



AGENDA
CUYAHOGA COUNTY PUBLIC SAFETY & JUSTICE AFFAIRS COMMITTEE MEETING
TUESDAY, MARCH 5, 2024
CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS
C. ELLEN CONNALLY COUNCIL CHAMBERS – 4TH FLOOR
1:00 PM

Committee Members:

Michael J. Gallagher, Chair – District 5
Yvonne M. Conwell, Vice Chair – District 7
Patrick Kelly – District 1
Sunny M. Simon – District 11
Michael P. Byrne – District 4

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PUBLIC COMMENT**
- 4. APPROVAL OF MINUTES FROM THE FEBRUARY 20, 2024 MEETING**
- 5. MATTERS REFERRED TO COMMITTEE**
 - a) R2024-0086: A Resolution authorizing an amendment to Contract No. 4105 (fka Contract No. 2973) with Applewood Centers, Inc. for secure residential treatment services for the period 1/1/2018 – 6/30/2024 to change the terms, effective upon contract signature of all parties, and for additional funds in the amount not-to-exceed \$1,941,245.20; authorizing the County Executive to execute the amendment and all documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.
- 6. PRESENTATION**
 - a) Discussion regarding building security
- 7. MISCELLANEOUS BUSINESS**

8. ADJOURNMENT

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

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



MINUTES

CUYAHOGA COUNTY PUBLIC SAFETY & JUSTICE AFFAIRS COMMITTEE MEETING
TUESDAY, FEBRUARY 20, 2024
CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS
C. ELLEN CONNALLY COUNCIL CHAMBERS – 4TH FLOOR
1:00 PM

1. CALL TO ORDER

Chairman Gallagher called the meeting to order at 1:00 p.m.

2. ROLL CALL

Mr. Gallagher asked Deputy Clerk Carter to call the roll. Committee members Gallagher, Conwell, Byrne and Kelly were in attendance and a quorum was determined. Committee member Simon was absent from the meeting.

3. PUBLIC COMMENT

There were no public comments given.

4. APPROVAL OF MINUTES FROM THE JANUARY 30, 2024 MEETING

A motion was made by Ms. Conwell, seconded by Mr. Byrne and approved by unanimous vote to approve the minutes from the January 30, 2024 meeting.

5. MATTERS REFERRED TO COMMITTEE

- a) R2024-0073: A Resolution authorizing an amendment to a Master Contract with various providers for trauma informed respite and youth care center services for the period 9/1/2021 – 6/30/2023 to extend the time period to 6/30/2024, to change the terms effective 7/1/2023, and for additional funds in the total amount not-to-exceed \$510,293.94; 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:

- 1) Contract No. 4096 (fka Contract No. 1813) with Raven House in the amount not-to-exceed \$153,666.66.
- 2) Contract No. 4099 (fka Contract No. 1814) with Life's Right Direction, Inc. in the amount not-to-exceed \$199,413.72.
- 3) Contract No. 4104 (fka Contract No. 1815) with Lutheran Metropolitan Ministry in the amount not-to-exceed \$157,213.56.

Ms. LaTerra Brown, Business Manager for Juvenile Court; and Mr. Thomas Pipkin, Director of Programming for Juvenile Court, addressed the Committee regarding Resolution No. R2024-0073. Discussion ensued.

Committee members asked questions of Ms. Brown and Mr. Pipkin pertaining to the item, which they answered accordingly.

On a motion by Mr. Gallagher with a second by Mr. Byrne, Resolution No. R2024-0073 was considered and approved by unanimous vote to be referred to the full Council agenda with a recommendation for passage under second reading suspension of the rules.

6. PRESENTATION

- a) Discussion regarding building security

Mr. Gallagher postponed the discussion regarding building security.

7. MISCELLANEOUS BUSINESS

There was no miscellaneous business.

8. ADJOURNMENT

With no further business to discuss, Chairman Gallagher adjourned the meeting at 1:08 p.m., without objection.

County Council of Cuyahoga County, Ohio

Resolution No. R2024-0086

Sponsored by: County Executive Ronayne on behalf of Cuyahoga County Court of Common Pleas/Juvenile Court Division	A Resolution authorizing an amendment to Contract No. 4105 (fka Contract No. 2973) with Applewood Centers, Inc. for secure residential treatment services for the period 1/1/2018 – 6/30/2024 to change the terms, effective upon contract signature of all parties, and for additional funds in the amount not-to-exceed \$1,941,245.20; authorizing the County Executive to execute the amendment and all documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Executive on behalf of Cuyahoga County Court of Common Pleas/Juvenile Division recommends an amendment to Contract No. 4105 (fka Contract No. 2973) with Applewood Centers, Inc. for secure residential treatment services for the period 1/1/2018 – 6/30/2024 to change the terms, effective upon contract signature of all parties, and for additional funds in the amount not-to-exceed \$1,941,245.20; and

WHEREAS, the primary goal of this amendment is to continue to provide secure residential treatment services for felony level adjudicated male youth who would otherwise be sent to the Ohio Department of Youth Services; and

WHEREAS, the project is funded 100% Targeted RECLAIM Ohio Grant 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. 4105 (fka Contract No. 2973) with Applewood Centers, Inc. for secure residential treatment services for the period 1/1/2018 – 6/30/2024 to change the terms, effective upon contract signature of all parties, and for additional funds in the amount not-to-exceed \$1,941,245.20.

SECTION 2. That the County Executive is authorized to execute the amendment 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: February 27, 2024
Committee(s) Assigned: Public Safety & Justice Affairs

Journal _____
_____, 20__

PURCHASE-RELATED TRANSACTIONS

Title	CONTRACT AMENDMENT FOR SECURE RESIDENTIAL TREATMENT SERVICES WITH APPLEWOOD CENTERS, INC.	
Department or Agency Name	CUYAHOGA COUNTY COURT OF COMMON PLEAS, JUVENILE DIVISION	
Requested Action	<input type="checkbox"/> Contract <input type="checkbox"/> Agreement <input type="checkbox"/> Lease <input checked="" type="checkbox"/> Amendment <input type="checkbox"/> Revenue Generating <input type="checkbox"/> Purchase Order <input type="checkbox"/> Other (please specify):	

Original (O)/ Amendment (A-#)	Contract No. (If PO, list PO#)	Vendor Name	Time Period	Amount	Date BOC Approved/ Council's Journal Date	Approval No.
(O)	2973	Applewood	1/1/2018 – 6/30/2018	\$474,710.00	1/16/2018	BC2021-05
(A-1)	2973	Applewood	7/1/2018 – 6/30/2019	\$952,000.00	8/27/2018	R2018-0112
(A-2)	2973	Applewood	7/1/2019 – 6/30/2020	\$400,000.00	9/18/2019	BC2019-689
(A-3)	2973	Applewood	7/1/2020 – 6/30/2022	\$947,099.82	6/8/2021	R2021-0139
(A-4)	2973	Applewood	7/1/2021 - 6/30/2023	\$1,114,826.80	1/24/2023	R2023-0011
(A-5)	2973	Applewood	7/1/2023- 6/30/2023	\$1,941,245.20	pending	pending

Service/Item Description (include quantity if applicable). Indicate whether New or Existing service or purchase. Conduct programming, treatment, case management, care, and custody services for youth in a residential treatment program. To increase the funds in the amount of \$1,941,245.20 for the time period from July 1, 2023, through June 30, 2024. This changes the not to exceed value of the contract to \$5,829,881.82.

For purchases of furniture, computers, vehicles: Additional Replacement
Age of items being replaced: N/A **How will replaced items be disposed of?**

Project Goals, Outcomes or Purpose (list 3): Decrease the amount of youth being sent to ODYS through providing a secured residential setting for justice. The CBTC model is being used for addressing criminogenic risk factors through cognitive restructuring and skill acquisition.

If a County Council item, are you requesting passage of the item without 3 readings. Yes No

In the boxes below, list Vendor/Contractor, etc. Name, Street Address, City, State and Zip Code. Beside each vendor/contractor, etc. provide owner, executive director, other (specify)

Vendor Name and address:	Owner, executive director, other (specify):
Applewood Centers, Inc. 10427 Detroit Avenue Cleveland, Ohio 44102	President of Applewood Centers, Inc is Adam G. Jacobs

Rev. 7/24/23

Vendor Council District:	Project Council District:
If applicable provide the full address or list the municipality(ies) impacted by the project.	

COMPETITIVE PROCUREMENT	NON-COMPETITIVE PROCUREMENT
RQ # if applicable <input type="checkbox"/> RFB <input type="checkbox"/> RFP <input type="checkbox"/> RFQ <input type="checkbox"/> Informal <input type="checkbox"/> Formal Closing Date:	Provide a short summary for not using competitive bid process. *See Justification for additional information.
The total value of the solicitation:	<input checked="" type="checkbox"/> Exemption
Number of Solicitations (sent/received) /	<input type="checkbox"/> State Contract, list STS number and expiration date <input type="checkbox"/> Government Coop (Joint Purchasing Program/GSA), list number and expiration date
Participation/Goals (%): () DBE () SBE () MBE () WBE. Were goals met by awarded vendor per DEI tab sheet review?: <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain.	<input type="checkbox"/> Sole Source <input type="checkbox"/> Public Notice posted by Department of Purchasing. Enter # of additional responses received from posting ().
Recommended Vendor was low bidder: <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain:	<input type="checkbox"/> Government Purchase <input type="checkbox"/> Alternative Procurement Process
How did pricing compare among bids received?	<input checked="" type="checkbox"/> Contract Amendment (list original procurement) <input type="checkbox"/> Other Procurement Method, please describe:

Is Purchase/Services technology related <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No. If yes, complete section below:	
<input type="checkbox"/> Check if item on IT Standard List of approved purchase.	If item is not on IT Standard List state date of TAC approval:
Is the item ERP related? <input type="checkbox"/> No <input type="checkbox"/> Yes, answer the below questions.	
Are services covered under the original ERP Budget or Project? <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain.	
Are the purchases compatible with the new ERP system? <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain.	

FUNDING SOURCE: i.e. General Fund, Health and Human Services Levy Funds, Community Development Block Grant (No acronyms i.e. HHS Levy, CDBG, etc.). Include % if more than one source. The project is funded 100% by the RECLAIM Grant.
Is funding for this included in the approved budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (if "no" please explain):

Commented [CK1]: Suggestion by MBV - I can't recall exactly how she said it. See text in green. (or we can refer them to instructions) and provide more detail in the instruction.

Payment Schedule: Invoiced Monthly Quarterly One-time Other (please explain):

Provide status of project. The project's term has already begun.

New Service or purchase Recurring service or purchase Is contract late No Yes, In the fields below provide reason for late and timeline of late submission

Reason: The delay is due to RECLAIM grant notification and award process, resigning of all contract amendments to comply with Executive order number EO2023-0003, transferring information to new briefing memos, in addition to vendors' delayed submission of documents.

Timeline:	5/31/2023
Project/Procurement Start Date (date your team started working on this item):	
Date documents were requested from vendor:	6/9/2023 Signed Amendment received 11/1/2023
Date of insurance approval from risk manager:	6/7/2023
Date Department of Law approved Contract:	5/31/2023
Date item was entered and released in Infor:	11/3/2023
Detail any issues that arose during processing in Infor, such as the item being disapproved and requiring correction: none	
If late, have services begun? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes (if yes, please explain)	
Have payments be made? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes (if yes, please explain)	

HISTORY (see instructions):

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	
Buyspeed RQ# (if applicable):	
Infor/Lawson PO# Code (if applicable):	
CM Contract#	2973

	Department	Clerk of the Board
Briefing Memo	SA	

Late Submittal Required:	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Why is the amendment being submitted late?	The delay is due to RECLAIM grant notification and award process, resigning of all contract amendments to comply with Executive order number EO2023-0003, transferring information to new briefing memos, in addition to vendors’ delayed submission of documents.	
What is being done to prevent this from reoccurring?	The RECLAIM grant award process and notification are out of the courts’ control and will continue to cause delays.	
TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

Contract Amendments Reviewed by Purchasing					
				Department initials	Purchasing
Justification Form				SA	OK AC
IG#	12-0518-REG	31DEC2023		SA	OK AC
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:	3/2/2023		SA	OK AC
Debarment/Suspension Verified	Date:	11/2/2023		SA	OK AC
Auditor’s Finding	Date:	11/2/2023		SA	OK AC
Independent Contractor (I.C.) Requirement	Date:	9/8/23		SA	OK AC
Cover - <i>Master amendments only</i>				N/A	
Contract Evaluation				SA	OK AC
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.				N/A	
Checklist Verification				SA	OK AC

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	SA

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Matrix Law Screen shot	SA
COI	SA
Workers' Compensation Insurance	SA
Original Executed Contract (containing insurance terms) & all executed amendments	SA

Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
07/1/2023 – 6/30/2024 07/01/23 – 12/31/23	JC330100	55130	JC-22-ODYS-TRMH	\$ 970,622.60
01/01/2023 – 6/30/2024 01/01/24-06/30/24	JC330100	55130	JC-22-ODYS-TRMH	\$ 970,622.60
			TOTAL	\$ 1,941,245.20

Contract History CE/AG# (if applicable)	
Infor/Lawson PO# Code (if applicable)	
Lawson RQ# (if applicable)	
CM Contract#	2973

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
Original Amount	\$ 474,710.00		6/30/2018	1/16/2018	BC2021-05
Prior Amendment Amounts (list separately)		\$952,000.00	6/30/2019	8/27/2018	R2018-0112
		\$400,000.00	6/30/2020	9/18/2019	BC2019-689
		\$947,099.82	6/30/2021	6/8/2021	R2021-0139
		\$1,114,826.80	6/30/2023	1/24/2023	R2023-0011
Pending Amendment		\$1,941,245.20	6/30/2024	PENDING	PENDING
Total Amendments		\$ 5,355,171.82			
Total Contract Amount		\$5,829,881.82			

Purchasing Use Only:

Prior Resolutions:	BC2021-05, R2018-0112, BC2019-689, R2021-0139, R2023-0011
Amend:	5
Vendor Name:	APPLEWOOD CENTERS, INC.
ftp:	07/01/2018-06/30/23 EXT 06/30/24

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Amount:	\$ 1,941,245.20
History/CE:	OK
EL:	OK
Procurement Notes:	
Purchasing Buyer’s initials and date of approval	AC 01/26/24

CONTRACT EVALUATION FORM

Contractor	Applewood Centers, Inc.				
Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:					
RQ#					
Time Period of Original Contract	7/1/2022 – 5/31/2023				
Background Statement	RECLAIM Ohio is a funding initiative through the Ohio Department of Youth Services (ODYS) to provide options to meet the needs of each justice involved youth or youth at risk of reoffending. This grant supports multiple staff salaries and effective youth and family programming for the Court. ODYS requires specific performance objectives and conducts regular monitoring visits to ensure program performance.				
Service Description	The VENDOR shall provide a secure residential facility an provide treatment based on the CBTC model for addressing criminogenic risk factors through cognitive restructuring and skill acquisition.				
Performance Indicators	1) The VENDOR is to provide all aforementioned services within the contract period.				
Actual Performance versus performance indicators (include statistics):	1) The Vendor has maintained a secure residential setting for justice involved youth. They have maintained their implementation of CBTC based programming to address identified criminogenic risk factors.				
Rating of Overall Performance of Contractor	Superior	Above Average	Average	Below Average	Poor
Select One (X)			X		
Justification of Rating	Applewood Centers has met all the above performance indicators				
Department Contact	Thomas Pipkin (Director of Programming)				
User Department	Programming, Training, and Quality Assurance (Court of Common Pleas Juvenile Court Division)				
Date	5/31/23				