



AGENDA
CUYAHOGA COUNTY FINANCE & BUDGETING COMMITTEE MEETING
MONDAY, JUNE 19, 2017
CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS
C. ELLEN CONNALLY COUNCIL CHAMBERS – 4TH FLOOR
1:00 PM

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PUBLIC COMMENT RELATED TO THE AGENDA**
- 4. APPROVAL OF MINUTES FROM THE JUNE 5, 2017 MEETING**
- 5. MATTERS REFERRED TO COMMITTEE**
 - a) R2017-0110: A Resolution authorizing an amendment to Contract No. CE1600999-01 with Douglass & Associates Co., LPA for legal advice and representation to the County with respect to collection services for the period 7/28/2016 - 7/27/2018 for additional funds in the amount not-to-exceed \$2,220,000.00; 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.
- 6. DISCUSSION**
 - a) State budget update
- 7. MISCELLANEOUS BUSINESS**
- 8. OTHER PUBLIC COMMENT**

9. 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, JUNE 5, 2017

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 1:06 p.m.

2. ROLL CALL

Mr. Miller asked Assistant Deputy Clerk Culek to call the roll. Committee members Miller, Gallagher, Schron and Brown were in attendance and a quorum was determined. Committee members Jones and Simon entered the meeting after the roll call was taken. Committee member Hairston was absent from the meeting. Councilmembers Conwell, Baker and Brady were also in attendance.

3. PUBLIC COMMENT RELATED TO THE AGENDA

There were no public comments given.

4. APPROVAL OF MINUTES FROM THE MAY 15, 2017 MEETING

A motion was made by Mr. Schron, seconded by Ms. Brown and approved by unanimous vote to approve the minutes from the May 15, 2017 meeting.

5. MATTERS REFERRED TO COMMITTEE

- a) None

There were no matters referred to Committee.

6. DISCUSSION

- a) Enterprise Resource Planning (ERP) Project update

Ms. Cindy Nappi, Director of Enterprise Resource Planning, and Mr. Scot Rourke, Chief Transformation Information Officer, addressed the Committee regarding the Enterprise Resource Planning system including the project's background, structure, governance, scope, benefits, expectations, status and budget. Discussion ensued.

Committee members and Councilmembers asked questions of Ms. Nappi and Mr. Rourke pertaining to the item, which they answered accordingly.

7. MISCELLANEOUS BUSINESS

Mr. Miller announced that the next Finance & Budgeting Committee meeting is scheduled for June 19, 2017 at 1:00 p.m.

8. OTHER PUBLIC COMMENT

There were no public comments given.

9. ADJOURNMENT

With no further business to discuss and on a motion by Mr. Schron with a second by Mr. Miller, the meeting was adjourned at 2:55 p.m., without objection.

County Council of Cuyahoga County, Ohio

Resolution No. R2017-0110

Sponsored by: County Executive Budish/Fiscal Officer/County Treasurer	A Resolution authorizing an amendment to Contract No. CE1600999-01 with Douglass & Associates Co., LPA for legal advice and representation to the County with respect to collection services for the period 7/28/2016 - 7/27/2018 for additional funds in the amount not-to-exceed \$2,220,000.00; 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/Fiscal Officer/Treasurer has recommended an amendment to Contract No. CE1600999-01 with Douglass & Associates Co., LPA for legal advice and representation to the County with respect to collection services for the period 7/28/2016 - 7/27/2018 for additional funds in the amount not-to-exceed \$2,220,000.00; and

WHEREAS, the County released a Request for Qualifications (RQ36879) for Collection Special Counsel dated 5/5/2016; and

WHEREAS, on 12/5/2016 the Cuyahoga County Board of Control awarded a contract to Douglass & Associates Co., LPA in an amount not-to-exceed \$480,000.00; and

WHEREAS, the primary goal of this project is to provide legal advice and representation to the County with respect to collection of various County accounts and the County now desires to amend that contract for additional funds in the amount of \$2,220,000.00 for a total amount not-to-exceed of \$2,700,000.00; 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. CE1600999-01 with Douglass & Associates Co., LPA for

First Reading/Referred to Committee: June 13, 2017
Committee(s) Assigned: Finance & Budgeting

Journal _____
_____, 20__

SUMMARY OF REQUESTED ACTION

myPro Transaction Title: (Treasury (2017) (Douglass & Associates Co, L.P.A.) (Contract Amendment) (Law 2016 Award Contracts for Special Collections Counsel (RQ# LA-16-36879B)

A. Scope of Work Summary

1. Treasury is requesting approval of a contract amendment with Douglass & Associates Co., L.P.A. for the anticipated cost of an additional \$2,220,000.00. The total award amount \$2,700,000.00. The anticipated start-completion dates are (07/28/2016 – 07/27/2018).

Douglass and Associates Co L.P.A. was hired by the Department of Law in 2016 to supplement the Treasury's ongoing collection efforts. Approximately 12,500 delinquent parcels were referred in 2016. The costs associated with the firm will be recouped from the benefited taxing districts through the real estate settlement process administered by the County Budget Commission. Real Estate taxes collected are regularly distributed to municipalities, school districts, villages and townships. Describe the primary goals of the project.

The project is County wide

The contract is not mandated by law.

2. For contract amendments, provide the following information, as it applies:
- No change in scope of service
 - The increase is for additional dollars to cover activities for the entire year of 2017.
 - 1st certification \$480,000.00 the 2016 portion with services beginning 7/28/2016.

B. Procurement

- Identify the original procurement method on the contract/purchase:
 - RFP LA-16-37869
 - The proposed contract received approval by the Board of Control on 12/5/16.
- For items procured through a competitive process, answer the following:
 - The RFP was closed on May 20, 2016.
 - There were Seven pulled from OPD, Seven submitted for review, 2 approved.
 - If applicable, identify SBE, DBE, MBE, or WBE goal and participation (%). (*note: what about CBBPP?*)
 - Indicate if the performance bond was waived on the contract.
 - Indicate if the contract/purchase is an SBE set-aside.

C. Contractor Information

1. Provide the names and corresponding business addresses for all vendors providing proposed goods or services, in the following format:

Douglass 5 Associates Co, L.P.A.

4725 Grayton Road

Cleveland, Ohio 44135

Council District – Entire County

2. The vendor owner is David Douglass

D. Project Status

1 The project's term has already begun. There is no delay in requesting the approval. This amendment is for additional funds only.

2. The project is on a critical action path because the vendor has not been paid for services rendered since February 22, 2017.

E. Funding

1. Was funding for the contract or purchase appropriated in the current budget? Yes If not, what is the source of funding?

1. The schedule of payments is monthly.