



AGENDA
CUYAHOGA COUNTY FINANCE & BUDGETING COMMITTEE MEETING
MONDAY, JUNE 5, 2023
CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS
C. ELLEN CONNALLY COUNCIL CHAMBERS – 4TH FLOOR
1:00 PM

Committee Members:

Dale Miller, Chair – District 2
Scott Tuma, Vice Chair – District 4
Pernel Jones, Jr. – District 8
Michael J. Gallagher – District 5
Jack Schron, Jr. – District 6
Patrick Kelly – District 1
Meredith M. Turner – District 9

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PUBLIC COMMENT**
- 4. APPROVAL OF MINUTES FROM THE MAY 15, 2023 MEETING**
- 5. MATTERS REFERRED TO COMMITTEE**
 - a) R2023-0152: A Resolution authorizing an amendment to Contract No. 2101 (fka Contract No. 203 & CE1700172) with Dell Inc. aka Dell Marketing L.P. for a Microsoft Enterprise Agreement (EA) Licensing Renewal & Support for the period 7/1/2017 – 6/30/2023 to extend the time period to 6/30/2026, and for additional funds in the amount not-to-exceed \$9,219,554.46; and declaring the necessity that this Resolution become immediately effective
- 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 FINANCE & BUDGETING COMMITTEE MEETING

MONDAY, MAY 15, 2023

CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS

C. ELLEN CONNALLY COUNCIL CHAMBERS – 4TH FLOOR

1:00 PM

1. CALL TO ORDER

Chairman Miller called the meeting to order at 1:03 p.m.

2. ROLL CALL

Mr. Miller asked Deputy Clerk Carter to call the roll. Committee members Miller, Tuma, Gallagher, Kelly and Turner were in attendance. Committee members Jones and Schron were absent from the meeting.

3. PUBLIC COMMENT

There were no public comments given.

4. APPROVAL OF MINUTES FROM THE APRIL 17, 2023 MEETING

A motion was made by Ms. Turner, seconded by Mr. Tuma and approved by unanimous vote to approve the minutes from the April 17, 2023 meeting.

5. MATTERS REFERRED TO COMMITTEE

- a) R2023-0116: A Resolution adopting the Annual Alternative Tax Budget for the year 2024, and declaring the necessity that this Resolution become immediately effective.

Mr. Walter Parfejewiec, Director of the Office of Budget and Management, addressed the Committee regarding Resolution No. R2023-0116. Discussion ensued.

Committee members asked questions of Mr. Parfejewiec pertaining to the item, which he answered accordingly.

On a motion by Mr. Tuma with a second by Ms. Turner, Resolution No. R2023-0116 was considered and approved by unanimous vote to be referred to the full Council agenda for second reading.

6. DISCUSSION

- a) 1st Quarter Budget Update
- b) Improving equity in County budgeting process

Mr. Parfejewiec provided the Committee with an overview of the County's financial status and provided information relating to revenue and expenditures from the General Operating Fund, sales tax, property taxes, investment earnings, Health and Human Services Levy Fund as well as departmental budget variances. Discussion ensued.

Committee members asked questions of Mr. Parfejewiec pertaining to the items which he answered accordingly.

7. MISCELLANEOUS BUSINESS

There was no miscellaneous business.

8. ADJOURNMENT

With no further business to discuss, Chairman Miller adjourned the meeting at 1:43 p.m., with no objection.

County Council of Cuyahoga County, Ohio

Resolution No. R2023-0152

Sponsored by: County Executive Ronayne/Department of Information Technology	A Resolution authorizing an amendment to Contract No. 2101 (fka Contract No. 203 & CE1700172) with Dell Inc. aka Dell Marketing L.P. for a Microsoft Enterprise Agreement (EA) Licensing Renewal & Support for the period 7/1/2017 – 6/30/2023 to extend the time period to 6/30/2026, and for additional funds in the amount not-to-exceed \$9,219,554.46; authorizing the County Executive to execute the amendment and all other documents consistent with his Resolution, and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Executive/Department of Information Technology recommends an amendment to Contract No. 2101 (fka Contract No. 203 & CE1700172) with Dell Inc. aka Dell Marketing L.P. for a Microsoft Enterprise Agreement (EA) Licensing Renewal & Support for the period 7/1/2017 – 6/30/2023 to extend the time period to 6/30/2026, and for additional funds in the amount not-to-exceed \$9,219,554.46; and

WHEREAS, the primary goal of this project is to continue to provide proper licensing for the Microsoft product line that support the applications, business processes and functions of all County lines of business; and

WHEREAS, the project is funded 100% by General Fund; and

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

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

SECTION 1. That the Cuyahoga County Council hereby authorizes an amendment to Contract No. 2101 (fka Contract No. 203 & CE1700172) with Dell Inc. aka Dell Marketing L.P. for a Microsoft Enterprise Agreement (EA) Licensing Renewal & Support for the period 7/1/2017 – 6/30/2023 to extend the time period to 6/30/2026, and for additional funds in the amount not-to-exceed \$9,219,554.46.

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: May 23, 2023

Committee(s) Assigned: Finance & Budgeting

Journal _____
_____, 20____

Participation/Goals (%): () DBE () SBE () MBE () WBE. Were goals met by awarded vendor per DEI tab sheet review?	<input type="checkbox"/> Sole Source <input type="checkbox"/> Public Notice posted by department of Purchasing. # of additional responses received from posting ()
Recommended Vendor was low bidder: <input type="checkbox"/> Yes <i>If not, please explain:</i>	<input type="checkbox"/> Government Purchase
How did pricing compare among bids received?	<input type="checkbox"/> Government Coop (Joint Purchasing Program/GSA)
	<input checked="" type="checkbox"/> Contract Amendment (<i>list original procurement</i>) State Contract Purchase
	Other Procurement Method, please describe:

TECHNOLOGY ITEMS: Complete, if the request is for the purchase of software or technical equipment	
<input checked="" type="checkbox"/> Check if item on IT Standard List of approved purchase. If item is not on IT Standard List answer:	
State date of TAC approval:	Is the item ERP approved?
Are services covered under original ERP Budget or Project?	
Are the purchases compatible with the new ERP system?	

FUNDING SOURCE(S): (<i>No acronyms – General Fund, HHS Levy, Capital, etc.</i>). Include % if more than one source General Fund
Is this approved in the biennial budget? Yes
Payment Schedule: <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> One-time <input checked="" type="checkbox"/> Other (please explain): by invoice

PROJECT STATUS: Provide status of project and if late, include timeline for lateness.
<input type="checkbox"/> New Service or purchase <input checked="" type="checkbox"/> Recurring service or purchase
If late, have services begun or payments made? <input type="checkbox"/> No <input type="checkbox"/> Yes (if yes, please explain):

HISTORY: Provide prior approval numbers and date of approval, unless submitting a contract amendment and the details were provided on page 1.					
Original Amount	\$2,749,993.98		7/1/2017 – 6/30/2020	9/12/2017	R2017-0148
Prior Amendment Amounts (list separately)		\$8,464,100.31	6/30/2023	7/21/2020	R2020-0144
Pending Amendment		\$9,219,554.46	6/30/2026		
Total Amendments		\$17,683,654.77			
Total Contact Amount		\$20,433,648.75			

Department of Purchasing – Required Documents Checklist

Upload as “word” document in Infor

Infor/Lawson RQ#:	
Buyspeed RQ# (if applicable):	Buyspeed 40912
Infor/Lawson PO# Code (if applicable):	CE1700172-01 CONV
CM Contract#	2101 (fka 203) Dell Marketing LP 2 nd amendment

	Department	Clerk of the Board
Briefing Memo	mb	

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

TAC or CTO Required or authorized IT Standard	Yes <input checked="" type="checkbox"/> IT Standards Pg 4, Microsoft – Enterprise Application Systems	No <input type="checkbox"/>
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Contract Amendments Reviewed by Purchasing				
			Department initials	Purchasing
Justification Form			mn	OK
IG#	22-0047-REG 31DEC2026		mn	OK
Annual Non-Competitive Bid Contract Statement - <i>(only needed if not going to BOC or Council for approval)</i>	Date:	2023	mn	Attached (not required for this action)
Debarment/Suspension Verified	Date:	4/4/2023	mn	OK
Auditor’s Finding	Date:	4/4/2023	mn	OK
Independent Contractor (I.C.) Requirement	Date:	2023 3/20/2023	mn	OK
Cover - <i>Master amendments only</i>			na	OK
Contract Evaluation			mn	OK
TAC/CTO Approval or IT Standards (attach and identify relevant page #s), if required.			mn	OK
Checklist Verification			mn	OK

Other documentation may be required depending upon your specific item

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

Reviewed by Law	
	Department initials
Agreement/Contract and Exhibits	mn
Matrix Law Screen shot ITD-0982	mn
COI	mn
Workers’ Compensation Insurance	mn
Original Executed Contract (containing insurance terms) & all executed amendments	mn

Department of Purchasing – Required Documents Checklist

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Accounting Units – per revised checklist

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
7/1/2023 – 12/31/2023	IT100140	55130	-	\$0.00
*2023 Funding line to be added after Appropriation is made to cover full amount for 7/1/2023 – 12/31/2023	IT100140	55130		\$3,073,184.82
1/1/2024 – 12/31/2024	IT100140	55130		\$3,073,184.82
1/1/2025 – 12/1/2025	IT100140	55130		\$3,073,184.82
1/1/2026 – 06/30/2026	IT100140	55130		\$0.00
			TOTAL	\$9,219,554.46

Accounting Units

Time Period	Accounting Unit	Account Number	Sub Account	Dollar Amount
7/1/2023 – 12/31/2023	IT100140	55130	-	\$3,073,184.82
1/1/2024 – 12/31/2024	-	-	-	\$3,073,184.82
1/1/2025 – 12/1/2025	-	-	-	\$3,073,184.82
1/1/2026 – 06/30/2026	-	-	-	\$0.00
	-	-	TOTAL	\$9,219,554.46

Contract History CE/AG# (if applicable)	CE1700172
Infor/Lawson PO# Code (if applicable)	CE1700172-01 CONV
Lawson RQ# (if applicable)	40912 (BuySpeed)
CM Contract#	2101 (fka 203) Dell Market LP

	Original Amount	Amendment Amount	Original Time Period/Amended End Date	Approval Date	Approval #
Original Amount	\$2,749,993.98		7/1/2017 – 6/30/2020	9/12/2017	R2017-0148
Prior Amendment Amounts (list separately)		\$8,464,100.31	6/30/2023	7/21/2020	R2020-0144
		\$			
		\$			
Pending Amendment		\$9,219,554.46	6/30/2026		
Total Amendments		\$17,683,654.77			

Department of Purchasing – Required Documents Checklist

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Total Contact Amount		\$20,433,648.75	
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Purchasing Use Only:

Prior Resolutions:	R2020-0144, R2017-0148
Amend:	2101
Vendor Name:	Dell Inc.
ftp:	7/1/2017-6/30/2023 EXT 6/30/2026
Amount:	Add'l \$9,219,554.46mm
History/CE:	OK
EL:	Need Wet
Procurement Notes:	<p>4/27/2023A: Per Purchasing Director instruction (e-mail below), once approved, this contract will be disapproved in the Infor action in order for the 2023 amendment line to be added in its entirety, once appropriation completed.</p> <p>4/27/2023: Prior amendment did not have vendor signature prior to County Executive execution, No amendment line added. Enter amendment amount and upload revised checklist for cover/complete accounting breakdown based upon the amendment amount entered.</p>
Purchasing Buyer’s initials and date of approval	OK, ssp 4/27/2023

From: Paul Porter <pporter01@cuyahogacounty.us>
Sent: Thursday, April 27, 2023 9:28 AM
To: Samantha Powell <spowell@cuyahogacounty.us>
Subject: RE: Contract 2101 has been Disapproved

Samantha – I am okay with approving this (as long as everything else looks good) without the funding line added yet, similar to how we treat **future-year funded contracts**. The item should then be disapproved back to the department following Council approval so they can add the funding when it is appropriated, and resubmit for processing of the funding line only. This avoids further delay with the item, and it ensures no funds will be spent until the contract is activated which won't occur until the funding is added.

CONTRACT EVALUATION FORM

Contractor	Dell Inc. dba Dell Marketing LP				
Current Contract History: CE/AG# (if applicable) Infor/Lawson PO#:	(fka CM# 203 / CE1700172) CM# 2101				
RQ#	Buyspeed RQ40912				
Time Period of Original Contract	7/1/2017-6/30/2020; 1 st amendment 7/1/2020 – 6/30/2023				
Background Statement	Licensing for the Microsoft product line that support the applications, business processes and functions for County agencies/departments.				
Service Description	Enterprise Agreement for various Microsoft Licensing and Support.				
Performance Indicators	Uptime and Functionality				
Actual Performance versus performance indicators (include statistics):	<p>The Microsoft Office 365 Platform's uptime reliability meets the Service Level Agreement.</p> <p>Regarding functionality Microsoft continues to invest into the platform while deploying new features at no additional cost to the County during the period of the 1st amendment.</p>				
Rating of Overall Performance of Contractor	Superior	Above Average	Average	Below Average	Poor
Select One (X)		X			
Justification of Rating	The product meets many business needs of the County and the uptime of the product and functionality is reliable as a business resource.				
Department Contact	Alan Kilgore				
User Department	Information Technology				
Date	April 6 th , 2023				