



AGENDA
CUYAHOGA COUNTY HEALTH, HUMAN SERVICES & AGING
COMMITTEE MEETING
WEDNESDAY, OCTOBER 18, 2023
CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS
C. ELLEN CONNALLY COUNCIL CHAMBERS – 4TH FLOOR
1:00 PM

Committee Members:

Yvonne M. Conwell, Chair – District 7
Martin J. Sweeney, Vice Chair – District 3
Cheryl L. Stephens – District 10
Meredith M. Turner – District 9
Dale Miller – District 2

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PUBLIC COMMENT**
- 4. APPROVAL OF MINUTES FROM THE SEPTEMBER 20, 2023 MEETING [See Page 4]**
- 5. MATTERS REFERRED TO COMMITTEE**
 - a) R2023-0277: A Resolution making an award on RQ12944 to various providers in the amount not-to-exceed \$1,257,500.00 for Supplemental Nutrition Assistance Program (SNAP) to Skills Employment and Training Program for the period 10/1/2023 – 9/30/2024; authorizing the County Executive to execute the master contract and all other documents consistent with said awards and this Resolution; and declaring the necessity that this Resolution become immediately effective: [See Page 8]
 - 1) Contract No. 3684 with The Centers for Families and Children in an anticipated amount not-to-exceed \$130,000.00.

- 2) Contract No. 3704 with Cleveland Center for Arts & Technology dba NewBridge Cleveland in an anticipated amount not-to-exceed \$400,000.00.
 - 3) Contract No. 3707 with Cuyahoga County Public Library in an anticipated amount not-to-exceed \$27,500.00.
 - 4) Contract No. 3710 with Goodwill Industries of Greater Cleveland in an anticipated amount not-to-exceed \$50,000.00.
 - 5) Contract No. 3706 with Lutheran Metropolitan Ministry in an anticipated amount not-to-exceed \$150,000.00.
 - 6) Contract No. 3708 with Towards Employment in an anticipated amount not-to-exceed \$200,000.00.
 - 7) Contract No. 3711 with West Side Catholic Center in an anticipated amount not-to-exceed \$300,000.00.
- b) R2023-0282: A Resolution awarding a total sum, not to exceed \$10,000, to the Diaper Bank of Greater Cleveland for the Diaper Bank Expansion Project from the District 9 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective. [See Page 54]
- c) R2023-0291: A Resolution authorizing an amendment to Contract No. 3013 with Lutheran Metropolitan Ministry for operations and case management services for a 400-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 1/1/2023 – 12/31/2023, to extend the time period to 12/31/2024, to change the terms effective upon contract signature of all parties, and for additional funds in the amount not-to-exceed \$775,000.00; 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 63]
- d) O2023-0016: An Ordinance enacting Section 208.05 of the Cuyahoga County Code to establish a Cuyahoga County Women’s Health Advisory Council to serve as a resource for information, advice and recommendations regarding goals, strategies and programs of the County to support women’s access to the full range of healthcare options, including reproductive and maternal health and to eliminate health disparities; and declaring the necessity that this Ordinance become immediately effective. [See Page 72]

6. MISCELLANEOUS BUSINESS

7. 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 HEALTH, HUMAN SERVICES & AGING COMMITTEE MEETING

WEDNESDAY, SEPTEMBER 20, 2023

CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS

C. ELLEN CONNALLY COUNCIL CHAMBERS – 4TH FLOOR

1:00 PM

1. CALL TO ORDER

Chairwoman Conwell called the meeting to order at 1:03 p.m.

2. ROLL CALL

Ms. Conwell asked Assistant Deputy Clerk Georgakopoulos to call the roll. Committee members Conwell, Sweeney, Turner and Miller were in attendance and a quorum was determined. Committee member Stephens was absent.

A motion was made by Ms. Conwell, seconded by Ms. Turner and approved by unanimous vote to excuse Ms. Stephens from the meeting.

3. PUBLIC COMMENT

There was no public comment given.

4. APPROVAL OF MINUTES FROM THE JULY 26, 2023 MEETING

A motion was made by Ms. Turner, seconded by Mr. Miller and approved by unanimous vote to approve the minutes from the July 26, 2023 meeting.

5. MATTERS REFERRED TO COMMITTEE

[Clerk's Note: Item No. 7.a) was taken out of order and considered before Item Nos. 5.a), 5.b), 5.c), 6.a) and 6.b)]

- a) R2023-0222: A Resolution awarding a total sum, not to exceed \$250,000, to Mobile Med1 d.b.a. Medworks for the purpose of expanding Medworks Oral Health and Dental Care in Cleveland from the District 7 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.

Ms. Charnell Robertson, Executive Director; Mr. Zac Ponsky, Founder and Board Chair; Ms. Rosemary Pierce, Director of Advancement; and Ms. Shannon Mathers, Volunteer and Supply Coordinator for Mobile Med1 d.b.a. Medworks and Ms. Sabrina Roberts, Senior Advisor of Partnerships and Engagement for the Executive's Office, addressed the Committee regarding Resolution No. R2023-0222. Discussion ensued.

Committee members asked questions of Ms. Robertson, Mr. Ponsky, Ms. Pierce, Ms. Mathers and Ms. Roberts pertaining to the item, which they answered accordingly.

On a motion by Ms. Conwell with a second by Mr. Sweeney, Resolution No. R2023-0222 was considered and approved by unanimous vote to be referred to the full Council agenda for second reading.

Ms. Conwell, Ms. Turner, Mr. Miller and Mr. Sweeney requested to have their names added as co-sponsors to the legislation.

- b) R2023-0232: A Resolution awarding a total sum, not to exceed \$100,000, to Hazelwood Court, LLC for the Hazelwood Court Senior Housing Project from the District 8 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.

Ms. MaryEllen Melcher, Vice President of Development Operations, PIRHL Developers, LLC and Ms. Allison Salopeck, President and Chief Executive Officer, Jennings Center for Older Adults, addressed the Committee regarding Resolution No. R2023-0232. Discussion ensued.

Committee members asked questions of Ms. Melcher and Ms. Salopeck pertaining to the item, which they answered accordingly.

On a motion by Mr. Sweeney with a second by Mr. Miller, Resolution No. R2023-0232 was considered and approved by unanimous vote to be referred to the full Council agenda for second reading.

Ms. Turner requested to have her name added as a co-sponsor to the legislation.

- c) R2023-0246: A Resolution authorizing a payment to The Mt. Sinai Health Care Foundation, as fiscal agent for The Lead Safe Cleveland Coalition, in the amount not-to-exceed \$800,000.00 for operational support for the period 9/26/2023 – 12/31/2023; and declaring the necessity that this Resolution become immediately effective.

Mr. Brian Edwards, Portfolio Manager for the Department of Development; Mr. Daniel Cohn, Executive Vice President and Chief Strategy Officer for The Mt. Sinai Health Care Foundation; Ms. Ayonna Blue Donald, Vice President, Ohio Market Leader for Enterprise Community Partners; and Mr. Kevin DeLeon, Co-Director of Programs for Environmental Health Watch, addressed the Committee regarding Resolution No. R2023-0246. Discussion ensued.

Committee members asked questions of Mr. Edwards, Mr. Cohn, Ms. Blue Donald and Mr. DeLeon pertaining to the item, which they answered accordingly.

On a motion by Ms. Turner with a second by Mr. Miller, Resolution No. R2023-0246 was considered and approved by unanimous vote to be referred to the full Council agenda for second reading.

Ms. Turner, Ms. Conwell and Mr. Miller requested to have their names added as co-sponsors to the legislation.

6. DISCUSSION

a) Section 1 - Item AD. from R2023-0238:

AD. 4600 - Capital Projects	BA2323015
PW600120 – Non-Subsidy Facility Projects	
Personal Services	\$ 916,354.00
Other Expenses	\$1,243,110.00

The Department of Public Works is requesting new appropriation in the amount of \$2,159,464 to establish the Interim Foster Care Housing Facility capital project. This project, which aims to design and construct foster care housing at Metzenbaum Center, includes interior renovations, a new fire suppression system, a new HVAC system, and a new ADA ramp to access the building. This project will be funded by the Human Services Fund.

b) Section 3 - Item H. from R2023-0238:

H. FROM: 2260 – Human Services	CT2313332
HS260130 – Office of the Director	
Trans Out – Transfer Out	\$2,159,464.00
TO: 4600 – Capital Projects	
PW600120 – Non Subsidy Facility Projects	
Trans In – Transfer In	\$2,159,464.00

The Department of Public Works requests a cash transfer of \$2,159,464 to establish the Interim Foster Care Housing Facility capital project. This

project, which aims to design and construct foster care housing at Metzenbaum Center, includes interior renovations, a new fire suppression system, a new HVAC system, and a new ADA ramp to access the building. The funding source is the Human Services Fund.

Mr. Matt Rymer, Facilities Design & Maintenance Administrator for the Department of Public Works and Mr. David Merriman, Director of the Department of Health and Human Services, addressed the Committee and provided a presentation regarding the funding request related to the Interim Foster Care Housing Facility capital project.

Committee members asked questions of Mr. Rymer and Mr. Merriman pertaining to the item, which they answered accordingly.

There was no legislation action taken.

7. PRESENTATION

- a) Child and Family Advocates of Cuyahoga County/Court Appointed Special Advocates (CASA) – James McCafferty

Mr. James McCafferty, Board Chair and Mr. Dennis Kusler, Court Appointed Special Advocate, addressed the committee members and provided an overview of the Child and Family Advocates of Cuyahoga County/Court Appointed Special Advocates (CASA) Program and described the funding challenges experienced while carrying out the program's mission.

8. MISCELLANEOUS BUSINESS

There was no miscellaneous business.

9. ADJOURNMENT

With no further business to discuss, Chairwoman Conwell adjourned the meeting at 3:05 p.m., without objection.

County Council of Cuyahoga County, Ohio
Resolution No. R2023-0277

Sponsored by: County Executive Ronayne/Department of Health and Human Services/Division of Job and Family Services	A Resolution making an award on RQ12944 with various providers in the amount not-to-exceed \$1,257,500.00 for Supplemental Nutrition Assistance Program (SNAP) to Skills Employment and Training Program for the period 10/1/2023 – 9/30/2024; authorizing the County Executive to execute the master contract and all other documents consistent with said awards and this Resolution and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Executive/Department of Health and Human Services/Division of Job and Family Services recommends an award on RQ12944 with various providers in the amount not-to-exceed \$1,257,500.00 for Supplemental Nutrition Assistance Program (SNAP) to Skills Employment and Training Program for the period 10/1/2023 – 9/30/2024 as follows:

- a) Contract No. 3684 with The Centers for Families and Children in an anticipated amount of \$130,000.00; and
- b) Contract No. 3704 with Cleveland Center for Arts & Technology dba New Bridge Cleveland in an anticipated amount of \$400,000.00; and
- c) Contract No. 3706 with Lutheran Metropolitan Ministry in an anticipated amount of \$150,000.00; and
- d) Contract No. 3707 with Cuyahoga County Public Library in an anticipated amount of \$27,500.00; and
- e) Contract No. 3708 with Towards Employment in an anticipated amount of \$200,000.00; and
- f) Contract No. 3710 with Goodwill Industries of Greater Cleveland in an anticipated amount of \$50,000.00; and
- g) Contract No. 3711 with West Side Catholic Center in an anticipated amount of \$300,000.00; and

WHEREAS, the primary goal of this project is to provide high quality employment and training services to Supplemental Nutrition Assistance Program (SNAP) recipients and enhance participation in the SNAP Employment and Training program (SNAP E&T); and

WHEREAS, the project is funded 100% Federal Food Assistance Employment & Training Fund (FAET); 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 RQ12944 with various providers in the amount not-to-exceed \$1,257,500.00 for Supplemental Nutrition Assistance Program (SNAP) to Skills Employment and Training services for the period 10/1/2023 – 9/30/2024 as follows:

- a) Contract No. 3684 with The Centers for Families and Children in an anticipated amount of \$130,000.00; and
- b) Contract No. 3704 with Cleveland Center for Arts & Technology dba New Bridge Cleveland in an anticipated amount of \$400,000.00; and
- c) Contract No. 3706 with Lutheran Metropolitan Ministry in an anticipated amount of \$150,000.00; and
- d) Contract No. 3707 with Cuyahoga County Public Library in an anticipated amount of \$27,500.00; and
- e) Contract No. 3708 with Towards Employment in an anticipated amount of \$200,000.00; and
- f) Contract No. 3710 with Goodwill Industries of Greater Cleveland in an anticipated amount of \$50,000.00; and
- g) Contract No. 3711 with West Side Catholic Center in an anticipated amount of \$300,000.00; and

SECTION 2. That the County Executive is authorized to execute the master contract 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: September 26, 2023
 Committee(s) Assigned: Health, Human Services & Aging

Journal _____
 _____, 20__

PURCHASE-RELATED TRANSACTIONS

Title	RQ12944 – 2023/24 – Multiple Vendors – RFP Master Contract – SNAP to Skills Employment and Training Services
Department or Agency Name	Cuyahoga Job and Family Services
Requested Action	<input checked="" type="checkbox"/> Contract <input type="checkbox"/> Agreement <input type="checkbox"/> Lease <input 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	3684, 3704, 3706, 3707, 3708, 3710, 3711	Multiple Vendors	10/1/2023 - 9/30/2024	\$1,257,500.00	Pending	Pending

Service/Item Description (include quantity if applicable). Indicate whether New or Existing service or purchase.

Cuyahoga Job and Family Services is requesting approval of RFP 12944 master agreement with seven (7) vendors, (The Centers for Families and Children, Cleveland Center for Arts & Technology dba NewBridge Cleveland, Cuyahoga County Public Library, Goodwill Industries of Greater Cleveland, Lutheran Metropolitan Ministry, Towards Employment and West Side Catholic Center) for the **SNAP to Skills Employment and Training Program** in the amount of **\$1,257,500.00** for the time period of 10/1/2023- 9/30/2024.

For purchases of furniture, computers, vehicles: Additional Replacement
Age of items being replaced: _____ How will replaced items be disposed of? _____

Project Goals, Outcomes or Purpose (list 3):

- To increase the number of SNAP participants who are able to obtain employment at a wage allowing them to sustain their families.
- To increase the rate of SNAP participants retaining employment.
- To provide case management, supportive services, and soft skills training to SNAP participants

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):
The Centers for Families and Children 4500 Euclid Avenue Cleveland, Ohio 44103	Eric Morse, President & Chief Executive Officer

Vendor Council District: 07	Project Council District: Serving Countywide
If applicable provide the full address or list the municipality(ies) impacted by the project.	Countywide
Vendor Name and address:	Owner, executive director, other (specify):
Cuyahoga County Public Library 2111 Snow Road Parma, Ohio 44134	Pamela K. Jankowski, Deputy Director – Public Services
Vendor Council District: 04	Project Council District: Serving Countywide
If applicable provide the full address or list the municipality(ies) impacted by the project.	Countywide
Vendor Name and address:	Owner, executive director, other (specify):
Goodwill Industries of Greater Cleveland and East Central Ohio, Inc. 408 Ninth Street, SW Canton, Ohio 44707	Mark Trew, Vice President of Missions Services
Vendor Council District: N/A	Project Council District: Serving Countywide
If applicable provide the full address or list the municipality(ies) impacted by the project.	Countywide
Vendor Name and address:	Owner, executive director, other (specify):
Lutheran Metropolitan Ministries 4515 Superior Avenue Cleveland, Ohio 44103	Ian Marks, Vice President of Workforce Development
Vendor Council District: 07	Project Council District: Serving Countywide
If applicable provide the full address or list the municipality(ies) impacted by the project.	Countywide
Vendor Name and address:	Owner, executive director, other (specify):
Cleveland Center for Arts & Technology dba New Bridge 3634 Euclid Avenue, Suite 100 Cleveland, Ohio 44115	Arman Ochoa, Chief Financial Operator / Chief Operating Officer
Vendor Council District: 07	Project Council District: Serving Countywide
If applicable provide the full address or list the municipality(ies) impacted by the project.	Countywide
Vendor Name and address:	Owner, executive director, other (specify):
Towards Employment 1255 Euclid Avenue, Suite 300 Cleveland, Ohio 44115	Jill Rizika, Executive Director
Vendor Council District: 07	Project Council District: Serving Countywide
If applicable provide the full address or list the municipality(ies) impacted by the project.	Countywide
Vendor Name and address:	Owner, executive director, other (specify):

West Side Catholic Center 3135 Lorain Avenue Cleveland, Ohio 44113	John Litten, Executive Director
Vendor Council District: 07	Project Council District: Serving Countywide
If applicable provide the full address or list the municipality(ies) impacted by the project.	Countywide

COMPETITIVE PROCUREMENT	NON-COMPETITIVE PROCUREMENT
RQ # 12944 <input type="checkbox"/> RFB <input checked="" type="checkbox"/> RFP <input type="checkbox"/> RFQ <input type="checkbox"/> Informal <input type="checkbox"/> Formal Closing Date: July 28, 2023	Provide a short summary for not using competitive bid process. N/A *See Justification for additional information.
The total value of the solicitation: \$2,129,407.50	<input type="checkbox"/> Exemption
Number of Solicitations (sent/received): 65 Sent/ 7 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. N/A	<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: N/A	<input type="checkbox"/> Government Purchase
	<input type="checkbox"/> Alternative Procurement Process
How did pricing compare among bids received? N/A	<input 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. N/A	If item is not on IT Standard List state date of TAC approval: N/A
Is the item ERP related? <input type="checkbox"/> No <input type="checkbox"/> Yes, answer the below questions. N/A	
Are services covered under the original ERP Budget or Project? <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain. N/A	
Are the purchases compatible with the new ERP system? <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain. N/A	

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. 100% Federal Food Assistance Employment and Training
Is funding for this included in the approved budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (if "no" please explain):
Payment Schedule: <input type="checkbox"/> Invoiced <input checked="" type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> One-time <input type="checkbox"/> Other (please explain):

Provide status of project.	
<input checked="" type="checkbox"/> New Service or purchase <input type="checkbox"/> Recurring service or purchase	Is contract late <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes, In the fields below provide reason for late and timeline of late submission
Reason: N/A	
Timeline: Project/Procurement Start Date (date your team started working on this item):	5/9/2023
Date documents were requested from vendor:	8/30/2023
Date of insurance approval from risk manager:	5/1/2023
Date Department of Law approved Contract:	TBD
Date item was entered and released in Infor:	TBD
Detail any issues that arose during processing in Infor, such as the item being disapproved and requiring correction: Initial requisition was not routed correctly which caused us to resubmit the requisition. DCAP was waiting for information for DEI on whether we had to submit anything additional for the goals so that the RFP can finish being created. The person who processes the goals was out on vacation which caused another delay. After trying to find the routing issue, the requisition was submitted incorrect and a new RQ# had to be created which was on 6/14/2023. The final RFP was completed on 6/23/2023. The RFP close date was 7/28/2023. Proposal were ready for pick up and picked up on 7/31/2023. Review time and scoring was completed from 8/2/2023-8/18/2023. Budget breakdown and final scores were sent to Paul bounds on 8/23/2023. Met with Paul Bounds on 8/25/2023 to discuss contracts and who we are awarding. Paul Bounds had to send over a new proposed amount to send out to vendors due to the SNAP E&T budget. Paul Bound sent the recommended budgets on 8/29/2023. Award letters went out to the vendors on 8/30/2023 to request revised budgets. All the revised budgets were received between 9/5/2023-9/8/2023. All documents were upload to the law department and master contract was created on 9/11/2023. Email went out to vendors to return the signed contract on 9/13/2023.	
If late, have services begun? <input checked="" type="checkbox"/> No <input 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):
O – BC2020-645 – 12/07/2020
A-1 – BC2021-301 – 06/21/2021
A-2 - R2021-0214 – 9/28/2021
A-3 – R2022-0438 – 11/22/2022
A-4 – ION#3 – 6/5/2023

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	12944
Infor/Lawson PO# Code (if applicable):	RFP
Event #	4572
CM Contract#	3684

SNAP E&T 2023-24- The Centers (1 of 7)	Department initials	Clerk of the Board
Briefing Memo	AL	<input type="checkbox"/>

Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Why is the contract being submitted late?	We attempted to issue the RFP earlier in the process, but the original requisition request was entered incorrectly causing it to not route properly. We realized this after about a week and had the requisition entered in correctly.	
What is being done to prevent this from reoccurring?	We need to ensure that the requestor understands to enter the requisition in with the proper PO code and to follow up earlier to ensure it is being routed correctly. We have been directed to the requisitions report in Infor Lawson to track requisitions in the future.	

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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FULL AND OPEN COMPETITION Formal RFP Reviewed by Purchasing				
SNAP E&T 2023-24- The Centers (1 of 7)			Department initials	Purchasing
Notice of Intent to Award (sent to all responding vendors)			AL	EB 9/13/2023
Bid Specification Packet			AL	EB 9/13/2023
Final DEI Goal Setting Worksheet			AL	EB 9/13/2023
Diversity Documents – <i>if required (goal set)</i>			N/A	N/A
Award Letter (sent to awarded vendor)			AL	EB 9/13/2023
Vendor’s Confidential Financial Statement – <i>if RFP requested</i>			N/A	N/A
Tabulation Sheet			AL	EB 9/13/2023
Evaluation with Scoring Summary (<i>Names of evaluators to be included, must have minimum of three evaluators</i>).			AL	EB 9/13/2023
IG#	12-0785-REG 12-0785-REG 31DEC2023		AL	EB 9/13/2023
Debarment/Suspension Verified	Date:	8.31.2023	AL	EB 9/13/2023
Auditor’s Finding	Date:	8.31.2023	AL	EB 9/13/2023
Vendor’s Submission			AL	EB 9/13/2023
Independent Contractor (I.C.) Requirement	Date:	8.24.23	AL	EB 9/13/2023

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Cover - <i>Master contracts only</i>	LS	EB 9/13/2023
Contract Evaluation – <i>if required</i>	AL	EB 9/13/2023
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.	N/A	N/A
Checklist Verification	AL	EB 9/13/2023

Other documentation may be required depending upon your specific item

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

Reviewed by Law	
	Department initials
Agreement/Contract and Exhibits	AL
Matrix Law Screen shot	AL
COI	AL
Workers’ Compensation Insurance	AL
Performance Bond, if required per RFP	N/A

CONTRACT SPENDING PLAN

Time Period	Accounting Unit	Account	Activity	Account Category or Subaccount	Amount
10/1/2023- 12/31/2023	HS260195	55130	UCH08397	55130	\$32,500.00
1/1/2024- 9/30/2024	HS260195	55130	UCH08397	55130	\$97,500.00
			TOTAL		\$130,000.00

CONTRACT HISTORY (to be completed by department)

CE/AG# (if applicable)	N/A
Infor/Lawson PO# and PO Code (if applicable)	RFP
Lawson RQ# (if applicable)	12944
CM Contract#	3684

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
Original Amount (CM#197)	\$481,000.25		10/1/2020-9/30/2021	12/7/2020	BC2020-645
Prior Amendment Amounts (list separately)		\$407,234.00	6/22/2021-9/30/2021	6/21/2021	BC2021-301
		\$1,108,274.00	10/1/2021- 9/30/2022	9/28/2021	R2021-0214
		\$1,441,475.00	10/1/2022- 9/30/2023	11/22/2022	R2022-0438

2 | Page

Revised 7/28/2022

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

		\$0.00	Effective upon signature- 9/30/2023	6/5/2023	ION #3
Pending Amendment					
Total Amendments		\$2,956,983.00			
Total Contact Amount		\$3,437,983.25			
New Contract Action: <i>Master Contract (CM#3684)</i>		\$1,257,500.00	10/1/2023- 9/30/2024	Pending	Pending

PURCHASING USE ONLY

Prior Resolutions	BC2020-645, BC2021-301, R2021-0214, R2022-0438
CM#:	3684
Vendor Name:	The Centers for Families and Children
ftp:	10/1/2023 – 9/30/2024
Amount:	\$130,000.00
History/CE:	OK
EL:	OK
Procurement Notes:	Late submittal - We attempted to issue the RFP earlier in the process, but the original requisition request was entered incorrectly causing it to not route properly. We realized this after about a week and had the requisition entered in correctly. El Barrio & Workforce is a location listed under the Centers for Family & Children
Purchasing Buyer's initials and date of approval	EB 9/13/2023

CONTRACT EVALUATION FORM

Contractor	The Centers for Family and Children								
Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:	CM197								
RQ#	RQ# 2259								
Time Period of Original Contract	10/1/2022 – 9/30/2023								
Background Statement	Cuyahoga County’s SNAP to Skills implements a 3rd party partner model that leverages non-federal funds used for employment, training, and supportive services to FAET recipients for up to 50% reimbursement by community-based organizations and community colleges. This model promotes growth, expansion and sustainability of much needed services and programs for FAET recipients								
Service Description	To provide high quality employment and training services to Supplemental Nutrition Assistance Program (SNAP) recipients and enhance participation in the SNAP Employment and Training program (SNAP E&T)								
Performance Indicators	<ul style="list-style-type: none"> • Assist SNAP clients by providing education and support services • Assist SNAP participants in finding employment by providing job and career services 								
Actual Performance versus performance indicators (include statistics):		Referred	Components Completed	Completed ESOL, GED or Basic Ed	Received Credential or Certificate	Completed Program	Employed	Avg. Hourly Wage	Dropped/Stopped Attending
	#	175	46			18	39	14.98	76
Rating of Overall Performance of Contractor	Superior	Above Average			Average		Below Average		Poor
Select One (X)				X					
Justification of Rating	The Centers was very successful in getting the clients they had an opportunity to work with employed. Provider is currently below projected expectations of program. It is estimated that the provider will be able to adjust operations for the remaining part of year, to meet the program expectations. CJFS will continue to provide support to ensure contracted services are of the highest quality for participants.								
Department Contact	Paul Bounds								
User Department	Job and Family Services								
Date	6/22/2023								

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	12944
Infor/Lawson PO# Code (if applicable):	RFP
Event #	4572
CM Contract#	3704

SNAP E&T 2023-24 NewBridge 5 of 7	Department initials	Clerk of the Board
Briefing Memo	LC	<input type="checkbox"/>

Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Why is the contract being submitted late?	We attempted to issue the RFP earlier in the process, but the original requisition request was entered incorrectly causing it to not route properly. We realized this after about a week and had the requisition entered in correctly.	
What is being done to prevent this from reoccurring?	We need to ensure that the requestor understands to enter the requisition in with the proper PO code and to follow up earlier to ensure it is being routed correctly. We have been directed to the requisitions report in Infor Lawson to track requisitions in the future.	

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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FULL AND OPEN COMPETITION Formal RFP Reviewed by Purchasing
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SNAP E&T 2023-24 _NewBridge 5 of 7				Department initials	Purchasing
Notice of Intent to Award (sent to all responding vendors)				LS	EB 9/13/2023
Bid Specification Packet				LS	EB 9/13/2023
Final DEI Goal Setting Worksheet				LS	EB 9/13/2023
Diversity Documents – <i>if required (goal set)</i>				N/A	N/A
Award Letter (sent to awarded vendor)				LS	EB 9/13/2023
Vendor’s Confidential Financial Statement – <i>if RFP requested</i>				N/A	N/A
Tabulation Sheet				LS	EB 9/13/2023
Evaluation with Scoring Summary (<i>Names of evaluators to be included, must have minimum of three evaluators</i>).				LS	EB 9/13/2023
IG#	21-0181-REG exp. 12.31.2025			LS	EB 9/13/2023
Debarment/Suspension exp. 10.24.2023	Verified	Date:	08.24.2023	LS	EB 9/13/2023
Auditor’s Finding exp. 10.24.2023		Date:	08.24.2023	LS	EB 9/13/2023
Vendor’s Submission				LS	EB 9/13/2023
Independent Contractor (I.C.) Requirement exp. 08.25.2024		Date:	08.25.2023	LS	EB 9/13/2023

Department of Purchasing – Required Documents Checklist

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Cover - <i>Master contracts only</i> –	LS	EB 9/13/2023
Contract Evaluation – <i>if required</i>	SM	EB 9/14/2023
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.	N/A	N/A
Checklist Verification	SM	EB 9/13/2023

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	LS
Matrix Law Screen shot	SM
COI exp. 04.23.2024	LS
Workers’ Compensation Insurance exp. 07.01.2024	LS
Performance Bond, if required per RFP	N/A

CONTRACT SPENDING PLAN

Time Period	Accounting Unit	Account	Activity	Account Category or Subaccount	Amount
10/1/2023 – 12/1/2023	HS260195	55130	UCH08397	55130	\$100,000.00
01/01/2024 – 09/30/2024	HS260195	55130	UCH08397	55130	\$300,000.00
			TOTAL		\$400,000.00

CONTRACT HISTORY (to be completed by department)

CE/AG# (if applicable)	N/A				
Infor/Lawson PO# and PO Code (if applicable)	RFP				
Lawson RQ# (if applicable)	12944				
CM Contract#	3704				
	Original Amount	Amendment Amount	Original Time Period & End Date/ Amended End Date	Approval Date	Approval #
Original Amount (CM #1482)	\$481,000.25		10/01/2020-09/30/2021	12/7/2020	BC2020-645
Prior Amendment Amounts (list separately)		\$407,234.00	06/22/2021-09/30/2021	6/21/2021	BC2021-301
		\$1,108,274.00	10/1/2021-09/30/2022	09/28/2021	R2021-0214
		\$1,144,475.00	10/1/2022-09/30/2023	11/22/2022	R2022-0438

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

		\$0.00	Effective upon signature- 9/30/2023	6/5/2023	ION #3
Pending Amendment					
Total Amendments		\$2,956,983.00			
Total Contact Amount		\$3,437,983.25			
New Contract Action: Master Contract (CM #3704)		\$1,257,500.00	10/1/2023-09/30/2024	Pending	Pending

PURCHASING USE ONLY

Prior Resolutions	BC2020-645, BC2021-301, R2021-0214, R2022-0438
CM#:	3704
Vendor Name:	Cleveland Center for Arts & Technology dba New Bridge
ftp:	10/1/2023 – 9/30/2024
Amount:	\$400,000.00
History/CE:	OK
EL:	OK
Procurement Notes:	Late submittal - We attempted to issue the RFP earlier in the process, but the original requisition request was entered incorrectly causing it to not route properly. We realized this after about a week and had the requisition entered in correctly. The total on the exhibit is less due to the 5% county holdback
Purchasing Buyer's initials and date of approval	EB 9/14/2023

CONTRACT EVALUATION FORM

Contractor	NewBridge								
Current Contract History: CE/AG# (if applicable) Infor/Laws on PO#: RQ#	CM210								
RQ#	RQ# 2259								
Time Period of Original Contract	10/1/2022 – 9/30/2023								
Background Statement	Cuyahoga County's SNAP to Skills implements a 3rd party partner model that leverages non-federal funds used for employment, training, and supportive services to FAET recipients for up to 50% reimbursement by community-based organizations and community colleges. This model promotes growth, expansion and sustainability of much needed services and programs for FAET recipients.								
Service Description	To provide high quality employment and training services to Supplemental Nutrition Assistance Program (SNAP) recipients and enhance participation in the SNAP Employment and Training program (SNAP E&T)								
Performance Indicators	<ul style="list-style-type: none"> • Assist SNAP clients by providing education and support services • Assist SNAP participants in finding employment by providing job and career services 								
Actual Performance versus performance indicators (include statistics):		Referred	Components Completed	Completed ESOL, GED or Basic Ed	Received Credential or Certificate	Completed Program	Employed	Avg. Hourly Wage	Dropped/Stopped Attending
	#	51	10				2	15.50	
Rating of Overall Performance of Contractor	Superior		Above Average		Average		Below Average		Poor
Select One (X)					X				
Justification of Rating	Provider is currently below projected expectations of program. It is estimated that the provider will be able to adjust operations for the remaining part of year, to meet the program expectations. CJFS will continue to provide support to ensure contracted services are of the highest quality for participants.								
Department Contact	Paul Bounds								

User Department	Job and Family Services
Date	6/22/2023

Department of Purchasing – Required Documents Checklist

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Infor/Lawson RQ#:	12944
Infor/Lawson PO# Code (if applicable):	RFP
Event #	4572
CM Contract#	3707

SNAP E&T 2023-24- CCPL (2 of 7)	Department initials	Clerk of the Board
Briefing Memo	SM	<input type="checkbox"/>

Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No
Why is the contract being submitted late?	We attempted to issue the RFP earlier in the process, but the original requisition request was entered incorrectly causing it to not route properly. We realized this after about a week and had the requisition entered in correctly.	
What is being done to prevent this from reoccurring?	We need to ensure that the requestor understands to enter the requisition in with the proper PO code and to follow up earlier to ensure it is being routed correctly. We have been directed to the requisitions report in Infor Lawson to track requisitions in the future.	

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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FULL AND OPEN COMPETITION			
Formal RFP			
Reviewed by Purchasing			
SNAP E&T 2023-24- CCPL (2 of 7)		Department initials	Purchasing
Notice of Intent to Award (sent to all responding vendors)		AL	EB 9/13/2023
Bid Specification Packet		AL	EB 9/13/2023
Final DEI Goal Setting Worksheet		AL	EB 9/13/2023
Diversity Documents – <i>if required (goal set)</i>		N/A	N/A
Award Letter (sent to awarded vendor)		AL	EB 9/13/2023
Vendor’s Confidential Financial Statement – <i>if RFP requested</i>		N/A	N/A
Tabulation Sheet		AL	EB 9/13/2023
Evaluation with Scoring Summary (<i>Names of evaluators to be included, must have minimum of three evaluators</i>).		AL	EB 9/13/2023
IG#		N/A- Gov’t Entity	N/A– Govt Entity
Debarment/Suspension Verified	Date: 8.31.2023	AL	EB 9/13/2023
Auditor’s Finding	Date: 8.31.2023	AL	EB 9/13/2023
Vendor’s Submission		AL	EB 9/13/2023
Independent Contractor (I.C.) Requirement	Date:	N/A- Gov’t Entity	N/A-Govt Entity

Department of Purchasing – Required Documents Checklist

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Cover - <i>Master contracts only</i>	AL	EB 9/13/2023
Contract Evaluation – <i>if required</i>	AL	EB 9/13/2023
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.	N/A	N/A
Checklist Verification	AL	EB 9/13/2023

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	AL
Matrix Law Screen shot	AL
COI	AL
Workers’ Compensation Insurance	AL
Performance Bond, if required per RFP	N/A

CONTRACT SPENDING PLAN

Time Period	Accounting Unit	Account	Activity	Account Category or Subaccount	Amount
10/1/2023- 12/31/2023	HS260195	55130	UCH08397	55130	\$6,875.00
1/1/2024- 9/30/2024	HS260195	55130	UCH08397	55130	\$20,625.00
			TOTAL		\$27,500.00

CONTRACT HISTORY (to be completed by department)

CE/AG# (if applicable)	N/A
Infor/Lawson PO# and PO Code (if applicable)	RFP
Lawson RQ# (if applicable)	12944
CM Contract#	3707

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
Original Amount (CM#1483)	\$481,000.25		10/1/2020-9/30/2021	12/7/2020	BC2020-645
Prior Amendment Amounts (list separately)		\$407,234.00	6/22/2021-9/30/2021	6/21/2021	BC2021-301
		\$1,108,274.00	10/1/2021- 9/30/2022	9/28/2021	R2021-0214
		\$1,441,475.00	10/1/2022- 9/30/2023	11/22/2022	R2022-0438

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Revised 7/28/2022

Department of Purchasing – Required Documents Checklist

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		\$0.00	Effective upon signature- 9/30/2023	6/5/2023	ION #3
Pending Amendment					
Total Amendments		\$2,956,983.00			
Total Contact Amount		\$3,437,983.25			
New Contract Action: <i>Master Contract (CM#3707)</i>		\$1,257,500.00	10/1/2023- 9/30/2024	Pending	Pending

PURCHASING USE ONLY

Prior Resolutions	BC2020-645, BC2021-301, R2021-0214, R2022-0438
CM#:	3707
Vendor Name:	Cuyahoga County Public Library
ftp:	10/1/2023 – 9/30/2024
Amount:	\$27,500.00
History/CE:	OK
EL:	OK
Procurement Notes:	Late submittal - We attempted to issue the RFP earlier in the process, but the original requisition request was entered incorrectly causing it to not route properly. We realized this after about a week and had the requisition entered in correctly. Amount in exhibit is minus 5% county holdback charge
Purchasing Buyer's initials and date of approval	EB 9/13/2023

CONTRACT EVALUATION FORM

Contractor	Cuyahoga County Public Library								
Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:	CM1483								
RQ#	RQ# 2259								
Time Period of Original Contract	10/1/2022 – 9/30/2023								
Background Statement	Cuyahoga County's SNAP to Skills implements a 3rd party partner model that leverages non-federal funds used for employment, training, and supportive services to FAET recipients for up to 50% reimbursement by community-based organizations and community colleges. This model promotes growth, expansion and sustainability of much needed services and programs for FAET recipients.								
Service Description	To provide high quality employment and training services to Supplemental Nutrition Assistance Program (SNAP) recipients and enhance participation in the SNAP Employment and Training program (SNAP E&T)								
Performance Indicators	<ul style="list-style-type: none"> • Assist SNAP clients by providing education and support services • Assist SNAP participants in finding employment by providing job and career services 								
Actual Performance versus performance indicators (include statistics):		Referred	Components Completed	Completed ESOL, GED or Basic Ed	Received Credential or Certificate	Completed Program	Employed	Avg. Hourly Wage	Dropped/Stopped Attending
	#	45	2			2	1	17.00	4
Rating of Overall Performance of Contractor	Superior	Above Average		Average		Below Average		Poor	
Select One (X)				X					
Justification of Rating	Provider is currently below projected expectations of program. It is estimated that the provider will be able to adjust operations for the remaining part of year, to meet the program expectations. CJFS will continue to provide support to ensure contracted services are of the highest quality for participants.								
Department Contact	Paul Bounds								
User Department	Cuyahoga Job and Family Services								
Date	6/22/2023								

Department of Purchasing – Required Documents Checklist

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Infor/Lawson RQ#:	12944
Infor/Lawson PO# Code (if applicable):	RFP
Event #	4572
CM Contract#	3710

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

Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Why is the contract being submitted late?	We attempted to issue the RFP earlier in the process, but the original requisition request was entered in incorrectly causing it to not route properly. We realized this after about a week and had the requisition entered in correctly.	
What is being done to prevent this from reoccurring?	We need to ensure that the requestor understands to enter the requisition in with the proper PO code and to follow up earlier to ensure it is being properly routed correctly. We have been directed to the requisitions report in Infor Lawson to track requisitions in the future.	

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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FULL AND OPEN COMPETITION				
Formal RFP				
Reviewed by Purchasing				
SNAP E & T - Goodwill Industries of Greater Cleveland and East Central Ohio, Inc. (3 Of 7)			Department initials	Purchasing
Notice of Intent to Award (sent to all responding vendors)			LC	EB 9/13/2023
Bid Specification Packet			LC	EB 9/13/2023
Final DEI Goal Setting Worksheet			LC	EB 9/13/2023
Diversity Documents – <i>if required (goal set)</i>			N/A	N/A
Award Letter (sent to awarded vendor)			LC	EB 9/13/2023
Vendor’s Confidential Financial Statement – <i>if RFP requested</i>			N/A	N/A
Tabulation Sheet			LC	EB 9/13/2023
Evaluation with Scoring Summary (<i>Names of evaluators to be included, must have minimum of three evaluators</i>).			LC	EB 9/13/2023
IG#	21-0095-REG 31DEC2025		LC	EB 9/13/2023
Debarment/Suspension Verified	Date:	8/24/2023	LC	EB 9/13/2023
Auditor’s Finding	Date:	8/24/2023	LC	EB 9/13/2023
Vendor’s Submission			LC	EB 9/13/2023
Independent Contractor (I.C.) Requirement	Date:	8/24/2023	LC	EB 9/13/2023
Cover - <i>Master contracts only</i>			LC	EB 9/13/2023
Contract Evaluation – <i>if required</i>			LC	EB 9/13/2023

Department of Purchasing – Required Documents Checklist

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TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.	N/A	N/A
Checklist Verification	LC	EB 9/13/2023

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	LC
Matrix Law Screen shot	DA
COI	LC
Workers' Compensation Insurance	LC
Performance Bond, if required per RFP	N/A

CONTRACT SPENDING PLAN

Time Period	Accounting Unit	Account	Activity	Account Category or Subaccount	Amount
10/1/2023 – 12/31/2023	HS260195	55130	UCH08397	55130	\$12,500.00
1/1/2024 – 09/30/2024	HS260195	55130	UCH08397	55130	\$ 37,500.00
			TOTAL		\$50,000.00

CONTRACT HISTORY (to be completed by department)

CE/AG# (if applicable)					
Infor/Lawson PO# and PO Code (if applicable)		RFP			
Lawson RQ# (if applicable)		12944			
CM Contract#		3710			
	Original Amount	Amendment Amount	Original Time Period & End Date/ Amended End Date	Approval Date	Approval #
Original Amount	\$481,000.25		10/1/2020-9/30/2021	12/7/2020	BC2020-645
	Prior Amendment Amounts (list separately)	\$407,234.00	6/22/2021-9/30/2021	6/21/2021	BC2021-301
		\$1,108,274.00	10/1/2021- 9/30/2022	9/28/2021	R2021-0214
		\$1,441,475.00	10/1/2022- 9/30/2023	11/22/2022	R2022-0438
		\$0.00	Effective upon signature – 9/30/2023	6/5/2023	ION #3

Department of Purchasing – Required Documents Checklist

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	Pending Amendment				
	Total Amendments	\$2,956,983.00			
Total Contact Amount	\$3,437,983.25				
New Contract Action: Master Contract (CM#3710)	\$1,257,500.00		10/1/2023 – 09/30/2024	Pending	Pending

PURCHASING USE ONLY

Prior Resolutions	BC2020-645, BC2021-301, R2021-0214, R2022-0438
CM#:	3710
Vendor Name:	Goodwill Industries of Greater Cleveland and East Central Ohio, INC
ftp:	10/1/2023 – 9/30/2024
Amount:	\$50,000.00
History/CE:	OK
EL:	OK
Procurement Notes:	Late Submittal -We attempted to issue the RFP earlier in the process, but the original requisition request was entered in incorrectly causing it to not route properly. We realized this after about a week and had the requisition entered in correctly. Amount on exhibit(agreement) is less than the amount listed on checklist due to county holdback on \$49,541
Purchasing Buyer’s initials and date of approval	EB 9/13/2023

CONTRACT EVALUATION FORM

Contractor	Goodwill Industries								
Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:	CM#1484								
RQ#	RQ2259								
Time Period of Original Contract	10/1/2022 – 9/30/2023								
Background Statement	Cuyahoga County's SNAP to Skills implements a 3rd party partner model that leverages non-federal funds used for employment, training, and supportive services to FAET recipients for up to 50% reimbursement by community-based organizations and community colleges. This model promotes growth, expansion and sustainability of much needed services and programs for FAET recipients.								
Service Description	To provide high quality employment and training services to Supplemental Nutrition Assistance Program (SNAP) recipients and enhance participation in the SNAP Employment and Training program (SNAP E&T)								
Performance Indicators	<ul style="list-style-type: none"> • Participants who achieve education, training, or employment at exit from the program (50.9%); • Participants who maintain education, training, or employment at the 2nd quarter after program exit (69.0%) • Credential attainment (34.0%) • Measurable skills gains (14.4%) 								
Actual Performance versus performance indicators (include statistics):		Referred	Components Completed	Completed ESOL, GED or Basic Ed	Received Credential or Certificate	Completed Program	Employed	Avg. Hourly Wage	Dropped/Stopped Attending
	#	27	10			4	11	12.80	4
Rating of Overall Performance of Contractor	Superior		Above Average		Average		Below Average		Poor
Select One (X)					X				
Justification of Rating	Provider is currently below projected expectations of program. It is estimated that the provider will be able to adjust operations for the remaining part of year, to meet the program expectations. CJFS will continue to provide support to ensure contracted services are of the highest quality for participants.								

Department Contact	Paul Bounds
User Department	Job and Family Services
Date	6/22/2023

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	12944
Infor/Lawson PO# Code (if applicable):	RFP
Event #	4347
CM Contract#	3706

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

Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No
Why is the contract being submitted late?	We attempted to issue the RFP earlier in the process, but the original requisition request was entered incorrectly causing it to not route properly. We realized this after about a week and the requisition entered in correctly.	
What is being done to prevent this from reoccurring?	We need to ensure that the requestor understands to enter the requisition in with the proper PO code and to follow up earlier to ensure it is being routed correctly. We have been directed to the requisitions report in Infor Lawson to track requisitions in the future.	

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" 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)			DA	EB 9/13/2023
Bid Specification Packet			DA	EB 9/13/2023
Final DEI Goal Setting Worksheet			DA	EB 9/13/2023
Diversity Documents – <i>if required (goal set)</i>			N/A	N/A
Award Letter (sent to awarded vendor)			DA	EB 9/13/2023
Vendor’s Confidential Financial Statement – <i>if RFP requested</i>			N/A	N/A
Tabulation Sheet			DA	EB 9/13/2023
Evaluation with Scoring Summary (<i>Names of evaluators to be included, must have minimum of three evaluators</i>).			DA	EB 9/13/2023
IG#	21-0372-REG 31DEC2025		SM	EB 9/13/2023
Debarment/Suspension Verified	Date:	9/1/23	DA	EB 9/13/2023
Auditor’s Finding	Date:	9/1/23	DA	EB 9/13/2023
Vendor’s Submission			DA	EB 9/13/2023
Independent Contractor (I.C.) Requirement	Date:	8/24/23	DA	EB 9/13/2023
Cover - <i>Master contracts only</i>			DA	EB 9/13/2023
Contract Evaluation – <i>if required</i>			DA	EB 9/13/2023

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
Checklist Verification	DA	EB 9/13/2023

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	DA
Matrix Law Screen shot	DA
COI	DA
Workers’ Compensation Insurance	DA
Performance Bond, if required per RFP	N/A

CONTRACT SPENDING PLAN

Time Period	Accounting Unit	Account	Activity	Account Category or Subaccount	Amount
10/1/2023-12/31/2023	HS260195	55130	UCH08397	55130	\$ 37,500.00
1/1/2024-09/30/2024	HS260195	55130	UCH08397	55130	\$ 112,500.00
			TOTAL		\$150,000.00

CONTRACT HISTORY (to be completed by department)

CE/AG# (if applicable)	N/A
Infor/Lawson PO# and PO Code (if applicable)	RFP
Lawson RQ# (if applicable)	12944
CM Contract#	3706

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
Original Amount (CM#186)	\$481,000.25		10/1/2020-9/30/2021	12/7/2020	BC2020-645
Prior Amendment Amounts (list separately)		\$407,234.00	6/22/2021-9/30/2021	6/21/2021	BC2021-301
		\$1,108,274.00	10/1/2021-9/30/2022	9/28/2021	R2021-0214

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

		\$1,441,475.00	10/1/2022- 9/30/2023	11/22/2022	R2022-0438
		\$0.00	Effective upon signature- 9/30/2023	6/5/2023	ION #3
Pending Amendment					
Total Amendments		\$2,956,983.00			
Total Contact Amount		\$3,437,983.25			
New Contract Action: <i>Master Contract (CM#3706)</i>		\$1,257,500.00	10/1/2023- 9/30/2024	Pending	Pending

PURCHASING USE ONLY

Prior Resolutions	BC2020-645, BC2021-301, R2021-0214, R2022-0438
CM#:	3706
Vendor Name:	Lutheran Metropolitan Ministry
ftp:	10-1-2023 – 9/30/2024
Amount:	\$150,000.00
History/CE:	Ok
EL:	Ok
Procurement Notes:	Late submittal -Field buyer attempted to issue the RFP earlier in the process, but the original requisition request was entered incorrectly causing it to not route properly. We realized this after about a week and the requisition entered in correctly. Reimbursement total is 5% less on signed agreement, the difference is 5% county holdback
Purchasing Buyer's initials and date of approval	EB 9/13/2023

CONTRACT EVALUATION FORM

Contractor	Lutheran Metropolitan Ministries								
Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:	CM#186								
RQ#	RQ2259								
Time Period of Original Contract	10/1/2022 – 9/30/2023								
Background Statement	Cuyahoga County's SNAP to Skills implements a 3rd party partner model that leverages non-federal funds used for employment, training, and supportive services to FAET recipients for up to 50% reimbursement by community-based organizations and community colleges. This model promotes growth, expansion and sustainability of much needed services and programs for FAET recipients.								
Service Description	To provide high quality employment and training services to Supplemental Nutrition Assistance Program (SNAP) recipients and enhance participation in the SNAP Employment and Training program (SNAP E&T)								
Performance Indicators	<ul style="list-style-type: none"> • Assist SNAP clients by providing education and support services • Assist SNAP participants in finding employment by providing job and career services 								
Actual Performance versus performance indicators (include statistics):		Referred	Components Completed	Completed ESOL, GED or Basic Ed	Received Credential or Certificate	Completed Program	Employed	Avg. Hourly Wage	Dropped/Stopped Attending
	#	20	6			2	0		
Rating of Overall Performance of Contractor	Superior	Above Average		Average		Below Average		Poor	
Select One (X)				X					
Justification of Rating	Provider is currently below projected expectations of program. It is estimated that the provider will be able to adjust operations for the remaining part of year, to meet the program expectations. CJFS will continue to provide support to ensure contracted services are of the highest quality for participants.								

Department Contact	Paul Bounds
User Department	Job and Family Services
Date	6/22/2023

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	12944
Infor/Lawson PO# Code (if applicable):	RFP
Event #	4572
CM Contract#	3708

SNAP E&T 2023-24 Towards Employment CJFS 6 of 7	Department initials	Clerk of the Board
Briefing Memo	LC	<input type="checkbox"/>

Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Why is the contract being submitted late?	We attempted to issue the RFP earlier in the process, but the original requisition request was entered incorrectly causing it to not route properly. We realized this after about a week and had the requisition entered in correctly.	
What is being done to prevent this from reoccurring?	We need to ensure that the requestor understands to enter the requisition in with the proper PO code and to follow up earlier to ensure it is being routed correctly. We have been directed to the requisitions report in Infor Lawson to track requisitions in the future.	

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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FULL AND OPEN COMPETITION Formal RFP Reviewed by Purchasing					
SNAP E&T 2023-24_Towards Employment_CJFS6 of 7			Department initials	Purchasing	
Notice of Intent to Award (sent to all responding vendors)			LS	OK AJ 9/13/2023	
Bid Specification Packet			LS	OK AJ 9/13/2023	
Final DEI Goal Setting Worksheet			LS	OK AJ 9/13/2023	
Diversity Documents – <i>if required (goal set)</i>			N/A	N/A	
Award Letter (sent to awarded vendor)			LS	OK AJ 9/13/2023	
Vendor’s Confidential Financial Statement – <i>if RFP requested</i>			N/A	N/A	
Tabulation Sheet			LS	OK AJ 9/13/2023	
Evaluation with Scoring Summary (<i>Names of evaluators to be included, must have minimum of three evaluators</i>).			LS	OK AJ 9/13/2023	
IG#	12-2802-REG exp. 12.31.2024		LS	OK AJ 9/13/2023	
Debarment/Suspension exp. 10.24.2023	Verified	Date: 08.24.2023	LS	OK AJ 9/13/2023 dated within 60 days	
Auditor’s Finding exp. 10.24.2023		Date: 08.24.2023	LS	OK AJ 9/13/2023 dated within 60 days	

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Vendor’s Submission		LS	OK AJ 9/13/2023
Independent Contractor (I.C.) Requirement exp. 08.24.2024	Date: 08.24.2024	LS	OK AJ 9/13/2023 dated within 1 year
Cover - <i>Master contracts only</i>		LS	OK AJ 9/13/2023
Contract Evaluation – <i>if required</i>		SM	OK AJ 9/13/2023
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.		N/A	N/A
Checklist Verification		LS	OK AJ 9/13/2023

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	LS
Matrix Law Screen shot	SM
COI exp. 06.01.2024	LS
Workers’ Compensation Insurance exp.07.01.2024	LS
Performance Bond, if required per RFP	N/A

CONTRACT SPENDING PLAN

Time Period	Accounting Unit	Account	Activity	Account Category or Subaccount	Amount
10/1/2023 – 12/1/2023	HS260195	55130	UCH08397	55130	\$50,000.00
01/01/2024 – 09/30/2024	HS260195	55130	UCH08397	55130	\$150,000.00
			TOTAL		\$200,000.00

CONTRACT HISTORY (to be completed by department)

CE/AG# (if applicable)		N/A			
Infor/Lawson PO# and PO Code (if applicable)		RFP			
Lawson RQ# (if applicable)		12944			
CM Contract#		3708			
	Original Amount	Amendment Amount	Original Time Period & End Date/ Amended End Date	Approval Date	Approval #
Original Amount (CM #210)	\$481,000.25		10/01/2020-09/30/2021	12/7/2020	BC2020-645
Prior Amendment Amounts (list separately)		\$407,234.00	06/22/2021-09/30/2021	6/21/2021	BC2021-301

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

		\$1,108,274.00	10/1/2021-09/30/2022	09/28/2021	R2021-0214
		\$1,144,475.00	10/1/2022-09/30/2023	11/22/2022	R2022-0438
		\$0.00	Effective upon signature- 9/30/2023	6/5/2023	ION #3
Pending Amendment					
Total Amendments		\$2,956,983.00			
Total Contact Amount		\$3,437,983.25			
New Contract Action: Master Contract (CM #3708)		\$1,257,500.00	10/1/2023-09/30/2024	Pending	Pending

PURCHASING USE ONLY

Prior Resolutions	
CM#:	3708
Vendor Name:	Towards Employment
ftp:	10/01/2023 – 09/30/2024
Amount:	\$200,000.00
History/CE:	OK
EL:	OK
Procurement Notes:	Buyer Review Completed
Purchasing Buyer's initials and date of approval	AJ 9/13/2023

CONTRACT EVALUATION FORM

Contractor	Towards Employment								
Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:	CM1482								
RQ#	RQ# 2259								
Time Period of Original Contract	10/1/2022 – 9/30/2023								
Background Statement	Cuyahoga County's SNAP to Skills implements a 3rd party partner model that leverages non-federal funds used for employment, training, and supportive services to FAET recipients for up to 50% reimbursement by community-based organizations and community colleges. This model promotes growth, expansion and sustainability of much needed services and programs for FAET recipients.								
Service Description	To provide high quality employment and training services to Supplemental Nutrition Assistance Program (SNAP) recipients and enhance participation in the SNAP Employment and Training program (SNAP E&T)								
Performance Indicators	<ul style="list-style-type: none"> • Assist SNAP clients by providing education and support services • Assist SNAP participants in finding employment by providing job and career services 								
Actual Performance versus performance indicators (include statistics):		Referred	Components Completed	Completed ESOL, GED or Basic Ed	Received Credential or Certificate	Completed Program	Employed	Avg. Hourly Wage	Dropped/Stopped Attending
	#	190	35			35	5	15.50	33
Rating of Overall Performance of Contractor	Superior		Above Average		Average		Below Average		Poor
Select One (X)					X				
Justification of Rating	Provider is currently below projected expectations of program. It is estimated that the provider will be able to adjust operations for the remaining part of year, to meet the program expectations. CJFS will continue to provide support to ensure contracted services are of the highest quality for participants.								
Department Contact	Paul Bounds								
User Department	Job and Family Services								
Date	6/22/2023								

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	12944
Infor/Lawson PO# Code (if applicable):	RFP
Event #	4572
CM Contract#	3711

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

Late Submittal Required:	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Why is the contract being submitted late?	We attempted to issue the RFP earlier in the process, but the original requisition request was entered in incorrectly causing it to not route properly. We realized this after about a week and had the requisition entered in correctly.	
What is being done to prevent this from reoccurring?	We need to ensure that the requestor understands to enter the requisition in with the proper PO code and to follow up earlier to ensure it is being properly routed correctly. We have been directed to the requisitions report in Infor Lawson to track requisitions in the future.	

TAC or CTO Required or authorized IT Standard	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
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FULL AND OPEN COMPETITION				
Formal RFP				
Reviewed by Purchasing				
SNAP E & T - West Side Catholic Center (7 of 7)			Department initials	Purchasing
Notice of Intent to Award (sent to all responding vendors)			LC	OK AJ 9/14/2023
Bid Specification Packet			LC	OK AJ 9/14/2023
Final DEI Goal Setting Worksheet			LC	OK AJ 9/14/2023
Diversity Documents – <i>if required (goal set)</i>			N/A	N/A
Award Letter (sent to awarded vendor)			LC	OK AJ 9/14/2023
Vendor’s Confidential Financial Statement – <i>if RFP requested</i>			N/A	N/A
Tabulation Sheet			LC	OK AJ 9/14/2023
Evaluation with Scoring Summary (<i>Names of evaluators to be included, must have minimum of three evaluators</i>).			LC	OK AJ 9/14/2023
IG#	12-2979-REG 31DEC2023		LC	OK AJ 9/14/2023
Debarment/Suspension Verified	Date:	8/24/2023	LC	OK AJ 9/14/2023 dated within 60 days
Auditor’s Finding	Date:	8/24/2023	LC	OK AJ 9/14/2023 dated within 60 days

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Vendor’s Submission		LC	OK AJ 9/14/2023
Independent Contractor (I.C.) Requirement	Date: 9/13/2023	LC	OK AJ 9/14/2023 dated within 1 year
Cover - <i>Master contracts only</i>		LC	OK AJ 9/14/2023
Contract Evaluation – <i>if required</i>		LC	OK AJ 9/14/2023
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.		N/A	N/A
Checklist Verification		LC	OK AJ 9/14/2023

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	LC
Matrix Law Screen shot	SM
COI (cyber address needs updating)	LC
Workers’ Compensation Insurance	LC
Performance Bond, if required per RFP	N/A

CONTRACT SPENDING PLAN

Time Period	Accounting Unit	Account	Activity	Account Category or Subaccount	Amount
10/1/2023 – 12/31/2023	HS260195	55130	UCH08397	55130	\$75,000.00
01/01/2024 – 09/30/2024	HS260195	55130	UCH08397	55130	\$225,000.00
			TOTAL		\$300,000.00

CONTRACT HISTORY (to be completed by department)

CE/AG# (if applicable)					
Infor/Lawson PO# and PO Code (if applicable)		RFP			
Lawson RQ# (if applicable)		12944			
CM Contract#		3711			
	Original Amount	Amendment Amount	Original Time Period & End Date/ Amended End Date	Approval Date	Approval #
Original Amount	\$481,000.25		10/1/2020-9/30/2021	12/7/2020	BC2020-645
		\$407,234.00	6/22/2021-9/30/2021	6/21/2021	BC2021-301

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

	Prior Amendment Amounts (list separately)	\$1,108,274.00	10/1/2021- 9/30/2022	9/28/2021	R2021-0214
		\$1,441,475.00	10/1/2022- 9/30/2023	11/22/2022	R2022-0438
		\$0.00	Effective upon signature – 9/30/2023	6/5/2023	ION #3
	Pending Amendment				
	Total Amendments	\$2,956,983.00			
Total Contact Amount	\$3,437,983.25				
New Contract Action: Master Contract (CM#3711)	\$1,257,500.00		10/1/2023 – 09/30/2024	Pending	Pending

PURCHASING USE ONLY

Prior Resolutions	
CM#:	3711
Vendor Name:	West Side Catholic Center
ftp:	10/01/2023 – 09/30/2024
Amount:	\$300,000.00
History/CE:	OK
EL:	OK
Procurement Notes:	Buyer Review Completed
Purchasing Buyer’s initials and date of approval	AJ 9/14/2023

CONTRACT EVALUATION FORM

Contractor	West Side Catholic Center								
Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:	CM1485								
RQ#	RQ# 2259								
Time Period of Original Contract	10/1/2022- 9/30/2023								
Background Statement	Cuyahoga County's SNAP to Skills implements a 3rd party partner model that leverages non-federal funds used for employment, training, and supportive services to FAET recipients for up to 50% reimbursement by community-based organizations and community colleges. This model promotes growth, expansion and sustainability of much needed services and programs for FAET recipients.								
Service Description	To provide high quality employment and training services to Supplemental Nutrition Assistance Program (SNAP) recipients and enhance participation in the SNAP Employment and Training program (SNAP E&T)								
Performance Indicators	<ul style="list-style-type: none"> • Assist SNAP clients by providing education and support services • Assist SNAP participants in finding employment by providing job and career services 								
Actual Performance versus performance indicators (include statistics):	#	Referred	Components Completed	Completed ESOL, GED or Basic Ed	Received Credential or Certificate	Completed Program	Employed	Avg. Hourly Wage	Dropped/Stopped Attending
	53	9			9	6	13.87	2	
Rating of Overall Performance of Contractor	Superior		Above Average		Average		Below Average		Poor
Select One (X)					X				
Justification of Rating	Provider is currently below projected expectations of program. It is estimated that the provider will be able to adjust operations for the remaining part of year, to meet the program expectations. CJFS will continue to provide support to ensure contracted services are of the highest quality for participants.								
Department Contact	Paul Bounds								
User Department	Job and Family Services								
Date	6/22/2023								



Department of Purchasing Tabulation Sheet

REQUISITION NUMBER: 12944 Event #4572	TYPE: (RFB/RFP/RFQ): RFP	ESTIMATE: \$2,129,407.50	
CONTRACT PERIOD:	RFB/RFP/RFQ DUE DATE: July 28, 2023	NUMBER OF RESPONSES (issued/submitted): 65/7	
REQUESTING DEPARTMENT: Job and Family Services	COMMODITY DESCRIPTION: SNAP to Skills Employment and Training		
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: SBE / MBE / WBE	Dept. Tech. Review	Award: (Y/N)
1. Cleveland Public Library 2111 Snow Rd. Parma, OH 44134		N/A	Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> No IG Number: N/A (gov't) 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): SBE/MBE/WBE Prime: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No

Transaction ID:

Bidder's / Vendors Name and Address	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Buyer Administrative Review: Buyer Initials	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE	Dept. Tech. Review	Award: (Y/N)
			PH: <input checked="" type="checkbox"/> Yes COOP: <input checked="" type="checkbox"/> Yes Response: <input checked="" type="checkbox"/> Yes OPD Buyer Initials: AJ 7/31/2023			SBE: ___ % MBE: ___ % WBE: ___ % Total % SBE/MBE/WBE Comply: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> No SBE/MBE/WBE Comments and Initials:		

2.	Goodwill Industries of Greater Cleveland & East Central Ohio, Inc. 408 Ninth Street, SW Canton, OH 44707	N/A	OPD Buyer Initials Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 21-0095-REG	<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	SBE / MBE / WBE Subcontractor Name(s):		<input type="checkbox"/> Yes <input 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 NCA: <input checked="" type="checkbox"/> Yes PH: <input checked="" type="checkbox"/> Yes COOP: <input checked="" type="checkbox"/> Yes Response: <input checked="" type="checkbox"/> Yes OPD Buyer Initials: AJ 7/31/2023	Price Preference	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE	Dept. Tech. Review	Award: (Y/N)
						<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>		

Transaction ID:

3.	Lutheran Metropolitan Ministry 4515 Superior Ave. Cleveland, OH 44103	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ) N/A	Buyer Administrative Review: OPD Buyer Initials Compliant: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No IG Registration Complete: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No IG Number: 21-0372-REG NCA: <input checked="" type="checkbox"/> Yes PH: <input checked="" type="checkbox"/> Yes COOP: <input checked="" type="checkbox"/> Yes Response: <input checked="" type="checkbox"/> No OPD Buyer Initials: AJ 7/31/2023	Price Preference <input type="checkbox"/> Yes <input type="checkbox"/> No	CCBB / CCBEIP Registered	Diversity Program Review: SBE / MBE / WBE	Dept. Tech. Review	Award: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> No		
						Subcontractor Name(s):					
						CCBB <input type="checkbox"/> Yes <input type="checkbox"/> No CCBEIP <input type="checkbox"/> Yes <input 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)
4. New Bridge Cleveland 3634 Euclid Ave, Suite 100 Cleveland, OH 44115		N/A	Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 21-0181-REG NCA: <input checked="" type="checkbox"/> Yes PH: <input checked="" type="checkbox"/> Yes COOP: <input checked="" type="checkbox"/> Yes Response: <input checked="" type="checkbox"/> Yes OPD Buyer Initials: AJ 7/31/2023	<input type="checkbox"/> Yes <input type="checkbox"/> No	CCBB <input type="checkbox"/> Yes <input type="checkbox"/> No CCBEIP <input type="checkbox"/> Yes <input type="checkbox"/> No	Subcontractor Name(s): SBE/MBE/WBE Prime: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> SBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> No Total % SBE: ___ % MBE: ___ % WBE: ___ % SBE/MBE/WBE Comply: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> No SBE/MBE/WBE Comments and Initials:		<input type="checkbox"/> Yes <input type="checkbox"/> No

Transaction ID:

5.	Bidder's / Vendors Name and Address The Centers 4500 Euclid Ave Cleveland, OH 44103	Bid Bond / Check 	Actual Bid Amount (enter "N/A" if RFP or RFQ) N/A	Buyer Administrative Review: OPD Buyer Initials Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 12-0785-REG NCA: <input checked="" type="checkbox"/> Yes PH: <input checked="" type="checkbox"/> Yes COOP: <input checked="" type="checkbox"/> Yes Response: <input checked="" type="checkbox"/> No OPD Buyer Initials: AJ 7/31/2023	Price Preference <input type="checkbox"/> Yes <input type="checkbox"/> No	CCBB / CCBEIP Registered CCBB <input type="checkbox"/> Yes <input type="checkbox"/> No CCBEIP <input type="checkbox"/> Yes <input type="checkbox"/> No	Diversity Program Review: SBE / MBE / WBE 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:	Dept. Tech. Review 	Award: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> No
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Transaction ID:

	Award: (Y/N)	Dept. Tech. Review	Diversity Program Review: SBE / MBE / WBE	CCBB / CCBEIP Registered	Price Preference	Buyer Administrative Review: OPD Buyer Initials	Actual Bid Amount (enter "N/A" if RFP or RFQ)	Bid Bond / Check	Bidder's / Vendors Name and Address										
6.			<table border="1"> <tr> <td data-bbox="402 701 516 840">Subcontractor Name(s):</td> <td data-bbox="402 840 516 940"></td> </tr> <tr> <td data-bbox="402 940 516 1020">SBE/MBE/WBE Prime: (Y/N)</td> <td data-bbox="402 1020 516 1100"> <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="402 1100 516 1180">Total %</td> <td data-bbox="402 1180 516 1260">SBE: ____% MBE: ____% WBE: ____%</td> </tr> <tr> <td data-bbox="402 1260 516 1339">SBE/MBE/WBE Comply: (Y/N)</td> <td data-bbox="402 1339 516 1419"> <input type="checkbox"/> Yes <input type="checkbox"/> No </td> </tr> <tr> <td data-bbox="402 1419 516 1549">SBE/MBE/WBE Comments and Initials:</td> <td data-bbox="402 1549 516 1671"></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:		CCBB <input type="checkbox"/> Yes <input type="checkbox"/> No CCBEIP <input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 12-2802-REG NCA: <input checked="" type="checkbox"/> Yes PH: <input checked="" type="checkbox"/> Yes COOP: <input checked="" type="checkbox"/> Yes* Response: <input checked="" type="checkbox"/> N/A (No declaration given) OPD Buyer Initials: AJ 7/31/2023	N/A		Towards Employment 3301 St. Clair Ave. Cleveland, OH 44114
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:

7.	West Side Catholic Center 3135 Lorain Ave Cleveland, OH 44113	Bid Bond / Check	Actual Bid Amount (enter "N/A" if RFP or RFQ) N/A	Buyer Administrative Review: OPD Buyer Initials Compliant: <input checked="" type="checkbox"/> Yes IG Registration Complete: <input checked="" type="checkbox"/> Yes IG Number: 12-2979-REG NCA: <input checked="" type="checkbox"/> Yes PH: <input checked="" type="checkbox"/> Yes COOP: <input checked="" type="checkbox"/> Yes Response: <input checked="" type="checkbox"/> Yes OPD Buyer Initials: AJ 7/31/2023	Price Preference <input type="checkbox"/> Yes <input type="checkbox"/> No	CCBB / CCBEIP Registered CCBB <input type="checkbox"/> Yes <input type="checkbox"/> No CCBEIP <input type="checkbox"/> Yes <input type="checkbox"/> No	Diversity Program Review: SBE / MBE / WBE 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:	Dept. Tech. Review	Award: (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> No
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Transaction ID:

County Council of Cuyahoga County, Ohio

Resolution No. R2023-0282

Sponsored by: Councilmember Turner	A Resolution awarding a total sum, not to exceed \$10,000, to the Diaper Bank of Greater Cleveland for the Diaper Bank Expansion Project from the District 9 ARPA Community Grant Fund; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, Cuyahoga County received \$239,898,257 from the Federal Government through the American Rescue Plan Act (“ARPA”); and

WHEREAS, Cuyahoga County calculated 100% of the ARPA dollars as loss revenue under the U.S. Department of the Treasury Final Rule; and

WHEREAS, since all the ARPA dollars have been calculated as loss revenue, the ARPA dollars have been deposited in the County’s General Fund; and

WHEREAS, the County Executive and County Council have authorized \$86 million of the ARPA dollars for community grants to benefit the residents of Cuyahoga County (the “ARPA Community Grant Fund”); and

WHEREAS, of the \$86 million for community grants, \$66 million have been encumbered for equal distribution to each County Council District; and

WHEREAS, the Cuyahoga County Council desires to provide funding from the District 9 ARPA Community Grant Fund in the amount of \$10,000 to the Diaper Bank of Greater Cleveland for the Diaper Bank Expansion Project; and

WHEREAS, the Diaper Bank of Greater Cleveland estimates approximately 600 people will be served annually through this award; and

WHEREAS, the Diaper Bank of Greater Cleveland estimates approximately 3 permanent and temporary jobs will be created or retained through this project; and

WHEREAS, the Diaper Bank of Greater Cleveland estimates the total cost of the project is \$50,000; and

WHEREAS, the Diaper Bank of Greater Cleveland indicates the other funding source(s) for this project includes:

- A. \$5,000 from First Year Cleveland;
- B. \$2,500 from National Diaper Bank Network;
- C. \$15,000 from individual giving; and

WHEREAS, the Diaper Bank of Greater Cleveland is estimating the start date of the project will be July 2023 and the project will be completed by December 2023; and

WHEREAS, the Diaper Bank of Greater Cleveland requested \$10,000 from the District 9 ARPA Community Grant Fund to complete this project; and

WHEREAS, the Cuyahoga County Council desires to provide funding in the amount of \$10,000 to the Diaper Bank of Greater Cleveland to ensure this project is completed; and

WHEREAS, this Council by a vote of at least eight (8) members determines that it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue to provide for the usually, daily operations of the County.

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

SECTION 1. That the Cuyahoga County Council hereby awards a not-to-exceed amount of \$10,000 to the Diaper Bank of Greater Cleveland from the General Fund made available by the American Rescue Plan Act revenue replacement provision for the Diaper Bank Expansion Project.

SECTION 2. If any specific appropriation is necessary to effectuate this agreement, the Director of the Office of Budget and Management is authorized to submit the requisite documentation to financial reporting to journalize the appropriation.

SECTION 3. That the County Council staff is authorized to prepare all documents to effectuate said award.

SECTION 4. That the County Executive is authorized to execute all necessary agreements and documents consistent with said award and this Resolution.

SECTION 5. If requested or necessary, the Agency of the Inspector General or Department of Internal Audit is authorized to investigate, audit, or review any part of this award.

SECTION 6. 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.

First Reading/Referred to Committee: October 10, 2023
Committee(s) Assigned: Health, Human Services & Aging

Journal _____
_____, 20____



Cuyahoga County Council

2079 East 9th Street, 8th Floor • Cleveland Ohio 44115
(216) 698-2010

COUNTY AMERICAN RESCUE PLAN ACT APPLICATION

APPLICANT INFORMATION:	
Name of Requesting Entity (City, Business, Non-Profit, etc.): The Diaper Bank of Greater Cleveland	
Address of Requesting Entity: 12200 Fairhill Road Cleveland, Oh 44120	
County Council District # of Requesting Entity: District 8	
Address or Location of Project if Different than Requesting Entity:	
County Council District # of Address or Location of Project if Different than Requesting Entity: N/A	
Contact Name of Person Filling out This Request: Nakeisha Wells, Executive Director	
Contact Address if different than Requesting Entity: N/A	
Email: nwells@diaperbankgc.org	Phone: 216-545-1640
Federal IRS Tax Exempt No.: 84-1957545	Date: 8/16/2023

PROJECT DESCRIPTION

REQUEST DESCRIPTION (include the project name, a description of the project, why the project is important or needed, and timeline of milestones/tracking of the project): Project Name - Diaper Bank Expansion Project

Project Description

The Diaper Bank expansion project aims to address the pressing need for affordable and easily accessible diapers among low-income families in our community.

Through this program, we intend to expand the reach and capacity of our current diaper bank to better serve the growing number of families in need. Our primary goal is to ensure that all families have access to an adequate supply of clean diapers for their children, which is essential for their health and well-being. We understand that diapers are a basic necessity for infants and young children, and the lack of access to clean diapers can have detrimental effects on the health, hygiene, and overall quality of life for both children and their caregivers.

Statement of Need

According to a recently conducted study by the National Diaper Bank Network, 1 in 2 families with infants in the U.S. are experiencing diaper need. This is an unfortunate reality for many of our families in Cuyahoga County. Our diaper bank program has been growing steadily in the past few years, and it has become evident that we need to expand our facility to meet the increasing demand for our services. The current space no longer adequately accommodates the growing need, inventory, volunteers, and this has resulted in operational limitations and inefficiencies.

In recent years, the demand for diapers has risen significantly, and many families struggle to afford an essential item for their infants. By expanding our facility, we would be able to increase our capacity to address this need and provide diapers and other support services to more families in our community.

Additionally, an expanded facility would enhance our ability to receive and manage donations effectively. With improved storage and organization, we would be able to optimize our inventory management and ensure that donated diapers are distributed efficiently. The expansion of our diaper bank program facility would also allow us to create dedicated spaces for volunteer activities and training. This would enhance the overall volunteer experience, attract more volunteers, and enable us to run additional initiatives and educational workshops.

To secure funding for the expansion, we are actively seek support from government grants, corporate sponsorships, and community donations. By demonstrating the positive impact our diaper bank program has on families and the community, we aim to garner strong community support for our facility expansion project.

Timeline of Milestone

Milestone 1:** July 1, 2023: Fundraising begins, aiming to raise \$50,000 to cover the expansion costs.

Milestone 2:** August 1, 2023: Price, leasing terms and any necessary modification negotiations begin.

Milestone 3:** October 1, 2023: Leasing of new space for the diaper bank, at the Greater Cleveland Food Bank Community Resource Center begins.

Milestone 4:** October 5, 2023: Coordinate the logistics of moving essential equipment, supplies, and inventory into the new space. Set up the space according to the diaper bank's operational needs and safety requirements.

Milestone 5:** November 1, 2023: Opening and ongoing operations: Plan and execute a grand opening event to celebrate the diaper bank's new space and engage with the community. Establish standard operating procedures and train staff and volunteers on the new space's layout and safety protocols.

Project Start Date:

7/1/2023

Project End Date:

12/30/2023

IMPACT OF PROJECT:

Who will be served:
Our program primarily serves low-income families and individuals who are unable to afford an adequate supply of diapers for their infants and toddlers. This includes parents, caregivers, and guardians who may be experiencing financial hardship or are living in poverty. Additionally, our program also extend its services to community organizations, shelters, and other social service agencies that support individuals and families in need.

How many people will be served annually:
As a result of the project, we estimate that an additional 600 children will be served annually.

Will low/moderate income people be served; if so how:
The diaper distribution program serves low-income families by providing them with a reliable source of free diapers. Our program recognizes that diapers are an essential item for babies and young children, and many low-income families struggle to afford an adequate supply. By offering diapers at no cost, the diaper bank program helps ensure that families can meet their children's basic needs.

How does the project fit with the community and with other ongoing projects:The Diaper Bank expansion project fits with the community and other ongoing projects by addressing a crucial need for families who struggle with diaper insecurity. The Greater Cleveland Food Bank recently surveyed thousands of families that they serve and found that diaper insecurity were top 5 in barriers that families faced. The Food Bank reached out to us to partner and co-locate in their newly renovated Community Resource Center as a response to the need. The collaboration will also connect families to many other services, reducing the barriers of having to travel from place to place to gain access to services.

If applicable, how many jobs will be created or retained (specify the number for each) and will the jobs be permanent or temporary: This project will retain 1 permanent job, will retain 1 temporary job and will create 1 additional temporary position.

If applicable, what environmental issues or benefits will there be:N/A

If applicable, how does this project serve as a catalyst for future initiatives:
The diaper bank expansion project will serve as a catalyst for future initiatives by addressing the critical need for diaper assistance in our community. By increasing the capacity of the diaper bank, more families will have access to essential diapers and hygiene products, reducing the financial burden and improving the health and well-being of infants and toddlers.
Furthermore, the expansion project will create partnerships and collaborations with local organizations, community leaders, and businesses. These alliances will not only help raise awareness about the importance of diaper assistance but also foster a sense of community and shared responsibility.

FINANCIAL INFORMATION:**Total Budget of Project:**

50,000

Other Funding Sources of Project (list each source and dollar amount separately):

First Year Cleveland - \$5,000
National Diaper Bank Network - \$2,500
Individual Giving - \$15,000

Total amount requested of County Council American Resource Act Dollars:

10,000

Since these are one-time dollars, how will the Project be sustained moving forward:

The expansion of The Diaper Bank of Greater Cleveland will be sustained through a variety of approaches. Funds will allow us to establish partnerships with local businesses, nonprofit organizations, and community groups. The partnerships will help us to secure ongoing financial support, donations, and resources for the diaper bank. Additionally, the expansion will allow us to build a strong network of volunteers who are passionate about our cause. We have found that fostering relationships with supporters and creating opportunities for them to contribute through fundraising events or advocacy efforts can ensure continued community involvement and support.

DISCLAIMER INFORMATION AND SIGNATURE:

Disclaimer:

I HEREBY CERTIFY that I have the authority to apply for financial assistance on behalf of the entity described herein, and that the information contained herein and attached hereto is true, complete, and correct to the best of my knowledge.

I acknowledge and agree that all County contracts and programs are subject to Federal Guidelines and Regulations, the Ohio Revised Code, the Cuyahoga County Charter, and all County Ordinances including all information submitted as part of this application is a public record.

I understand that any willful misrepresentation on this application or on any of the attachments thereto could result in a fine and/or imprisonment under relevant local, state, and/or federal laws or guidelines.

I agree that at any time, any local, state, or federal governmental agency, or a private entity on behalf of any of these governmental agencies, can audit these dollars and projects.

Printed Name: Nakeisha Wells

Signature:

Nakeisha Wells

Date:

8/16/2023

Additional Documents

Are there additional documents or files as part of this application? Please list each documents name:

County Council of Cuyahoga County, Ohio

Resolution No. R2023-0291

Sponsored by: County Executive Ronayne/Department of Health and Human Services/Division of Community Initiatives/Office of Homeless Services	A Resolution authorizing an amendment to Contract No. 3013 with Lutheran Metropolitan Ministry for operations and case management services for a 400-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 1/1/2023 – 12/31/2023, to extend the time period to 12/31/2024, to change the terms effective upon contract signature of all parties, and for additional funds in the amount not-to-exceed \$775,000.00; 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 Health and Human Services/Division of Community Initiatives/Office of Homeless Services recommends an amendment to Contract No. 3013 with Lutheran Metropolitan Ministry for operations and case management services for a 400-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 1/1/2023 – 12/31/2023, to extend the time period to 12/31/2024, change the terms effective upon contract signature of all parties and for additional funds in the amount not-to-exceed \$775,000.00; and

WHEREAS, the primary goals for this project 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, and (3) facilitate the provision of overflow shelter services for single men and families; and

WHEREAS, this project is funded 100% General Fund - American Rescue Plan Act Revenue Replacement (ARPA)/Provision of Government Services; 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. 3013 with Lutheran Metropolitan Ministry for operations and case management services for a 400-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 1/1/2023 – 12/31/2023, to extend the time period to 12/31/2024, change the terms effective upon contract signature of all parties, and for additional funds in the amount not-to-exceed \$775,000.00.

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: October 10, 2023
Committee(s) Assigned: Health, Human Services & Aging

Journal _____
_____, 20__

PURCHASE-RELATED TRANSACTIONS

Title	OHS; Lutheran Metropolitan Ministry; RQ 10456; 2023 Amendment 2; Emergency Shelter for Single Adult Men and Overflow Shelter Services for Single Adults and Families
Department or Agency Name	Office of Homeless Services
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	3013	Lutheran Metropolitan Ministry	1/1/23 – 8/19/23	\$2,231,638	2/28/23	R2023-0038
A-1	3013	Lutheran Metropolitan Ministry	8/20/23 – 12/31/23	\$1,575,000	8/8/23	R2023-0220
A-2	3013	Lutheran Metropolitan Ministry	Execution – 12/31/24	\$750,000	pending	

Service/Item Description (include quantity if applicable). Indicate whether New or Existing service or purchase.

Requesting approval of an amendment as described above.

Lutheran Metropolitan Ministry (LMM) operates the Emergency Shelter for Single Adult Men, 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 individuals and families in partnership with community providers.

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

Project Goals, Outcomes or Purpose (list 3):

- Operate an emergency shelter for single adult men, located at 2100 Lakeside Avenue, in accordance with continuum of care shelter standards
- Provide shelter, meals, access to laundry, and employment/housing services linkages
- Facilitate the provision of overflow shelter services for single men and families in partnership with community providers

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):
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Lutheran Metropolitan Ministry 4515 Superior Avenue Cleveland, Ohio 44103	Maria Foschia, executive director
Vendor Council District: 7	Project Council District: County-wide
If applicable provide the full address or list the municipality(ies) impacted by the project.	2100 Lakeside Ave Cleveland, OH 44114

COMPETITIVE PROCUREMENT	NON-COMPETITIVE PROCUREMENT
RQ # <i>if applicable</i> <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. Amendment on contract that allows for an extension. *See Justification for additional information.
The total value of the solicitation:	<input 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 (%): (0) DBE (0) SBE (0) MBE (0) WBE. Were goals met by awarded vendor per DEI tab sheet review?: <input type="checkbox"/> Yes <input type="checkbox"/> No, <i>please explain.</i>	<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, <i>please explain:</i>	<input type="checkbox"/> Government Purchase <input type="checkbox"/> Alternative Procurement Process
How did pricing compare among bids received?	<input checked="" type="checkbox"/> Contract Amendment (<i>list original procurement</i>) <i>RFP 10456, which closed 9/12/2022</i> <input type="checkbox"/> Other Procurement Method, please describe:

Is Purchase/Services technology related <input type="checkbox"/> Yes <input type="checkbox"/> No. If yes, complete section below: N/A	
<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.). <i>Include % if more than one source.</i> General Fund – ARPA Revenue Replacement/Provision of Government Services.

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.

Rev. 7/24/23

Is funding for this included in the approved budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (if "no" please explain):
Payment Schedule: <input checked="" type="checkbox"/> Invoiced <input type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> One-time <input type="checkbox"/> Other (please explain):

Provide status of project.	
<input type="checkbox"/> New Service or purchase <input checked="" type="checkbox"/> Recurring service or purchase	Is contract late <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes, In the fields below provide reason for late and timeline of late submission
Reason:	
Timeline:	
Project/Procurement Start Date (date your team started working on this item):	
Date documents were requested from vendor:	
Date of insurance approval from risk manager:	
Date Department of Law approved Contract:	
Date item was entered and released in Infor:	
Detail any issues that arose during processing in Infor, such as the item being disapproved and requiring correction:	
If late, have services begun? <input type="checkbox"/> No <input type="checkbox"/> Yes (if yes, please explain)	
Have payments be made? <input type="checkbox"/> No <input type="checkbox"/> Yes (if yes, please explain)	

HISTORY (see instructions):
N/A – see table on page 1

Rev. 7/24/23

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	8737
Buyspeed RQ# (if applicable):	
Infor/Lawson PO# Code (if applicable):	RFP
CM Contract#	3013

	Department	Clerk of the Board
Briefing Memo	ER	

Late Submittal Required:	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
Why is the amendment 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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Contract Amendments Reviewed by Purchasing				
Lutheran Metropolitan Ministry			Department initials	Purchasing
Justification Form			ER	
IG#	21-0372-REG 31DEC2025		ER	
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:		N/A	
Debarment/Suspension Verified	Date:	8/22/23	ER	
Auditor’s Finding	Date:	8/22/23	ER	
Independent Contractor (I.C.) Requirement	Date:	8/26/23	ER	
Cover - <i>Master amendments only</i>			N/A	
Contract Evaluation			ER	
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			N/A	
Checklist Verification			ER	

Other documentation may be required depending upon your specific item

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

Reviewed by Law	
	Department initials
Agreement/Contract and Exhibits	ER
Matrix Law Screenshot	ER
COI	ER
Workers’ Compensation Insurance	ER
Original Executed Contract (containing insurance terms) & all executed amendments	ER

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
Upon execution-12/31/2023	FS100500	55130	FS-21-ARP-LFRF	\$775,000.00
1/1/2023 – 12/31/2024	FS100500	55130	FS-21-ARP-LFRF	\$0.00
			TOTAL	\$775,000.00

Contract History CE/AG# (if applicable)	
Infor/Lawson PO# Code (if applicable)	RFP
Lawson RQ# (if applicable)	10456
CM Contract#	3013

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
Original Amount	\$2,231,638.00		1/1/23 – 8/19/23	2/28/23	R2023-0038
Prior Amendment Amounts (list separately)		\$1,575,000.00	8/20/23 – 12/31/23	8/8/23	R2023-0220
		\$			
		\$			
Pending Amendment		\$775,000.00	pending	N/A	N/A
Total Amendments		\$2,350,000.00			
Total Contact Amount		\$4,581,638.00			

Purchasing Use Only:

Prior Resolutions:	
Amend:	
Vendor Name:	
ftp:	
Amount:	
History/CE:	
EL:	
Procurement Notes:	
Purchasing Buyer’s initials and date of approval	

CONTRACT EVALUATION FORM

Contractor	Lutheran Metropolitan Ministry				
Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:	3013				
RQ#	10456				
Time Period of Original Contract	1/1/23 – 8/19/23				
Background Statement	RFP 10456 for Homeless Continuum of Care services was issued in 2022 and Lutheran Metropolitan Ministry (LMM) was awarded a contract to provide shelter services for single adults as well as overflow shelter services.				
Service Description	LMM manages the single adult men’s emergency shelter 24/7 as well as overflow shelter for single adults and families.				
Performance Indicators	Number of people assisted annually; exits to permanent housing.				
Actual Performance versus performance indicators (include statistics):	LMM served approximately 3,000 unduplicated persons in 2022; 13% of those who exited the shelter left to a permanent housing option.				
Rating of Overall Performance of Contractor	Superior	Above Average	Average	Below Average	Poor
Select One (X)		X			
Justification of Rating	LMM effectively provides emergency shelter to a very high-barrier population and overflow shelter services across the homeless continuum of care.				
Department Contact	Melissa Sirak				
User Department	Office of Homeless Services				
Date	8/22/23				

County Council of Cuyahoga County, Ohio
Ordinance No. O2023-0016

<p>Sponsored by: County Executive Ronayne</p> <p>Co-sponsored by: Councilmembers Turner, Stephens, Conwell, Sweeney and Miller</p>	<p>An Ordinance enacting Section 208.05 of the Cuyahoga County Code to establish a Cuyahoga County Women’s Health Advisory Council to serve as a resource for information, advice and recommendations regarding goals, strategies and programs of the County to support women’s access to the full range of healthcare options, including reproductive and maternal health and to eliminate health disparities; and declaring the necessity that this Ordinance become immediately effective.</p>
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WHEREAS, The United States Supreme Court’s decision to overturn *Roe v. Wade* and other recent political actions around abortion access have put a woman’s ability to make her own reproductive-health decisions at risk; and

WHEREAS, Despite the world-class ranking of health care systems in Cuyahoga County, health disparities persist in Cuyahoga County, disproportionately affecting women, especially women of color; and

WHEREAS, The *Ohio Department of Health: Eliminating Racial Disparities in Infant Mortality Task Force* has found that Black women are 2.5 times more likely to die from a cause related to their pregnancy than white women, from the first months of pregnancy through the first year of delivery; and

WHEREAS, Women in Cuyahoga County have unique health needs that have been historically underfunded and understudied; and

WHEREAS, Cuyahoga County desires to establish the Women’s Health Advisory Council to, among other things, serve as a resource for information, advice and recommendations regarding goals, strategies and programs of the County to support women’s health and the rights of women to make their own healthcare decisions and have access to a full range of reproductive healthcare options; and

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

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

SECTION 1. Section 208.05 is hereby enacted to read as follows:

Section 208.05 Cuyahoga County Women’s Health Advisory Council

A. Composition: The Women’s Health Advisory Council (“WHAC”) shall first be appointed in October 2023 and shall be composed of thirteen (13) members, including but not limited to: the County Executive or the Executive’s designee; the County Council President or the President’s designee; the Director of the County Department of Health and Human Services or the Director’s designee; one (1) member appointed by the President of The MetroHealth System; and nine (9) members appointed by the County Executive and confirmed by County Council (the “Community Appointees”). The Community Appointees shall include representatives of community organizations and health providers, members of the legal community active in the defense of full reproductive rights and, where possible, individuals who have lived experience.

1. Six (6) of the Community Appointees shall have an initial term of one (1) year; four (4) of the Community Appointees shall have an initial term of two (2) years; and three (3) of the Community Appointees shall have an initial term of three (3) years. Thereafter, all terms shall be for three (3) years.
2. Nothing in this section shall prohibit any initial appointee from being reappointed to the Women’s Health Advisory Council for a three-year term. If a vacancy occurs, the original appointing authority shall appoint a replacement in the same manner as the regular appointment for the unexpired term.
3. Members shall serve without compensation, except for out of pocket expenses, approved by the Women’s Health Advisory Council members.

B. Leadership and Staffing: The WHAC shall select a member to serve as Chair and shall develop and adopt its own rules of procedure, consistent with this section, other County ordinances, and the County Charter; provided that the member initially selected to serve as Chair shall serve in that capacity for a period of two (2) years. The Executive shall provide staff support as needed.

C. Duties: The duties of the WHAC shall include:

1. Acting as a resource for information, advice and recommendations regarding goals, strategies and programs of the County to support women’s health.
2. Creating recommendations for allocating grant funding related to women’s health issues.
3. Providing advice and recommendations regarding funding of programs designed to support better access to women’s healthcare.

4. Meeting publicly on a quarterly basis to provide a forum for the public to offer ideas and recommendations regarding women’s health.
5. Serving as a resource for crisis responses around the status of reproductive rights in the state of Ohio.

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

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

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

Yeas:

Nays:

County Council President

Date

County Executive

Date

Clerk of Council

Date

First Reading/Referred to Committee: September 26, 2023
Committee(s) Assigned: Human Resources, Appointments & Equity

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_____, 23