of deteriorated flexible and/or rigid base; the adjustment, reconstruction and/or replacement of various castings and structures; constructing a uniform three-inch (3") asphalt concrete overlay; reconstructing existing curb ramps for ADA compliancy; and any other related items shown on the plans; and

WHEREAS, the anticipated start-completion dates are 5/25/2022 – 10/25/2022; and

WHEREAS, the project is located in County District 9 and is funded as follows: (a) 45% Federal, (b) 20% Issue 1, (c) 17.5% Road and Bridge Funds and (d) 17.5% City of Warrensville Heights; 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:**





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

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

Title: Department of Public Works Award Recommendation for Harvard Avenue (CR-43) Resurfacing Existing Roadway from E. 190th Street to Warrensville Center Road in the city of Warrensville Heights, Ohio PID#112466

#### Scope of Work Summary

Department of Public Works is requesting approval of a contract CATTs Construction for the anticipated cost of \$1,527,760.16.

Describe the exact services being provided. The work within the limits of this 0.50 mile resurfacing project includes the planning of existing asphalt concrete wearing course; the repair of deteriorated flexible and/or rigid base; the adjustment, reconstruction, and/or replacement of various castings and structures; constructing a uniform three inch (3") asphalt concrete overlay; reconstructing existing curb ramps for ADA compliancy; and other related items as shown on the plans, or stipulated in the specifications, plan notes, proposal notes, or elsewhere in the bid package for Harvard Avenue from East 190th Street to Warrensville Center Road in the City of Warrensville Heights, Ohio.

Anticipated dates for the project is to start May 25, 2022 and end approximately October 25, 2022.

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

The project is not mandated.

Municipality of project is Warrensville Heights, Ohio

#### Procurement

The procurement method for this project was RFB. The total value of the RFB is \$1,527,760.16. The estimate for this project was \$1,628,000.00. This award is 6.15% below the engineers estimate. We took the lowest and best bid.

The RFB was closed on March 18, 2022. There were 9 bids packages picked up in the Purchasing department with 5 bids submitted and 5 bids accepted. There is a DBE participation/goal of 7%.

#### Contractor and Project Information

CATTs Construction, Inc.

2123 Aurora Road

Warrensville Heights, Ohio 44146

Council District (9)

The contract administrator for the contractor/vendor is Joy Stang.

Location of the project is: Harvard Avenue in Warrensville Heights, Ohio

The project is located in Council District (9).

#### Project Status and Planning

The project is a new to the County

#### Funding

The project is funded 45% Federal, 20% Issue 1, 17.5% county, 17.5 municipality.

The schedule of payments is by invoice.

For Federally funded projects include this paragraph in the resolution:

Pursuant to the County's home rule authority granted by Section 1.01 of the Cuyahoga County Charter, the County is hereby authorized to comply with the retainage policy implemented by the Ohio Department of Transportation in accordance with 49 CFR §26.29(b), whereby subrecipients of federal aid do not withhold retainage from prime contractors and prime contractors do not withhold retainage from subcontractors where such subcontractors provide performance bonds.

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	8922
Infor/Lawson PO # Code (if applicable):	RFB
Event #	2469
CM Contract#	2396

Briefing Memo	Department meb	Clerk of the Board
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Late Submittal Required:	Yes <input type="checkbox"/>	<del>✓</del> No
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
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FULL AND OPEN COMPETITION Construction Projects – Road & Bridge Reviewed by Purchasing		
	Department initials	Purchasing
Notice of Intent to Award ( <i>sent to all responding vendors</i> )	meb	Missing – OK 3/28/22
Bid Specification Packet ( <i>includes Legal Notice to Bidders</i> )	Meb	OK
Final DEI Goal Setting Worksheet	meb	OK
Diversity Documents – <i>if required (goal set)</i>	DBE	N/A - DBE Goal
Award Letter ( <i>sent to awarded vendor</i> )	Meb	OK 3/23/22
Vendor’s Confidential Financial Statement – <i>if RFB requested</i>	Not requested	N/A
Non-Collusion Affidavit	Meb	OK
Public Works Bid Results	Meb	OK
Tabulation Sheet	Meb	OK
Prevailing Wage Public Improvement Agreement	Meb	OK
Sales and Use Tax Construction Contract Exemption Form, <i>if applicable</i>	Meb	OK
Worktype Worksheets, <i>if applicable</i>	Meb	OK
SBE Worktype Worksheets, <i>if applicable</i>	DBE	N/A – DBE Goal
Drug Free Workplace, <i>if applicable</i>	Meb	Missing – OK uploaded 4/8/22
Project of Similar Complexity, <i>if applicable</i>	Meb	OK
EEOC (Equal Employment Opportunity Commission), <i>if applicable</i>	Meb	OK
Prevailing Wage Determination Cover Letter (with Prevailing Wage Rate sheets)	Refer to website	N/A - Website
Other, <i>per Section 3 “Required Bid Documents” Buy America</i>	meb	Fed EEO – OK Affirmative Action Cert – OK Buy American - OK
IG#	21-0042 exp 12/31/2025	Meb

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Debarment/Suspension Verified	Date:	3/4/22	Meb	OK
Auditor’s Finding	Date:	3/23/22	Meb	OK
Vendor’s Submission ( <i>Form of Proposal</i> )			Meb	OK
Independent Contractor (I.C.) Requirement	Date:	3/30/22	Meb	OK
Contract Evaluation – <i>if required</i>			meb	OK
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			n/a	N/A
Checklist Verification			meb	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	Meb
Bid Guarantee & Contract Bond	Meb
Matrix Law Screen shot	Meb
COI	Meb
Workers’ Compensation Insurance	meb
Railroad Insurance – <i>if required</i>	n/a

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
n/a	PW605100	73300	CRDOT0002901	<b>\$1,527,760.16</b>
			<b>TOTAL</b>	<b>\$1,527,760.16</b>

### Purchasing Use Only:

Prior Resolutions:	CM1140 – BC2022-161, R2021-0116
CM#:	2396
Vendor Name:	CATTS Construction, Incorporated
ftp:	N/A
Amount:	\$1,527,760.16-M
History/CE:	OK (completed by DoP)
EL:	OK
Procurement Notes:	4/5/22: Incorrect checklist, most current checklist is also needed. DoP review will begin once the correct checklist has been uploaded. TN  4/7/22: Notice of Intent letters are missing, DFSP is missing, and Affirmative Action Cert is missing. TN

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Purchasing Buyer's initials and date of approval	TN 4/11/22
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## CONTRACT EVALUATION FORM

<b>Contractor</b>	CATTS Construction				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	CM1140				
<b>RQ#</b>	4636				
<b>Time Period of Original Contract</b>	n/a				
<b>Background Statement</b>	Resurfacing of Existing Roadway from Pleasant Valley Road to Pearl Road in the cities of Parma and Parma Heights				
<b>Service Description</b>	This project includes the repair of the existing full depth concrete, constructing a uniform three inch asphalt concrete overlay, the removal and replacement of deteriorated curb and abutting underdrains, reconstructing existing curb ramps for ADA compliancy and other items as shown in the plans.				
<b>Performance Indicators</b>	Quality of work, meeting CPM schedule, cooperation with local businesses and residents, Promptness with Compliance Requests ie.(B2G/LCP/DBE Affidavits)				
<b>Actual Performance versus performance indicators (include statistics):</b>	Contractor is working well with local businesses and residents.				
<b>Rating of Overall Performance of Contractor</b>	<u>Superior</u>	<u>Above Average</u>	<u>Average</u>	<u>Below Average</u>	<u>Poor</u>
<b>Select One (X)</b>			X		
<b>Justification of Rating</b>	Construction is on schedule. The contractor is working well with local residents/businesses to ease the impact of construction.				
<b>Department Contact</b>	Mary Ellen Butler				
<b>User Department</b>	Public Works Construction				



**Date**

3/2/2022



## Department of Purchasing Tabulation Sheet

REQUISITION NUMBER: 8922/Event #2469	TYPE: (RFB/RFP/RFQ): RFB - Construction	ESTIMATE: \$1,628,000.00
CONTRACT PERIOD:	RFB/RFP/RFQ DUE DATE: March 18, 2022	NUMBER OF RESPONSES (issued/submitted): 9/5
REQUESTING DEPARTMENT: Public Works	COMMODITY DESCRIPTION: Resurfacing of Harvard Ave (E. 190 <sup>th</sup> St to Warrensville Ctr Rd) City of Warrensville Hts	
DIVERSITY GOAL/SBE 0%	DIVERSITY GOAL/MBE 0%	DIVERSITY GOAL/WBE 0%
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:		Dept. Tech. Review	Award: (Y/N)
							SBE / MBE / WBE	Subcontractor Name(s):		
1.	CATTS Construction Inc 21223 Aurora Rd Warrensville Hts OH 44146	100% Atlantic Specialty Insurance Company	\$1,527,760.16	Compliant: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No  IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 21-0042	<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			DPW is recommending award to this vendor as the lowest and best bid. Mathematically and materially balanced. meb	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Transaction ID:

	Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE		Dept. Tech. Review	Award: (Y/N)							
				NCA: <input checked="" type="checkbox"/> Yes  PH: <input checked="" type="checkbox"/> Yes  Bid Form: <input checked="" type="checkbox"/> Yes  Bid Bond: <input checked="" type="checkbox"/> Yes  Work Types: <input checked="" type="checkbox"/> Yes  DFSP: <input checked="" type="checkbox"/> Yes  Federal EEO Cert: <input checked="" type="checkbox"/> Yes  Affirm Action: <input checked="" type="checkbox"/> Yes Buy America: <input checked="" type="checkbox"/> Yes  Similar Projects: <input checked="" type="checkbox"/> Yes  State EEO Affirm Action: <input checked="" type="checkbox"/> Yes  OPD Buyer			<table border="1"> <tr> <td data-bbox="1370 240 1612 418">SBE/MBE/WBE Prime: (Y/N)</td> <td data-bbox="1612 240 2158 418"> <input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE  <input type="checkbox"/> No         </td> </tr> <tr> <td data-bbox="1370 418 1612 552">Total %</td> <td data-bbox="1612 418 2158 552">SBE: ___% MBE: ___% WBE: ___%</td> </tr> <tr> <td data-bbox="1370 552 1612 789">SBE/MBE/WBE Comply: (Y/N)</td> <td data-bbox="1612 552 2158 789"> <input type="checkbox"/> Yes  <input type="checkbox"/> No         </td> </tr> <tr> <td data-bbox="1370 789 1612 993">SBE/MBE/WBE Comments and Initials:</td> <td data-bbox="1612 789 2158 993"></td> </tr> </table>	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:			
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:																	

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 Initials: TN	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE	Dept. Tech. Review	Award: (Y/N)
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	Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: OPD Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE	Dept. Tech. Review	Award: (Y/N)
2.	The Shelly Co 8920 Canyon Falls Blvd, Suite #120 Twinsburg OH 44087	100% Liberty Mutual Insurance Company	<del>\$1,560,495.40</del> Corrected bid amount \$1,708,495.40	Compliant: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No  IG Registration Complete: <input checked="" type="checkbox"/> No IG Number: **NEED  NCA: <input checked="" type="checkbox"/> Yes  PH: <input checked="" type="checkbox"/> Yes  Bid Form: <input checked="" type="checkbox"/> Yes  Bid Bond: <input checked="" type="checkbox"/> Yes (See Notes on Bond Review)  Work Types: <input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Yes <input type="checkbox"/> No	CCBB <input type="checkbox"/> Yes <input type="checkbox"/> No  CCBEIP <input type="checkbox"/> Yes <input type="checkbox"/> No	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 checked="" type="checkbox"/> No

Transaction ID:

	Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: OPD Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE		Dept. Tech. Review	Award: (Y/N)
				DFSP: <input checked="" type="checkbox"/> Yes  Federal EEO Cert: <input checked="" type="checkbox"/> Yes  Affirm Action: <input checked="" type="checkbox"/> Yes  Buy America: <input checked="" type="checkbox"/> Yes  Similar Projects: <input checked="" type="checkbox"/> Yes  State EEO Affirm Action: <input checked="" type="checkbox"/> Yes  OPD Buyer Initials: TN			SBE/MBE/WBE Comments and Initials:  <div style="background-color: #cccccc; height: 20px; width: 100%;"></div>			

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.	Chagrin Valley Paving 17290 Munn Rd Chagrin Falls OH 44023	100% Merchants Bonding Company (Mutual)	\$1,567,379.10	Compliant: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No  IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 12-0807  NCA: <input checked="" type="checkbox"/> Yes  PH: <input checked="" type="checkbox"/> Yes  Bid Form: <input checked="" type="checkbox"/> Yes  Bid Bond: <input checked="" type="checkbox"/> Yes <i>(See Notes on Bond Review)</i>  Work Types: <input checked="" type="checkbox"/> Yes  DFSP: <input checked="" type="checkbox"/> Yes  Federal EEO Cert: <input checked="" type="checkbox"/> Yes Affirm Action:	<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):			<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
						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:				

Transaction ID:

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

	Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: OPD Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE	Dept. Tech. Review	Award: (Y/N)
4.	C.A. Agresta Construction Co 4186 Greenvale Rd South Euclid OH 44121	100% Merchants Bonding Company (Mutual)	\$1,627,482.00	Compliant: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No  IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 12-0714 NCA: <input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Yes <input type="checkbox"/> No	CCBB <input type="checkbox"/> Yes <input type="checkbox"/> No  CCBEIP <input type="checkbox"/> Yes <input type="checkbox"/> No	Subcontractor Name(s):		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Transaction ID:

	Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: OPD Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE	Dept. Tech. Review	Award: (Y/N)										
				PH: <input checked="" type="checkbox"/> Yes  Bid Form: <input checked="" type="checkbox"/> Yes  Bid Bond: <input checked="" type="checkbox"/> Yes  Work Types: <input checked="" type="checkbox"/> Yes  DFSP: <input checked="" type="checkbox"/> Yes  <b>Federal EEO Cert:</b> <input checked="" type="checkbox"/> No  Affirm Action: <input checked="" type="checkbox"/> Yes  Buy America: <input checked="" type="checkbox"/> Yes  Similar Projects: <input checked="" type="checkbox"/> Yes  State EEO Affirm Action: <input checked="" type="checkbox"/> Yes			<table border="1"> <tr> <td data-bbox="1381 277 1612 456">SBE/MBE/WBE Prime: (Y/N)</td> <td data-bbox="1612 277 2150 456"> <input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE  <input type="checkbox"/> No             </td> </tr> <tr> <td data-bbox="1381 456 1612 586">Total %</td> <td data-bbox="1612 456 2150 586">SBE: ___ % MBE: ___ % WBE: ___ %</td> </tr> <tr> <td data-bbox="1381 586 1612 824">SBE/MBE/WBE Comply: (Y/N)</td> <td data-bbox="1612 586 2150 824"> <input type="checkbox"/> Yes  <input type="checkbox"/> No             </td> </tr> <tr> <td data-bbox="1381 824 1612 1029">SBE/MBE/WBE Comments and Initials:</td> <td data-bbox="1612 824 2150 1029"></td> </tr> <tr> <td colspan="2" data-bbox="1381 1029 2150 1029" style="background-color: #cccccc;"></td> </tr> </table>	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:					
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:																			

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)
				OPD Buyer Initials: TN					

	Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: OPD Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE	Dept. Tech. Review	Award: (Y/N)
5.	The Vallejo Company 4000 Brookpark Rd. Cleveland, OH 44134	100% The Cincinnati Insurance Company	\$1,637,944.80	Compliant: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No  IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 19-0025  NCA: <input checked="" type="checkbox"/> Yes  PH: <input checked="" type="checkbox"/> Yes  Bid Form: <input checked="" type="checkbox"/> Yes  Bid Bond: <input checked="" type="checkbox"/> Yes  Work Types: <input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Yes <input type="checkbox"/> No	CCBB <input type="checkbox"/> Yes <input type="checkbox"/> No  CCBEIP <input type="checkbox"/> Yes <input type="checkbox"/> No	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 checked="" type="checkbox"/> No

Transaction ID:

	Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: OPD Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE		Dept. Tech. Review	Award: (Y/N)
				DFSP: <input checked="" type="checkbox"/> Yes  <b>Federal EEO Cert:</b> <input checked="" type="checkbox"/> No  Affirm Action: <input checked="" type="checkbox"/> Yes  Buy America: <input checked="" type="checkbox"/> Yes  Similar Projects: <input checked="" type="checkbox"/> Yes  State EEO Affirm Action: <input checked="" type="checkbox"/> Yes  OPD Buyer Initials: TN			SBE/MBE/WBE Comments and Initials:  <div style="background-color: #cccccc; height: 20px; width: 100%;"></div>			

Transaction ID:

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0115

<b>Sponsored by: County Executive Budish/Department of Public Works/Division of County Engineer</b>	<b>A Resolution</b> making an award on RQ8923 to Tri Mor Corporation in the amount not-to-exceed \$4,646,967.30 for resurfacing of Ridge Road from Pearl Road to Flowerdale Avenue in the Cities of Brooklyn, Cleveland and Parma in connection with the 2021-2024 Transportation Improvement Program; authorizing the County Executive to execute Contract No. 2405 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Executive/Department of Public Works/Division of County Engineer has recommended an award on RQ8923 to Tri Mor Corporation in the amount not-to-exceed \$4,646,967.30 for resurfacing of Ridge Road from Pearl Road to Flowerdale Avenue in the Cities of Brooklyn, Cleveland and Parma in connection with the 2021-2024 Transportation Improvement Program; and

WHEREAS, the primary goals of this project are the resurfacing of 0.44 miles of Ridge Road from Pearl Road to just north of Brookpark Road, and full depth pavement reconstruction of 0.32 miles of Ridge Road from just north of Brookpark Road to just north of Flowerdale Avenue. Project also includes pavement marking, spot sign improvements and upgrading all curb ramps to be ADA compliant; and

WHEREAS, the anticipated start-completion dates are: 5/25/2022 – 4/4/2023; and

WHEREAS, the project is located in County Districts 3, 4 & 7 and is funded as follows: (a) 63% Federal; (b) 20% Issue 1; (c) 8.5% Road and Bridge Fund; and (d) 8.5% municipalities; and

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

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

**SECTION 1.** That the Cuyahoga County Council hereby makes an award on RQ8923 to Tri Mor Corporation in the amount not-to-exceed \$4,646,967.30 for resurfacing of Ridge Road from Pearl Road to Flowerdale Avenue in the Cities of



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

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

Title: Award Recommendation for Ridge Road (CR-10) Resurfacing and Reconstruction of Existing Roadway from Pearl Road to Flowerdale Avenue in the cities of Brooklyn, Cleveland, and Parma, Ohio RQ8923 PID 112546

#### Scope of Work Summary

Department of Public Works Construction is requesting approval of a with Tri Mor Corporation for the anticipated cost of \$4,646,967.30.

Describe the exact services being provided. The anticipated start-completion dates:

The project consists of resurfacing of 0.44 miles of Ridge Road from Pearl Road to just north of Brookpark Road, and full depth pavement reconstruction of 0.32 miles of Ridge Road from just north of Brookpark Road to just north of Flowerdale Avenue. Project work also includes pavement marking, spot sign improvements and upgrading all curb ramps to be ADA compliant.

Start date is 5/25/2022 and approximate end date is 4/4/2023.

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

The project is not mandated.

Municipality of project is Brooklyn, Cleveland, and Parma

#### Procurement

The procurement method for this project was RFB. The total value of the RFB is \$4,646,967.30. The estimate for this project was \$5,087,067.00. Award is 8.651% below the estimate for the project.

The RFB was closed on 3/18/2022. There is a DBE participation/goal of 8%.

There were 10 bids pulled from OPD, 4 bids submitted for review, 4 bids approved. We accepted the lowest bid.

#### Contractor and Project Information

Tri Mor Corporation

8530 North Boyle Parkway

Twinsburg, OH 44087

Council District (n/a) Summit County

The CEO for the contractor/vendor is Neille Vitale.

The address or location of the project is: Ridge Road from Pearl Road to Flowerdale Avenue in the cities of Brooklyn, Cleveland, and Parma, Ohio

The project is located in Council District 3,4 and 7.

#### Project Status and Planning

The project is new to the County

#### Funding

Funding is 63% Federal, 20% Issue 1, 8.5% County and 8.5% municipality.

The schedule of payments is by invoice.

This is a Federally funded projects include this paragraph in the resolution:

Pursuant to the County's home rule authority granted by Section 1.01 of the Cuyahoga County Charter, the County is hereby authorized to comply with the retainage policy implemented by the Ohio Department of Transportation in accordance with 49 CFR §26.29(b), whereby subrecipients of federal aid do not withhold retainage from prime contractors and prime contractors do not withhold retainage from subcontractors where such subcontractors provide performance bonds.

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	8923
Infor/Lawson PO # Code (if applicable):	RFB
Event #	2461
CM Contract#	2405

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

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	<input checked="" type="checkbox"/> No
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<b>FULL AND OPEN COMPETITION Construction Projects – Road &amp; Bridge Reviewed by Purchasing</b>		
	Department initials	Purchasing
Notice of Intent to Award ( <i>sent to all responding vendors</i> )	Meb	OK WB
Bid Specification Packet ( <i>includes Legal Notice to Bidders</i> )	Meb	OK WB
Final DEI Goal Setting Worksheet	Meb	N/A WB
Diversity Documents – <i>if required (goal set)</i>	DBE	OK WB
Award Letter (sent to awarded vendor)	Meb	OK WB
Vendor’s Confidential Financial Statement – <i>if RFB requested</i>	Not requested	N/A WB
Non-Collusion Affidavit	Meb	OK WB
Public Works Bid Results	Meb	OK WB
Tabulation Sheet	Meb	OK WB
Prevailing Wage Public Improvement Agreement	Meb	OK WB
Sales and Use Tax Construction Contract Exemption Form, <i>if applicable</i>	Meb	OK WB
Worktype Worksheets, <i>if applicable</i>	Meb	OK WB
SBE Worktype Worksheets, <i>if applicable</i>	n/a	N/A WB
Drug Free Workplace, <i>if applicable</i>	Meb	OK WB
Project of Similar Complexity, <i>if applicable</i>	Meb	OK WB
EEOC (Equal Employment Opportunity Commission), <i>if applicable</i>	Meb	OK WB
Prevailing Wage Determination Cover Letter (with Prevailing Wage Rate sheets)	See website link	OK WB
Other, <i>per Section 3 “Required Bid Documents” Buy America</i>	Meb	OK WB
IG# 20-0113 exp 12/31/2024	Meb	OK WB
Debarment/Suspension Verified	Date: 3/24/22	Meb
Auditor’s Finding	Date: 3/24/22	Meb
Vendor’s Submission ( <i>Form of Proposal</i> )	Meb	OK WB
Independent Contractor (I.C.) Requirement	Date: 4/4/22	meb
Contract Evaluation – <i>if required</i>	meb	OK WB



## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.	n/a	N/A WB
Checklist Verification	meb	OK WB

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	Meb
Bid Guarantee & Contract Bond	Meb
Matrix Law Screen shot	Meb
COI	Meb
Workers’ Compensation Insurance	Meb
Railroad Insurance – <i>if required</i>	n/a

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
n/a	PW605100	73300	CRDOT0003101	<b>\$4,646,967.30</b>
			<b>TOTAL</b>	<b>\$4,646,967.30</b>

### Purchasing Use Only:

Prior Resolutions:	N/A
CM#:	2405
Vendor Name:	Tri Mor Corporation
ftp:	n/a
Amount:	\$4,646,967.30
History/CE:	OK
EL:	OK
Procurement Notes:	OK to proceed
Purchasing Buyer’s initials and date of approval	WB 4/12/2022

## CONTRACT EVALUATION FORM

<b>Contractor</b>	TRI-MOR, Corp.				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	210277				
<b>RQ#</b>	48304				
<b>Time Period of Original Contract</b>	n/a				
<b>Background Statement</b>	Pavement removal, clearing and grubbing, excavation and grading, pavement installation, storm drainage installation, NAVAID installation and electrical improvements.				
<b>Service Description</b>	Apron 'H' & Taxiway 'B' Reconstruction at Cuyahoga County Airport will include pavement removal, clearing and grubbing, excavation and grading, pavement installation, storm drainage installation, NAVAID installation and electrical improvements.				
<b>Performance Indicators</b>	Quality of work, meeting CPM schedule, cooperation with local businesses and residents.				
<b>Actual Performance versus performance indicators (include statistics):</b>	Contractor is working well with local businesses and residents.				
<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>	They are performing satisfactorily, according to the engineers.				
<b>Department Contact</b>	Anthony DiVencenzo				
<b>User Department</b>	Department of Public Works Construction				
<b>Date</b>	09-23-2021				



## Department of Purchasing Tabulation Sheet

REQUISITION NUMBER: 8923/Event: 2461	TYPE: (RFB/RFP/RFQ): RFQ	ESTIMATE: \$5,087,067.00
CONTRACT PERIOD:	RFB/RFP/RFQ DUE DATE: March 18, 2022	NUMBER OF RESPONSES (issued/submitted): 10/4
REQUESTING DEPARTMENT: Public Works	COMMODITY DESCRIPTION: Ridge Road (CR-10) Resurfacing and reconstruction of existing roadway from Pearl Road to Flowerdale Avenue in the Cities of Brooklyn of Brooklyn, Cleveland and Parma	
DIVERSITY GOAL/SBE 0% DBE 8%	DIVERSITY GOAL/MBE 0%	DIVERSITY GOAL/WBE 0%
Does CCBB Apply: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	CCBB: Low Non-CCBB Bid \$:	Add 2%, Total is:
Does CCBEIP Apply: <input type="checkbox"/> Yes <input checked="" 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.	Tri Mor Corporation 8530 North Boyle Prkway Twinsburg OH 44087	100% Fidelity & Deposit Company of Maryland	\$4,646,967.30	Compliant: <input checked="" type="checkbox"/> Yes Proposal Form <input checked="" type="checkbox"/> Yes  NCA <input checked="" type="checkbox"/> Yes  IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number:	<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	DPW is recommending award to this vendor as the lowest and best bid. Mathematically and materially balanced. Meb	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Transaction ID:

	Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE		Dept. Tech. Review	Award: (Y/N)							
				20-0113-REG  BID Bond <input checked="" type="checkbox"/> Yes  Work Types <input checked="" type="checkbox"/> Yes  DFSP <input checked="" type="checkbox"/> Yes  Federal EEO: <input checked="" type="checkbox"/> Yes  Affirmative Action <input checked="" type="checkbox"/> Yes  Buy America <input checked="" type="checkbox"/> Yes Similar Proj. <input checked="" type="checkbox"/> Yes EEO Covenant <input checked="" type="checkbox"/> Yes  PH: <input checked="" type="checkbox"/> Yes  CCBB: <input checked="" type="checkbox"/> N/A  CCBEIP:			<table border="1"> <tr> <td data-bbox="1378 240 1612 370">Total %</td> <td data-bbox="1612 240 2150 370">SBE: ___% MBE: ___% WBE: ___%</td> </tr> <tr> <td data-bbox="1378 370 1612 613">SBE/MBE/WBE Comply: (Y/N)</td> <td data-bbox="1612 370 2150 613"> <input type="checkbox"/> Yes  <input type="checkbox"/> No         </td> </tr> <tr> <td data-bbox="1378 613 1612 812">SBE/MBE/WBE Comments and Initials:</td> <td data-bbox="1612 613 2150 812"></td> </tr> <tr style="background-color: #cccccc;"> <td colspan="2" data-bbox="1378 776 2150 812"></td> </tr> </table>	Total %	SBE: ___% MBE: ___% WBE: ___%	SBE/MBE/WBE Comply: (Y/N)	<input type="checkbox"/> Yes <input type="checkbox"/> No	SBE/MBE/WBE Comments and Initials:					
Total %	SBE: ___% MBE: ___% WBE: ___%																
SBE/MBE/WBE Comply: (Y/N)	<input type="checkbox"/> Yes <input type="checkbox"/> No																
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: Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE	Dept. Tech. Review	Award: (Y/N)
			<input checked="" type="checkbox"/> N/A  OPD Buyer Initials: WB 3/23/2022					

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. Karvo Companies 4524 Hudson Dr Stow OH 44224	100% The Cincinnati Insurance Company	\$5,081,697.12	Compliant: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Proposal Form <input checked="" type="checkbox"/> Yes  NCA: <input checked="" type="checkbox"/> Yes  IG Registration Complete: <input checked="" type="checkbox"/> Yes  IG Number: 12-1647-REG  Bid Bond	<input type="checkbox"/> Yes <input type="checkbox"/> No	CCBB <input type="checkbox"/> Yes <input type="checkbox"/> No  CCBEIP <input type="checkbox"/> Yes <input type="checkbox"/> No	<table border="1"> <tr> <td>Subcontractor Name(s):</td> <td></td> </tr> <tr> <td>SBE/MBE/WBE Prime: (Y/N)</td> <td> <input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE  <input type="checkbox"/> No           </td> </tr> <tr> <td>Total %</td> <td>SBE: ___% MBE: ___% WBE: ___%</td> </tr> </table>	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: ___%		<input type="checkbox"/> Yes <input checked="" 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: ___%													

Transaction ID:

	Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: OPD Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE	Dept. Tech. Review	Award: (Y/N)						
				<input checked="" type="checkbox"/> Yes  Work Types <input checked="" type="checkbox"/> Yes  DFSP <input checked="" type="checkbox"/> Yes  Federal EEO NCA: <input checked="" type="checkbox"/> Yes  Affirmative Action <input checked="" type="checkbox"/> Yes  Buy America <input checked="" type="checkbox"/> Yes  Similar Proj. <input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/> No EEO Covenant <input checked="" type="checkbox"/> Yes  PH: <input checked="" type="checkbox"/> Yes  CCBB: <input checked="" type="checkbox"/> N/A  CCBEIP:			<table border="1"> <tr> <td data-bbox="1378 272 1612 516">SBE/MBE/WBE Comply: (Y/N)</td> <td data-bbox="1612 272 2150 516"> <input type="checkbox"/> Yes  <input type="checkbox"/> No         </td> </tr> <tr> <td data-bbox="1378 516 1612 719">SBE/MBE/WBE Comments and Initials:</td> <td data-bbox="1612 516 2150 719"></td> </tr> <tr> <td colspan="2" data-bbox="1378 719 2150 719" style="background-color: #cccccc;"></td> </tr> </table>	SBE/MBE/WBE Comply: (Y/N)	<input type="checkbox"/> Yes <input type="checkbox"/> No	SBE/MBE/WBE Comments and Initials:					
SBE/MBE/WBE Comply: (Y/N)	<input type="checkbox"/> Yes <input type="checkbox"/> No														
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)
				<input checked="" type="checkbox"/> N/A  OPD Buyer Initials: WB 3/23/22					

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.	Fabrizi Recycling Inc 6751 Eastland Rd Middleburg Hts OH 44130	100% The Cincinnati Insurance Company	\$5,284,918.40	Compliant: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Proposal Form <input checked="" type="checkbox"/> Yes  NCA: <input checked="" type="checkbox"/> Yes  IG Registration Complete: <input checked="" type="checkbox"/> Yes  IG Number: 12-1263-REG  Bid Bond <input checked="" type="checkbox"/> Yes Work Types <input checked="" type="checkbox"/> Yes  DFSP <input checked="" type="checkbox"/> Yes Federal EEO: <input checked="" type="checkbox"/> Yes  Affirmative Action <input checked="" type="checkbox"/> Yes Buy America <input checked="" type="checkbox"/> No	<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):			<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
						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:				

Transaction ID:



	Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: OPD Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE	Dept. Tech. Review	Award: (Y/N)
				Similar Proj. <input checked="" type="checkbox"/> Yes EEO Covenant <input checked="" type="checkbox"/> Yes  PH: <input checked="" type="checkbox"/> Yes  CCBB: <input checked="" type="checkbox"/> N/A  CCBEIP: <input checked="" type="checkbox"/> N/A  OPD Buyer Initials: WB 3/23/22					

Transaction ID:

	Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: OPD Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE		Dept. Tech. Review	Award: (Y/N)												
4.	Perk Company Inc 8100 Grand Ave #300 Cleveland OH 44104	100% Endurance Assurance Corporation	\$5,398,156.55	Compliant: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Proposal Form <input checked="" type="checkbox"/> Yes  NCA: <input checked="" type="checkbox"/> Yes  IG Registration Complete: <input checked="" type="checkbox"/> Yes  IG Number: 12-2187-REG  Bid Bond <input checked="" type="checkbox"/> Yes  Work Types <input checked="" type="checkbox"/> Yes  DFSP <input checked="" type="checkbox"/> Yes  Federal EEO: <input checked="" type="checkbox"/> Yes  Affirmative Action <input checked="" type="checkbox"/> Yes	<input type="checkbox"/> Yes <input type="checkbox"/> No	CCBB <input type="checkbox"/> Yes <input type="checkbox"/> No  CCBEIP <input type="checkbox"/> Yes <input type="checkbox"/> No	<table border="1"> <tr> <td data-bbox="1384 272 1620 526">Subcontractor Name(s):</td> <td data-bbox="1620 272 2158 526"></td> </tr> <tr> <td data-bbox="1384 526 1620 704">SBE/MBE/WBE Prime: (Y/N)</td> <td data-bbox="1620 526 2158 704"> <input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE  <input type="checkbox"/> No         </td> </tr> <tr> <td data-bbox="1384 704 1620 834">Total %</td> <td data-bbox="1620 704 2158 834">SBE: ___% MBE: ___% WBE: ___%</td> </tr> <tr> <td data-bbox="1384 834 1620 1078">SBE/MBE/WBE Comply: (Y/N)</td> <td data-bbox="1620 834 2158 1078"> <input type="checkbox"/> Yes  <input type="checkbox"/> No         </td> </tr> <tr> <td data-bbox="1384 1078 1620 1240">SBE/MBE/WBE Comments and Initials:</td> <td data-bbox="1620 1078 2158 1240"></td> </tr> <tr> <td colspan="2" data-bbox="1384 1240 2158 1430" style="background-color: #cccccc;"></td> </tr> </table>		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 checked="" 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:																						

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)
				Buy America <input checked="" type="checkbox"/> Yes  Similar Proj. <input checked="" type="checkbox"/> Yes  EEO Covenant <input checked="" type="checkbox"/> Yes  PH: <input checked="" type="checkbox"/> Yes  CCBB: <input checked="" type="checkbox"/> N/A  CCBEIP: <input checked="" type="checkbox"/> N/A  OPD Buyer Initials: WB 3/23/22					

Transaction ID:

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0116

<b>Sponsored by: County Executive Budish/Department of Public Works/Division of County Engineer</b>	<b>A Resolution</b> making an award on RQ8921 to The Vallejo Company in the amount not-to-exceed \$2,988,925.02 for the rehabilitation of Superior Road from Euclid Avenue to Lee Road in the Cities of Cleveland Heights and East Cleveland; authorizing the County Executive to execute Contract No. 2378 and all other documents consistent with said award and this Resolution; authorizing the County Engineer, on behalf of the County Executive, to make an application for allocation from County Motor Vehicle \$7.50 License Tax Funds in the amount of \$1,285,237.76 to fund a portion of said contract; and declaring the necessity that this Resolution become immediately effective.
---	---

WHEREAS, the County Executive/Department of Public Works/ Division of County Engineer has recommended an award on RQ8921 to The Vallejo Company in the amount not-to-exceed \$2,988,925.02 for the rehabilitation of Superior Road from Euclid Avenue to Lee Road in the Cities of Cleveland Heights and East Cleveland authorizing the County Engineer, on behalf of the County Executive, to make an application for allocation from County Motor Vehicle \$7.50 License Tax Funds in the amount of \$1,285,237.76 to fund a portion of said contract; and

WHEREAS, the primary goals of this project are resurfacing of approximately 1.7 miles of Superior Road (CR-41) from Euclid Avenue to Lee Road in the Cities of East Cleveland and Cleveland Heights. Installation of new asphalt intermediate and surface courses, full and partial depth pavement repairs and curb, sidewalk and drive apron repairs as required, utility adjustments, ADA curb ramp upgrades and new pavement markings for the length of the corridor; and

WHEREAS, the anticipated start-completion dates are 5/31/2022 - 11/4/2022; and

WHEREAS, the project is located in County District 10 and is funded as follows (a) 20% Federal; (b) 35% Ohio Public Commission Funds; (c) 43% County Motor Vehicle \$7.50 License Tax Fund and (d) 2% municipalities; and

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

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

**SECTION 1.** That the Cuyahoga County Council hereby makes an award on RQ8921 to The Vallejo Company in the amount not-to-exceed \$2,988,925.02 for the rehabilitation of Superior Road from Euclid Avenue to Lee Road in the Cities of Cleveland Heights and East Cleveland

**SECTION 2.** That the County Executive is authorized to execute Contract No. 2378 in connection with said award and all documents consistent with this Resolution.

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

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

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

Yeas:

Nays:

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

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

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

Title: Recommendation of Award for Superior Road Resurfacing from Euclid Avenue to Lee Road in the cities of East Cleveland and Cleveland Heights RQ8921

#### Scope of Work Summary

Department of Public Works is requesting approval of a contract with The Vallejo Company for the anticipated cost of \$2,988,925.02.

The Project new to the County.

Describe the exact services being provided.

This project includes the resurfacing of approximately 1.7 miles of Superior Road (CR-41) from Euclid Avenue to Lee Road in the Cities of East Cleveland and Cleveland Heights. Work tasks include the installation of new asphalt intermediate and surface courses, full and partial depth pavement repairs and curb, sidewalk and drive apron repairs as required, utility adjustments, ADA curb ramp upgrades and new pavement markings for the length of the corridor.

The anticipated start-completion dates are May 31, 2022 and ending approximately November 4, 2022.

The project is not mandated.

(Municipality of project is East Cleveland and Cleveland Heights)

#### Procurement

The procurement method for this project was RFB. The total value of the RFB is \$2,988,925.02. The estimate for this project was \$3,144,351.52. This bid is 8.18% below the estimate.

The RFB was closed on 3/10/2022. There is a DBE participation/goal of 7%.

There were 8 bids pulled from OPD, 4 bids submitted for review, 4 bids approved. We accepted the lowest and best bid.

#### Contractor and Project Information

The Vallejo Company  
4000 Brook Park Road  
Cleveland, Ohio 44134  
Council District (7)

The vice president for the contractor/vendor is Mark Adzema.

The project is located in Council District (10).

#### Project Status and Planning

The project is a new project to the County.

#### Funding

The project is funded 20% Federal, 35% OPWC Funds, 43% County \$7.50 fund, and 2% municipalities.

The schedule of payments is by invoice.

This is a Federally funded projects please include this paragraph in the resolution:

Pursuant to the County's home rule authority granted by Section 1.01 of the Cuyahoga County Charter, the County is hereby authorized to comply with the retainage policy implemented by the Ohio

Department of Transportation in accordance with 49 CFR §26.29(b), whereby subrecipients of federal aid do not withhold retainage from prime contractors and prime contractors do not withhold retainage from subcontractors where such subcontractors provide performance bonds.



## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	8921
Infor/Lawson PO # Code (if applicable):	RFB
Event #	2470
CM Contract#	2378

Briefing Memo	Department meb	Clerk of the Board
---------------	-------------------	--------------------

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
---	------------------------------	------

<b>FULL AND OPEN COMPETITION Construction Projects – Road &amp; Bridge Reviewed by Purchasing</b>		
	Department initials	Purchasing
Notice of Intent to Award ( <i>sent to all responding vendors</i> )	Meb	OK 3/17/2022
Bid Specification Packet ( <i>includes Legal Notice to Bidders</i> )	Meb	OK
Final DEI Goal Setting Worksheet	DBE	Missing – uploaded 3/24/22 OK
Diversity Documents – <i>if required (goal set)</i>	DBE	N/A
Award Letter ( <i>sent to awarded vendor</i> )	Meb	OK 3/16/2022
Vendor’s Confidential Financial Statement – <i>if RFB requested</i>	Not requested	N/A
Non-Collusion Affidavit	Meb	OK
Public Works Bid Results	Meb	OK
Tabulation Sheet	Meb	OK
Prevailing Wage Public Improvement Agreement	meb	OK
Sales and Use Tax Construction Contract Exemption Form, <i>if applicable</i>	meb	OK
Worktype Worksheets, <i>if applicable</i>	meb	OK
SBE Worktype Worksheets, <i>if applicable</i>	DBE	N/A
Drug Free Workplace, <i>if applicable</i>	Meb	OK
Project of Similar Complexity, <i>if applicable</i>	Meb	OK
EEOC (Equal Employment Opportunity Commission), <i>if applicable</i>	Meb	Missing – uploaded 3/24/22 OK
Prevailing Wage Determination Cover Letter (with Prevailing Wage Rate sheets)	See website	On Website
Other, <i>per Section 3 “Required Bid Documents” Buy american</i>	meb	OPWC EEO – OK Affirmative Action Cert – OK Buy American - OK

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

IG#	19-0025 exp 12/31/2023			meb	OK
Debarment/Suspension Verified	Date:	3/16/22		meb	Revised needed - uploaded 3/24/22 OK
Auditor’s Finding	Date:	3/16/22		meb	OK
Vendor’s Submission ( <i>Form of Proposal</i> )				meb	OK
Independent Contractor (I.C.) Requirement	Date:	3/22/22		meb	OK
Contract Evaluation – <i>if required</i>				meb	OK
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.				n/a	N/A
Checklist Verification				meb	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	
	Department initials
Agreement/Contract and Exhibits	meb
Bid Guarantee & Contract Bond	meb
Matrix Law Screen shot	meb
COI	meb
Workers’ Compensation Insurance	meb
Railroad Insurance – <i>if required</i>	n/a

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
n/a	PW605100	73300	CRDOT0003201	<b>\$2,988,925.02</b>
			<b>TOTAL</b>	<b>\$2,988,925.02</b>

### Purchasing Use Only:

Prior Resolutions:–	
CM#:	2378
Vendor Name:	The Vallejo Company
ftp:	N/A
Amount:	\$2,988,925.02 M
History/CE:	N/A
EL:	OK
Procurement Notes:	3/23/22: Debarment Form is missing Federal Funding Check. DEI Goal Setting Worksheet is missing and required. Federal EEO designation is missing and required. PO Code is missing in the Vendor Agreement. TN

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Purchasing Buyer's initials and date of approval	TN 3/28/22
--	------------

## CONTRACT EVALUATION FORM

<b>Contractor</b>	Vallejo Company				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	20000242/RFB				
<b>RQ#</b>	47752/CM#695				
<b>Time Period of Original Contract</b>	n/a				
<b>Background Statement</b>	Resurfacing of East 116th Street from Miles Road to Union Avenue in the City of Cleveland.				
<b>Service Description</b>	The contract consists of resurfacing 1.28 miles of E. 116th Street, reconfiguration of the E. 116th Street/Corlett Avenue intersection with offset left turn lanes, and reconfiguration of the E. 116th Street/MLK Jr. Drive/Farrington Avenue intersection with a single land roundabout. Project also includes pavement marking upgrades, spot sign improvements and upgrading all curb ramps to be ADA compliant.				
<b>Performance Indicators</b>	Quality of work, meeting CPM schedule, cooperation with local businesses and residents, Promptness with Compliance Requests ie.(B2G/LCP/DBE Affidavits)				
<b>Actual Performance versus performance indicators (include statistics):</b>	Contractor is working well with local businesses and residents.				
<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>	Contractor is performing work according to plan and specs.				
<b>Department Contact</b>	Mary Ellen Butler				

<b>User Department</b>	Public Works Construction
<b>Date</b>	7/8/2021



## Department of Purchasing Tabulation Sheet

REQUISITION NUMBER: 8921\ Event #2470	TYPE: (RFB/RFP/RFQ): RFB Construction	ESTIMATE: \$3,255,351.52
CONTRACT PERIOD:	RFB/RFP/RFQ DUE DATE: March 10, 2022	NUMBER OF RESPONSES (issued/submitted): 8/4
REQUESTING DEPARTMENT: Department of Public Works	COMMODITY DESCRIPTION: Superior Rd. (CR-41) Resurfacing from Euclid Ave. to Lee Rd. in East Cleveland and Cleveland Hts	
DIVERSITY GOAL/SBE 0%	DIVERSITY GOAL/MBE 0%	DIVERSITY GOAL/WBE 0%
Does CCBB Apply: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	CCBB: Low Non-CCBB Bid\$:	Add 2%, Total is:
Does CCBEIP Apply: <input type="checkbox"/> Yes <input checked="" 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 checked="" 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.	The Vallejo Company 4000 Brookpark Rd Cleveland OH 44134	100% The Cincinnati Insurance Company	\$2,988,925.02	Compliant: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No  IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 19-0025	<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		Department of Public Works is recommending award to this vendor as the lowest and best bid. meb	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Transaction ID:

	Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE	Dept. Tech. Review	Award: (Y/N)
				NCA: <input checked="" type="checkbox"/> Yes  PH: <input checked="" type="checkbox"/> Yes  Bid Form: <input checked="" type="checkbox"/> Yes  Bid Bond: <input checked="" type="checkbox"/> Yes  Work Types: <input checked="" type="checkbox"/> Yes  DFSP: <input checked="" type="checkbox"/> Yes  ODOT LPA EEO: <input checked="" type="checkbox"/> No  Affirmative Action: <input checked="" type="checkbox"/> Yes  Buy America: <input checked="" type="checkbox"/> Yes  Similar Proj: <input checked="" type="checkbox"/> Yes  State EEO: <input checked="" type="checkbox"/> Yes  Adden 1: <input checked="" type="checkbox"/> Yes					

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)
			Adden 2: <input checked="" type="checkbox"/> Yes  OPD Buyer Initials: TN					

Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: OPD Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE	Dept. Tech. Review	Award: (Y/N)
2. Ronyak Paving Inc 14376 N Cheshire St. Burton OH 44021	100% Atlantic Specialty Insurance Company	\$3,034,866.67	<b>Compliant:</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No  IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 21-0052  NCA: <input checked="" type="checkbox"/> Yes  PH: <input checked="" type="checkbox"/> Yes  Bid Form: <input checked="" type="checkbox"/> Yes  <b>Bid Bond:</b> <input checked="" type="checkbox"/> No	<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			<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Transaction ID:



	Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: OPD Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE	Dept. Tech. Review	Award: (Y/N)
				<p>(per Hylant Review)</p> <p>Work Types: <input checked="" type="checkbox"/> Yes</p> <p>DFSP: <input checked="" type="checkbox"/> Yes</p> <p>Federal EEO: <input checked="" type="checkbox"/> Yes</p> <p>Affirmative Action: <input checked="" type="checkbox"/> Yes</p> <p>Buy America: <input checked="" type="checkbox"/> Yes</p> <p>Similar Proj: <input checked="" type="checkbox"/> Yes</p> <p>State EEO: <input checked="" type="checkbox"/> Yes</p> <p>Adden 1: <input checked="" type="checkbox"/> Yes</p> <p>Adden 2: <input checked="" type="checkbox"/> Yes</p> <p>OPD Buyer Initials: TN</p>					

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.	The Shelly Co 8920 Canyon Falls Blvd, Suite #120 Twinsburg OH 44087	100% Liberty Mutual Insurance Company	<del>\$3,117,204.40</del> <b>Corrected Bid Amount</b> <b>\$3,221,199.17</b>	Compliant: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No  IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 20-0202  NCA: <input checked="" type="checkbox"/> Yes  PH: <input checked="" type="checkbox"/> Yes  Bid Form: <input checked="" type="checkbox"/> Yes  Bid Bond: <input checked="" type="checkbox"/> No  Work Types: <input checked="" type="checkbox"/> Yes  DFSP: <input checked="" type="checkbox"/> Yes  Federal EEO: <input checked="" type="checkbox"/> Yes  Affirmative Action:	<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			<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Transaction ID:

Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: OPD Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE	Dept. Tech. Review	Award: (Y/N)
			<input checked="" type="checkbox"/> Yes  Buy America: <input checked="" type="checkbox"/> Yes  Similar Proj: <input checked="" type="checkbox"/> Yes  State EEO: <input checked="" type="checkbox"/> Yes  Adden 1: <input checked="" type="checkbox"/> Yes  Adden 2: <input checked="" type="checkbox"/> Yes  OPD Buyer Initials: TN					

Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: OPD Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE	Dept. Tech. Review	Award: (Y/N)
4. Chagrin Valley Paving Inc 17290 Munn Rd Chagrin Falls OH 44023	100% Merchants Bonding Company (Mutual)	\$3,173,673.97	<b>Compliant:</b> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No  IG Registration Complete:	<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"/> Yes <input checked="" type="checkbox"/> No

Transaction ID:

	Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: OPD Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE	Dept. Tech. Review	Award: (Y/N)
				<input checked="" type="checkbox"/> Yes IG Number: 12-0807  NCA: <input checked="" type="checkbox"/> Yes  PH: <input checked="" type="checkbox"/> Yes  Bid Form: <input checked="" type="checkbox"/> Yes  <b>Bid Bond:</b> <input checked="" type="checkbox"/> No (per Hylant Review)  Work Types: <input checked="" type="checkbox"/> Yes  DFSP: <input checked="" type="checkbox"/> Yes  Federal EEO: <input checked="" type="checkbox"/> Yes  Affirmative Action: <input checked="" type="checkbox"/> Yes  Buy America: <input checked="" type="checkbox"/> Yes		<input type="checkbox"/> No			

Transaction ID:

	Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: OPD Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE	Dept. Tech. Review	Award: (Y/N)
				Similar Proj: <input checked="" type="checkbox"/> Yes  State EEO: <input checked="" type="checkbox"/> Yes  Adden 1: <input checked="" type="checkbox"/> Yes Adden 2: <input checked="" type="checkbox"/> Yes  OPD Buyer Initials: TN					

Transaction ID:

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0117

<p>Sponsored by: <b>County Executive Budish/Department of Public Works</b></p>	<p><b>A Resolution</b> authorizing a Partner Funding Agreement among City of Cleveland, Cuyahoga County, Cleveland-Cuyahoga Port Authority and Northeast Ohio Areawide Coordinating Agency in the amount not-to-exceed \$2,500,000.00 to provide matching funds for eligible construction phase activities for the stabilization of the hillside abutting the Cuyahoga River at Irishtown Bend; authorizing the County Executive to execute Agreement No. 2149 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 Public Works/ Division of County Engineer has recommended a Partner Funding Agreement among City of Cleveland, Cuyahoga County, Cleveland-Cuyahoga Port Authority and Northeast Ohio Areawide Coordinating Agency in the amount not-to-exceed \$2,500,000.00 to provide matching funds for eligible construction phase activities for the stabilization of the hillside abutting the Cuyahoga River at Irishtown Bend; and

WHEREAS, the primary goal of this project is to stabilize the hillside abutting the Cuyahoga River at Irishtown Bend; and

WHEREAS, this project is 100% funded by 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 authorize a Partner Funding Agreement among City of Cleveland, Cuyahoga County, Cleveland-Cuyahoga Port Authority and Northeast Ohio Areawide Coordinating Agency in the amount not-to-exceed \$2,500,000.00 to provide matching funds for eligible construction phase activities for the stabilization of the hillside abutting the Cuyahoga River at Irishtown Bend.



Public Works Requests Approval of the Agreement for the Irishtown Bend Bank Stabilization Project in the City of Cleveland in Partnership with Northeast Ohio Areawide Coordinating Agency (NOACA), Cleveland-Cuyahoga County Port Authority and the City of Cleveland

Public Works requests approval of the agreement for the Irishtown Bend Bank Stabilization Project in the City of Cleveland in Partnership with Northeast Ohio Areawide Coordinating Agency (NOACA), Cleveland-Cuyahoga County Port Authority and the City of Cleveland. The anticipated cost of the project is \$46,500,000. The project is to be funded \$2,500,000 County General Fund, \$2,500,000 City of Cleveland, \$2,500,000 Cleveland and Port Authority, \$7,000,000 Northeast Ohio Regional Sewer District (NEORS), \$12,520,000 USDOT, \$12,787,423 NOACA and approximately \$7,000,000 from various State of Ohio Agencies. The anticipated start date for construction is June 2022.

The primary goal of the project is to stabilize the hillside abutting the Cuyahoga River at Irishtown Bend.

The location of the project is on hillside abutting the Cuyahoga River at Irishtown Bend.  
The project is located in Council District 7.

**Project Status and Planning**

The project is new to the County.

**Funding**

The project is to be funded \$2,500,000 County General Fund, \$2,500,000 City of Cleveland, \$2,500,000 Cleveland and Port Authority, \$7,000,000 Northeast Ohio Regional Sewer District (NEORS), \$12,520,000 USDOT, \$12,787,423 NOACA and approximately \$7,000,000 from various State of Ohio Agencies. The total cost of the project is \$46,500,000.



## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	N/A
Infor/Lawson PO# Code (if applicable):	GOVP
CM Contract#	2149

	Department	Clerk of the Board
Briefing Memo	JLG	

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 type="checkbox"/>	No <input checked="" type="checkbox"/>
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OTHER THAN FULL AND OPEN COMPETITION				
Government Purchase				
Reviewed by Purchasing				
			Department initials	Purchasing
Justification Form			JLG	OK WB
Debarment/Suspension Verified	Date:	3/17/2022	JLG	OK WB
Auditor’s Finding	Date:	3/17/2022	JLG	OK WB
Vendor’s Submission			JLG	N/A OK
Cover - <i>Master contracts only</i>			N/A	N/A WB
Contract Evaluation – <i>if required</i>			N/A	N/A WB
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			N/A	N/A WB
Checklist Verification				OK WB

**Intra-Agency:** A department/division under the auspices of the County Executive, County Council, Prosecutor's Office, Law Library, Inspector General, PRC, Public Defender, 8th District Court of Appeals, Courts of Common Pleas (Common Pleas, Domestic Relations, Juvenile, Probate).

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	JLG
Matrix Law Screen shot	JLG - Email
COI	N/A
Workers’ Compensation Insurance	N/A

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
Execution to 12/31/2022	FS100500	55130		<b>\$2,500,000</b>
1/1/2023 to 12/31/2023	FS100500	55130		\$0
			<b>TOTAL</b>	<b>\$2,500,000</b>

<b>Contract History CE/AG# (if applicable)</b>	
<b>Infor/Lawson PO# and PO Code (if applicable)</b>	GOVP
<b>Lawson RQ# (if applicable)</b>	N/A
<b>CM Contract#</b>	2149

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	<b>\$2,500,000</b>				
<b>Prior Amendment Amounts (list separately)</b>		\$			
		\$			
		\$			
<b>Pending Amendment</b>		\$			
<b>Total Amendments</b>		\$			
<b>Total Contact Amount</b>	<b>\$2,500,000</b>	\$			

### Purchasing Use Only:

Prior Resolutions:	N/A
CM#:	2149
Vendor Name:	Cleveland-Cuyahoga County Port Authority
ftp:	Effective Date – Two Years
Amount:	\$2,500,000
History/CE:	OK
EL:	OK
Procurement Notes:	The stabilization of the hillside abutting the Cuyahoga River at Irishtown Bend

Purchasing Buyer approval: **WB 3/29/2022**

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0118

Sponsored by: <b>County Executive Budish/Fiscal Department</b>	<b>A Resolution</b> authorizing various contracts with Manatron, Inc. dba Aumentum Technologies in the total amount not-to-exceed \$664,467.00 for support and maintenance services for various Manatron Systems for the period 1/1/2022 – 12/31/2022; authorizing the County Executive to execute Contract Nos. 2411 & 2424 and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.
--	--

WHEREAS, the County Executive/Fiscal Department has authorized various contracts with Manatron, Inc. dba Aumentum Technologies in the total amount not-to-exceed \$664,467.00 for support and maintenance services for various Manatron Systems for the period 1/1/2022 – 12/31/2022 as follows:

- a) Contract No. 2411 in the amount not-to-exceed \$134,892.00 for CAMA SIGMA system;
- b) Contract No. 2424 in the amount not-to-exceed \$529,575.00 for the Visual Property Tax System; and

WHEREAS, the purpose of this project is to provide maintenance and support services on the Manatron Visual Property Tax System and SIGMA CAMA software system and to properly maintain the County's infrastructure; and

WHEREAS, this project is funded 100% with the Real Estate Assessment Fund; 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 various contracts with Manatron, Inc. dba Aumentum Technologies in the total amount not-



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

\_\_\_\_\_  
Date

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

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

**Manatron, Inc. – CAMA SIGMA System**

Title: Fiscal Department; RQ# xxxx; 2022; Manatron Inc.; Contract; 2022 Manatron Inc. CAMA Sigma System Maintenance Contract

**Scope of Work Summary**

Fiscal Department requesting approval of a contract with Manatron Inc. for the anticipated cost not-to-exceed \$134,892.00.

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

Prior Approval # EXEC2020-0245  
EXEC2019-04861  
EXEC2018-02943

Describe the exact services being provided.

This contract is for the support and maintenance on the Manatron CAMA Sigma tax system software. The anticipated start-completion dates are 01/01/2022- 12/31/2022.

The primary goal of the project is to have access to maintenance services including upgrades/ patches and repairs to software currently in use within multiple County departments.

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

- a) Please state the date of TAC Approval
- 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**

The procurement method for this project was RFP-Exemption. The total value is \$134,892.00.

No competitive process was used due to the vendor being the only option to provide maintenance for the CAMA Sigma software currently in use by several County departments. **A sole source process was not conducted.**

**Contractor and Project Information**

Manatron Inc.  
510 East Milham Avenue  
Portage, MI 60694  
The Executive V.P. for the contractor/vendor is Scot Crismon.

**Project Status and Planning**

The project generally reoccurs annually, however - The County is in the process of upgrading and replacing the software that is noted under this contract. Essentially, when the new system is up and running, this service, from this vendor, will no longer be needed.

**Timeline for late submittal-**

9/24/21 - Contracts were prepared by our legal team

9/30/21 - Contracts returned, signed by vendor, and entered into Matrix for legal review - OK'd  
11/1/22 - Began requesting documents - annual non-compete, independent contractor, insurance etc  
12/7/21 - Follow-up request  
1/10/22 - Received signed and notarized docs - annual non compete and independent contractor forms  
1/26/22 - Prepared Briefing memo and justification memos -finals - initial ones done in 11/21  
1/25/22 - insurance info received and input into matrix for legal review  
1/28/22 - Legal/Insurance requested cyber and waive of subrogation endorsement - forwarded to Vendor same day  
2/2/22 - Connected our legal to their insurance legal  
2/14/22 - Awatef question to vendor regarding Terms and conditions  
2/22/22 - Follow-up with Awatef - "nothing received"  
2/27/22 - Email from Awatef that she will be receiving a revised COI  
3/7/22 - Follow-up with Awatef - out of office message  
3/10/22 - Requested J Phillips initiate the requests in onbase (performed by the requester before the buyer actions)  
3/15/22 - Follow-up with Awatef - nothing received  
3/15/22 - J Rhyne offered to call on the insurance issue - unknown status at this time - referred him to Awatef  
3/17/22 - Received legal insurance ok to proceed pending receipt of requested docs  
3/17/22 - Reached out to vendor contact as well as AR contact requesting docs and explaining payment status  
3/17/22 - Vendor contact was reaching out to his insurance associate to address open issues  
3/23/22 - Vendor requested status of "acceptance of the response" and position of insurance broker from Awatef  
3/24/22 - Additional issuance request provided by Awatef to vendor  
3/25/22 - Per Awatef - "Blanket Waiver of Subrogation is acceptable"  
3/28/22 - Insurance approved by Awatef  
4/4/22 - All documents were completed/updated and released in INFOR  
4/5/22 - First disapproval received from OPD - comments addressed and re-released  
4/6/22 - Second disapproval received from OPD - comments addressed and re-released  
4/7/22 - OPD approval received

#### Funding

The project is funded 100% by the 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):	
CM Contract#	

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

Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Why is the contract being submitted late?	Issues with receiving vendor documentation	
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"/>
---	------------------------------	--

OTHER THAN FULL AND OPEN COMPETITION RFP Exemptions (Contract) Reviewed by Purchasing				
			Department initials	Purchasing
Justification Form - CAMA			MZ	OK (uploaded 4/5/2022, Fiscal Officer verification of signature authority addition 4/6/2022)
IG#	21-0113 12-4335		MZ	OK
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:	1/11/22	MZ	N/A (document attached is not completed properly, not required for this action)
Debarment/Suspension Verified	Date:	3/8/22	MZ	OK
Auditor's Finding	Date:	3/8/22	MZ	OK
Vendor's Submission			MZ	OK (signed contract)
Independent Contractor (I.C.) Requirement	Date:	4/11/22 1/10/2022	MZ	OK
Cover - <i>Master contracts only</i>				OK
Contract Evaluation – <i>if required</i>				OK (uploaded 4/5/2022)
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.				N/A
Checklist Verification			MZ	OK

Other documentation may be required depending upon your specific item

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

OTHER THAN FULL AND OPEN COMPETITION RFP Exemptions (Contract) Reviewed by Law	
	Department initials
Agreement/Contract and Exhibits	MZ/



## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Matrix Law Screen shot	MZ/
COI	MZ/
Workers’ Compensation Insurance	MZ/

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
1/1/22-12/31-22	FS305100	55200		\$134,892.00
			<b>TOTAL</b>	134,892.00

<b>Contract History CE/AG# (if applicable)</b>	
<b>Infor/Lawson PO# and PO Code (if applicable)</b>	
<b>Lawson RQ# (if applicable)</b>	RQ3360
<b>CM Contract#</b>	CM82

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$111,577.00 \$132,222.00		1/1/18-12/31/18 1/1/2021-12/31/2021	11/27/17 12/8/2020	BC2017-872 R2020-0245
<b>Prior Amendment Amounts (list separately)</b>		\$120,503.00	12/31/19	11/5/18	EXEC2018-02943
		\$125,926.00	12/31/20	12/9/19	EXEC2019-04861
		\$132,222.00	12/31/21	12/29/20	EXEC2020-0245
<b>Pending Amendment</b>		\$134,892.00			
<b>Total Amendments</b>		\$513,543.00			
<b>Total Contact Amount</b>		\$625,120.00 \$132,222.00			

### Purchasing Use Only:

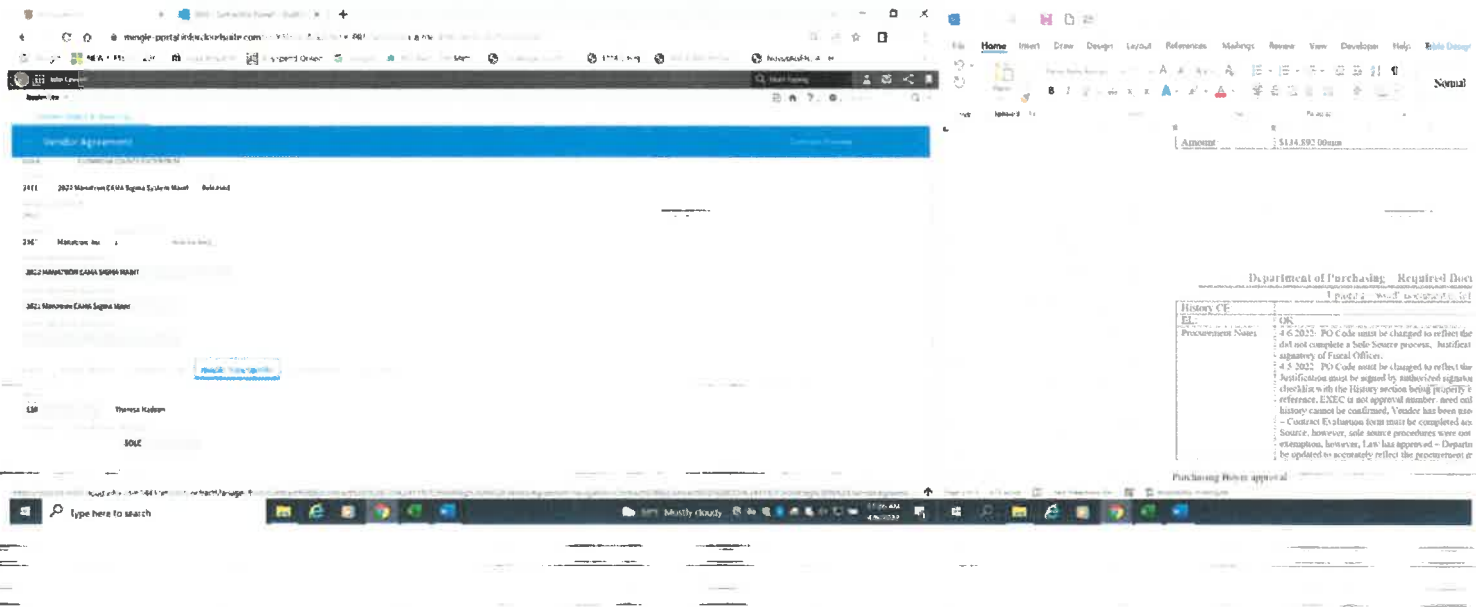
Prior Resolutions:	R2020-0245
CM#:	2411
Vendor Name:	Manatron, Inc.

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

ftp:	1/1/2022-12/31/2022
Amount:	\$134,892.00mm
History/CE:	OK
EL:	OK
Procurement Notes:	<p>4/7/2022: Justification signed by Rocco now okay per Fiscal Officer verification of signature authority 4/6/2022 via e-mail;</p> <p>4/6/2022: PO Code must be changed to reflect the exemption being requested, i.e., you did not complete a Sole Source process; Justification must be signed by authorized signatory of Fiscal Officer.</p> <p>4/5/2022: PO Code must be changed to reflect the exemption being requested; Justification must be signed by authorized signatory of Fiscal Officer; Attach revised checklist with the History section being properly completed (no prior contract number reference, EXEC is not approval number, need only last prior contract information, so history cannot be confirmed; Vendor has been used for prior contract for same services – Contract Evaluation form must be completed and uploaded; Contract refers to Sole Source; however, sole source procedures were not followed – should refer RFP exemption; however, Law has approved – Department of Purchasing believes it should be updated to accurately reflect the procurement method.</p>

Purchasing Buyer approval: **OK, ssp 4/7/2022**



## CONTRACT EVALUATION FORM

<b>Contractor</b>	Manatron - CAMA				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	Cm82				
<b>RQ#</b>	3360				
<b>Time Period of Original Contract</b>	PY – 1/1/21 – 12/31-21				
<b>Background Statement</b>	Annual Maintenance contract for the CAMA Sigma software system				
<b>Service Description</b>	Provide Annual Maintenance contract for the CAMA Sigma software system				
<b>Performance Indicators</b>	System is able to perform without incident and provides accurate data for use by our Real Estate services and any necessary maintenance issues are addressed timely				
<b>Actual Performance versus performance indicators (include statistics):</b>	Performance in the past has been satisfactory				
<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>	System has been able to perform efficiently and accurately				
<b>Department Contact</b>	Lisa Rocco				
<b>User Department</b>	FS305100				
<b>Date</b>	4/5/22				

**Manatron, Inc. – Visual Property Tax System**

Title: Fiscal Department; RQ# YYYY; 2022; Manatron Inc.; Contract; 2022 Manatron MVP Tax System Maintenance Contract

**Scope of Work Summary**

Fiscal Department requesting approval of a contract with Manatron Inc. for the anticipated cost not-to-exceed \$529,575.00.

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

**Prior Approval #**

EXEC2020-0245  
EXEC2019-04861  
EXEC2018-02942

Describe the exact services being provided.

This contract is for the support and maintenance on the Manatron MVP Tax system software. The anticipated start-completion dates are 01/01/2022- 12/31/2022.

The primary goal of the project is to have access to maintenance services including upgrades/ patches and repairs to software currently in use within multiple County departments.

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

- a) Please state the date of TAC Approval
- 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**

The procurement method for this project was RFP-Exemption. The total value is \$529,575.00.

No competitive process was used due to the vendor being the only option to provide maintenance for the MVP Tax software currently in use by several County departments. **A sole source process was not conducted.**

**Contractor and Project Information**

Manatron Inc.  
510 East Milham Avenue  
Portage, MI 60694

The Executive VP for the contractor/vendor is Scot Crimson.

**Project Status and Planning**

The project generally reoccurs annually, however - The County is in the process of upgrading and replacing the software that is noted under this contract. Essentially, when the new system is up and running, this service, from this vendor, will no longer be needed.

Timeline for late submittal-

9/24/21 - Contracts were prepared by our legal team  
9/30/21 - Contracts returned, signed by vendor, and entered into Matrix for legal review - OK'd  
11/1/22 - Began requesting documents - annual non-compete, independent contractor, insurance etc  
12/7/21 - Follow-up request  
1/10/22 - Received signed and notarized docs - annual non compete and independent contractor forms  
1/26/22 - Prepared Briefing memo and justification memos -finals - initial ones done in 11/21  
1/25/22 - insurance info received and input into matrix for legal review  
1/28/22 - Legal/Insurance requested cyber and waive of subrogation endorsement - forwarded to Vendor same day  
2/2/22 - Connected our legal to their insurance legal  
2/14/22 - Awatef question to vendor regarding Terms and conditions  
2/22/22 - Follow-up with Awatef - "nothing received"  
2/27/22 - Email from Awatef that she will be receiving a revised COI  
3/7/22 - Follow-up with Awatef - out of office message  
3/10/22 - Requested J Phillips initiate the requests in onbase (performed by the requester before the buyer actions)  
3/15/22 - Follow-up with Awatef - nothing received  
3/15/22 - J Rhyne offered to call on the insurance issue - unknown status at this time - referred him to Awatef  
3/17/22 - Received legal insurance ok to proceed pending receipt of requested docs  
3/17/22 - Reached out to vendor contact as well as AR contact requesting docs and explaining payment status  
3/17/22 - Vendor contact was reaching out to his insurance associate to address open issues  
3/23/22 - Vendor requested status of "acceptance of the response" and position of insurance broker from Awatef  
3/24/22 - Additional issuance request provided by Awatef to vendor  
3/25/22 - Per Awatef - "Blanket Waiver of Subrogation is acceptable"  
3/28/22 - Insurance approved by Awatef  
4/4/22 - All documents were completed/updated and released in INFOR  
4/5/22 - First disapproval received from OPD - comments addressed and re-released  
4/6/22 - Second disapproval received from OPD - comments addressed and re-released  
4/7/22 - OPD approval received

Funding

The project is funded 100% by the 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):	
CM Contract#	2424

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

Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Why is the contract being submitted late?	Issues with receiving vendor documentation Department of Purchasing Note: From department's Justification – “Issues with getting quote and other information returned from the vendor as well as internal process and personnel issues. In addition, there was a delay in getting the appropriate insurance documentation and approvals:	
What is being done to prevent this from reoccurring?	Department of Purchasing Note: From department's Justification – “Process and personnel issues should be resolved going forward”	

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

OTHER THAN FULL AND OPEN COMPETITION RFP Exemptions (Contract) Reviewed by Purchasing			
		Department initials	Purchasing
Justification Form - MVP		MZ	OK (uploaded 4/5/2022, Fiscal Officer verification of signature authority addition 4/6/2022)
IG#	21-0113 12-4335	MZ	OK
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date: 1/11/22	MZ	N/A (not properly completed; however not required)
Debarment/Suspension Verified	Date: 3/8/22 3/18/2022	MZ	OK
Auditor's Finding	Date: 3/8/22	MZ	OK
Vendor's Submission		MZ	OK (signed contract)
Independent Contractor (I.C.) Requirement	Date: 1/11/22 1/10/2022	MZ	OK
Cover - <i>Master contracts only</i>			OK
Contract Evaluation – <i>if required</i>			OK (uploaded 4/5/2022)
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			N/A
Checklist Verification		MZ	OK

Other documentation may be required depending upon your specific item

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

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

OTHER THAN FULL AND OPEN COMPETITION RFP Exemptions (Contract) Reviewed by Law	
	<b>Department initials</b>
Agreement/Contract and Exhibits	MZ/
Matrix Law Screen shot	MZ/
COI	MZ/
Workers' Compensation Insurance	MZ/

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
1/1/22-12/31-22	FS305100	55200		<b>\$529,575.00</b>
			<b>TOTAL</b>	529,575.00

<b>Contract History CE/AG# (if applicable)</b>	
<b>Infor/Lawson PO# and PO Code (if applicable)</b>	
<b>Lawson RQ# (if applicable)</b>	
<b>CM Contract#</b>	83

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	<del>\$446,308.00</del> \$519,094.00		<del>1/1/18-12/31/18</del> 1/1/2021- 12/31/2021	<del>11/27/17</del> 12/8/2020	<del>BC2017-871</del> R2020-0245
<b>Prior Amendment Amounts (list separately)</b>		\$473,086.00	12/31/19	11/5/18	EXEC2018-02942
		\$494,375.00	12/31/20	12/9/19	EXEC2019-04861
		\$519,094.00	12/31/21	12/29/20	EXEC2020-0245
<b>Pending Amendment</b>		\$5295752.00			
<b>Total Amendments</b>		\$2,016,130.00			
<b>Total Contact Amount</b>		\$2,462,438.00 \$519,094.00			

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

### Purchasing Use Only:

Prior Resolutions:	R2020-0245
CM#:	2424
Vendor Name:	Manatron, Inc.
ftp:	1/1/2022 – 12/31/2022
Amount:	\$529,575.00mm
History/CE:	OK
EL:	OK
Procurement Notes:	<p>4/7/2022: Justification signed by Rocco now okay per Fiscal Officer verification of signature authority 4/6/2022 via e-mail;</p> <p>4/6/2022: PO Code must be changed to reflect the exemption being requested, i.e., sole source process was not used for this contract; Justification must be signed by authorized signatory of Fiscal Officer.</p> <p>4/5/2022: PO Code must be changed to reflect the exemption being requested; Justification must be signed by authorized signatory of Fiscal Officer; Attach revised checklist with the History section being properly completed (no prior contract number reference, EXEC is not approval number, need only last prior contract information, so history cannot be confirmed; Vendor has been used for prior contract for same services – Contract Evaluation form must be completed and uploaded; Contract refers to Sole Source; however, sole source procedures were not followed – should refer RFP exemption; however, Law has approved – Department of Purchasing believes it should be updated to accurately reflect the procurement method.</p>

Purchasing Buyer approval: **OK, ssp-4/7/2022**

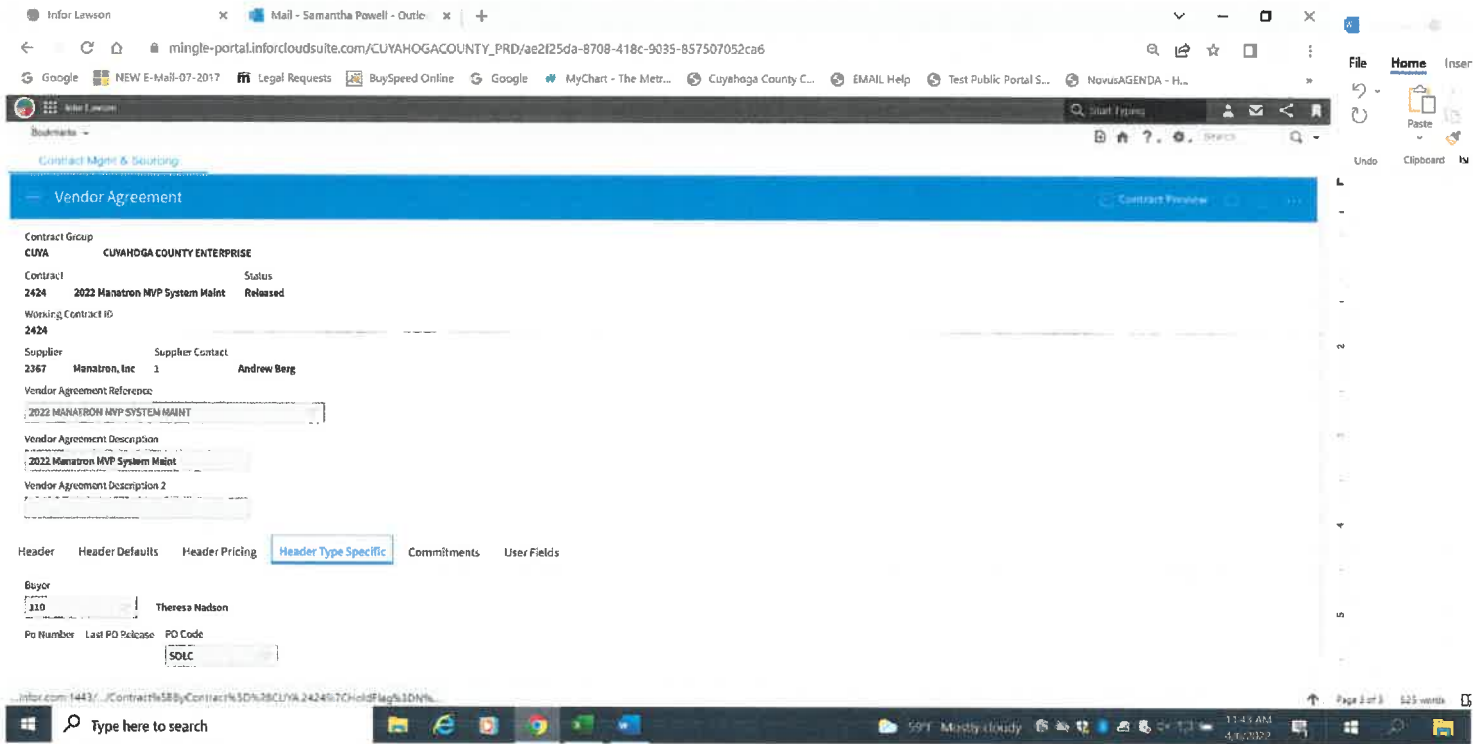


## CONTRACT EVALUATION FORM

<b>Contractor</b>	Manatron - MVP				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	Cm83				
<b>RQ#</b>					
<b>Time Period of Original Contract</b>	PY – 1/1/21 – 12/31-21				
<b>Background Statement</b>	Annual Maintenance contract for the MVP software system				
<b>Service Description</b>	Provide Annual Maintenance contract for the MVP software system				
<b>Performance Indicators</b>	System is able to perform without incident and provides accurate data for use by our Real Estate services and any necessary maintenance issues are addressed timely				
<b>Actual Performance versus performance indicators (include statistics):</b>	<del>Performance in the past has been satisfactory</del>				
<b>Rating of Overall Performance of Contractor</b>	Superior	Above Average	Average	Below Average	Poor
<b>Select One (X)</b>		X			
<b>Justification of Rating</b>	System has been able to perform efficiently and accurately				
<b>Department Contact</b>	Lisa Rocco				
<b>User Department</b>	FS305100				
<b>Date</b>	4/5/22				

# Department of Purchasing – Required Documents Checklist

## Upload as “word” document in Infor



The screenshot shows a web browser window displaying the Infor Lawson Vendor Agreement page. The browser's address bar shows the URL: `mingle-portal.inforcloudsuite.com/CUYAHOGACOUNTY_PRD/ae2125da-8708-418c-9035-857507052ca6`. The page title is "Vendor Agreement" and it includes a "Contract Preview" button. The main content area displays contract details for CUYAHOGA COUNTY ENTERPRISE, including contract number 2424, status "Released", and supplier information for Manatron, Inc. (Supplier ID 2367, Supplier Contact Andrew Berg). The page also shows fields for Vendor Agreement Reference, Description, and Buyer information (Buyer ID 110, Buyer Name Theresa Nadson). The bottom of the page shows a Windows taskbar with the system clock at 11:43 AM on 4/17/2021.

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0119

<b>Sponsored by: County Executive Budish/Office of Innovation and Performance</b>	<b>A Resolution</b> making an award on RQ6906 to PC's for People Ohio, LLC in the amount not-to-exceed \$19,382,136.00 for the deployment of broadband services in Cuyahoga County, commencing upon contract signature of all parties for a period of three (3) years; authorizing the County Executive to execute Contract No. 2318 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/Office of Innovation and Performance has recommended an award on RQ6906 to PC's for People Ohio, LLC in the amount not-to-exceed \$19,382,136.00 for the deployment of broadband services in Cuyahoga County, commencing upon contract signature of all parties for a period of three (3) years; and

WHEREAS, the primary goal for this project is to provide an affordable broadband service in the areas most in need; and

WHEREAS, the funding for this project is 100% by 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 on RQ6906 with PC's for People Ohio, LLC in the amount not-to-exceed \$19,382,136.00 for the deployment of broadband services in Cuyahoga County, commencing upon contract signature of all parties for a period of three (3) years.

**SECTION 2.** That the County Executive is authorized to execute Contract No. 2318 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



Title: Office of Innovation & Performance; RQ 6906; 2022 PCs for People Contract; Contract for Broadband Services

#### Scope of Work Summary

Office of Innovation & Performance requesting approval of a contract with PCs for People Ohio, LLC for the anticipated cost not-to-exceed \$19,382,136.00.

This project is new to the County.

This project will provide affordable, high-speed internet access for residents in the least connected communities. PCs for People solution will create a 5G fixed wireless solution using CBRS spectrum & millimeter wave technology that will be capable of providing upload/download speeds of 100 mbps symmetrical. The cost to residents for this service will be \$15/month. Those that qualify for federal subsidy will be able to apply for the Affordable Connectivity Program that will fully cover the monthly cost of service.

As part of PCs for People's solution they also include outreach to those that sign up within 24 hours, at one week and one month to provide technical assistance & basic use training over the phone as needed. The solution is focused on census tracts in the suburban communities with more than 20% of residents unconnected. The contract will use a phased approach to cover those areas, based on where equipment is already in place or PCs for People has agreements in place to use buildings for towers & equipment.

- Phase 1 – 6-month build out
  - Bedford, Brooklyn, East Cleveland upgrade & expansion, Parma, Warrensville Heights, upgrade in existing Cleveland Neighborhoods (Slavic Village, St. Clair-Superior, Buckeye)
- Phase 2 – 12-month build out
  - Euclid, Garfield Heights, Lakewood, Maple Heights
- Phase 3 – 24-month build out
  - Bedford Heights, Cleveland Heights, Highland Hills, Mayfield Heights, North Randall, Parma Heights, Richmond Heights, South Euclid

The contract will start upon execution of all parties and be in effect for three years.

The primary goals of the project is to provide an affordable broadband service in the areas most in need.

#### Procurement

The procurement method for this project was RFP. The total value of the RFP is \$19,382,136.00

The RFP was closed on September 8, 2021.

There were 81 vendors on the plan holder list, nine proposals were submitted for review, six proposals were deemed compliant.

#### Contractor and Project Information

PCs for People Ohio, LLC  
3126 St. Clair Avenue, NE,  
Cleveland, OH 44114  
Council District 7

The Chief Innovation Officer for the contractor/vendor is Bryan Mauk

The project is located throughout the County.

**Project Status and Planning**

The project is new to the County.

The project has three phases all outlined within this contract.

**Funding**

The project is funded 100% by the ~~American Rescue Plan Act Funds~~ **General Fund**

The schedule of payments is invoice. With an initial lump sum and then payment monthly based on performance of PCs for People

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	0006906
Infor/Lawson PO# Code (if applicable):	RFP
Event #	1421
CM Contract#	2318

	<b>Department initials</b>	<b>Clerk of the Board</b>
Briefing Memo	DA	<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>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)		DA	Okay per MH
Bid Specification Packet		DA	Okay per MH
Evaluation Summary (names of evaluators to be included)		DA	Okay per MH
Final DEI Goal Setting Worksheet (N/A)		DA	n/a Okay per MH
Diversity Documents – <i>if required (goal set)</i> (N/A)		DA	n/a Okay per MH
Award Letter (sent to awarded vendor)		DA	Okay per MH
Vendor’s Confidential Financial Statement – <i>if RFP requested</i> (N/A)		DA	n/a Okay per MH
Tabulation Sheet		DA	Okay per MH
<i>Evaluation/Scoring Summary (includes evaluator names)</i>		DA	
IG#	20-0119-REG	DA	Okay per MH
Debarment/Suspension Verified	Date: 3/10/22	DA	Okay per MH
Auditor’s Finding	Date: 3/10/22	DA	Okay per MH
Vendor’s Submission		DA	Okay per MH
Independent Contractor (I.C.) Requirement	Date: 3/7/22	DA	Okay per MH
Cover - <i>Master contracts only</i> (N/A)		DA	n/a Okay per MH
Contract Evaluation – <i>if required</i> (N/A)		DA	n/a Okay per MH
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required. (N/A)		DA	n/a Okay per MH
Checklist Verification		DA	Okay per MH

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>	
Agreement/Contract and Exhibits	DA

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Matrix Law Screen shot (N/A)	DA
COI	DA
Workers’ Compensation Insurance	DA
Performance Bond, if required per RFP (N/A)	DA

### Accounting Units

Time Period	Accounting Unit	Account Number	Activity	Dollar Amount
Upon execution (entered 5/11/2022 as estimate in system) – 12/31/2022	FS100500	55130		<b>\$ 12,393,150.00</b>
1/1/2023 – 12/31/2023	FS100500	55130		<b>\$ 6,988,986.00</b>
1/1/2024 – 12/31/2024	FS100500	55130		<b>\$ 0.00</b>
1/1/2025 – Based on execution date (entered 5/10/2025 as estimate in system)	FS100500	55130		<b>\$ 0.00</b>
			<b>TOTAL</b>	<b>\$19,382,136.00</b>

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

	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:

Prior Resolutions	n/a
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## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

CM#:	2318
Vendor Name:	PC's for People
ftp:	Effective date through three years
Amount:	\$19,382,136.00
History/CE:	Okay per MH
EL:	Okay per MH
Procurement Notes:	Agreement with PC's for People in the amount of \$19,382,136.00 for the Deployment of Broadband services in Cuyahoga County ftp effective date through three years.
Purchasing Buyer's initials and date of approval	<b>Okay per MH. 3/24/2022</b>

**RFP 6906: Partnership for Deployment of Broadband Services in Cuyahoga County, Ohio**

<b>EVALUATION CRITERIA</b>	<b>Maximum Point Value</b>	<b>AT&amp;T Services</b>	<b>DigitalIC</b>	<b>PCs for People</b>	<b>Spectrum</b>	<b>Suite 1300</b>	<b>T-Mobile</b>
<b>Event # &amp; Name</b>							
Proposed Solution for Current Issue (5 points)	5	3.3	3.7	4.3	2.8	3.5	2.0
Scope of Work (20 points)	20	13.4	14.0	16.2	11.4	12.8	7.2
Marketing and Community Outreach (10 points)	10	4.8	6.0	7.5	5.0	7.3	3.2
Business Model (15 points)	15	9.4	10.8	13.2	9.0	9.6	7.8
Service Area (10 points)	10	9.4	4.6	8.8	8.6	5.6	9.8
Project Management (5 points)	5	4.8	4.2	4.2	4.6	2.8	4.4
Performance Evaluation Accountability and Performance Payments (5 points)	5	3.0	3.6	4.2	2.2	2.8	2.0
Anticipated Work Schedule (5 points)	5	3.4	3.4	4.4	3.6	3.0	4.4
Vendor Qualifications (10 points)	10	9.6	8.4	8.6	9.4	6.0	8.8
Staff Qualifications (5 points)	5	5.0	4.5	4.5	4.8	4.0	5.0
Budget/Pricing (10 points)	10	4.4	7.4	8.6	3.2	5.6	3.2
<b>TOTAL (100 points)</b>	<b>100</b>	<b>70.5</b>	<b>70.6</b>	<b>84.5</b>	<b>64.6</b>	<b>63.0</b>	<b>57.8</b>
<b>RANK</b>		<b>3</b>	<b>2</b>	<b>1</b>	<b>4</b>	<b>5</b>	<b>6</b>

**Participants**  
 Catherine Tkachyk  
 Rebecca Eby  
 Andy Molls  
 Leon Wilson  
 Kirsten Holzheimer Gail

**Non Compliant**  
 Neo Network Development Inc. (response did not meet RFP requirements)  
 Northeast Ohio Regional Improvement Corporation (Per DOP Review)  
 Thayer Power and Communication (Per DOP Review)

**Date of Final Scoring**  
 Friday, October 22, 2021

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0097

<p>Sponsored by: <b>County Executive Budish/Department of Public Works/Division of County Engineer</b></p>	<p><b>A Resolution</b> making an award on RQ7469 to various providers, each in the amount not-to-exceed \$350,000.00, with a combined total not-to-exceed \$700,000.00, for general mechanical-electrical-plumbing, architectural and engineering services, commencing upon contract signature of all parties for a period of 3 years; authorizing the County Executive to execute Contract No. 2353 and Contract No. 2354 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 Public Works/ Division of County Engineer has recommended an award on RQ7469 to various providers, each in the amount not-to-exceed \$350,000.00, with a combined total not-to-exceed \$700,000.00, for general mechanical-electrical-plumbing, architectural and engineering services, commencing upon contract signature of all parties for a period of 3 years as follows:

- a) Contract No. 2353 with Advanced Engineering Consultants, Inc.
- b) Contract No. 2354 with Karpinski Engineering, Inc.; and

WHEREAS, the primary goal of this project is to continue to maximize our resources to address our infrastructure needs; and

WHEREAS, the project is funded 100% by 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 RQ7469 to various providers, each in the amount not-to-exceed \$350,000.00, with a combined total not-to-exceed \$700,000.00, for general mechanical-electrical-

plumbing, architectural and engineering services, commencing upon contract signature of all parties for a period of 3 years as follows:

- a) Contract No. 2353 with Advanced Engineering Consultants, Inc.
- b) Contract No. 2354 with Karpinski Engineering, Inc.; and

**SECTION 2.** That the County Executive is authorized to execute Contract No. 2353 and Contract No. 2354 and all 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: April 12, 2022  
Committee(s) Assigned: Public Works, Procurement & Contracting

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

**Advanced Engineering Consultants, Inc.**

myPro Transaction Title: Public Works, 2022, Advanced Engineering Consultants, Inc. General Mechanical-Electrical-Plumbing Architectural-Engineering Services, RQ #7469

**Scope of Work Summary**

Department of Public Works requesting award and approval of a contract with Advanced Engineering Consultants, Inc. for the not-to-exceed cost of \$350,000.00. The anticipated start completion dates are ~~April 26, 2022—April 25, 2025~~ **upon signature for a period of 3 years.**

The primary goal of this contract is to allow this office to continue to maximize our resources (staff and financial) to address our infrastructure needs. In order to be more aggressive and efficient in addressing the enormous quantity of infrastructure needs, this office has implemented several operational changes to optimize all available funding sources and to optimize the use of available financial resources and in-house staff resources, this office has restricted flexibility to address “peaks” in staffing needs due to emergency infrastructure needs, changes in project schedules, and/or urgent ancillary project design/implementation needs. To address these “peaks” in staging needs, this office has instituted the use of a consulting engineering firm to provide General Mechanical-Electrical-Plumbing Architectural-Engineering Services, on a task basis.

**Various Locations**

Various Districts

**Procurement**

RFQ

For items procured through a competitive process, answer the following:

- a. The RFQ was closed on October 13, 2021.
- b. There were 8 statements of qualifications submitted for review, 2 proposal was approved.
- c. There is 15% SBE, 10% MBE, and 5% WBE on this RFQ.
- d. One of the Contracts was an SBE set-aside.

**Contractor Information**

Advanced Engineering Consultants, Inc.

6500 Rockside Road, Suite 210

Cleveland, Ohio 44131

Council District (06)

The consultant Project Principal is Sam Reed

**Funding**

The funding for the contract was appropriated in the current budget.

The schedule of payments is monthly by invoicing.

**Karpinski Engineering, Inc.**

myPro Transaction Title: Public Works, 2022, Karpinski Engineering, General Mechanical-Electrical-Plumbing Architectural-Engineering Services, RQ #7469

Department of Public Works requesting award and approval of a contract with Karpinski Engineering, Inc. for the not-to-exceed cost of \$350,000.00. The anticipated start completion dates are ~~April 26, 2022 – through April 25, 2025~~ upon signature for a period of 3 years.

The primary goal of this contract is to allow this office to continue to maximize our resources (staff and financial) to address our infrastructure needs. In order to be more aggressive and efficient in addressing the enormous quantity of infrastructure needs, this office has implemented several operational changes to optimize all available funding sources and to optimize the use of available financial resources and in-house staff resources, this office has restricted flexibility to address “peaks” in staffing needs due to emergency infrastructure needs, changes in project schedules, and/or urgent ancillary project design/implementation needs. To address these “peaks” in staging needs, this office has instituted the use of a consulting engineering firm to provide General Mechanical-Electrical-Plumbing Architectural-Engineering Services, on a task bases.

Various Locations  
Various Districts

Procurement  
RFQ

The RFQ was closed on October 13, 2021.

There were 8 statements of qualifications submitted for review, 2 proposal was approved.

There is 15% SBE, 10% MBE, and 5% WBE on this RFQ.

One of the Contracts was an SBE set-aside.

Contractor Information  
Karpinski Engineering, Inc.  
3135 Euclid Avenue  
Cleveland, Ohio 44115  
Council District (07)

The consultant Project Principal is Joseph Hofstetter

Funding

The funding for the contract was appropriated in the current budget.

The schedule of payments is monthly by invoicing.

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	7469
Infor/Lawson PO# Code (if applicable):	
Event #	1764
CM Contract#	2353

	<b>Department initials</b>	<b>Clerk of the Board</b>
Briefing Memo	LABT	<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>FULL AND OPEN COMPETITION Formal RFQ Reviewed by Purchasing</b>
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	Department initials	Purchasing
Notice of Intent to Award (sent to all responding vendors)	LABT	OK
Bid Specification Packet	LABT	OK
Evaluation Summary (names of evaluators to be included)	LABT	OK
Final DEI Goal Setting Worksheet	N/A	N/A (not required until 12/2021)
Diversity Documents – <i>if required (goal set) Part of Submittal</i>	LABT	OK
Award Letter (sent to awarded vendor)	LABT	OK
Vendor’s Confidential Financial Statement – <i>if RFQ requested</i>	N/A	N/A
Tabulation Sheet	LABT	OK (completed attached 3/8/2022)
Evaluation/Scoring Summary ( <i>includes evaluator names</i> )	LABT	OK (see above requirement)
IG# 22-0011-Reg	LABT	OK
Debarment/Suspension Verified	Date: 1/6/2022	LABT
		OK (60 days exactly from original 3/7/22 entry into Buyer review queue)
Auditor’s Finding	Date: 1/6/2022	LABT
		OK (see above note)
Vendor’s Submission	LABT	OK
Independent Contractor (I.C.) Requirement	Date: 1/5/2022	LABT
		OK
Cover - <i>Master contracts only</i>	N/A	OK
Contract Evaluation – <i>if required</i>	N/A	N/A
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.	N/A	N/A
Checklist Verification	LABT	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	LABT



## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Matrix Law Screen shot	LABT
COI	LABT
Workers' Compensation Insurance	LABT

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
<del>4/12/2022 – 12/31/2022</del> Effective Date-12/31/2022	PW600100	55130	CFCWP0000203	\$100,000.00
1/1/2023 -12/31/2023	PW600100	55130		\$100,000.00
1/1/2024 – 12/31/2024	PW600100	55130		\$100,000.00
<del>1/1/2025 – 4/11/2025</del> 1/1/2025-End Date	PW600100	55130		\$50,000.00
			<b>TOTAL</b>	\$350,000.00

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

	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:

Prior Resolutions	
CM#:	2353
Vendor Name:	Advanced Engineering Consultants, Inc.
ftp:	3-Year Contract, effective upon execution by both parties
Amount:	\$350,000.00mm
History/CE:	OK
EL:	OK

## Department of Purchasing – Required Documents Checklist

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Upload as “word” document in Infor

Procurement Notes:	3/23/2022: Department re-submitting as they have revised the contract dates and vendor name. Dates entered by Department on the CM action on Contract tab are estimated dates. 3/8/2022: Part 1 of 2. This is the non-SBE set-aside award. Attach completed tab sheet (must check award section).
Purchasing Buyer's initials and date of approval	REVISED CONTRACT REVIEW, OK ssp 3/23/2022  OK, ssp 3/14/2022

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	7469
Infor/Lawson PO# Code (if applicable):	
Event #	1764
CM Contract#	2354

	<b>Department initials</b>	<b>Clerk of the Board</b>
Briefing Memo	LABT	<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>FULL AND OPEN COMPETITION</b>				
<b>Formal RFQ</b>				
<b>Reviewed by Purchasing</b>				
			<b>Department initials</b>	<b>Purchasing</b>
Notice of Intent to Award (sent to all responding vendors)			LABT	OK
Bid Specification Packet			LABT	OK
Evaluation Summary (names of evaluators to be included)			LABT	OK
Final DEI Goal Setting Worksheet			N/A	N/A (no requirement until 12/2021)
Diversity Documents – <i>if required (goal set)</i> <b>Part of Submittal</b>			LABT	OK
Award Letter (sent to awarded vendor)			LABT	OK
Vendor’s Confidential Financial Statement – <i>if RFQ requested</i>			N/A	N/A
Tabulation Sheet			LABT	OK (completed uploaded 3/8/2022)
Evaluation/Scoring Summary ( <i>includes evaluator names</i> )			LABT	OK (see above requirement)
IG#	13-0015 Reg		LABT	OK
Debarment/Suspension Verified	Date:	4/18/2022 <del>1/1/2022</del> 3/8/2022	LABT	OK (current uploaded 3/8/2022)
Auditor’s Finding	Date:	1/6/2022	LABT	OK (60 days exactly from original 3/7/22 entry into Buyer review queue)
Vendor’s Submission			LABT	OK
Independent Contractor (I.C.) Requirement	Date:	4/5/2022 1/14/2022	LABT	OK
Cover - <i>Master contracts only</i>			N/A	OK
Contract Evaluation – <i>if required</i>			LABT	OK
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			N/A	N/A
Checklist Verification			LABT	OK

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	LABT
Matrix Law Screen shot	LABT
COI	LABT
Workers’ Compensation Insurance	LABT

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
<del>4/12/2022 – 12/31/2022</del> <span style="color: red;">Effective Date – 12/31/2022</span>	PW600100	55130	CFCWP0000601	<b>\$100,000.00</b>
1/1/2023 -12/31/2023	PW600100	55130		\$100,000.00
1/1/2024 – 12/31/2024	PW600100	55130		\$100,000.00
<del>1/1/2025 – 4/11/2025</del> <span style="color: red;">1/1/2025-End Date</span>	PW600100	55130		\$50,000.00
			<b>TOTAL</b>	<b>\$350,000.00</b>

<b>Contract History CE/AG# (if applicable)</b>	CE1500153
<b>Infor/Lawson PO# and PO Code (if applicable)</b>	CE1500153-01
<b>Lawson RQ# (if applicable)</b>	32367
<b>CM Contract#</b>	1079

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$250,000.00		6/15/2015-6/14/2018	<del>6/17/2015</del> <span style="color: red;">6/15/2015</span>	BC 2015-239
<b>Prior Amendment Amounts (list separately)</b>		\$100,000.00		<del>2/9/2016</del> <span style="color: red;">2/8/2016</span>	BC 2016-92
		\$00.00	12/31/2019	6/25/2018	BC 2018-407
		\$200,000.00	12/31/2021	1/13/2020	BC 2020-20
<b>Pending Amendment</b>		\$00.00	<del>6/30/2022</del> <span style="color: red;">12/31/2022</span>	<b>Pending</b> <span style="color: red;">2/28/2022</span>	<b>BOC Consent agenda</b>
<b>Total Amendments</b>		\$300,000.00			
<b>Total Contact Amount</b>		\$550,000.00			

### Purchasing Use Only:

Prior Resolutions	BOC consent 2/28/2022, BC2020-20, BC2018-407, BC2016-92, BC2015-239
CM#:	2354
Vendor Name:	Karpinski Engineering, Inc.
ftp:	3-Year Contract, effective upon execution by both parties
Amount:	\$350,000.00mm

## **Department of Purchasing – Required Documents Checklist**

Upload as “word” document in Infor

History/CE:	OK
EL:	OK
Procurement Notes:	3/23/2022: Department re-submitting as they have revised the contract dates. Dates entered by Department on the CM action on Contract tab are estimated dates. 3/11/2022: Will approve to agenda queue once 1 of 2 is reviewed/approved. 3/8/2022: Part 2 of 2. This is the SBE set-aside award. Attach completed tab sheet (must check award section). Debarment form dated 1/1/2022 over 60 days.
Purchasing Buyer's initials and date of approval	REVISED CONTRACT REVIEW, OK, ssp 3/23/2022 OK, ssp 3/11/2022

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0100

<p>Sponsored by: <b>County Executive Budish/Department of Development</b></p>	<p><b>A Resolution</b> authorizing an Economic Development Loan to JumpStart, Inc. in the amount not-to-exceed \$2,500,000.00 to provide local matching funds to support one-half of the operating costs to carry out the Ohio Third Frontier Entrepreneurial Services Program to assist early-stage tech startups, innovators, and small businesses throughout Cuyahoga County; authorizing the County Executive and/or the Director of Development to execute all documents consistent with said loan and this Resolution; and declaring the necessity that this Resolution become immediately effective.</p>
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WHEREAS, the County Executive/Department of Development has recommended an Economic Development Loan in the amount not-to-exceed \$2,500,000.00 to JumpStart, Inc. fully amortizing over a 7- year term, at 3% interest; payments and interest deferred until 2023. Forgivable up to 100% upon documentation that certain minimum outcomes have been achieved in 2022 due to Entrepreneurial Services Program assistance to the client companies; and

WHEREAS, JumpStart, Inc. is an organization that assists early-stage tech start-ups, innovators and small businesses throughout Cuyahoga County; and

WHEREAS, the proposed County loan would be utilized exclusively for investments and loans for companies located within Cuyahoga County, which will improve the County's global competitiveness, foster economic growth, and broaden the diversity of the County's tech-based ecosystem; and

WHEREAS, an essential objective for the County in making the loan is to provide funding to minority-owned businesses, and JumpStart, Inc. is committed to emphasizing diversity in the portfolio companies' leadership teams and workforces with a direct intent to provide funding to minority-owned companies; and

WHEREAS, the proposed funding source for the loan is the Economic Development Fund; and

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

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

**SECTION 1.** That the Cuyahoga County Council hereby authorizes an Economic Development Loan to JumpStart, Inc. in the amount not-to-exceed \$2,500,000.00 to provide local matching funds to support one-half of the operating costs to carry out the Ohio Third Frontier Entrepreneurial Services Program to assist early-stage tech startups, innovators, and small businesses throughout Cuyahoga County.

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

**SECTION 3.** That this Resolution shall sunset twelve (12) months after County Council approval should the authorized action have not occurred by that date. In the event this Resolution sunsets prior to the authorized action taking place, the Director of Development shall notify the Clerk of Council in writing. The Clerk of Council shall record the sunseting of this Resolution in the Council's journal.

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

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

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

Yeas:

Nays:

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

First Reading/Referred to Committee: April 12, 2022  
Committee(s) Assigned: Economic Development & Planning

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



Title: JumpStart, Inc.

Department of Development; 2022; JumpStart, Inc.; \$2,500,000; Economic Development Loan

Scope of Work Summary

Department of Development requesting approval of an Economic Development loan with JumpStart, Inc. for the anticipated cost not-to-exceed \$2,500,000.00.

Economic Development Fund

Borrower Name: JumpStart, Inc.

Project Name: JumpStart, Inc.

Project Purpose: JumpStart, Inc. is an organization that assists early-stage tech start-ups, innovators, and small businesses throughout Cuyahoga County. The loan funds will be used to match funds from the Ohio Third Frontier in performing Entrepreneurial Services Program activities through calendar year 2022.

Loan Type: Economic Development Loan

Loan amount: \$2,500,000 – not to exceed

Total Project amount \$5,000,000

Loan Terms: Fully amortizing over a 7-year term, at 3% interest; payments and interest deferred until 2023. Forgivable up to 100% upon documentation that certain minimum outcomes have been achieved in 2022 due to Entrepreneurial Services Program assistance to the client companies.

Funding Source: Economic Development Fund



**DATE:** March 22, 2022  
**TO:** County Council  
**FROM:** Paul Herdeg  
**SUBJECT:** Proposed Economic Development Loan to JumpStart, Inc.  
**CC:** Armond Budish, Bill Mason, Matt Carroll

The Department of Development recommends making a \$2,500,000 economic development loan to JumpStart, Inc. The purpose of this loan is to provide JumpStart with local matching funds to support one-half of the operating costs to carry out the Ohio Third Frontier Entrepreneurial Services Program to assist early-stage tech startups, innovators, and small businesses throughout Cuyahoga County.

Ohio Third Frontier (OTF) is an internationally recognized, technology-based economic development initiative that is successfully changing the trajectory of Ohio's economy. The combination of state funding through OTF resources leveraged with local cash match allows JumpStart and partners to accelerate the growth of hundreds of local startups and small firms.

Since 2017, JumpStart has leveraged the Ohio Third Frontier Entrepreneurial Services Program funding to assist 470 Cuyahoga County companies. 173 (36%) of these companies are led by women; 83 (17%) of these companies are led by Black and Latino/a/Hispanic persons, and a combined 214 (45%) of the companies served are led by women, Black, and/or Latino/a/Hispanic persons. Further, 5,050 jobs were created and retained in Cuyahoga County by these companies.

The loaned funds will be used to match \$2,500,000 of OTF funds to sustain Entrepreneurial Services Program activities through the end of calendar year 2022. JumpStart projects the following minimum outcomes to be achieved from this work by the end of 2022:

- 230 companies located in Cuyahoga County will be assisted
- 350 jobs will be created in Cuyahoga County
- 600 jobs will be retained in Cuyahoga County
- \$160M leveraged capital will be invested in these Cuyahoga County companies

Further, a minimum of 40% of the companies assisted will be managed or founded by Women, Black and or Latino/Hispanic persons and located in Cuyahoga County.

The following loan terms are recommended by the Department of Development:

- Fully amortizing over 7 years at 3% interest; payments and interest deferred until 2023.
- Forgivable up to 100% upon documentation that the above stated minimum outcomes have been achieved due to Entrepreneurial Services Program assistance to companies.
- Adequate security, which may include intangible assets, as determined by Development.

The above loan recommendation is approved, subject to approval by County Council:

  
County Executive

3-23-22  
Date

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0087

Sponsored by: <b>County Executive Budish</b>	<b>A Resolution</b> confirming the County Executive’s appointment of Alexandra R. Beeler, upon her taking the oath of office, as Inspector General of Cuyahoga County for the unexpired four-year term ending December 31, 2024, and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the Agency of Inspector General was established pursuant to O2011-0019 as codified on July 12, 2013, in Chapter 204 of the Cuyahoga County Code; and

WHEREAS, Chapter 204.01 of the Cuyahoga County Code provides for the powers and duties of the Inspector General; and

WHEREAS, Article XV of the County Charter provides further powers, duties and qualifications of the Inspector General; and

WHEREAS, Alexandra R. Beeler has been serving as interim Inspector General since January 11, 2022, and her interim appointment of 120 days expires on May 11, 2022; and

WHEREAS, County Executive Armond Budish has nominated Alexandra R. Beeler for the permanent Inspector General position with a term expiring December 31, 2024; and

WHEREAS, the Council has scheduled a Confirmation Hearing which was noticed to the public and held in an open meeting on \_\_\_\_\_; and

WHEREAS, the Council elects to confirm the County Executive’s nomination of Alexandra R. Beeler to the position of Inspector General; and

WHEREAS, it is necessary that this Resolution become immediately effective in order that County Charter and Cuyahoga County Code 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, in accordance with Article XV, Section 15.01(4) of the Cuyahoga County Charter, the Cuyahoga County Council hereby confirms the





April 6, 2022

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

Re: Cuyahoga County Inspector General

Dear President Jones,

The Agency of the Inspector General was created as a watchdog of operational compliance and ethics for all County employees. The Inspector General is tasked with delving beyond the bureaucracy to determine the nature of rules and to liaise with the proper entities to ensure that the County, and its employees, is following the rules proactively. I am pleased to nominate Alexandra Beeler as Inspector General for Cuyahoga County pursuant to County Charter Article XV and County Code 204.01(C). A copy of Ms. Beeler's resume is attached hereto which details her relevant work history and background.

Ms. Beeler currently serves as Cuyahoga County's Interim Inspector General. Beeler previously served as Assistant Law Director for Cuyahoga County, Judicial Staff Attorney for The Honorable John P. O'Donnell, and a Member of the Board of Trustees and the Ambassador Council for The Ronald McDonald House of Cleveland.

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

Sincerely,

A handwritten signature in black ink that reads "Armond Budish".

Armond Budish  
County Executive

# ALEXA BEELER

## EXPERIENCE

### **Cuyahoga County, Ohio**

*Interim Inspector General*

Cleveland, OH

2022 – present

- Led the team to exceed the Agency's half-year average of completed investigations in less than a quarter
- Joined the Association of Inspectors General in the pursuit of becoming a Certified Inspector General
- Implemented procedures within the Agency to increase efficiency and reduce turnaround
- Analyzed intricate ethical issues and produced quality opinions aligned with the County Ethics Code and state law
- Promoted accountability within the Agency by instituting regular case reviews
- Improved complaint process to better support complainants and more timely address each matter

### **Cuyahoga County, Ohio**

*Assistant Law Director*

Cleveland, OH

2019 – 2022

- Practiced in the Law Department's Contracting, Procurement and Real Estate Group
- Advised clients and superiors on legal issues and provided well-supported solutions and strategies to reduce exposure
- Negotiated and drafted a broad array of contracts, transactional documents, and economic development loans
- Mitigated risk by strengthening standard agreements and ensuring proper loan collateralization
- Guided clients through the implementation of policies to promote legal compliance
- Managed outside counsel for the opioid litigation currently ongoing in federal court
- Prepared legislation for the consideration of Cuyahoga County Council
- Represented Council's Economic Development & Planning Committee and its Community Development Committee
- Sat on the Cuyahoga County Administrative Rules Board as a voting member
- Served as Cuyahoga's legal representative for the Audit Committee and the Community Reinvestment Subcommittee
- Represented the County on discovery matters in the corruption cases in court and through motion practice
- Conducted significant electronic discovery and privilege reviews
- Co-chaired the Law Department's Externship Program
- Represented the County in the Chapter 11 Bankruptcy case of one of its debtors

### **The Honorable John P. O'Donnell**

*Judicial Staff Attorney*

Cleveland, OH

2009 – 2019

- Managed the court's civil docket, including the distinguished Commercial Docket
- Researched and advised on complex civil and criminal legal issues
- Conducted pre-trial and settlement conferences and assisted in structuring settlement agreements
- Evaluated the strengths and weaknesses of cases to facilitate settlements
- Recommended rulings on motions
- Guided counsel through discovery disputes
- Prepared detailed written opinions
- Coordinated with the governor's staff and news media for the release of a criminal verdict of national attention

### **The Ronald McDonald House of Cleveland**

*Member of the Board of Trustees and the Ambassador Council*

Cleveland, OH

2012 - 2018

- Collaborated in the development of a three-year strategic plan for the House
- Voted on and advocated for critical issues at Board meetings affecting the House
- Participated in a task force with Board members and House staff to determine the viability of a House service
- Provided legal advice on an as-needed basis
- Volunteered and fundraised to support the families utilizing the House
- Served as Chair of the House's young professional group, the Ambassador Council
- Restructured the Ambassador Council to maximize member participation and output
- Performed all functions necessary for the successful execution of multiple fundraising events each year
- Led the Ambassador Council to raise over \$40,000 in a two-year term, far surpassing precedent and expectations

EXPERIENCE, CONTINUED

**The Sherwin-Williams Company**

Cleveland, OH  
2007 – 2008

*Corporate Legal Intern*

- Completed research projects to aid in the defense of lawsuits involving product liability and work-place injuries
- Reviewed contracts, including linking agreements, site access agreements, and commercial leases
- Assisted with promotional terms to be used for rebates, sweepstakes, and contests

**The Honorable Christopher A. Boyko**

Cleveland, OH  
2006

*Federal Judicial Extern*

- Prepared judicial opinions for final review

**Supreme Bar Review**

Cleveland, OH  
2005 – 2008

*Campus Representative*

- Earned highest sales of bar review courses throughout Ohio and Kentucky for two consecutive semesters

EDUCATION

**Cleveland-Marshall College of Law, Cleveland State University – Cleveland, OH**

J.D. with a Business Concentration, 2008

Licensed to practice in Ohio and in the United States District Court for the Northern District of Ohio

*Honors and Activities*

- Barrister's Scholarship
- Dean's Community Service Award
- Delta Theta Phi – Member & Scholarship Recipient
- Dean's List
- Women Law Students Association – Member of the Year
- Student Public Interest Law Organization – Vice President
- Cleveland Bar Association – Young Lawyers Section
- Cleveland-Marshall Law Alumni Association Scholarship

**The Ohio State University – Columbus, OH**

B.S. – Magna Cum Laude, With Honors, 2005

Psychology major, Honors College; Business minor

*Honors and Activities*

- National Society of Collegiate Scholars
- Psychology Club – Service Chair
- Mirrors Sophomore Class Honorary – Social Chair
- Dean's List

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0088

Sponsored by: <b>County Executive Budish</b>	<b>A Resolution</b> confirming the County Executive’s appointment of Basheer Jones to serve on the Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County for an unexpired term ending 6/30/2024, and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, Ohio Revised Code Chapter 340-02 establishes the Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County; and

WHEREAS, the Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County is responsible for planning, funding and monitoring of public mental health and alcohol and other drug addiction services delivered to the residents of Cuyahoga County; and

WHEREAS, pursuant to the Ohio Revised Code Section 340.02, the Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County shall consist of eighteen (18) appointed members; and

WHEREAS, members of the Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County shall be appointed to serve a four-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 Basheer Jones (replacing Crystal Bryant) to serve on the Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County for an unexpired term ending 6/30/2024.

**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 Basheer Jones (replacing Crystal Bryant) to serve on the Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County for and unexpired term ending 6/30/2024.



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

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

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

Yeas:

Nays:

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

First Reading/Referred to Committee: April 12, 2022

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

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

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0089

Sponsored by: <b>County Executive Budish</b>	<b>A Resolution</b> confirming the County Executive’s reappointment of Donisha Greene to serve on the Cuyahoga County Advisory Board on Senior and Adult Services for the term 1/1/2022 – 12/31/2024, and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the Cuyahoga County Advisory Board on Senior and Adult Services shall provide a forum for senior, adults and adults with disabilities, consumers, elected officials, agency representatives and others interested in the concerns of senior and adults; 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, Cuyahoga County Advisory Board on Senior and Adult Services shall consist of no less than ten (10) and no more than twenty-five (25) appointed members; and

WHEREAS, members of the Cuyahoga County Advisory Board on Senior and Adult Services shall be appointed to serve a three-year term; and

WHEREAS, the County Executive has nominated Donisha Greene to serve on the Cuyahoga County Advisory Board on Senior and Adult Services for the term 1/1/2022 – 12/31/2024.

**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 Donisha Greene to serve on the Cuyahoga County Advisory Board on Senior and Adult Services 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.



# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0090

Sponsored by: <b>County Executive Budish</b>	<b>A Resolution</b> confirming the County Executive’s reappointment of Akram Boutros, MD to serve on the Cuyahoga County Diversion Board for the term 3/1/2022 – 2/28/2025; and declaring the necessity that this Resolution become immediately effective.
Co-sponsored by: <b>Councilmembers Miler, Sweeney, Gallagher and Baker</b>	

WHEREAS, pursuant to Section 208.04 of the Cuyahoga County Code, the Diversion Board was established to serve as a resource for information and advice on operation of, and to provide recommendations and input goals, strategies and programs of, the Cuyahoga County Assessment and Diversion Center (CCADC).

WHEREAS, the Cuyahoga County Diversion Board shall be composed of nine (9) members, four (4) appointed by the Executive, two (2) appointed by the Council President, one (1) by the Cuyahoga County Prosecutor, one (1) by the Cuyahoga County Public Defender, and one (1) by the Administrative and Presiding Judge of the Common Pleas Court General Division. No more than two (2) of the six (6) members appointed by the Executive and Council President may be employees of Cuyahoga County; and

WHEREAS, members of the Cuyahoga County Diversion Board shall be appointed to serve a 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 Akram Boutros, MD to serve on the Cuyahoga County Diversion Board for the term 3/1/2022 – 2/28/2025.

### **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 Akram Boutros, MD to serve on the Cuyahoga County Diversion Board for the term 3/1/2022 – 2/28/2025.



# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0091

Sponsored by: <b>County Executive Budish</b>	<b>A Resolution</b> confirming the County Executive’s appointment and reappointment of various individuals to serve on the Cuyahoga Regional HIV Health Services Planning Council for various terms, and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the goal of the Cuyahoga Regional HIV Health Services Planning Council is to identify HIV positive individuals and to link them into appropriate care and living situations to improve health outcomes comprised of Transitional Grant Area of Ashtabula, Cuyahoga, Geauga, Lake, Lorain and Medina Counties; and

WHEREAS, the Membership and Outreach committee of the Cuyahoga Regional HIV Health Services Planning Council recommend the nominees based on satisfying the Membership guidelines as outlined in the 2009 Ryan White Treatment Extension Act, Section 2602, matching Membership positions that were needed on the Planning Council, and those who acknowledged the time requirements for membership; and

WHEREAS, the Regional HIV Health Services Planning Council is a 40-member body serving staggered terms; 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 the following individuals to serve on the Cuyahoga Regional HIV Health Services Planning Council for various terms:

- 1) Appointments:
  - a) Uleta Carter for the term 4/1/2022 - 3/31/2025
  - b) Bryan Jones for the term 4/1/2022 – 3/31/2025
  - c) Jeannie Citerman-Kraeger for the term 2/1/2022 – 1/31/2025 (replacing Tammie Jones)
  - d) Karla Ruiz for the term 4/1/2020 – 3/31/2023 (replacing Tim Leonard)
  - e) Peter Scardino for the term 4/1/2022 – 3/31/2025

- f) David Smith for the term 4/1/2021 – 3/31/2024 (replacing Marlene Robinson-Staler)
- g) James Stevenson for the term 4/1/2022 – 3/31/2025
- h) Joye Toombs for the term 4/1/2022 – 3/31/2025

2) Reappointments:

- a) Clifford Barnett for the term 2/1/2021 – 1/31/2024
- b) Michael Diegham for the term 2/1/2021 – 1/31/2024
- c) Leisha Yarbrough-Franklin for the term 4/1/2021 – 3/31/2024
- d) Dr. Barbara Gripshover for the term 4/1/2021 – 3/31/2024
- e) Christy Nicholls for the term 4/1/2020 – 3/31/2023
- f) Naimah O’Neal for the term 4/1/2021 – 3/31/2024

**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 and reappointment of the following individuals to serve on the Cuyahoga Regional HIV Health Services Planning Council for various terms:

1) Appointments:

- a) Uleta Carter for the term 4/1/2022 - 3/31/2025
- b) Bryan Jones for the term 4/1/2022 – 3/31/2025
- c) Jeannie Citerman-Kraeger for the term 2/1/2022 – 1/31/2025 (replacing Tammie Jones)
- d) Karla Ruiz for the term 4/1/2020 – 3/31/2023 (replacing Tim Leonard)
- e) Peter Scardino for the term 4/1/2022 – 3/31/2025
- f) David Smith for the term 4/1/2021 – 3/31/2024 (replacing Marlene Robinson-Staler)
- g) James Stevenson for the term 4/1/2022 – 3/31/2025
- h) Joye Toombs for the term 4/1/2022 – 3/31/2025

2) Reappointments:

- a) Clifford Barnett for the term 2/1/2021 – 1/31/2024
- b) Michael Diegham for the term 2/1/2021 – 1/31/2024
- c) Leisha Yarbrough-Franklin for the term 4/1/2021 – 3/31/2024
- d) Dr. Barbara Gripshover for the term 4/1/2021 – 3/31/2024
- e) Christy Nicholls for the term 4/1/2020 – 3/31/2023
- f) Naimah O’Neal for the term 4/1/2021 – 3/31/2024

**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: April 12, 2022

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

[Clerk's Note: Correction made by the Clerk April 19, 2022]

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



# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0092

Sponsored by: <b>County Executive Budish/Department of Public Works</b>	<b>A Resolution</b> authorizing an amendment to a Master Contract with various providers for various supplies for the period 1/1/2020 – 12/31/2021, to extend the time period to 12/31/2022 and for additional funds in the total amount not-to-exceed \$1,200,000.00; authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Executive/Department of Public Works has recommended an amendment to a Master Contract with various providers for various supplies for the period 1/1/2020 – 12/31/2021, to extend the time period to 12/31/2022 and for additional funds in the total amount not-to-exceed \$1,200,000.00 as follows:

- a) for road and bridge concrete supplies
  - 1) Contract No. 653 with Carr Bros., Inc. in the approximate amount reasonably anticipated to be \$190,000.00.
  
- b) for bridge joint supplies
  - 1) Contract No. 835 with The Chas E. Phipps Co. in the approximate amount reasonably anticipated to be \$30,000.00.
  
- c) for sanitary sewer repair supplies
  - 1) Contract No. 843 with Lakeside Supply Company in the approximate amount reasonably anticipated to be \$30,000.00.
  - 2) Contract No. 672 with Trumbull Industries, Inc. in the approximate amount reasonably anticipated to be \$180,000.00.
  
- d) for sanitary sewer construction supplies
  - 1) Contract No. 957 with EJ USA, Inc. in the approximate amount reasonably anticipated to be \$200,000.00.
  - 2) Contract No. 594 with Trumbull Industries, Inc. in approximate amount reasonably anticipated to be \$210,000.00.
  
- e) for sanitary sewer inspection and cleaning supplies

- 1) Contract No. 944 with Lakeside Supply Company in the approximate amount reasonably anticipated to be \$5,000.00.
  - 2) Contract No. 960 with Trumbull Industries, Inc. in the approximate amount reasonably anticipated to be \$5,000.00.
  - 3) Contract No. 597 with The Safety Co., LLC dba M-Tech Company in the approximate amount reasonably anticipated to be \$80,000.00.
- f) for sanitary stock tolls and supplies
- 1) Contract No. 945 with Lakeside Supply Company in the approximate amount reasonably anticipated to be \$70,000.00.
  - 2) Contract No. 961 with Trumbull Industries, Inc. in the approximate amount reasonably anticipated to be \$70,000.00.
- g) for sanitary sewer monitoring supplies
- 1) Contract No. 958 with Hach Company in the approximate amount reasonably anticipated to be \$130,000.00.

WHEREAS, the primary purpose of this project is to provide required materials, equipment, and construction equipment to key business units in Public Works; and

WHEREAS, the project is funded by a) 82% Sanitary Sewer Fund and b) 18% Road and Bridge 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 a Master Contract with various providers for various supplies for the period 1/1/2020 – 12/31/2021, to extend the time period to 12/31/2022 and for additional funds in the total amount not-to-exceed \$1,200,000.00as follows:

- a) for road and bridge concrete supplies
  - 1) Contract No. 653 with Carr Bros., Inc. in the approximate amount reasonably anticipated to be \$190,000.00.
- b) for bridge joint supplies
  - 1) Contract No. 835 with The Chas E. Phipps Co. in the approximate amount reasonably anticipated to be \$30,000.00.
- c) for sanitary sewer repair supplies
  - 1) Contract No. 843 with Lakeside Supply Company in the approximate amount reasonably anticipated to be \$30,000.00.

- 2) Contract No. 672 with Trumbull Industries, Inc. in the approximate amount reasonably anticipated to be \$180,000.00.
- d) for sanitary sewer construction supplies
  - 1) Contract No. 957 with EJ USA, Inc. in the approximate amount reasonably anticipated to be \$200,000.00.
  - 2) Contract No. 594 with Trumbull Industries, Inc. in the approximate amount reasonably anticipated to be \$210,000.00.
- e) for sanitary sewer inspection and cleaning supplies
  - 1) Contract No. 944 with Lakeside Supply Company in the approximate amount reasonably anticipated to be \$5,000.00.
  - 2) Contract No. 960 with Trumbull Industries, Inc. in the approximate amount reasonably anticipated to be \$5,000.00.
  - 3) Contract No. 597 with The Safety Co., LLC dba M-Tech Company in the approximate amount reasonably anticipated to be \$80,000.00.
- f) for sanitary stock tolls and supplies
  - 1) Contract No. 945 with Lakeside Supply Company in the approximate amount reasonably anticipated to be \$70,000.00.
  - 2) Contract No. 961 with Trumbull Industries, Inc. in the approximate amount reasonably anticipated to be \$70,000.00.
- g) for sanitary sewer monitoring supplies
  - 1) Contract No. 958 with Hach Company in the approximate amount reasonably anticipated to be \$130,000.00.

**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 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: April 12, 2022

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

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

## Public Works – Master Contract – Sanitary and Road & Bridge – Amendment One

### Scope of Work Summary

The Department of Public Work is requesting to enter into a Master Contract Amendment with various vendors to provide Sanitary Sewer and Road & Bridge materials, equipment, and construction supplies to be used in Cuyahoga County communities. The Master Contract Amendment will allow Public Works to engage with seven (7) different vendors across seven (7) strategic commodities. This will enable the Public Works Department flexibility necessary to purchase materials, tools, and equipment required in the rehabilitation, maintenance, and repair of County sewers, roads, bridges, and assets in a timely manner to meet the needs of our customers.

The term of the Master Contract Amendment for the Sanitary Division and Road & Bridge Division will be one (1) year, beginning January 1, 2022 through December 31, 2022. The total value of this Master Contract Amendment will be not-to-exceed \$1,200,000.00.

The primary goal of this is to enter into a Master Contract Amendment with various providers that will provide required materials, equipment, and construction equipment to key business units in Public Works.

The Department of Public Works conducted a formal RFP procurement process through the Office of Procurement and Diversity. Each of the seven (7) RFP's were released directly to suppliers identified on a plan-holders list. The public notice for the RFP's was advertised in the Plain Dealer and released to various vendors through the BuySpeed bidding software system. After the scoring of the RFP's by qualified teams of Public Works staff, the result is one Master Contract with seven (7) vendors across seven (7) commodities.

### Contractor Information

Lakeside Supply Company  
3000 West 117th Street  
Cleveland, OH 44111

Trumbull Industries, Inc.  
400 Dietz Road NE  
Warren, OH 44483

EJ USA, Inc.  
301 Spring Street, PO Box 439  
East Jordan, MI 49727

The Safety Company, LLC dba M-Tech Company  
7401 First Place  
Oakwood Village, OH 44146

Hach Company  
5600 Lindbergh Drive  
Loveland, CO 80538

Carr Bros, Inc.  
7177 Northfield Rd  
Bedford, OH 44146

Chas E. Phipps Co.  
4560 Willow Parkway  
Cleveland, OH 44125

#### Funding

~~Sanitary Sewer Fund — 78%~~  
~~Road & Bridge Fund — 22%~~

#### **82% Sanitary Sewer Funds and 18% Road and Bridge Funds**

#### Timeline for late submittal-

9/30/21 – Submitted alternate procurement to Board of Control (BOC) requesting to amend two master contracts (OnBase doc # 49252182)

10/5/21 – Discussion with OPD Director, no need to submit this to BOC since it will go to Council. OPD pulled alternate procurement from agenda and was to inform Executive 10/5/21 after the pre-meeting, of the amendment request.

10/20/21 – Public Works Director spoke with the County Executive about the amendment, seeking approval to proceed. Approval was given and Public Works Purchasing initiated the process.

10/21/21 – Email communications were sent to all vendors requesting required documents and revised pricing that would become part of the amendment

10/27/21 – Carr Bros sends in required documents (not pricing)

10/27/21 – HACH sends in required documents but not pricing sheet

10/28/21 – Follow up email sent to all vendors, asking for required documents

10/28/21 – M-Tech sent in required documents and revised price sheets

November – Follow up phone calls made to all vendors on a weekly basis that have not returned any documents and two that needed IG re-registration, met with internal stakeholders on-site and asked them to reach out to their vendor contacts to nudge them about turning in required documents

11/3/21 – Carr Bros sends in revised price sheet

12/13/21 - Follow up email sent to vendors regarding documents needed for the amendment including price sheets

12/15/21 – Chas E. Phipps sends in required documents including price sheets

12/21/21 – Phone calls made to two outstanding vendors not heard from (EJ USA and Trumbull)

12/21/21 – Trumbull sends in required documents

12/23/21 – EJ sends in revised price sheet but not required documents

12/28/21 – Emails sent to vendors with outstanding price sheets

1/3/22 – Requested revised contract language pertaining to price from Law Department

1/13/22 – Revised price sheets submitted by all vendors, sent to Law to finalize the amendment

1/21/22 – Notified by HACH of new price increase, had to revise pricing again

1/27/22 – HACH sent revised price sheet as well as signed amendment

2/1/22 – EJ and HACH still not registered with the IG's Office, sent follow up emails and made phone calls

2/1/22 – Chas E. Phipps redlines amendment language

2/7/22 – DPW follow up email to law Department regarding amendment redlines/language

2/8/22 – Revisions to contract amendment language sent to all vendors, based on concerns with supply chains, requesting email response back agreeing to contract language changes

2/8/22 – HACH agrees to revised contract amendment language

2/8/22 – Lakeside agrees to revised contract amendment language

2/8/22 – M-Tech agrees to revised contract amendment language  
2/9/22 – EJ agrees to revised contract amendment language  
2/9/22 – Trumbull agrees to revised contract amendment language  
2/9/22 – Carr Bros agrees to revised contract amendment language  
2/9/22 – Chas E. Phipps agrees to revised contract amendment language  
3/7/22 – Follow up emails/phone calls to EJ about registering with IG's Office  
3/8/22 – Notified by Deputy IG that EJ USA is now fully registered with the IH's Office  
3/8/22 – Emailed OPD requesting amendment be added to the 3/9/22 Executive review meeting as a review meeting add-on, considering the County was just notified by the IG's Office of the last vendor's IG registration, told 3/9/22 request to add to 3/9 executive review meeting // 3/22 Council meeting was denied.  
3/14/22 – OPD conducted final review of EJ's contract (the last of 12 contracts) and approved through Infor system to get on to an agenda

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	
Buyspeed RQ# (if applicable):	RQ44442
Infor/Lawson PO# Code (if applicable):	CE1900309
CM Contract#	653

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

Late Submittal Required:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Why is the amendment being submitted late?	Public Works has been waiting on vendors to submit documents including revised price sheets.	
What is being done to prevent this from reoccurring?	Public Works is working with vendors on projects and contractual concerns as they surface.	

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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Contract Amendments Reviewed by Purchasing				
			Department initials	Purchasing
Justification Form			PS	OK (per DPW e-mail, signed by M. Seay)
IG#	21-0253		PS	OK
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:	1/19/2022	PS	OK
Debarment/Suspension Verified	Date:	1/26/2022	PS	OK
Auditor's Finding	Date:	1/14/2022	PS	OK
Independent Contractor (I.C.) Requirement	Date:	10/27/2021	PS	OK
Cover - <i>Master amendments only</i>			PS	OK
Contract Evaluation			PS	OK
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			N/A	N/A
Checklist Verification			PS	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	
	Department initials
Agreement/Contract and Exhibits	PS
Matrix Law Screen shot	PS
COI	PS



## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

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

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
1/1/2020 – 12/31/20	<del>PW270185</del>	55130	-	<del>\$190,000.00</del>
1/1/2021 – 12/31/2021	<del>PW270185</del>	55130	-	<del>\$190,000.00</del>
1/1/2022 – 12/31/2022	PW270185	55130		\$190,000.00
			<b>TOTAL</b>	<del>\$570,000.00</del> <b>\$190,000.00</b>

<b>Contract History CE/AG# (if applicable)</b>	CE1900309-01
<b>Infor/Lawson PO# Code (if applicable)</b>	CE1900309
<b>Lawson RQ# (if applicable)</b>	BuySpeed RQ44442
<b>CM Contract#</b>	653

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$380,000.00		1/1/20-12/31/21	11/12/2019	R2019-0226
<b>Prior Amendment Amounts (list separately)</b>		\$			
		\$			
		\$			
<b>Pending Amendment</b>		\$190,000.00	1/1/2022-12/31/2022		
<b>Total Amendments</b>		\$			
<b>Total Contact Amount</b>		\$570,000.00			

### Purchasing Use Only:

Prior Resolutions:	R2019-0226
Amend:	653
Vendor Name:	Carr Bros., Inc.
ftp:	1/1/2020-12/31/2021 EXT 12/31/2022
Amount:	Add'l \$190,000.00mm

## Department of Purchasing – Required Documents Checklist

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Upload as “word” document in Infor

History/CE:	OK
EL:	OK
Procurement Notes:	2/15/2022: Justification signed by M. Seay, per department e-mail (on file); BOC title to add # of actions to master contract added by Department of Purchasing. 2/14/2022: BOC-Agenda Item Title must include “Master Contract- x of xx”
Purchasing Buyer’s initials and date of approval	OK, ssp 2/15/2022



# Proposal Evaluation Form Concrete Supplies #44442

**Project Name** Master Contracts - Sanitary / Road & Bridge  
**Project Type** Master Contract - Concrete Supplies  
**Submission Date** March 29, 2019  
**Evaluation Meeting Date**  
**Facilitator** Thomas Pavich

**Committee Members:**  
 J. G. D'Onofrio  
 J. Hernandez  
 D. Novak  
 R. Stagnitto  
 M. Chalmers

EVALUATION CRITERIA	Max Points	Carr				
		Yes/No	NA	NA	NA	NA
Section 1 - Minimum Qualifications						
Prequalifications Met		Yes/No	NA	NA	NA	NA
		Yes/No	NA	NA	NA	NA
		Yes/No	NA	NA	NA	NA
		Yes/No	NA	NA	NA	NA
SBE Goal Met: 0	NA	NA	NA	NA	NA	NA
Proposed solution for current issue	5	2				
Customer Service and Qualifications	20	10				
Product Delivery Requirements	20	15				
Product Warranty and Guarantee	10	7				
Product Pricing	20	15				
Non-core Pricing, Rebates, Discounts	5	3				
Reporting and Invoicing	10	7				
Terms and Conditions	5	1				
Miscellaneous	5	3				
<b>TOTAL</b>	<b>100</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

57

**Points**  
 Does not meet expectations 0  
 Meets expectations 3,6,13  
 Exceeds expectations 4,8,15  
 Greatly exceeds expectations 5,10,20

**REP Scores**  
 Carr 57

## CONTRACT EVALUATION FORM

<b>Contractor</b>	Carr Bros. Inc.				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	CM653				
<b>RQ#</b>	RQ44442				
<b>Time Period of Original Contract</b>	1/20/2020 – 12/31/21				
<b>Background Statement</b>	This amendment is for the Sanitary and Road and Bridge Master Contract – Specific to concrete supplies.				
<b>Service Description</b>	Master Contract for various Sanitary and Road and Bridge Construction Services and Supplies – Specific to concrete supplies				
<b>Performance Indicators</b>	Vendor is expected to provide on-time service and quality products.				
<b>Actual Performance versus performance indicators (include statistics):</b>	Vendor provides good, quality materials/equipment and is delivered in a timely fashion.				
<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>	There have been no documented issues with the vendor.				
<b>Department Contact</b>	Pam Swindell/Tom Pavich				
<b>User Department</b>	Public Works				
<b>Date</b>	2/2/2022				

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	
Buyspeed RQ# (if applicable):	RQ44443
Infor/Lawson PO# Code (if applicable):	
CM Contract#	835

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

Late Submittal Required:	Yes <input type="checkbox"/> X	No <input type="checkbox"/>
Why is the amendment being submitted late?	Public Works has been waiting on vendors to submit documents including revised price sheets.	
What is being done to prevent this from reoccurring?	Public Works is working with vendors on projects and contractual concerns as they surface.	

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				
			Department initials	Purchasing
Justification Form			PS	OK
IG#	21-0262		PS	OK
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:	1/5/22	PS	OK
Debarment/Suspension Verified	Date:	1/26/2022	PS	OK
Auditor's Finding	Date:	1/14/2022	PS	OK
Independent Contractor (I.C.) Requirement	Date:	10/27/2021	PS	OK
Cover - <i>Master amendments only</i>			PS	OK
Contract Evaluation			PS	OK
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			N/A	N/A
Checklist Verification			PS	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	
	Department initials
Agreement/Contract and Exhibits	PS
Matrix Law Screen shot	PS
COI	PS

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

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

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
1/1/2020 – 12/31/2020	-PW270185	55130	-	<b>\$30,000.00</b>
1/1/2021 – 12/31/2021	-PW270185	55130	-	<b>\$30,000.00</b>
1/1/2022 – 12/31/2022	PW270185	55130		\$30,000.00
			<b>TOTAL</b>	<b>\$90,000.00</b>

<b>Contract History CE/AG# (if applicable)</b>	<b>CE1900312</b>
<b>Infor/Lawson PO# Code (if applicable)</b>	<b>CE1900312-01</b>
<b>Lawson RQ# (if applicable)</b>	<b>BuySpeed RQ44443</b>
<b>CM Contract#</b>	<b>835</b>

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$60,000.00		1/1/20-12/31/21	11/12/2019	R2019-0226
<b>Prior Amendment Amounts (list separately)</b>		\$			
		\$			
		\$			
<b>Pending Amendment</b>		\$30,000.00	1/1/2022-12/31/2022		
<b>Total Amendments</b>		\$			
<b>Total Contact Amount</b>		\$90,000.00			

### Purchasing Use Only:

Prior Resolutions:	R2019-0226
Amend:	835
Vendor Name:	The Chas E. Phipps Co.
ftp:	1/1/2020-12/31/2021 EXT 12/31/2022
Amount:	Add'l \$30,000.00mm
History/CE:	OK

## **Department of Purchasing – Required Documents Checklist**

Upload as “word” document in Infor

EL:	OK
Procurement Notes:	3/8/2022: part 2 of 12; Justification signed by M. Seay, per department e-mail (on file); will approve once all actions are reviewed/approved
Purchasing Buyer’s initials and date of approval	OK, ssp 3/8/2022

## CONTRACT EVALUATION FORM

<b>Contractor</b>	Chas E. Phipps				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	CM835				
<b>RQ#</b>	RQ44443				
<b>Time Period of Original Contract</b>	1/20/2020 – 12/31/21				
<b>Background Statement</b>	This amendment is for the Sanitary and Road and Bridge Master Contract – Specific to bridge joint supplies.				
<b>Service Description</b>	Master Contract for various Sanitary and Road and Bridge Construction Services and Supplies – Specific to bridge joint supplies				
<b>Performance Indicators</b>	Vendor is expected to provide on-time service and quality products.				
<b>Actual Performance versus performance indicators (include statistics):</b>	Vendor provides good, quality materials/equipment and is delivered in a timely fashion.				
<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>	There have been no documented issues with the vendor.				
<b>Department Contact</b>	Pam Swindell/Tom Pavich				
<b>User Department</b>	Public Works				
<b>Date</b>	2/2/2022				



## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	
Buyspeed RQ# (if applicable):	RQ44464
Infor/Lawson PO# Code (if applicable):	CE1900319
CM Contract#	843

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

Late Submittal Required:	Yes <input type="checkbox"/> X	No <input type="checkbox"/>
Why is the amendment being submitted late?	Public Works is waiting on vendors to submit documents including revised price sheets.	
What is being done to prevent this from reoccurring?	Public Works is working with vendors on projects and contractual concerns as they surface.	

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							
				Department initials		Purchasing	
Justification Form				PS		OK	
IG#	20-0284			PS		OK	
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:	1/25/2022 1/5/2022		PS		OK	
Debarment/Suspension Verified	Date:	1/26/2022		PS		OK	
Auditor's Finding	Date:	1/14/2022		PS		OK	
Independent Contractor (I.C.) Requirement	Date:	10/21/21		PS		OK	
Cover - <i>Master amendments only</i>				PS		OK	
Contract Evaluation				PS		OK	
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.				N/A		N/A	
Checklist Verification				PS		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	
	Department initials
Agreement/Contract and Exhibits	PS
Matrix Law Screen shot	PS
COI	PS
Workers' Compensation Insurance	PS

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Original Executed Contract (containing insurance terms) & all executed amendments	PS
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### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
1/1/2020 – 12/31/20	PW715200	-52000	-	<b>\$30,000.00</b>
1/1/2021 – 12/31/2021	<del>PW715200</del>	52000	-	\$30,000.00
1/1/2022 – 12/31/2022	PW715200	52000		\$30,000.00
			<b>TOTAL</b>	<b>\$90,000.00</b>

<b>Contract History CE/AG# (if applicable)</b>	CE1900319
<b>Infor/Lawson PO# Code (if applicable)</b>	CE1900319-01
<b>Lawson RQ# (if applicable)</b>	BuySpeed RQ44464
<b>CM Contract#</b>	843

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$60,000.00		1/1/20 – 12/31/21		R2019-0226
<b>Prior Amendment Amounts (list separately)</b>		\$			
		\$			
		\$			
<b>Pending Amendment</b>		\$30,000.00	1/1/2022-12/31/2022		
<b>Total Amendments</b>		\$			
<b>Total Contact Amount</b>		\$90,000.00			

### Purchasing Use Only:

Prior Resolutions:	R2019-0226
Amend:	843
Vendor Name:	Lakeside Supply Company
ftp:	1/1/2020 – 12/31/2021 EXT 12/31/2022
Amount:	Add'l \$30,000.00mm
History/CE:	OK
EL:	OK

## Department of Purchasing – Required Documents Checklist

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Upload as “word” document in Infor

Procurement Notes:	2/15/2022: BOC title to add # of actions to master contract added by Department of Purchasing. Justification signed by M. Seay, per department e-mail (on file);
Purchasing Buyer’s initials and date of approval	OK, ssp 2/15/2022

## CONTRACT EVALUATION FORM

<b>Contractor</b>	Lakeside Supply Co.				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	CM843				
<b>RQ#</b>	RQ44464				
<b>Time Period of Original Contract</b>	1/20/2020 – 12/31/21				
<b>Background Statement</b>	This amendment is for the Sanitary and Road and Bridge Master Contract – Specific to sewer repair				
<b>Service Description</b>	Master Contract for various Sanitary and Road and Bridge Construction Services and Supplies – Specific to sewer repair				
<b>Performance Indicators</b>	Vendor is expected to provide on-time service and quality products.				
<b>Actual Performance versus performance indicators (include statistics):</b>	Vendor provides good, quality materials/equipment and is delivered in a timely fashion.				
<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>	There have been no documented issues with the vendor.				
<b>Department Contact</b>	Pam Swindell/Tom Pavich				
<b>User Department</b>	Public Works				
<b>Date</b>	2/2/2022				

## Office of Procurement and Diversity – Required Documents Checklist

Upload as “word” document in OnBase Document Management

Infor/Lawson RQ# (if applicable)	
BuySpeed RQ# (if applicable)	
Infor/Lawson PO # Code: (if applicable)	
CM Contract#	672

Decert/Recert/Additional Certs (DRA)		
	Department initials	OPD
Executed contract cover(s) in support of amount requested	PS	√
Fiscal encumbrance cover(s) (if master contract)	PS	√
Signed DRA – Decertification / Recertification / Additional Certification form	PS	√
Checklist Verification	PS	√

Other documentation may be required depending upon your specific item

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

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
1/1/2021 – 12/31/2021	PW715200	52000		\$180,000.00
			<b>TOTAL</b>	

OPD Buyer approval: **jmh**

## CONTRACT EVALUATION FORM

<b>Contractor</b>	Trumbull Industries Inc.				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	CM672				
<b>RQ#</b>	RQ44464				
<b>Time Period of Original Contract</b>	1/20/2020 – 12/31/21				
<b>Background Statement</b>	This amendment is for the Sanitary and Road and Bridge Master Contract – Specific to sewer repair				
<b>Service Description</b>	Master Contract for various Sanitary and Road and Bridge Construction Services and Supplies – Specific to sewer repair				
<b>Performance Indicators</b>	Vendor is expected to provide on-time service and quality products.				
<b>Actual Performance versus performance indicators (include statistics):</b>	Vendor provides good, quality materials/equipment and is delivered in a timely fashion.				
<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>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<b>Justification of Rating</b>	There have been no documented issues with the vendor.				
<b>Department Contact</b>	Pam Swindell/Tom Pavich				
<b>User Department</b>	Public Works				
<b>Date</b>	2/2/2022				

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	
Buyspeed RQ# (if applicable):	RQ44465
Infor/Lawson PO# Code (if applicable):	CE1900331
CM Contract#	957

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

Late Submittal Required:	Yes <input type="checkbox"/> X	No <input type="checkbox"/>
Why is the amendment being submitted late?	Public Works is waiting on vendors to submit documents including revised price sheets.	
What is being done to prevent this from reoccurring?	Public Works is working with vendors on projects and contractual concerns as they surface.	

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					
				Department initials	Purchasing
Justification Form				PS	OK
IG#	22-0068				OK (as of IG posting 3/10/2022)
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:	1/23/2022 1/3/2022		PS	OK
Debarment/Suspension Verified	Date:	1/26/2022		PS	OK
Auditor’s Finding	Date:	1/14/2022		PS	OK
Independent Contractor (I.C.) Requirement	Date:	1/3/22		PS	OK
Cover - <i>Master amendments only</i>				PS	OK
Contract Evaluation				PS	OK
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.				N/A	N/A
Checklist Verification				PS	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	
	Department initials
Agreement/Contract and Exhibits	PS
Matrix Law Screen shot	PS
COI	PS
Workers’ Compensation Insurance	PS

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Original Executed Contract (containing insurance terms) & all executed amendments	PS
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### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
1/1/2020 – 12/31/20	PW715200	-52000	-	\$200,000.00
1/1/2021 – 12/31/2021	<del>PW715200</del>	52000	-	\$200,000.00
1/1/2022 – 12/31/2022	PW715200	52000		\$200,000.00
			<b>TOTAL</b>	<b>\$600,000.00</b>

<b>Contract History CE/AG# (if applicable)</b>	CE1900331
<b>Infor/Lawson PO# Code (if applicable)</b>	CE1900331-01
<b>Lawson RQ# (if applicable)</b>	BuySpeed RQ44465
<b>CM Contract#</b>	957

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$400,000.00		1/1/20 – 12/31/21		R2019-0226
<b>Prior Amendment Amounts (list separately)</b>		\$			
		\$			
		\$			
<b>Pending Amendment</b>		\$200,000.00	1/1/2022-12/31/2022		
<b>Total Amendments</b>		\$			
<b>Total Contact Amount</b>		\$600,000.00			

### Purchasing Use Only:

Prior Resolutions:	R2019-0226
Amend:	957
Vendor Name:	EJ USA, Inc.
ftp:	1/1/2020-12/31/2021 EXT 12/31/2022
Amount:	Add'l \$200,000.00mm
History/CE:	OK
EL:	OK



## Department of Purchasing – Required Documents Checklist

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Upload as “word” document in Infor

Procurement Notes:	3/14/2022: PART 3 OF 12 2/15/2022: Vendor must be registered with an IG# (enter as comment); BOC-Agenda Item Title must include “Master Contract- x of xx”. Justification signed by M. Seay, per department e-mail (on file)
Purchasing Buyer’s initials and date of approval	OK, ssp 3/14/2022

## CONTRACT EVALUATION FORM

<b>Contractor</b>	EJ USA Inc.				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	CM957				
<b>RQ#</b>	RQ44465				
<b>Time Period of Original Contract</b>	1/20/2020 – 12/31/21				
<b>Background Statement</b>	This amendment is for the Sanitary and Road and Bridge Master Contract – Specific to construction				
<b>Service Description</b>	Master Contract for various Sanitary and Road and Bridge Construction Services and Supplies – Specific to construction				
<b>Performance Indicators</b>	Vendor is expected to provide on-time service and quality products.				
<b>Actual Performance versus performance indicators (include statistics):</b>	Vendor provides good, quality materials/equipment and is delivered in a timely fashion.				
<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>	There have been no documented issues with the vendor.				
<b>Department Contact</b>	Pam Swindell/Tom Pavich				
<b>User Department</b>	Public Works				
<b>Date</b>	2/2/2022				

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	
Buyspeed RQ# (if applicable):	RQ44465
Infor/Lawson PO# Code (if applicable):	CE1900332
CM Contract#	594

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

Late Submittal Required:	Yes <input type="checkbox"/> X	No <input type="checkbox"/>
Why is the amendment being submitted late?	Public Works is waiting on vendors to submit documents including revised price sheets.	
What is being done to prevent this from reoccurring?	Public Works is working with vendors on projects and contractual concerns as they surface.	

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					
				Department initials	Purchasing
Justification Form				PS	OK
IG#	21-0381			PS	OK
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:	1/27/22 1/18/2022		PS	OK
Debarment/Suspension Verified	Date:	1/26/222		PS	OK
Auditor's Finding	Date:	1/14/2022		PS	OK
Independent Contractor (I.C.) Requirement	Date:	12/21/21		PS	OK
Cover - <i>Master amendments only</i>				PS	OK
Contract Evaluation				PS	OK
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.				N/A	N/A
Checklist Verification				PS	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	
	Department initials
Agreement/Contract and Exhibits	PS
Matrix Law Screen shot	PS
COI	PS
Workers' Compensation Insurance	PS

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Original Executed Contract (containing insurance terms) & all executed amendments	PS
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### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
1/1/2020 – 12/31/20	PW715200	-52000	-	<b>\$210,000.00</b>
1/1/2021 – 12/31/2021	<del>PW715200</del>	52000	-	\$210,000.00
1/1/2022 – 12/31/2022	PW715200	52000		\$210,000.00
			<b>TOTAL</b>	<b>\$630,000.00</b>

<b>Contract History CE/AG# (if applicable)</b>	CE1900332-01
<b>Infor/Lawson PO# Code (if applicable)</b>	CE1900332
<b>Lawson RQ# (if applicable)</b>	BuySpeed RQ44465
<b>CM Contract#</b>	594

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$420,000.00		1/1/20 – 12/31/21		R2019-0226
<b>Prior Amendment Amounts (list separately)</b>		\$			
		\$			
		\$			
<b>Pending Amendment</b>		\$210,000.00	1/1/2022-12/31/2022		
<b>Total Amendments</b>		\$			
<b>Total Contact Amount</b>		\$630,000.00			

### Purchasing Use Only:

Prior Resolutions:	R2019-0226
Amend:	594
Vendor Name:	Trumbull Industries, Inc.
ftp:	1/1/2020 – 12/31/2021 EXT 12/31/2022
Amount:	Add'l \$210,000.00mm
History/CE:	OK
EL:	OK

## Department of Purchasing – Required Documents Checklist

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Upload as “word” document in Infor

Procurement Notes:	2/15/2022: Justification signed by M. Seay, per department e-mail (on file); BOC title to add # of actions to master contract added by Department of Purchasing.
Purchasing Buyer’s initials and date of approval	OK, ssp 2/15/2022

## CONTRACT EVALUATION FORM

<b>Contractor</b>	Trumbull Industries Inc.				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	CM594				
<b>RQ#</b>	RQ44465				
<b>Time Period of Original Contract</b>	1/20/2020 – 12/31/21				
<b>Background Statement</b>	This amendment is for the Sanitary and Road and Bridge Master Contract – Specific to construction				
<b>Service Description</b>	Master Contract for various Sanitary and Road and Bridge Construction Services and Supplies – Specific to construction				
<b>Performance Indicators</b>	Vendor is expected to provide on-time service and quality products.				
<b>Actual Performance versus performance indicators (include statistics):</b>	Vendor provides good, quality materials/equipment and is delivered in a timely fashion.				
<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>	There have been no documented issues with the vendor.				
<b>Department Contact</b>	Pam Swindell/Tom Pavich				
<b>User Department</b>	Public Works				
<b>Date</b>	2/2/2022				

## Office of Procurement and Diversity – Required Documents Checklist

Upload as “word” document in OnBase Document Management

Infor/Lawson RQ# (if applicable)	
BuySpeed RQ# (if applicable)	
Infor/Lawson PO # Code: (if applicable)	
CM Contract#	944

Decert/Recert/Additional Certs (DRA)		
	Department initials	OPD
Executed contract cover(s) in support of amount requested	PS	√
Fiscal encumbrance cover(s) (if master contract)	PS	√
Signed DRA – Decertification / Recertification / Additional Certification form	PS	√
Checklist Verification	PS	√

Other documentation may be required depending upon your specific item

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

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
1/1/2021 – 12/31/2021	PW715200	52000		\$5,000.00
			<b>TOTAL</b>	

OPD Buyer approval: **jmh**

## Office of Procurement and Diversity – Required Documents Checklist

Upload as “word” document in OnBase Document Management

Infor/Lawson RQ# (if applicable)	
BuySpeed RQ# (if applicable)	RQ44466
Infor/Lawson PO # Code: (if applicable)	CE1900318-01 CONV
CM Contract#	960

Decert/Recert/Additional Certs (DRA)		
	Department initials	OPD
Executed contract cover(s) in support of amount requested	PS	OK
Fiscal encumbrance cover(s) (if master contract)	PS	OK
Signed DRA – Decertification / Recertification / Additional Certification form	PS	OK
Checklist Verification	PS	OK

Other documentation may be required depending upon your specific item

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

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
1/1/2021 – 12/31/2021	PW715200	5200 52000		\$5,000.00
			TOTAL	\$5,000.00

OPD Buyer approval: OK, ssp 3/30/2021



## CONTRACT EVALUATION FORM

<b>Contractor</b>	Trumbull Industries Inc.				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	CM960				
<b>RQ#</b>	RQ44466				
<b>Time Period of Original Contract</b>	1/20/2020 – 12/31/21				
<b>Background Statement</b>	This amendment is for the Sanitary and Road and Bridge Master Contract – Specific to sewer inspection and cleaning				
<b>Service Description</b>	Master Contract for various Sanitary and Road and Bridge Construction Services and Supplies – Specific to sewer inspection and cleaning				
<b>Performance Indicators</b>	Vendor is expected to provide on-time service and quality products.				
<b>Actual Performance versus performance indicators (include statistics):</b>	Vendor provides good, quality materials/equipment and is delivered in a timely fashion.				
<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>	There have been no documented issues with the vendor.				
<b>Department Contact</b>	Pam Swindell/Tom Pavich				
<b>User Department</b>	Public Works				
<b>Date</b>	2/2/2022				

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	
Buyspeed RQ# (if applicable):	RQ44466
Infor/Lawson PO# Code (if applicable):	CE1900311
CM Contract#	597

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

Late Submittal Required:	Yes <input type="checkbox"/> X	No <input type="checkbox"/>
Why is the amendment being submitted late?	Public Works is waiting on vendors to submit documents including revised price sheets.	
What is being done to prevent this from reoccurring?	Public Works is working with vendors on projects and contractual concerns as they surface.	

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					
				Department initials	Purchasing
Justification Form				PS	OK
IG#	12-1960			PS	OK
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:	1/26/22 1/14/2022		PS	OK
Debarment/Suspension Verified	Date:	1/26/222		PS	OK
Auditor's Finding	Date:	1/14/2022		PS	OK
Independent Contractor (I.C.) Requirement	Date:	10/22/21		PS	OK
Cover - <i>Master amendments only</i>				PS	OK
Contract Evaluation				PS	OK
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.				N/A	N/A
Checklist Verification				PS	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	
	Department initials
Agreement/Contract and Exhibits	PS
Matrix Law Screen shot	PS
COI	PS
Workers' Compensation Insurance	PS

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Original Executed Contract (containing insurance terms) & all executed amendments	PS
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### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
1/1/2020 – 12/31/20	PW715200	-52000	-	<del>\$80,000.00</del>
1/1/2021 – 12/31/2021	<del>PW715200</del>	52000	-	\$80,000.00
1/1/2022 – 12/31/2022	PW715200	52000		\$80,000.00
			<b>TOTAL</b>	<b>\$240,000.00</b>

<b>Contract History CE/AG# (if applicable)</b>	CE1900311
<b>Infor/Lawson PO# Code (if applicable)</b>	CE1900311-01
<b>Lawson RQ# (if applicable)</b>	BuySpeed RQ44466
<b>CM Contract#</b>	597

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$160,000.00		1/1/20 – 12/31/21		R2019-0226
<b>Prior Amendment Amounts (list separately)</b>		\$			
		\$			
		\$			
<b>Pending Amendment</b>		\$80,000.00	1/1/2022-12/31/2022		
<b>Total Amendments</b>		\$			
<b>Total Contact Amount</b>		\$240,000.00			

### Purchasing Use Only:

Prior Resolutions:	R2019-0226
Amend:	597
Vendor Name:	The Safety Co. dba M-Tech Company
ftp:	1/1/2020-12/31/2021 EXT 12/31/2022
Amount:	Add'l \$80,000.00mm
History/CE:	OK
EL:	OK

## Department of Purchasing – Required Documents Checklist

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Upload as “word” document in Infor

Procurement Notes:	2/15/2022: Justification signed by M. Seay, per department e-mail (on file); BOC title to add # of actions to master contract added by Department of Purchasing.
Purchasing Buyer’s initials and date of approval	OK, ssp 2/15/2022

## CONTRACT EVALUATION FORM

<b>Contractor</b>	The Safety Co. dba Mtech Co				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	CM597				
<b>RQ#</b>	RQ44466				
<b>Time Period of Original Contract</b>	1/20/2020 – 12/31/21				
<b>Background Statement</b>	This amendment is for the Sanitary and Road and Bridge Master Contract – Specific to sewer inspection and cleaning				
<b>Service Description</b>	Master Contract for various Sanitary and Road and Bridge Construction Services and Supplies – Specific to sewer inspection and cleaning				
<b>Performance Indicators</b>	Vendor is expected to provide on-time service and quality products.				
<b>Actual Performance versus performance indicators (include statistics):</b>	Vendor provides good, quality materials/equipment and is delivered in a timely fashion.				
<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>	There have been no documented issues with the vendor.				
<b>Department Contact</b>	Pam Swindell/Tom Pavich				
<b>User Department</b>	Public Works				
<b>Date</b>	2/2/2022				

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	
Buyspeed RQ# (if applicable):	RQ44467
Infor/Lawson PO# Code (if applicable):	CE1900314
CM Contract#	945

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

Late Submittal Required:	Yes <input type="checkbox"/> X	No <input type="checkbox"/>
Why is the amendment being submitted late?	Public Works is waiting on vendors to submit documents including revised price sheets.	
What is being done to prevent this from reoccurring?	Public Works is working with vendors on projects and contractual concerns as they surface.	

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					
				Department initials	Purchasing
Justification Form				PS	OK
IG#	20-0284			PS	OK
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:	1/25/2022 1/5/2022		PS	OK
Debarment/Suspension Verified	Date:	1/26/2022		PS	OK
Auditor’s Finding	Date:	1/14/2022		PS	OK
Independent Contractor (I.C.) Requirement	Date:	10/21/21		PS	OK
Cover - <i>Master amendments only</i>				PS	OK
Contract Evaluation				PS	OK
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.				N/A	N/A
Checklist Verification				PS	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	
	Department initials
Agreement/Contract and Exhibits	PS
Matrix Law Screen shot	PS
COI	PS
Workers’ Compensation Insurance	PS

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Original Executed Contract (containing insurance terms) & all executed amendments	PS
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### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
1/1/2020 – 12/31/20	PW715200	52000	-	<b>\$70,000.00</b>
1/1/2021 – 12/31/2021	PW715200	52000	-	\$70,000.00
1/1/2022 – 12/31/2022	PW715200	52000		\$70,000.00
			<b>TOTAL</b>	<b>\$210,000.00</b>

<b>Contract History CE/AG# (if applicable)</b>	CE1900314
<b>Infor/Lawson PO# Code (if applicable)</b>	CE1900314-01
<b>Lawson RQ# (if applicable)</b>	BuySpeed RQ44467
<b>CM Contract#</b>	945

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$140,000.00		1/1/20 – 12/31/21		R2019-0226
<b>Prior Amendment Amounts (list separately)</b>		\$			
		\$			
		\$			
<b>Pending Amendment</b>		\$70,000.00	1/1/2022-12/31/2022		
<b>Total Amendments</b>		\$			
<b>Total Contact Amount</b>		\$210,000.00			

### Purchasing Use Only:

Prior Resolutions:	R2019-0226
Amend:	945
Vendor Name:	Lakeside Supply Company
ftp:	1/1/2020-12/31/2021 EXT 12/31/2022
Amount:	Add'l \$70,000.00mm
History/CE:	OK
EL:	OK

## Department of Purchasing – Required Documents Checklist

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Upload as “word” document in Infor

Procurement Notes:	2/15/2022: BOC title to add # of actions to master contract added by Department of Purchasing; Justification signed by M. Seay, per department e-mail (on file);
Purchasing Buyer’s initials and date of approval	OK, ssp 2/15/2022



## CONTRACT EVALUATION FORM

<b>Contractor</b>	Lakeside Supply Co.				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	CM945				
<b>RQ#</b>	RQ44467				
<b>Time Period of Original Contract</b>	1/20/2020 – 12/31/21				
<b>Background Statement</b>	This amendment is for the Sanitary and Road and Bridge Master Contract – Specific to sewer stock tools				
<b>Service Description</b>	Master Contract for various Sanitary and Road and Bridge Construction Services and Supplies – Specific to sewer stock tools				
<b>Performance Indicators</b>	Vendor is expected to provide on-time service and quality products.				
<b>Actual Performance versus performance indicators (include statistics):</b>	Vendor provides good, quality materials/equipment and is delivered in a timely fashion.				
<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>	There have been no documented issues with the vendor.				
<b>Department Contact</b>	Pam Swindell/Tom Pavich				
<b>User Department</b>	Public Works				
<b>Date</b>	2/2/2022				

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	
Buyspeed RQ# (if applicable):	RQ44467
Infor/Lawson PO# Code (if applicable):	CE1900313
CM Contract#	961

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

Late Submittal Required:	Yes <input type="checkbox"/> X	No <input type="checkbox"/>
Why is the amendment being submitted late?	Public Works is waiting on vendors to submit documents including revised price sheets.	
What is being done to prevent this from reoccurring?	Public Works is working with vendors on projects and contractual concerns as they surface.	

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				
			Department initials	Purchasing
Justification Form			PS	OK
IG#	21-0381		PS	OK
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:	<del>1/27/22</del> 1/18/2022	PS	OK
Debarment/Suspension Verified	Date:	1/26/222	PS	OK
Auditor's Finding	Date:	1/14/2022	PS	OK
Independent Contractor (I.C.) Requirement	Date:	12/21/21	PS	OK
Cover - <i>Master amendments only</i>			PS	OK
Contract Evaluation			PS	OK
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			N/A	N/A
Checklist Verification			PS	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	
	Department initials
Agreement/Contract and Exhibits	PS
Matrix Law Screen shot	PS
COI	PS
Workers' Compensation Insurance	PS

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Original Executed Contract (containing insurance terms) & all executed amendments	PS
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### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
1/1/2020 – 12/31/20	PW715200	-52000	-	<b>\$70,000.00</b>
1/1/2021 – 12/31/2021	-PW715200	52000	-	\$70,000.00
1/1/2022 – 12/31/2022	PW715200	52000		\$70,000.00
			<b>TOTAL</b>	<b>\$210,000.00</b>

<b>Contract History CE/AG# (if applicable)</b>	CE1900313
<b>Infor/Lawson PO# Code (if applicable)</b>	CE1900313-01
<b>Lawson RQ# (if applicable)</b>	BuySpeed RQ44467
<b>CM Contract#</b>	961

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$140,000.00		1/1/20 – 12/31/21		R2019-0226
<b>Prior Amendment Amounts (list separately)</b>		\$			
		\$			
		\$			
<b>Pending Amendment</b>		\$70,000.00	1/1/2022-12/31/2022		
<b>Total Amendments</b>		\$			
<b>Total Contact Amount</b>		\$210,000.00			

### Purchasing Use Only:

Prior Resolutions:	R2019-0226
Amend:	961
Vendor Name:	Trumbull Industries, Inc.
ftp:	1/1/2020 – 12/31/2021 EXT 12/31/2022
Amount:	Add'l \$70,000.00mm
History/CE:	OK
EL:	OK

## Department of Purchasing – Required Documents Checklist

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Upload as “word” document in Infor

Procurement Notes:	2/15/2022: Justification signed by M. Seay, per department e-mail (on file); BOC title to add # of actions to master contract added by Department of Purchasing.
Purchasing Buyer’s initials and date of approval	OK, ssp 2/15/2022

## CONTRACT EVALUATION FORM

<b>Contractor</b>	Trumbull Industries Inc.				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	CM961				
<b>RQ#</b>	RQ44467				
<b>Time Period of Original Contract</b>	1/20/2020 – 12/31/21				
<b>Background Statement</b>	This amendment is for the Sanitary and Road and Bridge Master Contract – Specific to sewer stock tools				
<b>Service Description</b>	Master Contract for various Sanitary and Road and Bridge Construction Services and Supplies – Specific to sewer stock tools				
<b>Performance Indicators</b>	Vendor is expected to provide on-time service and quality products.				
<b>Actual Performance versus performance indicators (include statistics):</b>	Vendor provides good, quality materials/equipment and is delivered in a timely fashion.				
<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>	There have been no documented issues with the vendor.				
<b>Department Contact</b>	Pam Swindell/Tom Pavich				
<b>User Department</b>	Public Works				
<b>Date</b>	2/2/2022				

## Office of Procurement and Diversity – Required Documents Checklist

Upload as “word” document in OnBase Document Management

Infor/Lawson RQ# (if applicable)	
BuySpeed RQ# (if applicable)	
Infor/Lawson PO # Code: (if applicable)	
CM Contract#	958

Decert/Recert/Additional Certs (DRA)		
	Department initials	OPD
Executed contract cover(s) in support of amount requested	PS	√
Fiscal encumbrance cover(s) (if master contract)	PS	√
Signed DRA – Decertification / Recertification / Additional Certification form	PS	√
Checklist Verification	PS	√

Other documentation may be required depending upon your specific item

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

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
1/1/2021 – 12/31/2021	PW715200	52000		\$130,000.00
			<b>TOTAL</b>	

OPD Buyer approval: **jmh**

## CONTRACT EVALUATION FORM

<b>Contractor</b>	HACH Company				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	CM958				
<b>RQ#</b>	RQ44468				
<b>Time Period of Original Contract</b>	1/20/2020 – 12/31/21				
<b>Background Statement</b>	This amendment is for the Sanitary and Road and Bridge Master Contract – Specific to sewer monitoring				
<b>Service Description</b>	Master Contract for various Sanitary and Road and Bridge Construction Services and Supplies – Specific to sewer monitoring				
<b>Performance Indicators</b>	Vendor is expected to provide on-time service and quality products.				
<b>Actual Performance versus performance indicators (include statistics):</b>	Vendor provides good, quality materials/equipment and is delivered in a timely fashion.				
<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>	There have been no documented issues with the vendor.				
<b>Department Contact</b>	Pam Swindell/Tom Pavich				
<b>User Department</b>	Public Works				
<b>Date</b>	2/2/2022				

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0093

Sponsored by: <b>County Executive Budish/Department of Public Works</b>	<b>A Resolution</b> authorizing a revenue generating Agreement with City of Parma in the amount not-to-exceed \$2,000,000.00 for sanitary and storm sewer maintenance services located in County Sewer District 1A for the period of 4/26/2022 – 12/31/2026; authorizing the County Executive to execute Agreement No. 2358 and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Executive/Department of Public Works has recommended a revenue generating Agreement with City of Parma in the amount not-to-exceed \$2,000,000.00 for sanitary and storm sewer maintenance services located in County Sewer District 1A for the period of 4/26/2022 – 12/31/2026; and

WHEREAS, the City of Parma desires to retain Cuyahoga County to perform certain services for the City of Parma to aid with the sanitary and storm sewer maintenance located in County Sewer District No. 1A; and

WHEREAS, pursuant to R.C. §307.15, a county may contract with any municipal corporation to render any service, on behalf of the municipal corporation; and

WHEREAS, this project is located in County Council District No. 4; 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 revenue generating Agreement with City of Parma in the amount not-to-exceed \$2,000,000.00 for sanitary and storm sewer maintenance services located in County Sewer District 1A for the period of 4/26/2022 – 12/31/2026.

**SECTION 2.** That the County Executive is authorized to execute the Agreement No. 2358 and all documents consistent with this Resolution.





DPW, 2022 City of Parma- Subgrant Agreement-ARPA Funds- up to \$2,000,000 -Revenue Generating Department of Public Works is requesting approval of this Subgrant Agreement with the City of Parma in the amount of up to \$2,000,000 with an anticipated Effective date of 4/26/2022 through 12/31/2026. The City of Parma acquired Ordinance 12-22 passed on March 21, 2022, giving authorization to City of Parma to enter into this Sub Grant Agreement for the performance of certain maintenance activities/ projects for the City Sewers using the Grant Funds. The City of Parma is the recipient of a grant from the U.S. Dept of Treasury for Corona Virus State and Local Fiscal Recovery Funds of the America Rescue Plan Act dated 5/19/2021.

The primary goal is for the County to provide cores services as described in 2008 MOA to assist with sanitary and storm sewer maintenance within the City of Parma. In addition to the Core Services, the County will perform the maintenance projects described in Agreement. This is a revenue generating direct bill subgrant agreement.

The location of the project is Parma which is in Sewer District No. 1A.

The project is located in Council District 4.

#### Procurement

This is a new Subgrant Agreement with the City of Parma in the amount of up to \$2,000,000 and is revenue generating and direct bill.

#### Contractor and Project Information

City of Parma  
6611 Ridge Road  
Parma, Ohio 44129  
Council District 4  
Law Director: Tim Dobeck

#### Project Status & Planning

The County will provide to the City of Parma the Core Services described in 2008 MOA along with maintenance projects listed in Sub Grant Agreement. Grant funds must be spent by December 31, 2026.

#### Funding

This is a Revenue Generating direct bill Subgrant Agreement  
Funding codes for this revenue: PW715100 (Sanitary District) 45000-SWD01A43  
The schedule of payments is by direct bill invoice.

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	N/A- <b>2022 Subgrant Agreement with City of Parma- ARPA funds for maintenance projects- revenue generating</b>
Infor/Lawson PO# Code (if applicable):	N/A
Event #	N/A
CM Contract#	<b>2358</b> (NONPO Agreement)

	<b>Department initials</b>	<b>Clerk of the Board</b>
Briefing Memo	AMS	<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 type="checkbox"/>	No <input checked="" type="checkbox"/>
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REVENUE-GENERATING NON-COMPETITIVE RFP Exemptions (Contract) Reviewed by Purchasing				
			Department initials	Purchasing
Justification Form, if purchase over \$5k (not a purchase)			AMS	Okay per MH
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:		N/A	n/a Okay per MH
IG#	<b>Not req'd for govt entities; political subdivisions</b>		AMS	n/a Okay per MH
Debarment/Suspension Verified	Date:	3/7/2022	AMS	Okay per MH
Auditor's Finding	Date:	3/7/2022	AMS	Okay per MH
Cover - <i>Master contracts only</i>				n/a Okay per MH
Contract Evaluation – <i>if required</i>			N/A	n/a Okay per MH
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.				n/a Okay per MH
Checklist Verification			AMS	Okay per MH

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	AMS
Matrix Law Screen shot	PWD-2891
COI	Not req'd for this Grant Agreement per Law
Workers' Compensation Insurance	Not required per Law

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

**Accounting Units -for Deposit ONLY of Subgrant funds from Parma**

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
4/26/2022-12/31/2026	PW715100	45000	SWD01A43	\$ 2 Million (max)
			<b>TOTAL</b>	\$2 Million (max)

<b>Contract History CE/AG# (if applicable)</b>	New Subgrant Agreement
<b>Infor/Lawson PO# and PO Code (if applicable)</b>	-
<b>Lawson RQ# (if applicable)</b>	-
<b>CM Contract#</b>	2538

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	<b>\$2,000,000.00</b>		<b>4/26/22-12/31/26</b>	<b>Pending</b>	<b>Pending</b>
<b>Prior Amendment Amounts (list separately)</b>		\$			
		\$			
		\$			
<b>Pending Amendment</b>		\$			
<b>Total Amendments</b>		\$			
<b>Total Contact Amount</b>		<b>\$2,000,000.00</b>			

### Purchasing Use Only:

Prior Resolutions:	n/a
CM#:	2358
Vendor Name:	City of Parma
ftp:	Apr. 26, 2022 – Dec. 31, 2026
Amount:	(revenue-generating)
History/CE:	Okay per MH
EL:	n/a
Procurement Notes:	Revenue generating for a maximum of \$2,000,000.00 in grant funds to be paid out by 12/31/2026 to the County to provide sewer maintenance for the City of Parma.

Purchasing Buyer approval: **Okay per MH. 3/22/2022**

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0094

<b>Sponsored by: County Executive Budish/Department of Public Works/Division of County Engineer</b>	<b>A Resolution</b> making an award on RQ7877 to Kenmore Construction Company, Inc. in the amount not-to-exceed \$7,348,986.42 for replacement of Old Rockside Road Bridge No. 00.42 over the Cuyahoga River in the City of Independence and Village of Valley View; authorizing the County Executive to execute Contract No. 2370 and all other documents consistent with said award and this Resolution; authorizing the County Engineer, on behalf of the County Executive, to make an application for allocation from County Motor Vehicle \$5.00 License Tax Funds in the amount \$3,086,574.30 to fund a portion of said contract; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Executive/Department of Public Works/ Division of County Engineer has recommended an award on RQ7877 to Kenmore Construction Company, Inc. in the amount not-to-exceed \$7,348,986.42 for replacement of Old Rockside Road Bridge No. 00.42 over the Cuyahoga River in the City of Independence and Village of Valley View; authorizing the County Executive to execute Contract No. 2370 and all other documents consistent with said award and this Resolution; authorizing the County Engineer, on behalf of the County Executive, to make an application for allocation from County Motor Vehicle \$5.00 License Tax Funds in the amount of \$3,086,574.30 to fund a portion of said contract; and

WHEREAS, the primary goals of this project are replacement of new bridge and road, reconstruction of the approaches and construction of a temporary bridge; and

WHEREAS, the anticipated start-completion dates are 6/15/2022 – 6/14/2024; and

WHEREAS, the project is located in County District 6 and is funded as follows: (a) 34% from Federal Funds; (b) 24% from Ohio Public Works Commission and (c) 42% from County Motor Vehicle \$5.00 License Tax 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 an award on RQ7877 to Kenmore Construction Company, Inc. in the amount not-to-exceed \$7,348,986.42 for replacement of Old Rockside Road Bridge No. 00.42 over the Cuyahoga River in the City of Independence and Village of Valley View.

**SECTION 2.** That the County Executive is authorized to execute a Contract No. 2370 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: April 12, 2022  
Committee(s) Assigned: Public Works, Procurement & Contracting

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

Title: Department of Public Works Award to Kenmore Construction Company for the Old Rockside Road Bridge 00.42 Replacement RFB RQ7877

#### Scope of Work Summary

Department of Public Works is requesting approval of a contract Kenmore Construction Company, Incorporated for the anticipated cost of \$7,348,986.42.

Describe the exact services being provided.

The project consists of the replacement of the Old Rockside Road Bridge over the Cuyahoga River, including new bridge and road, reconstruction of the approaches and construction of a temporary bridge. The anticipated start-completion dates are June 15, 2022 and ending approximately 6/14/2024.

The project is not mandated.

(Municipality of project is Independence and Valley View)

#### Procurement

The procurement method for this project was RFB. The total value of the RFB is \$7,348,986.42. The estimate for this project was \$7,000,000.00. We accepted the lowest and best bid with Kenmore.

The RFB was closed on 2/24/2022. There is an DBE participation/goal of 10%.

There were 10 bids pulled from OPD, 3 bids submitted for review, 3 bids approved.

#### Contractor and Project Information

Kenmore Construction Company, Inc.

700 Home Avenue

Akron, OH 44310

Council District (n/a)

The president for the contractor/vendor is Matt Denholm.

The address or location of the project is: Old Rockside Road Bridge 00.42 in Independence/Valley View.

The project is located in Council District (6)

#### Project Status and Planning

The project is new to the County.

#### Funding

The funding for this project is 34% federally funded, 24% funded by OPWC, and 42% funded by Cuyahoga County via the \$5.00 fund.

The schedule of payments is by invoice.

#### This applies:

For Federally funded projects include this paragraph in the resolution:



Pursuant to the County's home rule authority granted by Section 1.01 of the Cuyahoga County Charter, the County is hereby authorized to comply with the retainage policy implemented by the Ohio Department of Transportation in accordance with 49 CFR §26.29(b), whereby subrecipients of federal aid do not withhold retainage from prime contractors and prime contractors do not withhold retainage from subcontractors where such subcontractors provide performance bonds.

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	7877
Infor/Lawson PO # Code (if applicable):	
Event #	2334
CM Contract#	2370

	Department	Clerk of the Board
Briefing Memo	meb	

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

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	<input checked="" type="checkbox"/> No
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<b>FULL AND OPEN COMPETITION Construction Projects – Road &amp; Bridge Reviewed by Purchasing</b>		
	Department initials	Purchasing
Notice of Intent to Award ( <i>sent to all responding vendors</i> )	meb	OK 3/4/22
Bid Specification Packet ( <i>includes Legal Notice to Bidders</i> )	Meb	OK
Final DEI Goal Setting Worksheet	n/a- DBE	N/A – Federal Funding
Diversity Documents – <i>if required (goal set)</i>	n/a- DBE	N/A – Federal Funding
Award Letter (sent to awarded vendor)	meb	OK 3/4/22
Vendor’s Confidential Financial Statement – <i>if RFB requested</i>	Not requested	N/A
Non-Collusion Affidavit	Meb	OK
Public Works Bid Results	Meb	OK
Tabulation Sheet	Meb	OK
Prevailing Wage Public Improvement Agreement	Meb	OK
Sales and Use Tax Construction Contract Exemption Form, <i>if applicable</i>	Meb	OK
Worktype Worksheets, <i>if applicable</i>	Meb	OK
SBE Worktype Worksheets, <i>if applicable</i>	n/a	N/A – Federal Funding
Drug Free Workplace, <i>if applicable</i>	Meb	OK
Project of Similar Complexity, <i>if applicable</i>	Meb	OK
<b>Federal</b> EEOC (Equal Employment Opportunity Commission), <i>if applicable</i>	Meb	OK
Prevailing Wage Determination Cover Letter (with Prevailing Wage Rate sheets)	Refer to website	N/A - Website
Other, <i>per Section 3 “Required Bid Documents”</i> <b>Buy American, SAM.org</b>	meb	Affirm Action – <b>in vendor submission pg.82 OK</b> Buy American – OK Bidder’s EEO Cov - OK

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

IG#	22-0067 exp 12/31/2026		meb	OK
Debarment/Suspension Verified	Date:	3/3/22	Meb	OK
Auditor’s Finding	Date:	3/3/22	Meb	OK
Vendor’s Submission ( <i>Form of Proposal</i> )			Meb	OK
Independent Contractor (I.C.) Requirement	Date:	3/4/22	meb	OK
Contract Evaluation – <i>if required</i>			New vendor	N/A
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			n/a	N/A
Checklist Verification			meb	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	meb
Bid Guarantee & Contract Bond	Meb
Matrix Law Screen shot	Meb
COI	Meb
Workers’ Compensation Insurance	meb
Railroad Insurance – <i>if required</i>	n/a

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
n/a	PW605100	73300	CRDOT0003001	<b>\$6,800,000.00</b>
<b>n/a</b>	PW270205	73300		\$548,986.42
			<b>TOTAL</b>	<b>\$7,348,986.42</b>

### Purchasing Use Only:

Prior Resolutions:	
CM#:	2370
Vendor Name:	Kenmore Construction Company, Incorporated
ftp:	N/A
Amount:	\$7,348,986.42 M
History/CE:	N/A
EL:	OK
Procurement Notes:	3/14/22: Line 2 contains 2 distributions, both lines have effective and expiration dates that span calendar years, I am unsure if this will create an error upon activation. Certificate of Compliance w/Affirmative Action Programs is missing and required per Section 3 of the Bid Package. TN

## Department of Purchasing – Required Documents Checklist

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Upload as “word” document in Infor

Purchasing Buyer's initials and date of approval	TN 3/16/22
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## Department of Purchasing Tabulation Sheet

REQUISITION NUMBER: 7877/Event #2334	TYPE: (RFB/RFP/RFQ): RFB - Construction	ESTIMATE: <del>\$6,600,000.00</del> -revised to <b>\$7,000,000.00</b>
CONTRACT PERIOD:	RFB/RFP/RFQ DUE DATE: February 24, 2022	NUMBER OF RESPONSES (issued/submitted): 10/3
REQUESTING DEPARTMENT: Public Works	COMMODITY DESCRIPTION: Cuy-Old Rockside Road Bridge Replacement 00.42	
DIVERSITY GOAL/SBE 0% <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	DIVERSITY GOAL/MBE 0%	DIVERSITY GOAL/WBE 0%
Does CCBB Apply: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	CCBB: Low Non-CCBB Bid \$:	Add 2%, Total is:
Does CCBEIP Apply: <input type="checkbox"/> Yes <input checked="" 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. Kenmore Construction Co Inc 700 Home Ave Akron OH 44310	100% Ohio Farmers Insurance Co	\$7,348,986.42	Compliant: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No IG Registration Complete: <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes IG Number: <b>**Need**</b> NCA: <input checked="" type="checkbox"/> Yes PH: <input checked="" type="checkbox"/> Yes CCBB: <input checked="" 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	Dept of Public Works is recommending award to this vendor. Mathematically and materially balance. Lowest and best bid. IG registration needed prior to CC meeting for award. meb	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Transaction ID:

Bidder's / Vendors Name and Address	Dept. Tech. Review	Award: (Y/N)
Buyer Administrative Review: Buyer Initials	Diversity Program Review: SBE / MBE / WBE	CCBB / CCBEIP Registered
Actual Bid Amount (enter "N/A" if RFP or RFQ)	Price Preference	Buyer Administrative Review: Buyer Initials
Bid Bond / Check	Total % SBE: _____ % MBE: _____ % WBE: _____ %	SBE/MBE/WBE Comply: (Y/N)
Bid Form: <input checked="" type="checkbox"/> Yes	SBE/MBE/WBE Comply: (Y/N)	SBE/MBE/WBE Comments and Initials:
Bid Bond: <input checked="" type="checkbox"/> Yes	SBE/MBE/WBE Comments and Initials:	
Work Types: <input checked="" type="checkbox"/> Yes		
DFSP: <input checked="" type="checkbox"/> Yes		
Federal EEO: <input checked="" type="checkbox"/> Yes		
Affirmative Action: <input checked="" type="checkbox"/> Yes		
Buy USA: <input checked="" type="checkbox"/> Yes		
Similar Proj: <input checked="" type="checkbox"/> Yes		
EEO Covenant: <input checked="" type="checkbox"/> Yes		
Adden1: <input checked="" type="checkbox"/> Yes		
Adden 2: <input checked="" type="checkbox"/> Yes		
OPD Buyer Initials: TN		

Transaction ID:

Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: OPD Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE	Dept. Tech. Review	Award: (Y/N)
2. The Ruhlin Company 6931 Ridge Road P O Box 190 Sharon Ctr OH 44274	100% Continental Casualty Company	\$7,399,908.06	Compliant: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No  IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 12-2750  NCA: <input checked="" type="checkbox"/> Yes  PH: <input checked="" type="checkbox"/> Yes  CCBB: <input checked="" type="checkbox"/> N/A  CCBEIP: <input checked="" type="checkbox"/> N/A  Bid Form: <input checked="" type="checkbox"/> Yes  Bid Bond: <input checked="" type="checkbox"/> Yes  Work Types: <input checked="" type="checkbox"/> Yes  DFSP: <input checked="" type="checkbox"/> Yes  Federal EEO:	<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:  <div style="background-color: #cccccc; height: 20px; width: 100%;"></div>		<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Transaction ID:

Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: OPD Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE	Dept. Tech. Review	Award: (Y/N)
			<input checked="" type="checkbox"/> Yes Affirmative Action: <input checked="" type="checkbox"/> Yes Buy USA: <input checked="" type="checkbox"/> Yes Similar Proj: <input checked="" type="checkbox"/> Yes EEO Covenant: <input checked="" type="checkbox"/> Yes Adden 1: <input checked="" type="checkbox"/> Yes Adden 2: <input checked="" type="checkbox"/> Yes OPD Buyer Initials: TN					

Transaction ID:



3.	Walsh Construction Co II LLC 1260 East Summit St Crown Point IN 46307	100% Travelers Casualty and Surety Company of America	\$9,022,752.29	<p>Buyer Administrative Review: OPD Buyer Initials</p> <p>Compliant:  <input checked="" type="checkbox"/> Yes  <input type="checkbox"/> No</p> <p>IG Registration Complete:  <input checked="" type="checkbox"/> Yes  <input type="checkbox"/> No</p> <p>IG Number: 22-0026</p> <p>NCA: <input checked="" type="checkbox"/> Yes</p> <p>PH: <input checked="" type="checkbox"/> Yes</p> <p>CCBB: <input checked="" type="checkbox"/> N/A</p> <p>CCBEIP: <input checked="" type="checkbox"/> N/A</p> <p>Bid Form:  <input checked="" type="checkbox"/> Yes</p> <p>Bid Bond:  <input checked="" type="checkbox"/> Yes</p> <p>Work Types:  <input checked="" type="checkbox"/> Yes</p> <p>DFSP: <input checked="" type="checkbox"/> Yes</p> <p>Federal EEO:  <input checked="" type="checkbox"/> Yes</p>	<p>Price Preference</p> <p><input type="checkbox"/> Yes  <input type="checkbox"/> No</p>	<p>CCBB / CCBEIP Registered</p> <p>CCBB  <input type="checkbox"/> Yes  <input type="checkbox"/> No</p> <p>CCBEIP  <input type="checkbox"/> Yes  <input type="checkbox"/> No</p>	<p>Diversity Program Review: SBE / MBE / WBE</p> <p>Subcontractor Name(s):</p> <p>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</p> <p>Total % SBE: ___ % MBE: ___ % WBE: ___ %</p> <p>SBE/MBE/WBE Comply: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>SBE/MBE/WBE Comments and Initials:</p>	Dept. Tech. Review	Award: (Y/N) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
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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: OPD Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE	Dept. Tech. Review	Award: (Y/N)
			Affirmative Action: <input checked="" type="checkbox"/> Yes Buy USA: <input checked="" type="checkbox"/> Yes Similar Proj: <input checked="" type="checkbox"/> Yes EEO Covenant: <input checked="" type="checkbox"/> Yes Adden1: <input checked="" type="checkbox"/> Yes Adden2: <input checked="" type="checkbox"/> Yes OPD Buyer Initials: TN					

Transaction ID:

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0095

<b>Sponsored by: County Executive Budish/Department of Public Works/Division of County Engineer</b>	<b>A Resolution</b> making an award on RQ8670 to CATTs Construction Inc. in the amount not-to-exceed \$4,714,327.77 for rehabilitation of Wolf Road from Sutcliffe Drive to Clague Road in the City of Bay Village; authorizing the County Executive to execute Contract No. 2367 and all other documents consistent with said award and this Resolution; authorizing the County Engineer, on behalf of the County Executive, to make an application for allocation from County Motor Vehicle \$5.00 License Tax Funds in the amount of \$3,771,462.22 to fund a portion of said contract; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Executive/Department of Public Works/ Division of County Engineer has recommended an award on RQ8670 to CATTs Construction Inc. in the amount not-to-exceed \$4,714,327.77 for rehabilitation of Wolf Road from Sutcliffe Drive to Clague Road in the City of Bay Village; authorizing the County Executive to execute Contract No. 2367 and all other documents consistent with said award and this Resolution; authorizing the County Engineer, on behalf of the County Executive, to make an application for allocation from County Motor Vehicle \$5.00 License Tax Funds in the amount of \$3,771,462.22 to fund a portion of said contract; and

WHEREAS, the primary goals of this project are resurfacing 2.47 miles of the existing roadway, widening six feet of Wolf Road from Dover Center Road to Clague Road to accommodate five-foot wide bike lanes adjacent to the travel lanes, driveway apron replacement, drainage improvements, signing and pavement markings on Wolf Road from Sutcliffe Drive to Clague Road and Clague Road from Wolf Road north to Lake Road; and

WHEREAS, the anticipated start-completion dates are 5/16/2022 – 8/16/2023; and

WHEREAS, the project is located in County District 1 and is funded as follows: (a) 80% from County Motor Vehicle \$5.00 License Tax Fund and (b) 20% from City of Bay Village; 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 RQ8670 to CATTS Construction Inc. in the amount not-to-exceed \$4,714,327.77 for rehabilitation of Wolf Road from Sutcliffe Drive to Clague Road in the City of Bay Village.

**SECTION 2.** That the County Executive is authorized to execute a Contract No. 2367 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: April 12, 2022  
Committee(s) Assigned: Public Works, Procurement & Contracting

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

Title: Department of Public Works Resurfacing and Widening of Wolf Road from Sutcliffe Drive to Clague Road in Bay Village RQ8670 RFB

#### Scope of Work Summary

Department of Public Works Construction is requesting approval of a contract with CATTS Construction for the anticipated cost of \$4,714,327.77.

Describe the exact services being provided. This project includes the resurfacing of Wolf Road from Sutcliffe Drive to Clague Road, including a six-foot widening of Wolf Road from Dover Center Road to Clague Road to accommodate five-foot wide bike lanes adjacent to the travel lanes, driveway apron replacement, drainage improvements, signing and pavement markings on Wolf Road from Sutcliffe Drive to Clague Road and Clague Road from Wolf Road north to Lake Road. The total project length is 2.47 miles. The anticipated start-completion dates are 5/16/2022 to 8/16/2023.

The project is not mandated.  
Municipality of project is Bay Village.

#### Procurement

The procurement method for this project was RFB. The total value of the RFB is \$4,714,327.77. The estimate for this project was \$4,305,379.00.

The RFB was closed on 2/24/2022. There is an SBE 3%, MBE 17%, and WBE 10% goal for this project.

There were 9 bids pulled from OPD, 1 bids submitted for review, 1 bids approved. This bid is 9.499% over the estimate.

#### Contractor and Project Information

CATTS Construction Company

21223 Aurora Rd

Warrensville Heights, OH 44146

Council District (9)

The Chief Financial Officer for the contractor/vendor is P. Richard Coan.

The project is located in Council District (1).

#### Project Status and Planning

The project is a new project to the County.

#### Funding

The project is funded 80% County \$5.00 fund and 20% municipality.

The schedule of payments is by invoice.

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	8670
Infor/Lawson PO # Code (if applicable):	RFB
Event #	
CM Contract#	2367

	Department	Clerk of the Board
Briefing Memo	meb	

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

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

### FULL AND OPEN COMPETITION Construction Projects – Road & Bridge Reviewed by Purchasing

	Department initials	Purchasing
Notice of Intent to Award ( <i>sent to all responding vendors</i> )	Meb	OK WB
Bid Specification Packet ( <i>includes Legal Notice to Bidders</i> )	Meb	OK WB
Final DEI Goal Setting Worksheet	Meb	OK WB
Diversity Documents – <i>if required (goal set)</i>	meb	OK WB
Award Letter ( <i>sent to awarded vendor</i> )	meb	OK WB
Vendor’s Confidential Financial Statement – <i>if RFB requested</i>	n/a	N/A WB
Non-Collusion Affidavit	Meb	OK WB
Public Works Bid Results	Meb	OK WB
Tabulation Sheet	Meb	OK WB
Prevailing Wage Public Improvement Agreement	Meb	OK WB
Sales and Use Tax Construction Contract Exemption Form, <i>if applicable</i>	Meb	OK WB
Worktype Worksheets, <i>if applicable</i>	Meb	OK WB
SBE Worktype Worksheets, <i>if applicable</i>	Meb	OK WB
Drug Free Workplace, <i>if applicable</i>	Meb	OK WB
Project of Similar Complexity, <i>if applicable</i>	Not requested	N/A WB
EEOC (Equal Employment Opportunity Commission), <i>if applicable</i>	Meb N/A	N/A WB
Prevailing Wage Determination Cover Letter (with Prevailing Wage Rate sheets)	Refer to website	OK WB
Other, <i>per Section 3 “Required Bid Documents” Escrow doc</i>	meb	OK WB
IG# 21-0042 exp 12/31/2025	Meb	OK WB
Debarment/Suspension Verified	Date: 3/4/2022	Meb
Auditor’s Finding	Date: 3/4/2022	Meb
Vendor’s Submission ( <i>Form of Proposal</i> )	Meb	OK WB
Independent Contractor (I.C.) Requirement	Date: 3/9/2022	Meb
Contract Evaluation – <i>if required</i>	n/a /Yes 3/21/22	OK WB

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.	n/a	N/A WB
Checklist Verification	meb	OK WB

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	meb
Bid Guarantee & Contract Bond	meb
Matrix Law Screen shot	Meb
COI	Meb
Workers’ Compensation Insurance	Meb
Railroad Insurance – <i>if required</i>	n/a

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
n/a	PW270200	73300	none	<b>\$4,714,327.77</b>
			<b>TOTAL</b>	<b>\$4,714,327.77</b>

### Purchasing Use Only:

Prior Resolutions:	
CM#:	2367
Vendor Name:	CATTS Construction Inc.
ftp:	
Amount:	\$4,714,327.77
History/CE:	OK
EL:	OK
Procurement Notes:	OK to proceed
Purchasing Buyer’s initials and date of approval	WB 3/21/2022





# Proposal Evaluation Form

**Project Name**  
**Project Type**  
**Submission Date**  
**Selection Meeting Date**  
**Facilitator**

General Mechanical-Electrical-Plumbing  
 Planning/Design  
 October 13, 2021  
 December 6, 2021  
 Lori Birschbach-Tober

**Members**

Matthew Rymmer  
 Nicole English  
 Christine Petro  
 Dan Paul  
 Otilio Morales

EVALUATION CRITERIA	Max Points	Members															
		Advanced Engineering Consultant	Mark Bartone	K2M Design, Inc.	Mark Wutz	Metco of Ohio, Inc.	Jared Buzo	R. Engineering Team	Tom Roberts	R. E. Warner & Associates	Jennifer Kalin	Tec, Inc.	Timothy Pool	The Osborn Engineering Company	Brian Kane	Karpinski Engineering	Joe Hostetter
<b>Section 1 - Minimum Qualifications</b>																	
Experience in Similar Tasks	Yes/No	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Prequalifications Met	Yes/No	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Independent Contractor Worker Acknowledge	Yes/No	Y	Y	N	Y	Y	Y	Y	N	Y	Y	Y	N	Y	N	Y	N
Diversity Goal Met	Yes/No	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	S
<b>Section 2 - Firm's Experience</b>	20	15	17	17	12	12	15	15	12	12	14	17	17	17	17	17	17
<b>Section 3 - Available Staff's Experience</b>																	
Project Manager	25	16	20	20	15	15	17	17	14	14	18	16	16	22	22	22	22
Support Staff	15	10	10	10	9	9	10	10	8	8	10	13	13	11	11	11	11
<b>Section 4 - Project Methodology</b>	25	21	17	17	17	17	15	15	17	17	16	19	19	18	18	18	18
Geographic Location	5	5	5	5	5	5	5	5	5	5	3	5	5	5	5	5	5
Previous Work	10	10	4	4	10	10	9	9	10	10	10	6	6	8	8	8	8
<b>TOTAL</b>	<b>100</b>	<b>77</b>	<b>73</b>	<b>73</b>	<b>68</b>	<b>68</b>	<b>71</b>	<b>71</b>	<b>66</b>	<b>66</b>	<b>71</b>	<b>76</b>	<b>76</b>	<b>81</b>	<b>81</b>	<b>0</b>	<b>0</b>



# Proposal Evaluation Form

**Project Name** General Mechanical-Electrical-Plumbing  
**Project Type** Planning/Design  
**Submission Date** October 13, 2021  
**Selection Meeting Date** December 6, 2021  
**Facilitator** Lori Birschbach-Tober

**Members**  
Matthew Rymmer  
Nicole English  
Christine Petro  
Dan Paul  
Otilio Morales

EVALUATION CRITERIA		Max Points	Members															
			Advanced Engineering Consultant	Mark Bartone	K2M Design, Inc.	Mark Wutz	Metco of Ohio, Inc.	Jared Buzo	R. Engineering Team	Tom Roberts	R. E. Warner & Associates	Jennifer Kalin	Tec, Inc.	Timothy Pool	The Osborn Engineering Company	Brian Kane	Karpinski Engineering	Joe Hofstetter
<b>Section 1 - Minimum Qualifications</b>																		
Experience in Similar Tasks		Yes/No	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Prequalifications Met		Yes/No	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Independent Contractor Worker Acknowledge		Yes/No	Y	N	Y	Y	Y	Y	N	Y	Y	Y	N	Y	N	Y	N	Y
Diversity Goal Met		Yes/No	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	S
<b>Section 2 - Firm's Experience</b>		20	15	17	17	12	12	15	12	12	15	14	17	17	17	17	17	17
<b>Section 3 - Available Staff's Experience</b>																		
Project Manager		25	16	20	20	15	15	17	14	14	17	18	16	16	22	22	22	22
Support Staff		15	10	10	10	9	9	10	8	8	10	10	13	11	11	11	11	11
<b>Section 4 - Project Methodology</b>		25	21	17	17	17	17	15	17	17	15	16	19	18	18	18	18	18
Geographic Location		5	5	5	5	5	5	5	5	5	5	3	5	5	5	5	5	5
Previous Work		10	10	4	4	10	10	9	10	10	9	10	6	6	8	8	8	8
<b>TOTAL</b>		<b>100</b>	<b>77</b>	<b>73</b>	<b>73</b>	<b>68</b>	<b>68</b>	<b>71</b>	<b>66</b>	<b>66</b>	<b>71</b>	<b>71</b>	<b>76</b>	<b>81</b>	<b>81</b>	<b>81</b>	<b>0</b>	

## CONTRACT EVALUATION FORM

<b>Contractor</b>	CATTS Construction				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	CM1140				
<b>RQ#</b>	4636				
<b>Time Period of Original Contract</b>	n/a				
<b>Background Statement</b>	Resurfacing of Existing Roadway from Pleasant Valley Road to Pearl Road in the cities of Parma and Parma Heights				
<b>Service Description</b>	This project includes the repair of the existing full depth concrete, constructing a uniform three inch asphalt concrete overlay, the removal and replacement of deteriorated curb and abutting underdrains, reconstructing existing curb ramps for ADA compliancy and other items as shown in the plans.				
<b>Performance Indicators</b>	Quality of work, meeting CPM schedule, cooperation with local businesses and residents, Promptness with Compliance Requests ie.(B2G/LCP/DBE Affidavits)				
<b>Actual Performance versus performance indicators (include statistics):</b>	Contractor is working well with local businesses and residents.				
<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>	Construction is on schedule. The contractor is working well with local residents/businesses to ease the impact of construction.				
<b>Department Contact</b>	Mary Ellen Butler				
<b>User Department</b>	Public Works Construction				

<b>Date</b>	3/2/2022
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# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0096

<p>Sponsored by: <b>County Executive Budish/Department of Public Works/Division of County Engineer</b></p>	<p><b>A Resolution</b> making an award on RQ8678 to Vandra Brothers Construction Inc. in the amount not-to-exceed \$2,344,113.87 for rehabilitation of West Ridgewood Drive from Ridge Road to State Road in the City of Parma; authorizing the County Executive to execute Contract No. 2375 and all other documents consistent with said award and this Resolution; authorizing the County Engineer, on behalf of the County Executive, to make an application for allocation from County Motor Vehicle \$7.50 License Tax Funds in the amount of \$1,875,291.10 to fund a portion of said contract; and declaring the necessity that this Resolution become immediately effective.</p>
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WHEREAS, the County Executive/Department of Public Works/ Division of County Engineer has recommended an award on RQ8678 to Vandra Brothers Construction Inc. in the amount not-to-exceed \$2,344,113.87 for rehabilitation of West Ridgewood Drive from Ridge Road to State Road in the City of Parma; authorizing the County Executive to execute Contract No. 2375 and all other documents consistent with said award and this Resolution; authorizing the County Engineer, on behalf of the County Executive, to make an application for allocation from County Motor Vehicle \$7.50 License Tax Funds in the amount \$1,875,291.10 to fund a portion of said contract; and

WHEREAS, the primary goals of this project are the resurfacing of approximately 1.25 miles of West Ridgewood Drive from Ridge Road (SR-3) to State Road (SR94), milling and replacement of existing asphalt, full and partial depth pavement repairs, utility casting adjustments, Americans with Disabilities Act complaint ramps and landings and pavement marking throughout the project length; and

WHEREAS, the anticipated start-completion dates are 5/9/2022 – 10/21/2022; and

WHEREAS, the project is located in County District 4 and is funded as follows: (a) 80% from County Motor Vehicle \$7.50 License Tax Fund and (b) 20% from City of Parma; 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 RQ8678 to Vandra Brothers Construction Inc. in the amount not-to-exceed \$2,344,113.87 for rehabilitation of West Ridgewood Drive from Ridge Road to State Road in the City of Parma.

**SECTION 2.** That the County Executive is authorized to execute a Contract No. 2375 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: April 12, 2022

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

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

Title: Department of Public Works Award for West Ridgewood Drive (CR-65) Resurfacing of Existing Roadway from Ridge Road to State Road in the City Parma, Ohio RQ8678

#### Scope of Work Summary

Department of Public Works is requesting approval of a contract Vandra Brothers Construction, Inc. for the anticipated cost of \$2,344,113.87.

Describe the exact services being provided. The anticipated start-completion dates are Resurfacing of approximately 1.25 miles of West Ridgewood Drive from Ridge Road (SR 3) to State Road (SR 94), located in the City of Parma, Ohio. Work shall include milling of existing asphalt and replacement, along with full and partial depth pavement repairs, utility casting adjustments, ADA compliant ramps and landings, and pavement markings throughout the project length. Expected to begin 5/9/2022 and end 10/21/2022.

#### Procurement

The procurement method for this project was RFB. The total value of the RFB is \$2,344,113.87. The estimate for this project was \$2,487,572.22. Vandra Brothers is 5.76% below the estimate.

The RFB was closed on 2/28/2022. There is an SBE goal of 3%, MBE 17%, and WBE of 10%.

There were 8 bids pulled from OPD, 5 bids submitted for review, 5 bids approved.

#### Contractor and Project Information

Vandra Brothers Construction  
24629 Broadway Avenue  
Oakwood Village, Ohio 44146  
Council District (6)

The president for the contractor/vendor is Bruno Melaragno.

The address or location of the project is: Ridge Road in Parma, ohio

The project is located in Council District (4).

#### Project Status and Planning

The project is new to the County.

#### Funding

The project is funded 80% by county \$7.50 fund and 20% municipality.

The schedule of payments is by invoice.



## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	8678
Infor/Lawson PO # Code (if applicable):	RFB
Event #	2426
CM Contract#	2375

	Department	Clerk of the Board
Briefing Memo	meb	

Late Submittal Required:	Yes <input type="checkbox"/>	✓ No
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
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<b>FULL AND OPEN COMPETITION Construction Projects – Road &amp; Bridge Reviewed by Purchasing</b>
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	Department initials	Purchasing
Notice of Intent to Award ( <i>sent to all responding vendors</i> )	Meb	OK WB
Bid Specification Packet ( <i>includes Legal Notice to Bidders</i> )	Meb	OK WB
Final DEI Goal Setting Worksheet	Meb	OK WB
Diversity Documents – <i>if required (goal set)</i>	Meb	OK WB
Award Letter ( <i>sent to awarded vendor</i> )	Meb	OK WB
Vendor’s Confidential Financial Statement – <i>if RFB requested</i>	Not requested	N/A WB
Non-Collusion Affidavit	Meb	
Public Works Bid Results	Meb	OK WB
Tabulation Sheet	Meb	OK WB
Prevailing Wage Public Improvement Agreement	Meb	OK WB
Sales and Use Tax Construction Contract Exemption Form, <i>if applicable</i>	Meb	OK WB
Worktype Worksheets, <i>if applicable</i>	Meb	OK WB
SBE Worktype Worksheets, <i>if applicable</i>	Meb	OK WB
Drug Free Workplace, <i>if applicable</i>	Meb	OK WB
Project of Similar Complexity, <i>if applicable</i>	Meb	OK WB
EEOC (Equal Employment Opportunity Commission), <i>if applicable</i>	Meb	OK WB
Prevailing Wage Determination Cover Letter (with Prevailing Wage Rate sheets)	Refer to website	OK WB
Other, <i>per Section 3 “Required Bid Documents” CCBB, ESCROW</i>	meb	OK WB
IG# 12-2906 exp 12/31/23	Meb	OK WB
Debarment/Suspension Verified	Date: 3/17/22	Meb
Auditor’s Finding	Date: 3/17/22	Meb
Vendor’s Submission ( <i>Form of Proposal</i> )	Meb	OK WB
Independent Contractor (I.C.) Requirement	Date: 3/16/22	Meb

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Contract Evaluation – <i>if required</i>	Meb (similar project)	OK WB
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.	n/a	N/A WB
Checklist Verification	meb	OK WB

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	Meb
Bid Guarantee & Contract Bond	Meb
Matrix Law Screen shot	meb
COI	Meb
Workers’ Compensation Insurance	Meb
Railroad Insurance – <i>if required</i>	n/a

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
n/a	PW270205	73300	none	<b>\$2,344,113.87</b>
			<b>TOTAL</b>	<b>\$2,344,113.87</b>

### Purchasing Use Only:

Prior Resolutions:	
CM#:	2375
Vendor Name:	Vandra Brothers Construction Inc.
ftp:	N/A
Amount:	\$2,344,113.87
History/CE:	OK
EL:	OK
Procurement Notes:	OK to Award
Purchasing Buyer’s initials and date of approval	WB 3/23/2022

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0098

<b>Sponsored by: County Executive Budish/Department of Public Works/Cuyahoga County Veterans Service Commission</b>	<b>A Resolution</b> authorizing a Real Property Purchase Agreement with Recovery Resources f/k/a Alcoholism Services of Cleveland, Inc. in the amount of \$1,825,000.00 for the property located at 3950 Chester Avenue, Cleveland, Ohio; authorizing the County Executive to take all necessary actions and to execute the agreements and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Executive Budish, through the Department of Public Works, has submitted for Council’s approval a Real Property Purchase Agreement with Recovery Resources f/k/a Alcoholism Services of Cleveland, Inc. in the amount of \$1,825,000.00 for the property located at 3950 Chester Avenue, Cleveland, Ohio; and

WHEREAS, the property will be used as the Veterans Service Commission Headquarters; and

WHEREAS, funding for the Real Property Purchase Agreement with Recovery Resources f/k/a Alcoholism Services of Cleveland, Inc is 100% from the Veterans Service Fund; and

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

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

**SECTION 1.** That the Cuyahoga County Council hereby approves a Real Property Purchase Agreement with Recovery Resources f/k/a Alcoholism Services of Cleveland, Inc. in the amount of \$1,825,000.00 for the property located at 3950 Chester Avenue, Cleveland, Ohio.

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

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

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

**SECTION 5.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health, or safety in the County; and any additional reasons set forth in the preamble. Provided that this Resolution receives the affirmative vote of at least eight members of Council, it shall take effect and be in force immediately upon the earliest occurrence of any of the following: (1) its approval by the County Executive through signature, (2) the expiration of the time during which it may be disapproved by the County Executive under Section 3.10(6) of the Cuyahoga County Charter, or (3) its passage by at least eight members of Council after disapproval pursuant to Section 3.10(7) of the Cuyahoga County Charter. Otherwise, it shall take effect and be in force from and after the earliest period allowed by law.

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

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

Yeas:

Nays:

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

First Reading/Referred to Committee: April 12, 2022

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

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

Title: Veterans Service Commission HQ real estate acquisition project.

The Department of Public Works is seeking authority to purchase certain real estate known as and located at 3950 Chester Ave., Cleveland, Ohio for use by the Cuyahoga County Veteran Services Commission via a purchase and sale agreement with Recovery Resources in the amount of \$1,825,000.00. VSC HQ Project.

#### Scope of Work Summary

The Department of Public Works, on behalf of the Cuyahoga County Veterans Service Commission (VSC) seeks approval of a purchase and sale agreement with Recovery Resources in the amount of \$1,825,000.00 for the purchase of certain real estate, known as and located at 3950 Chester Ave., Cleveland, Ohio (PPN 103-08-027).

The Veterans Service Commission is seeking to purchase a stand-alone, new HQ building to best carry out its mission to our Veterans and meet its programmatic needs. The VSC currently rents space that this new HQ will eventually replace. The anticipated closing date for this real estate acquisition is April 29<sup>th</sup>, 2022. The property to be acquired sits on 1.28 acres and contains a two-story, 30,000 square foot building with over 60 dedicated parking spaces.

The Veterans Service Commission is legislated by the State of Ohio and funded by Cuyahoga County property taxes. Each of the 88 Veterans Service Commissions in the State of Ohio has a board of five Commissioners created under the Ohio Revised Code, ORC 5901, who administer the programs for their respective counties.

The mission of the Veterans Service Commission is to continue to provide direct and indirect financial assistance and other benefits to veterans and their dependents who have met with an unexpected hardship resulting from illness, injury, or loss of employment, and meet eligibility requirements. The Commission has established outreach programs with other county, state and federal agencies to assist veterans and their dependents with employment and training for employment, so they have all of the tools needed to re-enter the workforce and not be dependent on this Commission for assistance. This Commission also assists in initiating claims for benefits, obtaining documents to substantiate proof for these benefits, provides free graves and funerals for honorably discharged indigent veterans, and procures grave markers for veterans.

This property was procured via a multi year search of the local real estate market for a property that best suited the needs of the Veterans Service Commission. RFP exemption was appropriate under the standing authority of the ORC and the County Charter. The property is market rate appropriate and is centrally located with good public transportation and immediately adjacent to another county property (Jane Edna Hunter Building).

#### Contractor and Project Information

Vendor for Purchase/Sale Agreement:

RECOVERY RESOURCES

4269 Pearl Road

Cleveland, OH 44109

(216) 400-7953

Seona Goerndt is the Executive Director of Recovery Resources

The address of the proposed project/VSC new HQ is:

Recovery Resources Admin. Bldg

3950 Chester Ave.

Cleveland, Ohio 44115

The project is located in Council District 07.

#### Project Status and Planning

The VSC HQ Project real estate acquisition is a one time project.

Once the property is acquired there will be a process to bid out design services to what alterations will be needed to meet the needs of the Veterans Service Commission. This will be followed by a process to bid out any construction to build out the designed project.

The purchase and sales agreement needs a signature in ink by April 28<sup>th</sup>.  
This is a new, one-time project with no contract evaluation or history to report.

#### Funding

The project will be funded through the Veterans Service Fund.  
There will be one payment for the entire purchase price at the closing.

## Timeline:

3/21/2022 - Work started on Contract. Exact time is unknown to me. I was made aware at 1:32 pm.

3/23/2022 - OPD disapproved Contract roughly around 3:00 pm. Disapproval notes are as follows: must attach current, completed Debarment Form, which was completed on 3/23/2022. Attach vendor submission (purchase agreement cannot be substituted, as not signed by vendor). Header GL commitments must be yes in order to create Spread Edits, must have Spreading with Annual Max Edit – enter spread date and amount in the line and the line must have spread date/amount info entered.

3/23/2022 – I had to redo the Exemption Checklist with the corrected 2 lines, instead of one, to reflect the accounts the funds were to be pulled from. Of Note: This is where my confusion started regarding funding and accounts. I was told by Trevor McAleer that the funds being given to us for this purchase (\$1,000,000.00) were sitting in VC300100, which is why we were adding the second line in the contract. The other \$825,000.00 I knew was in our account. I wasn't aware that the VC300100 account is ours. I'm still not certain it is. I redid the Exemption Checklist to have the funds then pulled from the two separate accounts, while Nancy Farina was working on the disapproval notes.

3/24/2022 – 10:26 am – Nancy Farina CC'd me on the Service Desk ticket email she submitted for an error she was receiving for GL line for the \$825,000.00.

12:50 pm - Domonique Tatum emailed me a Budget Adjustment Form to request the \$1,000,000.00 in VC300100 be transferred to VC100100. I didn't know I could do this and still don't know who's account this is, but I submitted the request, which also needs to go on an Agenda. I was told by my superiors, Jon Reiss and Feronne Williams, that these funds were already approved and given by County Council, so there is some more confusion as to why another Agenda. This transfer was completed at roughly 3:10 pm.

3/25/2022 – Roughly 7:45 am the contract was then revised to reflect one line instead of two since all the funds (\$1,825,000.00) were now all coming from one account, VC100100.

8:26 am - Domonique Tatum sent Nancy Farina email requesting Nancy to wait on revising the funding source and that we still needed Council approval before transferring funds.



9:11 am – Domanique Tatum sent an email stating Nancy Farina could now proceed with revising funding source and that the transfer will be put on the next Agenda. I assume County Council?

10:46 am – I emailed Paul Porter to find out if it is still possible to get this on April 12 agenda. Paul replied at 11:00 am and we had questions and answers until 11:34 am.

11:21 am – Nancy Farina sent email stating that she has completed everything that was required, and that once the line was entered correctly, it will be ready to be released again.

12:41 pm – Mellany Seay sent an email stating that the line has been updated and that the contract can be released.

1:17 pm – Nancy Farina sent an email again with a Service Desk ticket for an error received.

2:10 pm - Nancy Farina sent an email again with a Service Desk ticket for an error received.

2:15 pm – Anka Davis emailed me requesting I approve the contract since I am the department approver. I replied that it is not in my queue to approve, but that I would love to.

3:36 pm – Anka Davis replied that Nancy Farina was having issues and that the contract hasn't been moved from her queue yet.

3/28/2022 – John Myers forwarded Anka Davis' email stating that I need to approve the contract. It still isn't in my queue.

End of Timeline.....

I am requesting this be added to the April 12 agenda because we have a hard closing date of April 19. Even though we've had a multitude of issues, I believe we will have everything completed well before the April 12 meeting. Also, I'd rather not miss the closing date because I don't want to find out how much longer that will delay the process of purchasing the building, and I also don't want to find out what else is involved if we miss it. It hasn't been easy up to this point, and there are a lot of hands involved in this contract. I see it as wasted time and a lot of hard work on many county employees if we have to do it all over again. Also, it is my understanding that Jon Reiss and Feronne Williams already presented this building purchase to County Council and that the pitch was accepted, which is where we got the \$1,000,000.00 from to begin with.

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0101

<p>Sponsored by: <b>County Executive Budish/Department of Development</b></p> <p>Co-sponsored by: <b>Councilmembers Turner, Sweeney, Tuma, Gallagher and Jones</b></p>	<p><b>A Resolution</b> making awards to various municipalities, in the total amount of \$2,733,018.00 for various municipal grant projects in connection with the 2022 Community Development Block Grant Program for the period 4/1/2022 - 9/30/2022; authorizing the County Executive to execute the agreements and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective.</p>
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WHEREAS, the County Executive/Department of Development has recommended awards to various municipalities, in the total amount of \$2,733,018.00, for various projects or programs in connection with the 2022 Community Development Block Grant Program for the period 4/1/2022 - 9/30/2022; and

WHEREAS, the participants of the 2022 CDBG Municipal Grant Program have been chosen from the fifty-one (51) communities that are members of the Cuyahoga Urban County; and,

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

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

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

- a) City of Bedford in the amount not-to-exceed \$150,000.00 for Bedford Municipal Pool House Repair;
- b) City of Bedford Heights in the amount not-to-exceed \$150,000.00 for Perkins Road, North sidewalk;
- c) City of Berea in the amount not-to-exceed \$150,000.00 for South Rocky Drive Improvement Project;
- d) City of Brooklyn in the amount not-to-exceed \$150,000.00 for Marquardt Park Improvements Phase II;

- e) City of Fairview Park in the amount not-to-exceed \$150,000.00 for Fairview Park/Metroparks Connectivity, Phase 2;
- f) City of Garfield Heights in the amount not-to-exceed \$150,000.00 for Antenucci Sidewalk, Phase 2;
- g) City of Highland Hills in the amount not-to-exceed \$95,818.00 for Senior Bus Replacement;
- h) City of Lyndhurst in the amount not-to-exceed \$150,000.00 for Police and Fire Dedication Playground;
- i) City of Maple Heights in the amount not-to-exceed \$150,000.00 for Stafford Park Restoration Project-Phase 2;
- j) City of Middleburg Heights in the amount not-to-exceed \$150,000.00 for Glenridge Avenue Resurfacing Project;
- k) City of North Olmsted in the amount not-to-exceed \$150,000.00 for West 231<sup>st</sup> Street in the City of North Olmsted;
- l) Village of North Randall in the amount not-to-exceed \$150,000.00 for Adaptive Reuse with Accessibility-Village Hall; and
- m) Village of Oakwood in the amount not-to-exceed \$150,000.00 for Broadway Avenue American with Disabilities Act (ADA) Accessible/Sidewalk Project;
- n) City of Parma Heights in the amount not-to-exceed \$150,000.00 for North Church Drive Reconstruction Phase II;
- o) City of Richmond Heights in the amount not-to-exceed \$150,000.00 for Community Center Roof Replacement;
- p) City of Shaker Heights in the amount not-to-exceed \$150,000.00 for South Side of Chagrin Lot Improvements;
- q) City of South Euclid in the amount not-to-exceed \$40,000.00 for Quarry Park Improvement Target Area Improvement Project;
- r) Village of Walton Hills in the amount not-to-exceed \$150,000.00 for Improvement Target Area Pavement Reconstruction Phase 2;
- s) City of Warrensville Height in the amount not-to-exceed \$150,000.00 for Street and Road repair;
- t) Village of Woodmere in the amount not-to-exceed \$47,200.00 for Community Garden Accessibility Project; and

WHEREAS, the awards are funded 100% by Community Development Block Grant Funds and are located in County Council District Nos. 1, 3, 4, 5, 6, 8, 9 and 11; and,

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

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

**SECTION 1.** That the Cuyahoga County Council hereby makes awards to various municipalities, in the total amount of \$2,733,018.00, for various projects or

programs in connection with the 2022 Community Development Block Grant Program for the period 4/1/2022 - 9/30/2022:

- a) City of Bedford in the amount not-to-exceed \$150,000.00 for Bedford Municipal Pool House Repair;
- b) City of Bedford Heights in the amount not-to-exceed \$150,000.00 for Perkins Road, North sidewalk;
- c) City of Berea in the amount not-to-exceed \$150,000.00 for South Rocky Drive Improvement Project;
- d) City of Brooklyn in the amount not-to-exceed \$150,000.00 for Marquardt Park Improvements Phase II;
- e) City of Fairview Park in the amount not-to-exceed \$150,000.00 for Fairview Park/Metroparks Connectivity, Phase 2;
- f) City of Garfield Heights in the amount not-to-exceed \$150,000.00 for Antenucci Sidewalk, Phase 2;
- g) City of Highland Hills in the amount not-to-exceed \$95,818.00 for Senior Bus Replacement;
- h) City of Lyndhurst in the amount not-to-exceed \$150,000.00 for Police and Fire Dedication Playground;
- i) City of Maple Heights in the amount not-to-exceed \$150,000.00 for Stafford Park Restoration Project-Phase 2;
- j) City of Middleburg Heights in the amount not-to-exceed \$150,000.00 for Glenridge Avenue Resurfacing Project;
- k) City of North Olmsted in the amount not-to-exceed \$150,000.00 for West 231<sup>st</sup> Street in the City of North Olmsted;
- l) Village of North Randall in the amount not-to-exceed \$150,000.00 for Adaptive Reuse with Accessibility-Village Hall; and
- m) Village of Oakwood in the amount not-to-exceed \$150,000.00 for Broadway Avenue American with Disabilities Act (ADA) Accessible/Sidewalk Project;
- n) City of Parma Heights in the amount not-to-exceed \$150,000.00 for North Church Drive Reconstruction Phase II;
- o) City of Richmond Heights in the amount not-to-exceed \$150,000.00 for Community Center Roof Replacement;
- p) City of Shaker Heights in the amount not-to-exceed \$150,000.00 for South Side of Chagrin Lot Improvements;
- q) City of South Euclid in the amount not-to-exceed \$40,000.00 for Quarry Park Improvement Target Area Improvement Project;
- r) Village of Walton Hills in the amount not-to-exceed \$150,000.00 for Improvement Target Area Pavement Reconstruction Phase 2;
- s) City of Warrensville Height in the amount not-to-exceed \$150,000.00 for Street and Road repair;
- t) Village of Woodmere in the amount not-to-exceed \$47,200.00 for Community Garden Accessibility Project; and

**SECTION 2.** That the County Executive is authorized to execute the agreements and all other documents in connection 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 and safety in the County; and 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: April 12, 2022

Committee(s) Assigned: Community Development

Additional Sponsorships Requested on the Floor: April 12, 2022

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

The 2021 Community Development Block Grant (CDBG) funded competitive Municipal Grant process began October 12, 2021 with the release of applications, due to the Department of Development by January 7, 2022. The following 22 communities submitted applications for consideration in a total amount of \$3,033,018:

Community	Amount	Community	Amount
Bedford	\$150,000.00	Newburgh Heights	\$150,000.00
Bedford Heights	\$150,000.00	North Olmsted	\$150,000.00
Berea	\$150,000.00	North Randall	\$150,000.00
Brooklyn	\$150,000.00	Oakwood	\$150,000.00
Cuyahoga Heights	\$150,000.00	Parma Heights	\$150,000.00
Fairview Park	\$150,000.00	Richmond Heights	\$150,000.00
Garfield Heights	\$150,000.00	Shaker Heights	\$150,000.00
Highland Hills	\$95,818.00	South Euclid	\$40,000.00
Lyndhurst	\$150,000.00	Walton Hills	\$150,000.00
Maple Heights	\$150,000.00	Warrensville Heights	\$150,000.00
Middleburg Heights	\$150,000.00	Woodmere	\$47,200.00

This was a competitive process as is required by the Cooperation Agreement which is signed by communities in Cuyahoga County that wish to participate in CDBG funded programming. A review committee comprised of Development staff thoroughly reviewed and scored all 22 of the applications submitted.

After reviewing each application thoroughly, Cuyahoga Heights was referred to the County Landbank for complete funding of their demolition request. It was confirmed by the Landbank that the demolition request had been submitted to the State of Ohio through the landbank. The Newburgh Heights request was not moved forward as the priority to meet assistance to low-moderate income persons or elimination of slum and blight was not met in their request to create a dog park.

In addition, 15 of the 20 projects recommended are located in Equity Zones.

Therefore, the committee recommends the following communities:



Community Name	Proposed Project	Equity Zone	Recommended Award
Bedford	Bedford Municipal Pool House Repair	Yes	\$150,000.00
Bedford Heights	Perkins Road, North, Sidewalk	Yes	\$150,000.00
Berea	S. Rocky River Drive Improvement Project	Yes	\$150,000.00
Brooklyn	Marquardt Park Improvements Phase II	Yes	\$150,000.00
Fairview Park	FP/Metroparks Connectivity, Phase 2	Yes	\$150,000.00
Garfield Heights	Antenucci Sidewalk Phase 2	Yes	\$150,000.00
Highland Hills	Senior Bus Replacement		\$95,818.00
Lyndhurst	Police & Fire Dedication Playground	Yes	\$150,000.00
Maple Heights	Stafford Park Restoration Project-Phase 2	Yes	\$150,000.00
Middleburg Heights	Glenridge Ave. Resurfacing Project	Yes	\$150,000.00
North Olmsted	West 231st Street in the City of North Olmsted		\$150,000.00
North Randall	Adaptive Reuse with Accessibility – Village Hall	Yes	\$150,000.00
Oakwood	Broadway Ave ADA Accessible/Sidewalk Project	Yes	\$150,000.00
Parma Heights	N. Church Drive Reconstruction Phase II	Yes	\$150,000.00
Richmond Heights	Community Center Roof Replacement		\$150,000.00
Shaker Heights	South Side of Chagrin Lot Improvements	Yes	\$150,000.00
South Euclid	Quarry Park ITA Improvement Project	Yes	\$40,000.00
Walton Hills	ITA Pavement Reconstruction Phase 2		\$150,000.00
Warrensville Heights	Street & Road Repair	Yes	\$150,000.00
Woodmere	Community Garden Accessibility Project		\$47,200.00
20 Communities			\$2,733,018.00

#### 2021 Municipal Grant Applications by Score

Community	Ask	Proposed Project	Score
<b>RECOMMENDED</b>			
Middleburg Heights	\$150,000.00	Glenridge Ave. Resurfacing Project	92
Berea	\$150,000.00	S. Rocky River Drive Improvement Project	90
Oakwood	\$150,000.00	Broadway Ave ADA Accessible/Sidewalk Project	90
Fairview Park	\$150,000.00	FP/Metroparks Connectivity, Phase 2	89
Maple Heights	\$150,000.00	Stafford Park Restoration Project-Phase 2	86
Richmond Heights	\$150,000.00	Community Center Roof Replacement	84
Bedford Heights	\$150,000.00	Perkins Road, North, Sidewalk	83
South Euclid	\$40,000.00	Quarry Park ITA Improvement Project	83
North Olmsted	\$150,000.00	West 231st Street in the City of North Olmsted	82
Warrensville Heights	\$150,000.00	Street & Road Repair	82
Brooklyn	\$150,000.00	Marquardt Park Improvements Phase II	81
Walton Hills	\$150,000.00	ITA Pavement Reconstruction Phase 2	81
North Randall	\$150,000.00	Adaptive Reuse with Accessibility – Village Hall	79
Parma Heights	\$150,000.00	N. Church Drive Reconstruction Phase II	78

Woodmere	\$47,200.00	Community Garden Accessibility Project	78
Shaker Heights	\$150,000.00	South Side of Chagrin Lot Improvements	75
Bedford	\$150,000.00	Bedford Municipal Pool House Repair	74
Garfield Heights	\$150,000.00	Antenucci Sidewalk Phase 2	74
Highland Hills	\$95,818.00	Senior Bus Replacement	74
Lyndhurst	\$150,000.00	Police & Fire Dedication Playground	66
<b>TOTAL RECOMMENDED</b>	<b>\$2,733,018.00</b>	<b>20 Communities</b>	
<b>NOT RECOMMENDED</b>			
Newburgh Heights	\$150,000.00	Washington Park Dog Park	59
Cuyahoga Heights	\$150,000.00	Demolition of 4410 East 71st Street	58

Timeline for late submittal-

The CDBG Muni and CDSG applications were released on October 12, 2021, with the CDBG applications due back January 7, 2022, and the CDSG applications due back January 21, 2022.

22 Muni and 37 CDSG applications were received. All applications for both programs were reviewed by staff for eligibility and recommendation for awards. Funding to support the recommendations for both programs (Federal CDBG funds for Muni and Casino Revenue funds for CDSG) had to be verified.

Having previously received Executive approval for the Muni recommendations, Executive approval to proceed to Council with the CDSG recommendations was received on March 22nd.



**DATE:** March 22, 2022

**TO:** Pernel Jones, County Council President

**FROM:** Sara Parks Jackson/Kate Feighan

**SUBJECT:** 2021 CDBG Competitive Muni Grant Recommendations

**CC:** Joseph Nanni, Paul Herdeg

The 2021 Community Development Block Grant (CDBG) funded competitive Municipal Grant process began October 12, 2021 with the release of applications, due to the Department of Development by January 7, 2022. The following 22 communities submitted applications for consideration in a total amount of \$3,033,018:

Community	Amount	Community	Amount
Bedford	\$150,000.00	Newburgh Heights	\$150,000.00
Bedford Heights	\$150,000.00	North Olmsted	\$150,000.00
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Maple Heights	\$150,000.00	Warrensville Heights	\$150,000.00
Middleburg Heights	\$150,000.00	Woodmere	\$47,200.00

This was a competitive process as is required by the Cooperation Agreement which is signed by communities in Cuyahoga County that wish to participate in CDBG funded programming. A review committee comprised of Development staff thoroughly reviewed and scored all 22 of the applications submitted.

After reviewing each application thoroughly, Cuyahoga Heights was referred to the County Landbank for complete funding of their demolition request. It was confirmed by the Landbank that the demolition request had been submitted to the State of Ohio through the landbank. The Newburgh Heights request was not moved forward as the priority to meet assistance to low-moderate income persons or elimination of slum and blight was not met in their request to create a dog park.

In addition, 15 of the 20 projects recommended are located in Equity Zones.

Therefore, the committee recommends the following communities:

<b>Community Name</b>	<b>Proposed Project</b>	<b>Equity Zone</b>	<b>Recommended Award</b>
Bedford	Bedford Municipal Pool House Repair	Yes	\$150,000.00
Bedford Heights	Perkins Road, North, Sidewalk	Yes	\$150,000.00
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Brooklyn	Marquardt Park Improvements Phase II	Yes	\$150,000.00
Fairview Park	FP/Metroparks Connectivity, Phase 2	Yes	\$150,000.00
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Highland Hills	Senior Bus Replacement		\$95,818.00
Lyndhurst	Police & Fire Dedication Playground	Yes	\$150,000.00
Maple Heights	Stafford Park Restoration Project-Phase 2	Yes	\$150,000.00
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Oakwood	Broadway Ave ADA Accessible/Sidewalk Project	Yes	\$150,000.00
Parma Heights	N. Church Drive Reconstruction Phase II	Yes	\$150,000.00
Richmond Heights	Community Center Roof Replacement		\$150,000.00
Shaker Heights	South Side of Chagrin Lot Improvements	Yes	\$150,000.00
South Euclid	Quarry Park ITA Improvement Project	Yes	\$40,000.00
Walton Hills	ITA Pavement Reconstruction Phase 2		\$150,000.00
Warrensville Heights	Street & Road Repair	Yes	\$150,000.00
Woodmere	Community Garden Accessibility Project		\$47,200.00
<b>20 Communities</b>			<b>\$2,733,018.00</b>

## 2021 Municipal Grant Applications by Score

Community	Ask	Proposed Project	Score
<b>RECOMMENDED</b>			
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Berea	\$150,000.00	S. Rocky River Drive Improvement Project	90
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Walton Hills	\$150,000.00	ITA Pavement Reconstruction Phase 2	81
North Randall	\$150,000.00	Adaptive Reuse with Accessibility – Village Hall	79
Parma Heights	\$150,000.00	N. Church Drive Reconstruction Phase II	78
Woodmere	\$47,200.00	Community Garden Accessibility Project	78
Shaker Heights	\$150,000.00	South Side of Chagrin Lot Improvements	75
Bedford	\$150,000.00	Bedford Municipal Pool House Repair	74
Garfield Heights	\$150,000.00	Antenucci Sidewalk Phase 2	74
Highland Hills	\$95,818.00	Senior Bus Replacement	74
Lyndhurst	\$150,000.00	Police & Fire Dedication Playground	66
<b>TOTAL RECOMMENDED</b>	<b>\$2,733,018.00</b>	<b>20 Communities</b>	
<b>NOT RECOMMENDED</b>			
Newburgh Heights	\$150,000.00	Washington Park Dog Park	59
Cuyahoga Heights	\$150,000.00	Demolition of 4410 East 71st Street	58

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0102

<p>Sponsored by: <b>County Executive Budish/Department of Development</b></p> <p>Co-sponsored by: <b>Councilmembers Miller, Turner, Tuma, Simon, Sweeney and Jones</b></p>	<p><b>A Resolution</b> making awards to various municipalities and non-profit organizations, in the total amount of \$1,776,685.00 for various projects or programs in connection with the 2022 Community Development Supplemental Grant Program for the period 4/1/2022 – 3/31/2023; authorizing the County Executive to execute the agreements and contracts 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 Development has recommended awards to various municipalities and non-profit organizations, in the total amount of \$1,776,685.00 for various projects or programs in connection with the 2022 Community Development Supplemental Grant Program for the period 4/1/2022 – 3/31/2023; and

WHEREAS, the participants of the 2022 CDSG Program have been chosen from the twenty-nine (29) communities and eight (8) non-profit organizations that submitted applications; and

WHEREAS, the Department of Development and a review committee reviewed and analyzed each of the applications based on scoring criteria which evaluates participants based on project description, proposed project feasibility and implementation plan; and

WHEREAS, based on the scoring criteria, the following is a list of the supplemental grant projects or programs recommend for awards:

- a) City of Bedford in the amount not-to-exceed \$50,000.00 for Bedford Municipal Pool House Repair.
- b) City of Bedford Heights in the amount not-to-exceed \$48,100.00 for Rebranding Signs.
- c) City of Berea in the amount not-to-exceed \$50,000.00 for South Rocky River Drive Improvement.
- d) City of Broadview Heights in the amount not-to-exceed \$49,805.00 for Community Electric Vehicle Charging Station.

- e) City of Brooklyn in the amount not-to-exceed \$50,000.00 for Aging in Place Program.
- f) City of Brook Park in the amount not-to-exceed \$50,000.00 for Central Park Campus Bathroom.
- g) CCH Development Corporation in the amount not-to-exceed \$50,000.00 for Old Brooklyn Campus Beautification.
- h) Cleveland Cultural Gardens in the amount not-to-exceed \$15,000.00 for One World Celebration Rockefeller Park.
- i) City of Cleveland Heights in the amount not-to-exceed \$41,000.00 for Parks and Playground.
- j) Village of Cuyahoga Heights in the amount not-to-exceed \$50,000.00 for Bucci Park Playground Equipment.
- k) City of Euclid in the amount not-to-exceed \$50,000.00 for Coulter Hero Park Multimodal Trial Loop.
- l) City of Fairview Park in the amount not-to-exceed \$50,000.00 for Bain Park Playground Project.
- m) Fairfax Renaissance Development Corporation in the amount not-to-exceed \$50,000.00 for Fairfax Master Plan.
- n) City of Garfield Heights in the amount not-to-exceed \$50,000.00 for Parks and Active Transportation Master Plan.
- o) Village of Glenwillow in the amount not-to-exceed \$50,000.00 for Pettibone Park Veterans Memorial Phase 1.
- p) City of Lakewood in the amount not-to-exceed \$50,000.00 for Warren Road Streetscape Project.
- q) LandBank in the amount not-to-exceed \$50,000.00 for Renovation of Mickey's Building in East Cleveland.
- r) City of Lyndhurst in the amount not-to-exceed \$50,000.00 for Brainard Park Fitness Upgrade.
- s) City of Maple Heights in the amount not-to-exceed \$50,000.00 for Exterior Maintenance Grant Program.
- t) City of Middleburg Heights in the amount not-to-exceed \$50,000.00 for Packard Avenue Resurfacing Rehabilitation Project.
- u) City of North Olmsted in the amount not-to-exceed \$50,000.00 for North Olmsted Security Camera Installation.
- v) Village of Oakwood in the amount not-to-exceed \$50,000.00 for Oakwood Branding Signs Project.
- w) Olmsted Township in the amount not-to-exceed \$50,000.00 for ADA Compliant Sidewalk and Ramps.
- x) One South Euclid in the amount not-to-exceed \$50,000.00 for Exterior Home Repair Program.
- y) City of Parma in the amount not-to-exceed \$50,000.00 for Ukrainian Village and Polish Village Streetscape Improvement Phase IV.
- z) City of Parma Height in the amount not-to-exceed \$50,000.00 for Way Findings and Streetscape Enhancement Project.
- aa) City of Richmond Heights in the amount not-to-exceed \$50,000.00 for A Brighter Tomorrow-Kiwanis Lodge Community Center.

- bb) City of Seven Hills in the amount not-to-exceed \$50,000.00 for Fitness Course.
- cc) City of Shaker Heights in the amount not-to-exceed \$50,000.00 for South Moreland Neighborhood Traffic Calming.
- dd) SOKOL Greater Cleveland in the amount not-to-exceed \$50,000.00 for Community Access and Greenspace Development.
- ee) City of Solon in the amount not-to-exceed \$50,000.00 for Solon Bicentennial Park.
- ff) City of Strongsville in the amount not-to-exceed \$50,000.00 for Resurface and Connection of Freedom Trail.
- gg) University Circle Inc. in the amount not-to-exceed \$50,000.00 for Jesse Owens Olympic Oak Plaza in Rockefeller Park.
- hh) Village of Valley View in the amount not-to-exceed \$50,000.00 for Demolition of Exchange Street Bridge.
- ii) Village of Walton Hills in the amount not-to-exceed \$50,000.00 for Improvement Target Area Pavement Reconstruction Phase 2.
- jj) City of Warrensville Heights in the amount not-to-exceed \$50,000.00 for Phase 3 Clarkwood Parkway and Granada Blvd.
- kk) Village of Woodmere in the amount not-to-exceed \$22,780.00 for Woodmere Police and Public Safety Electric Vehicle Program.

WHEREAS, the awards are funded 100% by Community Development Supplemental Grant Program funds and the municipalities and non-profit organizations are located in County Council District Nos. 1, 2, 3, 4, 5, 6, 8, 9, 10 and 11; and

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

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

**SECTION 1.** That the Cuyahoga County Council hereby makes awards to various municipalities and agencies, in the total amount of \$1,776,685.00 for various projects or programs in connection with the 2022 Community Development Supplemental Grant Program for the period 4/1/2022 – 3/31/2023:

- a) City of Bedford in the amount not-to-exceed \$50,000.00 for Bedford Municipal Pool House Repair.
- b) City of Bedford Heights in the amount not-to-exceed \$48,100.00 for Rebranding Signs.
- c) City of Berea in the amount not-to-exceed \$50,000.00 for South Rocky River Drive Improvement.
- d) City of Broadview Heights in the amount not-to-exceed \$49,805.00 for Community Electric Vehicle Charging Station.



- e) City of Brooklyn in the amount not-to-exceed \$50,000.00 for Aging in Place Program.
- f) City of Brook Park in the amount not-to-exceed \$50,000.00 for Central Park Campus Bathroom.
- g) CCH Development Corporation in the amount not-to-exceed \$50,000.00 for Old Brooklyn Campus Beautification.
- h) Cleveland Cultural Gardens in the amount not-to-exceed \$15,000.00 for One World Celebration Rockefeller Park.
- i) City of Cleveland Heights in the amount not-to-exceed \$41,000.00 for Parks and Playground.
- j) Village of Cuyahoga Heights in the amount not-to-exceed \$50,000.00 for Bucci Park Playground Equipment.
- k) City of Euclid in the amount not-to-exceed \$50,000.00 for Coulter Hero Park Multimodal Trial Loop.
- l) City of Fairview Park in the amount not-to-exceed \$50,000.00 for Bain Park Playground Project.
- m) Fairfax Renaissance Development Corporation in the amount not-to-exceed \$50,000.00 for Fairfax Master Plan.
- n) City of Garfield Heights in the amount not-to-exceed \$50,000.00 for Parks and Active Transportation Master Plan.
- o) Village of Glenwillow in the amount not-to-exceed \$50,000.00 for Pettibone Park Veterans Memorial Phase 1.
- p) City of Lakewood in the amount not-to-exceed \$50,000.00 for Warren Road Streetscape Project.
- q) LandBank in the amount not-to-exceed \$50,000.00 for Renovation of Mickey's Building in East Cleveland.
- r) City of Lyndhurst in the amount not-to-exceed \$50,000.00 for Brainard Park Fitness Upgrade.
- s) City of Maple Heights in the amount not-to-exceed \$50,000.00 for Exterior Maintenance Grant Program.
- t) City of Middleburg Heights in the amount not-to-exceed \$50,000.00 for Packard Avenue Resurfacing Rehabilitation Project.
- u) City of North Olmsted in the amount not-to-exceed \$50,000.00 for North Olmsted Security Camera Installation.
- v) Village of Oakwood in the amount not-to-exceed \$50,000.00 for Oakwood Branding Signs Project.
- w) Olmsted Township in the amount not-to-exceed \$50,000.00 for ADA Compliant Sidewalk and Ramps.
- x) One South Euclid in the amount not-to-exceed \$50,000.00 for Exterior Home Repair Program.
- y) City of Parma in the amount not-to-exceed \$50,000.00 for Ukrainian Village and Polish Village Streetscape Improvement Phase IV.
- z) City of Parma Height in the amount not-to-exceed \$50,000.00 for Way Findings and Streetscape Enhancement Project.
- aa) City of Richmond Heights in the amount not-to-exceed \$50,000.00 for A Brighter Tomorrow-Kiwanis Lodge Community Center.

- bb) City of Seven Hills in the amount not-to-exceed \$50,000.00 for Fitness Course.
- cc) City of Shaker Heights in the amount not-to-exceed \$50,000.00 for South Moreland Neighborhood Traffic Calming.
- dd) SOKOL Greater Cleveland in the amount not-to-exceed \$50,000.00 for Community Access and Greenspace Development.
- ee) City of Solon in the amount not-to-exceed \$50,000.00 for Solon Bicentennial Park.
- ff) City of Strongsville in the amount not-to-exceed \$50,000.00 for Resurface and Connection of Freedom Trail.
- gg) University Circle Inc. in the amount not-to-exceed \$50,000.00 for Jesse Owens Olympic Oak Plaza in Rockefeller Park.
- hh) Village of Valley View in the amount not-to-exceed \$50,000.00 for Demolition of Exchange Street Bridge.
- ii) Village of Walton Hills in the amount not-to-exceed \$50,000.00 for Improvement Target Area Pavement Reconstruction Phase 2.
- jj) City of Warrensville Heights in the amount not-to-exceed \$50,000.00 for Phase 3 Clarkwood Parkway and Granada Blvd.
- kk) Village of Woodmere in the amount not-to-exceed \$22,780.00 for Woodmere Police and Public Safety Electric Vehicle Program.

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

**SECTION 3.** It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health, and 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: April 12, 2022

Committee(s) Assigned: Community Development

Additional Sponsorships Requested on the Floor: April 12, 2022

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

The 2022 CDSG competitive Grant process began October 12, 2021 with the release of the 2022 application and instructions.

An information session was held virtually on October 12, 2021 with potential applicants to go over the requirements and instructions of the 2022 CDSG application in detail and answer questions.

37 CDSG applications were returned to the Department of Development by the due date of January 21, 2022 by 4:30pm. A total of 29 communities and 8 non-profits submitted applications for consideration in a total amount of \$1,776,685.00.

County Council allocates \$1.5 million annually to fund this program. After a review of the previous rounds' funding actually expended, Development staff has identified that there are sufficient funds to fund all 37 applications received. As such, we did not convene a review committee. Staff of the Department of Development reviewed every application to ensure that all met the the Community Development Supplemental Grant requirements of:

All applications must meet a community development need related to the health or welfare of the community. Soft costs are not an eligible expense. Soft costs include, but are not limited to, architectural fees, accounting fees, consulting fees, legal fees, engineering fees, permitting costs. Administrative fees/costs including Personnel is not an allowable expense.

The staff of the Department of Development, Housng and Community Development division recommends approval of all 37 applications submitted as it has been determined that they meet the community development need as required.

The list of applicants with description and amounts requested is as follows:

Community/Non Profit Agency Applicant	Proposed Project/Program	Amount Requested
Bedford	Bedford Municipal Pool House Repair	\$50,000.00
Bedford Heights	Rebranding Signs	\$48,100.00
Berea	South Rocky River Dr. Improvement	\$50,000.00
Broadview Heights	Community Electric Vehicle Charging Station	\$49,805.00
Brooklyn	Aging in Place Program	\$50,000.00
Brook Park	Central Park Campus Bathroom	\$50,000.00
CCH Development Corporation	Old Brooklyn Campus Beautification	\$50,000.00
Cleveland Cultural Gardens	One World Celebration Rockefeller Park	\$15,000.00
Cleveland Heights	Parks & Playground	\$41,000.00
Cuyahoga Heights	Bucci Park Playground Equipment	\$50,000.00
Euclid	Coulter Hero Park Multimodal Trail Loop	\$50,000.00
Fairview Park	Bain Park Playground Project	\$50,000.00
FRDC (Fairfax)	Fairfax Master Plan	\$50,000.00
Garfield Heights	Parks & Active Transportation Master Plan	\$50,000.00
Glenwillow	Pettibone Park Veterans Memorial Phase 1	\$50,000.00
Lakewood	Warren Road Streetscape Project	\$50,000.00
LandBank	Renovation of Mickey's Bldg. in East Cleveland	\$50,000.00

Lyndhurst	Brainard Park Fitness Upgrade	\$50,000.00
Maple Heights	Exterior Maintenance Grant Program	\$50,000.00
Middleburg Heights	Packard Avenue Resurfacing Rehabilitation Project	\$50,000.00
North Olmstead	North Olmsted Security Camera Installation	\$50,000.00
Oakwood	Oakwood Branding Signs Project	\$50,000.00
Olmstead Township	ADA Compliant Side Walk, Ramps	\$50,000.00
One South Euclid	Exterior Home Repair Program	\$50,000.00
Parma	Ukrainian Village & Polish Village Streetscape Improvement Phase IV	\$50,000.00
Parma Heights	Way Findings & Streetscape Enhancement Project	\$50,000.00
Richmond Heights	A Brighter Tomorrow - Kiwanis Lodge Community Center	\$50,000.00
Seven Hills	Fitness Course	\$50,000.00
Shaker Heights	S. Moreland Neighborhood Traffic Calming	\$50,000.00
SOKOL Greater Cleveland	Community Access & Greenspace Development	\$50,000.00
Solon	Solon Bicentennial Park	\$50,000.00
Strongsville	Resurface & Connection of Freedom Trail	\$50,000.00
University Circle	Jesse Owens Olympic Oak Plaza in Rockefeller Park	\$50,000.00
Valley View	Demolition of Exchange Street Bridge	\$50,000.00
Walton Hills	ITA Pavement Reconstruction Phase 2	\$50,000.00
Warrensville Heights	Phase 3 Clarkwood Parkway & Granada Blvd.	\$50,000.00
Woodmere	Woodmere Police & Public Safety Electric Vehicle Program	\$22,780.00
37 Applicants		\$1,776,685.00

Timeline for late submittal-

The CDBG Muni and CDSG applications were released on October 12, 2021, with the CDBG applications due back January 7, 2022, and the CDSG applications due back January 21, 2022.

22 Muni and 37 CDSG applications were received. All applications for both programs were reviewed by staff for eligibility and recommendation for awards. Funding to support the recommendations for both programs (Federal CDBG funds for Muni and Casino Revenue funds for CDSG) had to be verified.

Having previously received Executive approval for the Muni recommendations, Executive approval to proceed to Council with the CDSG recommendations was received on March 22nd.



**DATE:** March 22, 2022  
**TO:** Pernel Jones, County Council President  
**FROM:** Sara Parks Jackson/Kate Feighan  
**SUBJECT:** 2022 CDSG Recommendations  
**CC:** Joseph Nanni, Paul Herdeg

The following information is submitted for your review and approval:

The 2022 CDSG competitive Grant process began October 12, 2021 with the release of the 2022 application and instructions.

An information session was held virtually on October 12, 2021 with potential applicants to go over the requirements and instructions of the 2022 CDSG application in detail and answer questions.

37 CDSG applications were returned to the Department of Development by the due date of January 21, 2022 by 4:30pm. A total of 29 communities and 8 non-profits submitted applications for consideration in a total amount of \$1,776,685.00.

County Council allocates \$1.5 million annually to fund this program. After a review of the previous rounds' funding actually expended, Development staff has identified that there are sufficient funds to fund all 37 applications received. As such, we did not convene a review committee. Staff of the Department of Development reviewed every application to ensure that all met the the Community Development Supplemental Grant requirements of:

All applications must meet a community development need related to the health or welfare of the community. **Soft costs are not an eligible expense.** Soft costs include, but are not limited to, architectural fees, accounting fees, consulting fees, legal fees, engineering fees, permitting costs. **Administrative fees/costs including Personnel is not an allowable expense.**

**The staff of the Department of Development, Housing and Community Development division recommends approval of all 37 applications submitted as it has been determined that they meet the community development need as required.**

The list of applicants with description and amounts requested is as follows:

<b>Community/Non Profit Agency Applicant</b>	<b>Proposed Project/Program</b>	<b>Amount Requested</b>
Bedford	Bedford Municipal Pool House Repair	\$50,000.00
Bedford Heights	Rebranding Signs	\$48,100.00
Berea	South Rocky River Dr. Improvement	\$50,000.00
Broadview Heights	Community Electric Vehicle Charging Station	\$49,805.00
Brooklyn	Aging in Place Program	\$50,000.00
Brook Park	Central Park Campus Bathroom	\$50,000.00
CCH Development Corporation	Old Brooklyn Campus Beautification	\$50,000.00
Cleveland Cultural Gardens	One World Celebration Rockefeller Park	\$15,000.00
Cleveland Heights	Parks & Playground	\$41,000.00
Cuyahoga Heights	Bucci Park Playground Equipment	\$50,000.00
Euclid	Coulter Hero Park Multimodal Trail Loop	\$50,000.00
Fairview Park	Bain Park Playground Project	\$50,000.00
FRDC (Fairfax)	Fairfax Master Plan	\$50,000.00
Garfield Heights	Parks & Active Transportation Master Plan	\$50,000.00
Glenwillow	Pettibone Park Veterans Memorial Phase 1	\$50,000.00
Lakewood	Warren Road Streetscape Project	\$50,000.00
LandBank	Renovation of Mickey's Bldg. in East Cleveland	\$50,000.00
Lyndhurst	Brainard Park Fitness Upgrade	\$50,000.00
Maple Heights	Exterior Maintenance Grant Program	\$50,000.00
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North Olmstead	North Olmsted Security Camera Installation	\$50,000.00
Oakwood	Oakwood Branding Signs Project	\$50,000.00
Olmstead Township	ADA Compliant Side Walk, Ramps	\$50,000.00
One South Euclid	Exterior Home Repair Program	\$50,000.00
Parma	Ukranian Village & Polish Village Streetscape Improvement Phase IV	\$50,000.00
Parma Heights	Way Findings & Streetscape Enhancement Project	\$50,000.00
Richmond Heights	A Brighter Tomorrow - Kiwanis Lodge Community Center	\$50,000.00
Seven Hills	Fitness Course	\$50,000.00
Shaker Heights	S. Moreland Neighborhood Traffic Calming	\$50,000.00
SOKOL Greater Cleveland	Community Access & Greenspace Development	\$50,000.00
Solon	Solon Bicentennial Park	\$50,000.00
Strongsville	Resurface & Connection of Freedom Trail	\$50,000.00
University Circle	Jesse Owens Olympic Oak Plaza in Rockefeller Park	\$50,000.00
Valley View	Demolition of Exchange Street Bridge	\$50,000.00
Walton Hills	ITA Pavement Reconstruction Phase 2	\$50,000.00
Warrensville Heights	Phase 3 Clarkwood Parkway & Granada Blvd.	\$50,000.00
Woodmere	Woodmere Police & Public Safety Electric Vehicle Program	\$22,780.00
37 Applicants		\$1,776,685.00

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0103

Sponsored by: <b>County Executive Budish/Department of Public Safety and Justice Services</b>  Co-sponsored by: <b>Councilmember Turner</b>	<b>A Resolution</b> making an award on RQ8006 to Chagrin Valley Dispatch Council in the amount not-to-exceed \$2,496,756.05 for Countywide Criminal Justice Data Warehouse Hosting services for the period 5/1/2022 – 4/30/2027; authorizing the County Executive to execute Agreement No. 2372 and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Executive/Department of Public Safety and Justice Services has recommended an award on RQ8006 to Chagrin Valley Dispatch Council in the amount not-to-exceed \$2,496,756.05 for Countywide Criminal Justice Data Warehouse Hosting services for the period 5/1/2022 – 4/30/2027; and

WHEREAS, the primary goals of this project are to provide an up-to-date and modern information sharing system to criminal justice stakeholders within and beyond the County; and

WHEREAS, this funding for this project is 100% by Criminal Justice Data Sharing 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 an award on RQ8006 to Chagrin Valley Dispatch Council in the amount not-to-exceed \$2,496,756.05 for Countywide Criminal Justice Data Warehouse Hosting services for the period 5/1/2022 – 4/30/2027.

**SECTION 2.** That the County Executive is authorized to execute Agreement No. 2372 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 and the reasons set forth in the preamble.





Title: Public Safety & Justice Services; 2022 Contract with Chagrin Valley Dispatch Council for CJIS Data Warehouse Hosting Services

#### Scope of Work Summary

Public Safety and Justice Services is requesting approval of a contract with Chagrin Valley Dispatch Council for the anticipated cost \$2,496,756.05.

This project is not new to the County. The prior Board Resolution Number is R2017-0032.

Chagrin Valley Dispatch Council provides data warehouse hosting services for the Criminal Justice Information Sharing program (CJIS). The data warehouse provides an up-to-date and modern information sharing system to criminal justice stakeholders within and beyond the County. The data warehouse also houses County programs such as the Protection Order Registry and the Fixed License Plate Reader system.

The original contract period for this project is ending 4/30/2022. A Formal RFP was conducted, and Chagrin Valley Dispatch was chosen to continue to provide the data warehouse hosting services. The anticipated start-completion dates are 5/1/2022-4/30/2027

The primary goals of the project are:

- To host and maintain the data warehouse and all other associated systems
- To maintain the network connectivity and security of the data warehouse
- To provide technical support to end users of the data warehouse

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

- a) Please state the date of TAC Approval: 3/24/2022
- b) Are the purchases compatible with the new ERP system? N/A
- c) Is the item ERP approved N/A
- d) Are the services covered by the original ERP budget N/A

#### Procurement

The procurement method for this project was RFP. The total value of the RFP is \$2,496,756.05

The RFP was closed on 1/3/22. There is an SBE goal of 13%, MBE goal of 12% and WBE goal of 5%.

There was 1 pulled from OPD, 1 bid submitted for review, and 1 bid approved.

#### Contractor and Project Information

Chagrin Valley Dispatch Council  
Heights Hillcrest Communications Center  
88 Center Road, Suite B100  
Bedford, Ohio 44146

The Director of Chagrin Valley Dispatch Council is Nick DiCicco.

#### Project Status and Planning

The project is a continuation of an existing project.

The project is on a critical action path because the current contract period is ending and the services the data warehouse host provides to the County are essential.

#### Funding

The project is funded 100% by the Criminal Justice Data Sharing Fund.

The schedule of payments is monthly.

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	8006
Infor/Lawson PO# Code (if applicable):	RFP
Event #	2148
CM Contract#	2372

	<b>Department initials</b>	<b>Clerk of the Board</b>
Briefing Memo	EDA	<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 checked="" type="checkbox"/>	No <input type="checkbox"/>
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### FULL AND OPEN COMPETITION

#### Formal RFP

#### Reviewed by Purchasing

				Department initials	Purchasing
Notice of Intent to Award (sent to all responding vendors)				N/A – one bid	NA
Bid Specification Packet				EDA	CQ
Evaluation Summary (names of evaluators to be included)				EDA	CQ
Final DEI Goal Setting Worksheet				N/A	NA
Diversity Documents – <i>if required (goal set)</i>				EDA	CQ
Award Letter (sent to awarded vendor)				N/A – one bid	NA
Vendor’s Confidential Financial Statement – <i>if RFP requested</i>				EDA	CQ
Tabulation Sheet				EDA	CQ
Evaluation/Scoring Summary ( <i>includes evaluator names</i> )				Duplicate	
IG#	Chagrin Valley Dispatch Center: Political Subdivision			N/A	NA-GOVT ENTITY
Debarment/Suspension Verified	Date:	3/4/22		EDA	CQ
Auditor’s Finding	Date:	3/4/22		EDA	CQ
Vendor’s Submission				EDA	CQ
Independent Contractor (I.C.) Requirement		Date:	Political Subdivision	N/A	NA-GOVT ENTITY
Cover - <i>Master contracts only</i>				N/A	NA
Contract Evaluation – <i>if required</i>				EDA	CQ
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.				PENDING	PENDING
Checklist Verification				EDA	CQ

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	EDA
Matrix Law Screen shot	EDA
COI	EDA
Workers’ Compensation Insurance	EDA
Performance Bond, if required per RFP	N/A

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
5/1/2022 – 12/31/2022	SH710100	55130		\$316,667.00
1/1/2023 – 12/31/2023	SH710100	55130		\$482,917.00
1/1/2024 – 12/31/2024	SH710100	55130		\$494,988.92
1/1/2025 – 12/31/2025	SH710100	55130		\$507,364.96
1/1/2026 – 12/31/2026	SH710100	55130		\$520,047.85
1/1/2027 – 4/30/2027	SH710100	55130		\$174,770.32
			<b>TOTAL</b>	<b>\$2,496,756.05</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>	8006
<b>CM Contract#</b>	2372

Contract with CVDC for Data Warehouse Hosting	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	<b>\$2,496,756.05</b>		<b>5/1/22-4/30/27</b>		
<b>Prior Amendment Amounts (list separately)</b>		\$			
		\$			
		\$			
<b>Pending Amendment</b>		\$			
<b>Total Amendments</b>		\$			
<b>Total Contract Amount</b>		<b>\$2,496,756.05</b>			

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

### Purchasing Use Only:

Prior Resolutions	NA
CM#:	2372
Vendor Name:	Chagrin Valley Dispatch Council
ftp:	5/1/22-4/30/27
Amount:	\$2,496,756.05
History/CE:	OK
EL:	OK
Procurement Notes:	TAC APPROVAL PENDING

OPD BUYER REVIEW COMPLETE CQ 3/18/2022



Department of Purchasing Tabulation Sheet

REQUISITION NUMBER: 8006 Event 2148	TYPE: (RFB/RFP/RFQ): RFP	ESTIMATE: \$2,250,000.00
CONTRACT PERIOD:	RFB/RFP/RFQ DUE DATE: Monday January 3, 2022	NUMBER OF RESPONSES (issued/submitted): 10/1
REQUESTING DEPARTMENT: Public Safety & Justice Services	COMMODITY DESCRIPTION: Data Warehouse for CJIS	
DIVERSITY GOAL/SBE 13 %	DIVERSITY GOAL/MBE 12 %	DIVERSITY GOAL/WBE 5 %
Does CCBP Apply: <input type="checkbox"/> Yes <input type="checkbox"/> No	Does CCBEIP Apply: <input type="checkbox"/> Yes <input type="checkbox"/> No	DOES PRICE PREFERENCE APPLY? <input type="checkbox"/> Yes <input type="checkbox"/> No

Bidders' / Vendors' Name and Address	Bid Bond / Check	Actual Bid Amount	Buyer Administrative Review:	Dept. Tech. Review	Award: (Y/N)
1. Chagrin Valley Dispatch 88 Center Road Suite B100 Bedford OH 44146		\$	PH: YES IG Registration Complete: NO IG Number: #NA NCA: NO COOP: NO CCBB: NO CCBEIP: NO Compliant: NO OPD Buyer Initials: CQ		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Transaction ID:

# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0104

<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. 824 with Lutheran Metropolitan Ministry for operations and case management services for a 365-bed Men’s Emergency Shelter, located at 2100 Lakeside Avenue, Cleveland and for facilitation and coordination of overflow shelter services for single adults and families at various locations for the period 1/1/2021 – 9/3/2022 for additional funds in the amount not-to-exceed \$4,272,759.00; 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. 824 with Lutheran Metropolitan Ministry for operations and case management services for a 365-bed Men’s Emergency Shelter, located at 2100 Lakeside Avenue, Cleveland and for facilitation and coordination of overflow shelter services for single adults and families at various locations for the period 1/1/2021 – 9/3/2022 for additional funds in the amount not-to-exceed \$4,272,759.00; and

WHEREAS, the primary goals for this amendment are to (1) provide shelter for single adult men, located at 2100 Lakeside Avenue, (2) provide shelter, meals access to laundry and services to link men with employment & housing and (3) facilitate the provision of overflow shelter services for single men and families; 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. 824 with Lutheran Metropolitan Ministry for operations and case management services for a 365-bed Men’s Emergency Shelter, located at 2100 Lakeside Avenue, Cleveland and for facilitation and coordination of overflow shelter services for single adults and families at various locations for the period 1/1/2021 – 9/3/2022 for additional funds in the amount not-to-exceed \$4,272,759.00.

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

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

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

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

Yeas:

Nays:

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

First Reading/Referred to Committee: April 12, 2022  
Committee(s) Assigned: Health, Human Services & Aging

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

Office of Homeless Services; RQ# 3912 - 2022 - Lutheran Metropolitan Ministry; Amendment 2 3-  
Emergency Shelter for Single Adult Men and Overflow Shelter Services for Single Adults and Families.

#### Scope of Work Summary

Office of Homeless Services requesting approval of an amendment to the contract with Lutheran Metropolitan Ministry (LMM) to add \$4,272,759.00 This is the second amendment, no change in term or scope of service.

Prior Board Approval Number or Resolution Number:

Original Contract	\$3,958,232.00	R2021-0086
Amend 1	\$768,609.21	R2021-0215
Amend 2	\$475,000.00	BC2021-773

Lutheran Metropolitan Ministry (LMM) operates the Emergency Shelter for Single Adult Men which accommodates 345 men a night, located at 2100 Lakeside Avenue. Shelter, meals, access to laundry and services to link men with employment and housing are provided 365 days/year. LMM also facilitates the provision of overflow shelter services for single men and families in partnership with community providers. As an extension of services related to providing Shelter Overflow Services, has coordinated the Continuum of Care Congregate Shelter Deconcentration strategy in response to COVID-19.

The primary goals of the project are:

- a) Operate an emergency shelter for single adult men, located at 2100 Lakeside Avenue
- b) Provide shelter, meals, access to laundry and services to link men with employment and housing are provided 365 days/year
- c) Facilitate the provision of Overflow shelter services for single men and families in partnership with community providers

#### Procurement

An alternative procurement process was approved on by the Board of Control on October 19, 2020 (BC2020-581). It was amended to add funding and change the term with BC2021-28, approved on January 9, 2021. The total value of the contract is \$5,201,841.21

#### Contractor and Project Information

Lutheran Metropolitan Ministry  
4515 Superior Avenue  
Cleveland, Ohio 44103  
Council District 7

The acting executive director for the contractor is Sue Cyncynatus.

The address or location of the project is:

2100 Lakeside Emergency Men's Shelter  
Cleveland, Ohio 44114

The project is located in Council District 7

#### Project Status and Planning

The project operates 365 days/year.

Funding

The project is funded 100% Health and Human Services Levy.

The schedule of payments is monthly.

The project is an amendment to a contract. This amendment changes the value by adding \$4,272,759.00 and is the third amendment to the contract.

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	3912
Buyspeed RQ# (if applicable):	n/a
Infor/Lawson PO# Code (if applicable):	EXMT
CM Contract#	824

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

Late Submittal Required:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/> X
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					
				Department initials	Purchasing
Justification Form				PJP	OK
IG#	IG# 21-0372-REG exp 12/31/2025			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:	<del>1/12/22</del> 3/1/22		ER	Expired – uploaded 3/1/22 OK
Auditor’s Finding	Date:	<del>12/10/21</del> 3/1/22		ER	Missing – uploaded 3/1/22 OK
Independent Contractor (I.C.) Requirement	Date:	11/22/21		ER	OK
Cover - <i>Master amendments only</i>				N/A	N/A
Contract Evaluation				DWM	Revised needed – uploaded 3/1/22 OK
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.				N/A	N/A
Checklist Verification				DWM	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	
	Department initials
Agreement/Contract and Exhibits	PJP
Matrix Law Screen shot	PJP – No longer required
COI	PJP
Workers’ Compensation Insurance	PJP

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Original Executed Contract (containing insurance terms) & all executed amendments	PJP
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### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
01/01/2021 – 09/03/2022 <span style="color: red;">1/1/2022</span>	HS260350	55130	UCH00000	<b>\$4,272,759.00</b>
			<b>TOTAL</b>	<b>\$4,272,759.00</b>

Contract History CE/AG# (if applicable)	N/A
Infor/Lawson PO# Code (if applicable)	EXMT
Lawson RQ# (if applicable)	3912
CM Contract#	824

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
Original Amount	\$3,958,232.00		1/1/21 – 9/3/22	4/13/21	R2021-0086
Prior Amendment Amounts (list separately)		\$768,609.21	<span style="color: red;">9/3/22</span> <span style="color: red;">9/30/2022 – Typo on the Resolution, should be 9/3/22</span>	9/28/21	R2021-0215
		\$475,000.000	<span style="color: red;">9/3/22</span>	12/20/21	BC2021-773
Pending Amendment		\$4,272,759.00			
Total Amendments		<del>\$1,243,609.21</del> <span style="color: red;">\$5,516,368.21</span>			
Total Contact Amount		<del>\$5,201,841.21</del> <span style="color: red;">\$9,474,600.21</span>			

### Purchasing Use Only:

Prior Resolutions:	BC2021-773, R2021-0215, R2021-0086
Amend:	824
Vendor Name:	Lutheran Metropolitan Ministry
ftp:	1/1/2021 – 9/3/2022
Amount:	Add'l \$4,272,759.00 MM
History/CE:	OK (corrected by DoP)
EL:	OK

## **Department of Purchasing – Required Documents Checklist**

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Upload as “word” document in Infor

Procurement Notes:	3/1/22: Debarment Form is expired, a revised form is needed. Contract Evaluation Form was completed before the form for Amendment 2? Please revise. Auditor’s Findings is missing and required. Please confirm start date for budget breakdown should be 1/1/2022. TN  Note from dept: Update auditor’s findings, debarment, contract eval and checklist uploaded. Funds are for 1/1/22 start date. ER 3.1.22
Purchasing Buyer’s initials and date of approval	TN 3/4/2022

## CONTRACT EVALUATION FORM

<b>Contractor</b>	Lutheran Metropolitan Ministry				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	CE1700066				
<b>RQ#</b>	38561				
<b>Time Period of Original Contract</b>	5/01/17 – 12/31/19				
<b>Background Statement</b>	In 2017 Lutheran Metropolitan Ministry (LMM) was awarded the contract to provide shelter services for single adults through an RFP process.				
<b>Service Description</b>	LMM manages a 365-bed adult emergency shelter 24/7 as well as overflow shelter for single adults and families.				
<b>Performance Indicators</b>	Number of people assisted annually; exits to permanent housing.				
<b>Actual Performance versus performance indicators (include statistics):</b>	LMM served approximately 3,000 unduplicated persons in 2020; 13% of those who exited the shelter left to a permanent housing option.				
<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>	LMM provides basic shelter and housing linkages for single adults with an emphasis on a client focused, trauma informed approach.				
<b>Department Contact</b>	Melissa Sirak				
<b>User Department</b>	Office of Homeless Services				
<b>Date</b>	1/12/21				



# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0058

<p>Sponsored by: <b>County Executive Budish/Department of Public Works/Division of County Engineer</b></p>	<p><b>A Resolution</b> to amend Resolution No. R2019-0069, dated 3/26/2019, which declared public convenience and welfare required the resurfacing of various roads, boulevards and avenues located in various municipalities in connection with the 2019 50/50 Resurfacing Program, Part B, by removing Washington Boulevard from Wynn Road to Cedar Road in the City of University Heights and adding Cedar Road from South Taylor Road to South Green Road in the City of University Heights; finding that special assessments will neither be levied nor collected to pay for any part of the County's costs of said improvements; authorizing the County Executive to enter into an agreement of cooperation with said municipalities in connection with said projects; and declaring the necessity that this Resolution become immediately effective.</p>
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WHEREAS, the County Executive Budish/Department of Public Works/Division of County Engineer has recommended to amend Resolution No. R2019-0069, dated 3/26/2019, which declared public convenience and welfare required the resurfacing of various roads, boulevards and avenues located in various municipalities in connection with the 2019 50/50 Resurfacing Program, Part B by removing Washington Boulevard from Wynn Road to Cedar Road in the City of University Heights and adding Cedar Road from South Taylor Road to South Green Road in the City of University Heights as follows:

- a. Canal Road, North Corporation Line to South Corporation Line in the City of Garfield Heights, Council Districts 8;
- b. Columbus Road, Bridge over I-271 to Richmond Road in the City of Bedford Heights, Council District 9;
- c. Forbes Road, Northfield Road to Broadway Avenue in the City of Bedford and Village of Oakwood, Council Districts 9 and 6;

- d. McCreary Road, East Sprague Road to East Pleasant Valley Road in the City of Seven Hills, Council District 6;
- e. Monticello Boulevard, Belvoir Boulevard to East Corporation Line in the City of South Euclid, Council District 11;
- f. Rockefeller Avenue, Broadway Avenue to Central Furnace Drive in the City of Cleveland, Council District 7;
- g. Cedar Road, South Taylor Road to South Green Road in the City of University Heights, Council District 10;
- h. Wilson Mills Road, I-271 Off Ramp to Alpha Drive in the City of Highland Heights, Council District 11; and

WHEREAS, the anticipated start date for construction of the projects was 2019;  
and

WHEREAS, the anticipated funding for each of the projects is as follows:

- a. Canal Road total estimated project cost \$422,000.00 (\$211,000.00 from County Road and Bridge Fund and \$211,000.00 from the City of Garfield Heights);
- b. Columbus Road total estimated project cost \$494,000.00 (\$247,000.00 from County Road and Bridge Fund and \$247,000.00 from the City of Bedford Heights);
- c. Forbes Road total estimated project cost \$388,000.00 (\$194,000.00 from County Road and Bridge Fund and \$194,000.00 from the City of Bedford Heights and the Village of Oakwood);
- d. McCreary Road total estimated project cost \$500,000.00 (\$250,000.00 from County Road and Bridge Fund and \$250,000.00 from the City of Seven Hills);
- e. Monticello Boulevard total estimated project cost \$204,000.00 (\$102,000.00 from County Road and Bridge Fund and \$102,000.00 from the City of South Euclid);
- f. Rockefeller Avenue total estimated project cost \$728,040.00 (\$250,000.00 from County Road and Bridge Fund and \$478,040.00 from the City of Cleveland);

- g. Cedar Road total estimated project cost \$1,649,070.00 (\$250,000.00 from County Road and Bridge Fund and \$1,399,070.00 from the City of University Heights);
- h. Wilson Mills Road total estimated project cost \$334,000.00 (\$167,000.00 from County Road and Bridge Fund and \$167,000.00 from the City of Highland Heights); and

WHEREAS, that special assessments will neither be levied nor collected to pay for any part of the County's costs of said improvements; and

WHEREAS, the primary goal of this project is to properly maintain the County's infrastructure for which the County is responsible; 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 declares to amend Resolution No. R2019-0069, dated 3/26/2019, which declared public convenience and welfare required the resurfacing of various roads, boulevards and avenues located in various municipalities in connection with the 2019 50/50 Resurfacing Program, Part B by removing Washington Boulevard from Wynn Road to Cedar Road in the City of University Heights and adding Cedar Road from South Taylor Road to South Green Road in the City of University Heights as follows:

- a. Canal Road, North Corporation Line to South Corporation Line in the City of Garfield Heights;
- b. Columbus Road, Bridge over I-271 to Richmond Road in the City of Bedford Heights;
- c. Forbes Road, Northfield Road to Broadway Avenue in the City of Bedford and Village of Oakwood;
- d. McCreary Road, East Sprague Road to East Pleasant Valley Road in the City of Seven Hills;
- e. Monticello Boulevard, Belvoir Boulevard to East Corporation Line in the City of South Euclid;
- f. Rockefeller Avenue, Broadway Avenue to Central Furnace Drive in the City of Cleveland;

- g. Cedar Road, South Taylor Road to South Green Road in the City of University Heights;
- h. Wilson Mills Road, I-271 Off Ramp to Alpha Drive in the City of Highland Heights; and

**SECTION 2.** That special assessments will neither be levied nor collected to pay for any part of the County’s costs of said improvements.

**SECTION 3.** That the County Executive is hereby authorized to enter into and execute any and all necessary agreements of cooperation and any other documents in connection with these projects.

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

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

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

Yeas:

Nays:

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

First Reading/Referred to Committee: March 8, 2022

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

Committee Report/Second Reading: April 12, 2022

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

**Public Works Requests an Amendment to Resolution R2019-0069 a Public Convenience and Welfare for the 2019 50/50 Resurfacing Program, Part B**

The Public Works Department requesting approval of the amendment to Resolution R2019-0069 a Public Convenience and Welfare for the 2019 50/50 Resurfacing Program, Part B to remove the project Washington Boulevard from Wynn Road to Cedar Road and replace it with Cedar Road from S. Taylor Road to S. Green Road in the City of University Heights as requested by the City.

The original project was to be funded with \$250,000 from the County's Road and Bridge Fund (50/50 Funding Program) which has not changed. The estimated project cost for Cedar Road is \$1,649,070 with \$1,399,070 from the City of University Heights. b) that special assessments are not to be levied and collected to pay part of the County's costs of these improvements; c) authorize the County Executive to enter into and execute the necessary agreements of cooperation with the appropriate municipality.

The 50/50 Resurfacing Program allows cities to apply for 50% County funding up to a maximum of \$250,000 per project. The anticipated construction year for each **original** project was 2021. **The Cedar Road project is to be constructed in 2022.** The anticipated cost of the Cedar Road project is \$1,649,070, the project is to be funded \$250,000 with County Road and Bridge Funds and \$1,399,070 from the City of University Heights.

The primary goal of this request is to amend Resolution R2019-0069 by removing the project Washington Boulevard and to replace it with Cedar Road in the City of University Heights. The location of this project is in Council District 10 which remains unchanged.

**Project Status and Planning**

This project is new to the County. However, the 50/50 Resurfacing Program is an ongoing program.

**Funding**

Cedar Road is to be funded \$250,000 with County Road and Bridge Funds and \$1,399,070 from the City of University Heights, the total cost of the project is \$1,649,070.

Notes:

- *Resolution No. R2019-0069, dated 3/29/2019*
- *Agenda Item for Consideration – Declare Convenience and Welfare*



## CUYAHOGA COUNTY DEPARTMENT of PUBLIC WORKS

### Project Fact Sheet – Cedar Road City of University Heights

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<b>Project Type</b>	Resurfacing
<b>Project Limits</b>	S. Taylor Road to S. Green Road
<b>Municipality(ies)</b>	University Heights
<b>Average Daily Traffic</b>	25,826 Vehicles per day
<b>Year Built/Last Rehab</b>	2007
<b>Pavement Rating</b>	PCR 72; Fair
<b>Council District</b>	10
<b>Project Construction Cost</b>	\$1,649,070
<b>Proposed Funding</b>	\$250,000.00 County Road and Bridge; \$1,399,070 University Heights
<b>Project Design Cost</b>	Cuyahoga County Department of Public Works
<b>Construction Admin</b>	Cuyahoga County Department of Public Works

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#### Aerial View



**Elevation View**





# County Council of Cuyahoga County, Ohio

## Resolution No. R2022-0076

<p>Sponsored by: <b>County Executive Budish/Department of Public Works</b></p>	<p><b>A Resolution</b> making awards on RQ8219 to various providers each in the amount not-to-exceed \$300,000.00, for a combined total not-to-exceed amount of \$600,000.00, for general sanitary engineering services commencing upon signature of all parties for a period of 3 years; authorizing the County Executive to execute Contract Nos. 2276 and 2277 and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective.</p>
--	---

WHEREAS, the County Executive/Department of Public Works has recommended an award on RQ8219 with various providers each in the amount not-to-exceed \$300,000.00, for a combined total not-to-exceed amount of \$600,000.00, for general sanitary engineering services commencing upon signature of all parties for a period of 3 years as follows:

- a) Contract No. 2276 with Chagrin Valley Engineering, Ltd.
- b) Contract No. 2277 with Brown and Caldwell

WHEREAS, the primary goal of this project is to maximize resources to address emergency infrastructure needs, changes in project schedules and/or ancillary project design/implementation needs; and

WHEREAS, the project is funded 100% by Sanitary Operating 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 RQ8219 with various providers each in the amount not-to-exceed \$300,000.00, for a combined total not-to-exceed amount of \$600,000.00, for general sanitary engineering services commencing upon signature of all parties for a period of 3 years as follows:



First Reading/Referred to Committee: March 22, 2022  
Committee(s) Assigned: Public Works, Procurement & Contracting

Committee Report/Second Reading: April 12, 2022

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

2022 Public Works, Submit & Award to Brown and Caldwell and Chagrin Valley Engineering, Ltd for Sanitary General Engineering Services, RFQ #8219, \$600,000 Total, \$300,000 each vendor.

**Scope of Work Summary:**

Department of Public Works is requesting an award and approval of TWO Sanitary General Engineering Services task-order based contracts for the not-to-exceed cost of \$600,000.00. Each vendor to be awarded a SEPARATE \$300,000 contract. The anticipated start completion dates will be based on the execution date of this contract, anticipated execution from 4/12//2022 – 4/11/2025 for a three-year contract.

The primary goal of this contract is to allow the Department of Public Works to maximize our resources (staff & financial) to address emergency infrastructure needs, changes in project schedules, and/or ancillary project design/implementation needs. Basic services may include, but are not limited to, tasks concerning pump stations, sewage force main and general hydraulic design, sanitary/storm sewer and water main design, sanitary/storm rate model studies and development, sewer master plan development and MS4 permitting capabilities.

**Procurement**

The procurement method for this project was RFQ #8219. The total value of the RFQ is \$600,000.00 for TWO SEPARATE VENDORS at \$300,000.00 each.

The RFQ was closed on December 20, 2021. There is a 30% Diversity goal with these Agreements. There were Six (6) proposals submitted for review from OPD, with TWO vendors selected. Chagrin Valley Engineering, Ltd. (SBE set aside) and Brown and Caldwell were selected for \$300,000.00 each contract.

**Contractor and Project Information**

Brown and Caldwell	Chagrin Valley Engineering, Ltd.
6055 Rockside Woods Boulevard	22999 Forbes Road, Suite B
Independence, Ohio 44131	Cleveland, Ohio 44146
Council District 6	Council District 6

The Project Manager for Brown and Caldwell is Cindy Biacofsky, P.E, and for Chagrin Valley Engineering is Mike Henry, P.E.

These are task-order based contracts that can be located in any of the Council Districts  
Project Status & Planning

These are task order-based contracts for a three-year time period.

**Funding**

The project is funded by 100% Sanitary Engineering funds (PW715200-55130)

The schedule of payments is by monthly invoice and is task order based

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	8219
Infor/Lawson PO# Code (if applicable):	
Event #	2139
CM Contract#	2276- Chagrin Valley Engineering (1 of 2 Sanitary GES Contracts)

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

Late Submittal Required:	Yes <input type="checkbox"/>	No <input type="checkbox"/> x
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"/> x
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<b>FULL AND OPEN COMPETITION Formal RFQ Reviewed by Purchasing</b>
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	Department initials	Purchasing
Notice of Intent to Award (sent to all responding vendors)	AMS	OK
Bid Specification Packet	AMS	OK
Evaluation Summary (names of evaluators to be included)	AMS	OK
Final DEI Goal Setting Worksheet- <b>Diversity goals on TAB sheet</b>	AMS	N/A (est. after original RFP)
Diversity Documents – <i>if required (goal set)</i>		OK
Award Letter (sent to awarded vendor)	AMS	OK
Vendor’s Confidential Financial Statement – <i>if RFQ requested</i>		N/A
Tabulation Sheet	AMS	OK
Evaluation/Scoring Summary ( <i>includes evaluator names</i> )	AMS	OK (same as above requirement)
IG#	20-0124 31DEC2024	AMS OK
Debarment/Suspension Verified	Date: 2/4/2022 2/23/2022	AMS OK (revised uploaded 2/23/2022)
Auditor’s Finding	Date: 2/4/2022	AMS OK
Vendor’s Submission		AMS OK
Independent Contractor (I.C.) Requirement	Date: 12/17/2021	AMS OK
Cover - <i>Master contracts only</i>		OK
Contract Evaluation – <i>if required</i>	AMS	OK
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.		N/A
Checklist Verification	AMS	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>
Agreement/Contract and Exhibits	AMS

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Matrix Law Screen shot	AMS- PWD-2725 & 2726
COI	AMS
Workers’ Compensation Insurance	AMS

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
4/12/2022- 12/31/2022	PW715200	55130		<b>\$100,000</b>
1/1/2023-12/31/2023	PW715200	55130		\$150,000
1/1/2024-12/31/2024	PW715200	55130		\$50,000
1/1/2025- 4/11/2025	PW715200	55130		\$0
			<b>TOTAL</b>	<b>\$300,000</b>

<b>Contract History CE/AG# (if applicable)</b>	
<b>Infor/Lawson PO# and PO Code (if applicable)</b>	
<b>Lawson RQ# (if applicable)</b>	BuySpeed RQ48536
<b>CM Contract#</b>	1886 (fka 134)

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$300,000		12/8/2020-12/7/2023	12/8/2020	R2020-0262
<b>Prior Amendment Amounts (list separately)</b>		\$			
		\$			
		\$			
<b>Pending Amendment</b>		\$			
<b>Total Amendments</b>		\$			
<b>Total Contact Amount</b>		\$300,000			

### Purchasing Use Only:

Prior Resolutions	R2020-0262
CM#:	2276
Vendor Name:	Chagrin Valley Engineering, Ltd.
ftp:	3-year contract, effective as of signature of both parties
Amount:	\$300,000.00mm
History/CE:	OK

## **Department of Purchasing – Required Documents Checklist**

Upload as “word” document in Infor

EL:	OK
Procurement Notes:	3/3/2022: REVISED Contract submitted (no cover change required) 2/24/2022: Award part 1 of 2 2/23/2022 – Dept. of Purchasing replaced word version of tab sheet with final pdf version (no changes made); attach revised checklist with the contract history for CE1900118 (per evaluation); Must attach a current, completed debarment form.
Purchasing Buyer’s initials and date of approval	REVISED Contract, OK, ssp 3/3/2022 OK, ssp 2/24/2022



# Proposal Evaluation Form

**Project Name** Sanitary General Engineering Services  
**Project Type** General Engineering Services  
**Submission Date** December 20, 2021  
**Selection Meeting Date** January 13, 2022  
**Facilitator** Adrienne Simons

**Committee Members:**  
 Thomas Sotak  
 Nichole English  
 Laura Weber  
 Craig Nauman  
 Mike Zavoda

## RFQ 8219

EVALUATION CRITERIA	Max Points	SBE Sub-Available							SBE Sub-Available								
		Brown & Caldwell Cindy Blacofsky, P.E.	ms consultants Stephen Preston, PE	CTI Engineers David B. Kohlmeier, P.E.	Cosmos Technologies Jason Borne, PE	DLZ Bryan Coteur, PE	Chagrin Valley Engineering Michael Henry, P.E.										
<b>Section 1 - Minimum Qualifications</b>																	
Qualifications Met- PreQualifications	Yes/No	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
SBE Goal Met	Yes/No	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Minimum Quals met	Yes/No	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
<b>Section 2 - Firm's Experience</b>	15	13	10	9	7	12	14										
<b>Section 3 - Available Staff's Experience</b>																	
Project Manager	25	18	14	20	15	20	23										
Support Staff	15	13	12	8	10	11	13										
<b>Section 4 - Project Methodology</b>	30	22	20	18	17	20	25										
Geographic Location	5	5	5	3	5	5	5										
Previous Work	10	10	2	10	10	10	3										
<b>TOTAL</b>	<b>100</b>	<b>81</b>	<b>63</b>	<b>68</b>	<b>64</b>	<b>78</b>	<b>83</b>										

Rankings



## CONTRACT EVALUATION FORM

<b>Contractor</b>	Chagrin Valley Engineering, Ltd				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	CM #1886				
<b>RQ#</b>	48536				
<b>Time Period of Original Contract</b>	12/8/2020-12/7/2023				
<b>Background Statement</b>	Chagrin Valley Engineering, Ltd was one of two vendors selected for Sanitary General Engineering Services per RFQ 48536				
<b>Service Description</b>	The primary goal of this contract is to allow the Department of Public Works to maximize our resources (staff & financial) to address emergency infrastructure needs, changes in project schedules, and/or ancillary project design/implementation needs. Basic services may include, but are not limited to, tasks concerning pump stations, sewage force main and general hydraulic design, sanitary/storm sewer and water main design, and MS4 permitting capabilities.				
<b>Performance Indicators</b>	Chagrin Valley Engineering, Ltd provided the County with quality engineering services as per the contract				
<b>Actual Performance versus performance indicators (include statistics):</b>	Chagrin Valley Engineering Services, Ltd provided the County with above average sanitary engineering services as per the contract				
<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>	According to contract				
<b>Department Contact</b>	Adrienne Simons				
<b>User Department</b>	Public Works				
<b>Date</b>	2/23/2022				

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	8219
Infor/Lawson PO# Code (if applicable):	
Event #	2139
CM Contract#	2276- Brown and Caldwell (2 of 2 Sanitary GES Contracts)

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

Late Submittal Required:	Yes <input type="checkbox"/>	No <input type="checkbox"/> x
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"/> x
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<b>FULL AND OPEN COMPETITION</b>			
<b>Formal RFQ</b>			
<b>Reviewed by Purchasing</b>			
		<b>Department initials</b>	<b>Purchasing</b>
Notice of Intent to Award (sent to all responding vendors)		AMS	OK
Bid Specification Packet		AMS	OK
Evaluation Summary (names of evaluators to be included)		AMS	OK
Final DEI Goal Setting Worksheet- <b>Diversity goals in TAB sheet</b>		AMS	N/A (est. after original RFP)
Diversity Documents – <i>if required (goal set) in vendor proposal</i>		AMS	OK
Award Letter (sent to awarded vendor)		AMS	OK
Vendor’s Confidential Financial Statement – <i>if RFQ requested</i>			N/A
Tabulation Sheet		AMS	OK
Evaluation/Scoring Summary ( <i>includes evaluator names</i> )		AMS	OK (same as above requirement)
IG#	<b>22-0053-REG 31DEC2026</b>	AMS	OK (IG verification attached 2/23/2022)
Debarment/Suspension Verified	Date: <b>2/4/2022</b> <b>2/23/2022</b>	AMS	OK (revised attached 2/23/2022)
Auditor’s Finding	Date: 2/4/2022	AMS	OK
Vendor’s Submission		AMS	OK
Independent Contractor (I.C.) Requirement	Date: 2/18/2022	AMS	OK
Cover - <i>Master contracts only</i>			OK
Contract Evaluation – <i>if required</i>		AMS	OK
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			N/A
Checklist Verification		AMS	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>
Agreement/Contract and Exhibits	AMS

## Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Matrix Law Screen shot	AMS- PWD-2725 & 2726
COI	AMS
Workers’ Compensation Insurance	AMS

### Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
4/12/2022- 12/31/2022	PW715200	55130		\$100,000
1/1/2023-12//31/2023	PW715200	55130		\$150,000
1/1/2024-12/31/2024	PW715200	55130		\$50,000
1/1/2025- 4/11/2025	PW715200	55130		\$0
			<b>TOTAL</b>	\$300,000

<b>Contract History CE/AG# (if applicable)</b>	CE1900119
<b>Infor/Lawson PO# and PO Code (if applicable)</b>	
<b>Lawson RQ# (if applicable)</b>	BuySpeed RQ43764
<b>CM Contract#</b>	1291

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
<b>Original Amount</b>	\$200,000		2/15/2019-2/14/2022	2/11/2019	BC2019-106
<b>Prior Amendment Amounts (list separately)</b>		\$			
		\$			
		\$			
<b>Pending Amendment</b>		\$			
<b>Total Amendments</b>		\$			
<b>Total Contact Amount</b>		\$200,000			

### Purchasing Use Only:

Prior Resolutions	BC2019-106
CM#:	2277
Vendor Name:	Brown and Caldwell
ftp:	3-year contract, effective as of signature of both parties
Amount:	\$300,000.00mm
History/CE:	OK

## **Department of Purchasing – Required Documents Checklist**

Upload as “word” document in Infor

EL:	OK
Procurement Notes:	3/3/2022: REVISED Contract submitted (no cover change required) 2/24/2022: Award part 2 of 2 2/23/2022 – Dept. of Purchasing replaced word version of tab sheet with final pdf version (no changes made); attach revised checklist with the contract history for CE1900119 (per evaluation); vendor’s referenced IG# is not on the current IG list – attach IG documentation to verify IG#; Debarment form does not view – attach new debarment form file.
Purchasing Buyer’s initials and date of approval	REVISED Contract, OK, ssp 3/3/2022 OK, ssp 2/24/2022

## CONTRACT EVALUATION FORM

<b>Contractor</b>	Brown and Caldwell				
<b>Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:</b>	CE1900119-01				
<b>RQ#</b>	RFQ 43764 Current RFQ 8219				
<b>Time Period of Original Contract</b>	2/15/2019-2/14/2022				
<b>Background Statement</b>	Brown and Caldwell was one of two vendors selected for Sanitary General Engineering Services per RFQ 43764				
<b>Service Description</b>	The primary goal of this contract is to allow the Department of Public Works to maximize our resources (staff & financial) to address emergency infrastructure needs, changes in project schedules, and/or ancillary project design/implementation needs. Basic services may include, but are not limited to, tasks concerning pump stations, sewage force main and general hydraulic design, sanitary/storm sewer and water main design, and MS4 permitting capabilities.				
<b>Performance Indicators</b>	Brown and Caldwell provided the County with quality engineering services as per the contract				
<b>Actual Performance versus performance indicators (include statistics):</b>	Brown and Caldwell provided the County with above average sanitary engineering services as per the contract				
<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>	According to contract				
<b>Department Contact</b>	Adrienne Simons				
<b>User Department</b>	Public Works				
<b>Date</b>	2/4/2022				