

CITY OF STRONGSVILLE, OHIO

ORDINANCE NO. 2014 – 235

By: Mayor Perciak and All Members of Council

AN ORDINANCE AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH CUYAHOGA COUNTY FOR THE AWARD OF FINANCIAL ASSISTANCE UNDER THE COUNTY'S 9-1-1 CONSOLIDATION SHARED SERVICES FUND PROGRAM, IN CONNECTION WITH THE CITY OF STRONGSVILLE'S SOUTHWEST REGIONAL EMERGENCY DISPATCH CENTER; AND DECLARING AN EMERGENCY.

WHEREAS, in 2011, Cuyahoga County determined to support an initiative to encourage communities to consolidate their 9-1-1 dispatch centers and as a result of the County's commitment to the consolidation of 9-1-1 services, a Shared Services Fund has been established to specifically support communities' 9-1-1 consolidations; and

WHEREAS, therefore, in direct response to the County's 9-1-1 consolidation initiative, the City of Strongsville established the Southwest Regional Emergency Dispatch Center ("Dispatch Center"), which also includes the communities of Berea, North Royalton and Olmsted Falls; and

WHEREAS, pursuant to Cuyahoga County Ordinance No. O2013-0010 duly adopted on April 9, 2013 by the Cuyahoga County Council approved the 9-1-1 Consolidation Shared Services Fund and Review Committee for the purpose of supporting communities in consolidating their 9-1-1 dispatch centers; and

WHEREAS, on September 15, 2014, through passage of Ordinance No. 2014-180, this Council ratified, confirmed and approved the filing of an application to the Cuyahoga County 9-1-1 Consolidation Shared Services Fund for financial assistance for the City's Dispatch Center; and

WHEREAS, the Cuyahoga County 9-1-1 Consolidation Shared Services Fund and Review Committee has awarded funds from the 9-1-1 Consolidation Shared Services Fund (hereinafter called the "CSSF") to the City of Strongsville's Dispatch Center, and will make a one-time disbursement to the City in an amount not to exceed \$234,099.00; and

WHEREAS, the City, therefore, is desirous of entering into an Agreement with Cuyahoga County for financial assistance under the 9-1-1 Consolidation Shared Services Fund program, in order to accomplish the above.

NOW THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF STRONGSVILLE, COUNTY OF CUYAHOGA, AND STATE OF OHIO:

CITY OF STRONGSVILLE, OHIO
ORDINANCE NO. 2014 – 235
Page 2

Section 1. That this Council hereby authorizes the Mayor to enter into an Agreement with Cuyahoga County for financial assistance in an amount not to exceed \$234,099.00, under the Cuyahoga County 9-1-1 Consolidation Shared Services Fund, a copy of which is attached hereto as Exhibit 1; and further authorizes and directs the Mayor, Director of Finance, Public Safety Director, and other appropriate officers of the City to do all things necessary to carry out and implement the terms and conditions of such Agreement.

Section 2. That the funds required to meet the City's obligation, if any, have been appropriated and shall be paid from the FEMA Fund, General Fund and General Capital Improvement Fund.

Section 3. That it is found and determined that all formal actions of this Council concerning and relating to the adoption of this Ordinance were adopted in an open meeting of this Council; and that all deliberations of this Council, and any of its committees, that resulted in such formal action were in meetings open to the public in compliance with all legal requirements.

Section 4. That this Ordinance is hereby declared to be an emergency measure immediately necessary for the preservation of the public peace, health, safety and welfare of the City, and for the further reason that it is immediately necessary to authorize this agreement in order to receive grant funds to assist in defraying the costs of establishment of the City's Southwest Regional Emergency Dispatch Center; and to conserve public funds. Therefore, provided this Ordinance receives the affirmative vote of two-thirds of all members elected to Council, it shall take effect and be in force immediately upon its passage and approval by the Mayor; otherwise from and after the earliest period allowed by law.

Michael J. Daymut
President of Council

Approved: Thomas S. Sini
Mayor

Date Passed: Dec. 1, 2014

Date Approved: Dec. 1, 2014

	<u>Yea</u>	<u>Nay</u>
Carbone	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Daymut	<input checked="" type="checkbox"/>	<input type="checkbox"/>
DeMio	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Dooner	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Maloney	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Schönhut	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Southworth	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Attest: Aimee Pientka
Clerk of Council

ORD. No. 2014-235 Amended: _____
1st Rdg. 12-01-14 Ref: _____
2nd Rdg. Suspended Ref: _____
3rd Rdg. Suspended Ref: _____

Pub Hrg. _____ Ref: _____
Adopted: 12-01-14 Defeated: _____

AGREEMENT

Between

CUYAHOGA COUNTY

And

CITY OF STRONGSVILLE

**ON BEHALF OF THE SOUTHWEST EMERGENCY DISPATCH CENTER
(TO INCLUDE CITY OF BERE, CITY OF NORTH ROYALTON, CITY OF OLMSTED
FALLS, CITY OF STRONGSVILLE)**

For

9-1-1 CONSOLIDATION SHARED SERVICES FUND AWARD

THIS AGREEMENT entered into this _____ day of _____, 2014, (the "effective date") by and between the City of Strongsville, on behalf of the Southwest Emergency Dispatch Center, to include City of Berea, City of North Royalton, City of Olmsted Falls and City of Strongsville, ("CITY OF STRONGSVILLE"), a municipal corporation of the State of Ohio, and Cuyahoga County of Ohio, ("COUNTY"), a political subdivision of State of Ohio, through the County Executive;

WHEREAS, pursuant to Ordinance O2013-0010 duly adopted on April 9, 2013 by the Cuyahoga County Council approving the 9-1-1 Consolidation Shared Services Fund and Review Committee for the purpose of supporting communities in consolidating their 9-1-1 dispatch centers and;

WHEREAS, the Cuyahoga County 9-1-1 Consolidation Shared Services Fund and Review Committee has awarded funds from the 9-1-1 Consolidation Shared Services Fund (hereinafter called the "CSSF") to the Southwest Emergency Dispatch Center, and the following documents consisting of Attachment I, Attachment II, Attachment III, Exhibit A and Exhibit B, are incorporated herein as part of this Agreement:

- 1) 9-1-1 Consolidation Shared Services Fund Agreement Scope of Work – Southwest Emergency Dispatch Center (Attachment I)

- 2) Cuyahoga County 9-1-1 Consolidation Shared Services Fund Guidance and Application Guide (Attachment II)
- 3) County Council of Cuyahoga County, Ohio Ordinance No. O2013-0010 (Attachment III)
- 4) Southwest Emergency Dispatch Center 9-1-1 Consolidation Shared Services Fund Request (Exhibit A)
- 5) Financial Report Form (Exhibit B)

WHEREAS, it is necessary that the COUNTY and CITY OF STRONGSVILLE enter into an agreement in order to carry out the requirements set forth in Attachment I, II and III;

NOW, THEREFORE, the parties hereby agree as follows:

I. TERM

This Agreement will be effective as of December 1, 2014 and unless sooner terminated for cause, will terminate on December 31, 2015.

II. SCOPE

The COUNTY and CITY OF STRONGSVILLE will assure adherence to the requirements as set forth in Attachment I, Attachment II, Attachment III, Exhibit A and Exhibit B during the period from December 1, 2014 through and including December 31, 2015 or as adjusted by approved formal request for a change or program modification. Any changes in or deviations from the requirements in Attachment I, Attachment II, Attachment III, Exhibit A or Exhibit B must be set forth in writing and approved by the 9-1-1 Consolidation Shared Services Fund Review Committee prior to implementation.

III. COMPENSATION

A. DISBURSEMENT

The COUNTY shall make a onetime disbursement to the CITY OF STRONGSVILLE for allowable expenses as detailed in Attachment I and as recommended by majority vote of the 9-1-1 Consolidation Shared Services Fund Review Committee, and approved by County Council of Cuyahoga County. In no event shall compensation exceed **TWO HUNDRED THIRTY FOUR THOUSAND NINETY NINE DOLLARS AND ZERO CENTS (\$234,099.00)**.

B. MATCH REQUIREMENTS

The CITY OF STRONGSVILLE, in accordance with the Cuyahoga County 9-1-1 Consolidation Shared Services Fund Guidance and Application (Attachment II) is required to commit the equivalent of twenty percent (20%) local match (cash or in-kind) of the total amount of the requested funding, to be expended, deposited or committed by the termination of the Agreement.

IV. REPORT REQUIREMENTS

FINANCIAL REPORTS

The CITY OF STRONGSVILLE shall furnish to the COUNTY by the tenth (10th) day of each quarter, a Financial Report Form (Exhibit B) accompanied with back-up documentation describing expenditure of funds, including, but not limited to: quotes, purchase orders, invoices, proof of payment, cancelled checks. The Financial Report Form is attached hereto and incorporated by reference herein as Exhibit B.

V. AUDIT

The COUNTY, the Ohio Auditor of State and the Comptroller General of the United States, or any of their duly authorized representatives, shall have access for the purpose of audit and examination of any books, papers, program site, staff, clients, and records of the CITY OF STRONGSVILLE that are pertinent to the subject project. The COUNTY shall provide the CITY OF STRONGSVILLE with three (3) days advance written notice of intent to audit.

VI. NOTICES

Any reports, notices, invoices or communications required in this Agreement shall be sufficient if sent by the parties via United States Mail, postage paid, to the addresses noted below:

CITY OF STRONGSVILLE

City of Strongsville
Attn: Charles Goss
Director of Public Safety
16099 Foltz Parkway
Strongsville, Ohio 44149

COUNTY:

Cuyahoga County
Dept. Public Safety & Justice Services
2079 East 9th Street, Suite 5-200
Cleveland, Ohio 44115

or at such other address as the COUNTY may designate by the written notice.

VII. TERMINATION

A. CANCELLATION

This Agreement shall terminate on the date stated in Section I or after reasonable notice and opportunity to correct any substantial breach of this Agreement.

B. VIOLATION

This Agreement may be terminated for failure to meet the terms of this Agreement or the failure of the program to meet its stated objectives. The COUNTY will set forth in writing the violation(s) and will state the corrective actions required. The failure to implement the corrective action(s) may cause a request for reimbursement of all or a portion of the fund award, and/or the termination of the program.

C. CONDITIONS

The City of Strongsville has the right to request an extension of time that modifies the original time period of this project provided funds are not expended within the designed time period of this Agreement and upon approval by the County. The County shall amend the time period provided a request for same is received sixty (60) days prior to the end of this Agreement. An extension shall be granted by the County on a project need basis until the expiration of the amended project award period.

VIII. INDEMNITY/INSURANCE

The CITY OF STRONGSVILLE and the COUNTY agree that neither entity can or will indemnify the other as both parties are political subdivisions and are prohibited by law from entering into an indemnification agreement. Accordingly, each party agrees that each will be entirely responsible for its acts, errors and omissions, and those of its employees and agents during the performance of this Agreement.

IX. NON-DISCRIMINATION

The COUNTY agrees to provide the program services without discrimination on account of race, sex, color, religion, national origin, age, occupation, physical or mental disability or veteran status, to the extent required by law. The parties agree that discrimination and affirmative action clauses contained in Executive Order 11246, as amended by Executive Order 11375, relative to Equal Employment Opportunity for all persons without regard to race, color, religion, sex or national origin, and the implementing rules and regulations prescribed by the Secretary of Labor in Title 41, Part 60 or the Code of Federal Regulations, are incorporated into this Agreement to the extent binding upon the COUNTY.

X. ELECTRONIC TRANSACTIONS

By entering into this Agreement, the City of Strongsville agrees on behalf of the contracting or submitting business entity, its officers, employees, sub-Contractors, sub grantees, agents or assigns, to conduct this transaction by electronic means by agreeing that all documents requiring County signatures may be executed by electronic means, and that the electronic signatures affixed by the County to said documents shall have the same legal effect as if that signature was manually affixed to a paper version of the document. The City of Strongsville also agrees on behalf of the aforementioned entities and persons, to be bound by the provisions of chapters 304 and 1306 of the Ohio Revised Code as they pertain to electronic transactions, and to comply with the electronic signature policy of Cuyahoga County.

XI. COMPLIANCE WITH THE LAW

Performance under this Agreement shall be in compliance with all applicable Federal, State and County laws, regulations, rules, and ordinances.

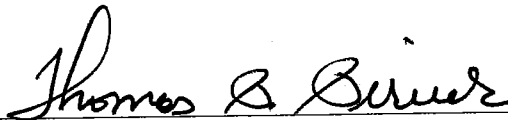
XII. PROTECTION OF CONFIDENTIAL INFORMATION

This Agreement including the attachments and exhibits may contain confidential information that should not be disclosed. Any party reviewing requests for information concerning this Agreement under the Ohio Public Records Law or the Freedom of Information Act must consult with the Cuyahoga COUNTY Prosecutors Office before releasing or reproducing confidential information. This section is not meant to encourage non-compliance with the Ohio Public Records Law.

IN WITNESS WHEREOF, the COUNTY and the CITY OF STRONGSVILLE; on behalf of the Southwest Emergency Dispatch Center, to include City of Berea, City of North Royalton, City of Olmsted Falls and City of Strongsville have executed and delivered this Agreement as of the date first above written;

CITY OF STRONGSVILLE

**ON BEHALF OF THE SOUTHWEST EMERGENCY DISPATCH CENTER, TO INCLUDE
CITY OF BERE, CITY OF NORTH ROYALTON, CITY OF OLMSTED FALLS AND
CITY OF STRONGSVILLE**



Mayor Thomas P. Perciak,
City of Strongsville, Ohio

Approved as to legal form only by the
Law Department of the City of Strongsville.

By 
Law Director

Date 12/1/14

COUNTY of CUYAHOGA, OHIO

Edward FitzGerald
Cuyahoga County Executive

ATTACHMENT I**9-1-1 CONSOLIDATION SHARED SERVICES FUND AWARD AGREEMENT
SCOPE OF WORK**

The City of Strongsville
For the Southwest Emergency Dispatch Center
(to include the City of Berea, City of North Royalton, City of Olmsted Falls, City of Strongsville)

The purpose of the Scope of Work (SOW) is to clarify the designation of the funding award recommended by the 9-1-1 Consolidation Shared Services Fund Review Committee and approved by the Cuyahoga County Council, funded through the 9-1-1 Consolidation Shared Service Fund; terms and conditions for the purpose of supporting consolidation efforts of 9-1-1 dispatch centers. This document shall hereafter be recognized as (Attachment I) to the underlying Agreement between the City of Strongsville and the County.

The City of Strongsville agrees to apply the funds awarded by the 9-1-1 Consolidation Shared Services Fund Review Committee for uses as listed below:

City of Strongsville, On behalf of the Southwest Emergency Dispatch Center
Requested Funding: \$1,452,421.25

9-1-1 Consolidation Shared Services Fund (CSSF) Award Recommended
Amount: \$234,099.00

Category	Item Description	Cost Estimate	Award Recommendation
Buildout/Construction	Electrical Work	\$ 5,470.19	\$ 5,000.00
	Carpentry	\$ 29,137.50	\$ 30,000.00
	Painting	\$ 2,725.00	\$ 3,000.00
	Floor Covering	\$ 1,850.00	\$ 1,900.00
Equipment	Radio Equipment for Interface with Non-Cleveland Agencies	\$ 50,000.00	\$ 50,000.00
	Server Room Equipment	\$ 24,117.48	\$ 24,000.00
	Radio Equipment and Configuration	\$ 1,295.00	\$ 1,300.00
	Computer Adapters & Devices	\$ 1,850.00	\$ 1,800.00
Furniture	Dispatch Chairs	\$ 3,254.00	\$ 3,000.00
	Dispatch Workstations, Moving & New Installations	\$ 40,888.00	\$ 41,000.00
Sub-Total		\$ 160,587.17	\$ 161,000.00
FEMA 20% Match Request		\$ 73,099.00	\$ 73,099.00
Total		\$ 231,836.17	\$ 234,099.00

ATTACHMENT I

Project Expenses

City of Strongsville shall use the funds awarded for approved expenses associated with the purchase of the specific uses as identified in the 911 CSSF Award Recommendation.

Match Requirement

The City of Strongsville, in accordance with the Cuyahoga County 9-1-1 Consolidation Shared Services Fund Guidance and Application (Attachment I) is required to commit the equivalent of twenty percent (20%) local match (cash or in-kind) of the total amount of the requested funding, to be expended, deposited or committed by the termination of the Agreement.

Financial Report Requirements

The City of Strongsville shall furnish to the County by the tenth (10th) day of each quarter, a Financial Report Form (Exhibit B) accompanied with back-up documentation describing expenditure of funds, including, but not limited to: quotes, purchase orders, invoices, receipts, proof of payment, cancelled checks. The Financial Report Form is attached hereto and incorporated by reference herein as Exhibit B.

County Council of Cuyahoga County, Ohio**Ordinance No. O2013-0010**

**Sponsored by: County
Executive FitzGerald/
Department of Public Safety
and Justice Services and
Councilmember Gallagher**

An Ordinance establishing the Cuyahoga County 9-1-1 Consolidation Shared Services Fund and Review Committee for the purpose of supporting communities in consolidating their 9-1-1 dispatch centers, and declaring the necessity that this Ordinance become immediately effective.

WHEREAS, Article III, Section 3.09 of the Cuyahoga County Charter provides that Council may "cooperate or join by contract with any municipality, county, state or political subdivision or agency thereof, for the planning, development, construction, acquisition or operation of any public improvement or facility, or for providing a common service, and to provide the terms upon which the county shall perform any of the services or functions of any other county or any municipality or other political subdivision. In furtherance of such intergovernmental cooperation, the council may provide for grants or loans to other political subdivisions and public agencies;" and,

WHEREAS, Article II, Section 2.03 of the Cuyahoga County Charter provides that the Executive may "advocate for and promote cooperation and collaboration with other political subdivisions;" and,

WHEREAS, the County wishes to promote and support improved safety services and economic efficiency throughout the County; and,

WHEREAS, there are currently 45 dispatch centers, called Public Safety Answering Points (PSAPs), which is the largest number of PSAPs among the 88 counties in Ohio; and

WHEREAS, the State of Ohio is currently working to develop a plan to encourage PSAP consolidation statewide; and

WHEREAS, the County wishes to establish the Cuyahoga County 9-1-1 Consolidation Shared Services Fund for the purpose of supporting communities in consolidating their 9-1-1 dispatch centers; 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 agency and in order to retain secured financing and project completion.

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

SECTION 1. Section 204.03(D) and Chapter 708 of the Cuyahoga County Code are hereby enacted as follows:

Section 204.03(D) 9-1-1 Consolidation Shared Services Fund Review Committee

There is hereby created a three-member Cuyahoga County 9-1-1 Consolidation Shared Services Fund Review Committee consisting of the Cuyahoga County Council President or his/her designee and two appointees by the Cuyahoga County Executive. The Committee shall be responsible for determining all eligibility and application requirements. The Committee shall perform all acts delegated to it under the Cuyahoga County Code, and it shall observe the County's Open Meeting requirements in so doing.

Chapter 708: Cuyahoga County 9-1-1 Consolidation Shared Services Fund

708.01 Cuyahoga County 9-1-1 Consolidation Shared Services Fund

There is hereby created the Cuyahoga County 9-1-1 Consolidation Shared Services Fund to support communities in consolidating their 9-1-1 Public Safety Answering Points, called dispatch centers; operate their dispatch centers more efficiently; and more effectively deliver public safety services.

708.02 Review and Award

All applications to the 9-1-1 Consolidation Shared Services Fund shall be reviewed by the 9-1-1 Consolidation Shared Services Fund Review Committee for a recommendation of award. Any award recommendations by the 9-1-1 Consolidation Shared Services Fund Review Committee, regardless of monetary threshold, shall be subject to adoption by County Council.

SECTION 2. It is necessary that this Ordinance become immediately effective for the usual daily operation of the County and the 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.

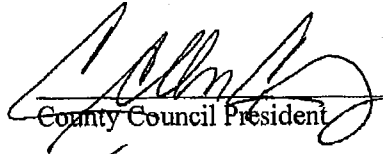
SECTION 3. It is found and determined that all formal actions of this Council relating to the adoption of this Ordinance were adopted in an open meeting of the Council, and that all deliberations of this Council and of any of its committees that

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 Mr. Gallagher, seconded by Mr. Germana, the foregoing Ordinance was duly enacted.

Yeas: Greenspan, Miller, Brady, Germana, Gallagher, Schron, Jones, Rogers, Simon and Connally

Nays: None


County Council President

4-9-13
Date


County Executive

4/11/13
Date


Clerk of Council

4/9/2013
Date

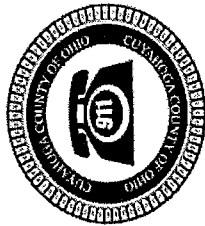
First Reading/Referred to Committee: March 27, 2013
Committee(s) Assigned: Public Safety & Justice Affairs

Journal CC010
April 9, 2013

FINANCIAL REPORT FORM

EXHIBIT B

Mail original and support documentation:
Cuyahoga County Public Safety & Justice Services
2079 East 9th Street, Suite 5-200
Cleveland, Ohio 44115
(Ph) 216-443-7265 (Fax) 443-2129



AWARD: 9-1-1 Consolidation Shared Services Fund

AWARDEE: City of Strongsville / Southwest Emergency Dispatch Center

Report Period Ending:

BUDGET COST		APPROVED BUDGET	CURRENT EXPENDITURES	PRIOR YTD EXPENDITURES	TOTAL YTD EXPENDITURES	AVAILABLE BALANCE	TOTAL UNPAID OBLIGATIONS
CATEGORIES							
EQUIPMENT							
PHYSICAL INFRASTRUCTURE							
**Provide Detailed Description on Itemized Cost Sheet							
TOTAL COST		\$	\$	\$	\$	\$	\$
INL FUND DISTRIBUTION							
9-1-1 SHARED SERVICES FUND AWARD							
CASH MATCH							
IN-KIND MATCH							
TOTAL COST		\$	\$	\$	\$	\$	\$
9-1-1 SHARED SERVICES FUND AWARD							
CASH MATCH							
IN-KIND MATCH							
TOTAL COST		\$	\$	\$	\$	\$	\$
9-1-1 SHARED SERVICES FUND AWARD							
CASH MATCH							
IN-KIND MATCH							
TOTAL COST		\$	\$	\$	\$	\$	\$
9-1-1 SHARED SERVICES FUND AWARD							
CASH MATCH							
IN-KIND MATCH							
TOTAL COST		\$	\$	\$	\$	\$	\$
9-1-1 SHARED SERVICES FUND AWARD							
CASH MATCH							
IN-KIND MATCH							
TOTAL COST		\$	\$	\$	\$	\$	\$
9-1-1 SHARED SERVICES FUND AWARD							
CASH MATCH							
IN-KIND MATCH							
TOTAL COST		\$	\$	\$	\$	\$	\$
9-1-1 SHARED SERVICES FUND AWARD							
CASH MATCH							
IN-KIND MATCH							
TOTAL COST		\$	\$	\$	\$	\$	\$
9-1-1 SHARED SERVICES FUND AWARD							
CASH MATCH							
IN-KIND MATCH							
TOTAL COST		\$	\$	\$	\$	\$	\$
9-1-1 SHARED SERVICES FUND AWARD							
CASH MATCH							
IN-KIND MATCH							
TOTAL COST		\$	\$	\$	\$	\$	\$
9-1-1 SHARED SERVICES FUND AWARD							
CASH MATCH							
IN-KIND MATCH							
TOTAL COST		\$	\$	\$	\$	\$	\$
9-1-1 SHARED SERVICES FUND AWARD							
CASH MATCH							
IN-KIND MATCH							
TOTAL COST		\$	\$	\$	\$	\$	\$
9-1-1 SHARED SERVICES FUND AWARD							
CASH MATCH							
IN-KIND MATCH							
TOTAL COST		\$	\$	\$	\$	\$	\$
9-1-1 SHARED SERVICES FUND AWARD							
CASH MATCH							
IN-KIND MATCH							
TOTAL COST		\$	\$	\$	\$	\$	\$
9-1-1 SHARED SERVICES FUND AWARD							
CASH MATCH							
IN-KIND MATCH							
TOTAL COST		\$	\$	\$	\$	\$	\$
9-1-1 SHARED SERVICES FUND AWARD							
CASH MATCH							
IN-KIND MATCH							
TOTAL COST		\$	\$	\$	\$	\$	\$
9-1-1 SHARED SERVICES FUND AWARD							
CASH MATCH							
IN-KIND MATCH							
TOTAL COST		\$	\$	\$	\$	\$	\$
9-1-1 SHARED SERVICES FUND AWARD							
CASH MATCH							
IN-KIND MATCH							
TOTAL COST		\$	\$	\$	\$	\$	\$
9-1-1 SHARED SERVICES FUND AWARD							
CASH MATCH							
IN-KIND MATCH							
TOTAL COST		\$	\$	\$	\$	\$	\$
9-1-1 SHARED SERVICES FUND AWARD							
CASH MATCH							
IN-KIND MATCH							
TOTAL COST		\$	\$	\$	\$	\$	\$
9-1-1 SHARED SERVICES FUND AWARD							
CASH MATCH							
IN-KIND MATCH							
TOTAL COST		\$	\$	\$	\$	\$	\$
9-1-1 SHARED SERVICES FUND AWARD							
CASH MATCH							
IN-KIND MATCH							
TOTAL COST		\$	\$	\$	\$	\$	\$
9-1-1 SHARED SERVICES FUND AWARD							
CASH MATCH							
IN-KIND MATCH							
TOTAL COST		\$	\$	\$	\$	\$	\$
9-1-1 SHARED SERVICES FUND AWARD							
CASH MATCH							
IN-KIND MATCH							
TOTAL COST		\$	\$	\$	\$	\$	\$
9-1-1 SHARED SERVICES FUND AWARD							
CASH MATCH							
IN-KIND MATCH							
TOTAL COST		\$	\$	\$	\$	\$	\$
9-1-1 SHARED SERVICES FUND AWARD							
CASH MATCH							
IN-KIND MATCH							
TOTAL COST		\$	\$	\$	\$	\$	\$
9-1-1 SHARED SERVICES FUND AWARD							
CASH MATCH							
IN-KIND MATCH							
TOTAL COST		\$	\$	\$	\$	\$	\$
9-1-1 SHARED SERVICES FUND AWARD							
CASH MATCH							
IN-KIND MATCH							
TOTAL COST		\$	\$	\$	\$	\$	\$
9-1-1 SHARED SERVICES FUND AWARD							
CASH MATCH							
IN-KIND MATCH							
TOTAL COST		\$	\$	\$	\$	\$	\$
9-1-1 SHARED SERVICES FUND AWARD							
CASH MATCH							
IN-KIND MATCH							
TOTAL COST		\$	\$	\$	\$	\$	\$
9-1-1 SHARED SERVICES FUND AWARD							
CASH MATCH							
IN-KIND MATCH							
TOTAL COST		\$	\$	\$	\$	\$	\$
9-1-1 SHARED SERVICES FUND AWARD							
CASH MATCH							
IN-KIND MATCH							
TOTAL COST		\$	\$	\$	\$	\$	\$
9-1-1 SHARED SERVICES FUND AWARD							
CASH MATCH							
IN-KIND MATCH							
TOTAL COST		\$	\$	\$	\$	\$	\$
9-1-1 SHARED SERVICES FUND AWARD							
CASH MATCH							
IN-KIND MATCH							
TOTAL COST		\$	\$	\$	\$	\$	\$
9-1-1 SHARED SERVICES FUND AWARD							
CASH MATCH							
IN-KIND MATCH							
TOTAL COST		\$	\$	\$	\$	\$	\$
9-1-1 SHARED SERVICES FUND AWARD							
CASH MATCH							
IN-KIND MATCH							
TOTAL COST		\$	\$	\$	\$	\$	\$
9-1-1 SHARED SERVICES FUND AWARD							
CASH MATCH							
IN-KIND MATCH							
TOTAL COST		\$	\$	\$	\$	\$	\$
9-1-1 SHARED SERVICES FUND AWARD							
CASH MATCH							
IN-KIND MATCH							
TOTAL COST		\$	\$	\$	\$	\$	\$
9-1-1 SHARED SERVICES FUND AWARD							
CASH MATCH							
IN-KIND MATCH							
TOTAL COST		\$	\$	\$	\$	\$	\$
9-1-1 SHARED SERVICES FUND AWARD							
CASH MATCH							
IN-KIND MATCH							
TOTAL COST		\$	\$	\$	\$	\$	\$
9-1-1 SHARED SERVICES FUND AWARD							
CASH MATCH							
IN-KIND MATCH							
TOTAL COST		\$	\$	\$	\$	\$	\$
9-1-1 SHARED SERVICES FUND AWARD							
CASH MATCH							
IN-KIND MATCH							
TOTAL COST		\$	\$	\$	\$	\$	\$
9-1-1 SHARED SERVICES FUND AWARD							
CASH MATCH							
IN-KIND MATCH							
TOTAL COST		\$	\$	\$	\$	\$	\$
9-1-1 SHARED SERVICES FUND AWARD							
CASH MATCH							
IN-KIND MATCH							
TOTAL COST		\$	\$	\$	\$	\$	\$
9-1-1 SHARED SERVICES FUND AWARD							
CASH MATCH							
IN-KIND MATCH							
TOTAL COST		\$	\$	\$	\$	\$	\$
9-1-1 SHARED SERVICES FUND AWARD							
CASH MATCH							
IN-KIND MATCH							
TOTAL COST		\$	\$	\$	\$	\$	\$
9-1-1 SHARED SERVICES FUND AWARD							
CASH MATCH							
IN-KIND MATCH							
TOTAL COST		\$	\$	\$	\$	\$	\$
9-1-1 SHARED SERVICES FUND AWARD							
CASH MATCH							
IN-KIND MATCH							
TOTAL COST		\$	\$	\$	\$	\$	\$
9-1-1 SHARED SERVICES FUND AWARD							
CASH MATCH							
IN-KIND MATCH							
TOTAL COST		\$	\$	\$	\$	\$	\$
9-1-1 SHARED SERVICES FUND AWARD							
CASH MATCH							
IN-KIND MATCH							
TOTAL COST		\$	\$	\$	\$	\$	\$
9-1-1 SHARED SERVICES FUND AWARD							
CASH MATCH							
IN-KIND MATCH							
TOTAL COST		\$	\$	\$	\$	\$	\$
9-1-1 SHARED SERVICES FUND AWARD							
CASH MATCH							
IN-KIND MATCH							
TOTAL COST		\$	\$	\$	\$	\$	\$
9-1-1 SHARED SERVICES FUND AWARD							
CASH MATCH							
IN-KIND MATCH							
TOTAL COST		\$	\$	\$	\$	\$	\$
9-1-1 SHARED SERVICES FUND AWARD							
CASH MATCH							
IN-KIND MATCH							
TOTAL COST		\$	\$	\$	\$	\$	\$
9-1-1 SHARED SERVICES FUND AWARD							
CASH MATCH							
IN-KIND MATCH							
TOTAL COST		\$	\$	\$	\$	\$	\$
9-1-1 SHARED SERVICES FUND AWARD							
CASH MATCH							
IN-KIND MATCH						</	



Cuyahoga County 9-1-1 Consolidation Shared Services Fund

Guidance and Application Guide

Date June 12, 2013

PREFACE

In 2011, when I took office I made a commitment to ensure that public safety initiatives were a priority countywide. Accordingly, I am supporting an initiative encouraging communities to consolidate their 9-1-1 dispatch centers. These dispatch centers, commonly referred to as Public Safety Answering Points (PSAPs), answer calls and dispatch first responders to a caller's location, or transfer calls to the appropriate PSAP based on caller location.



As can be found in the Cuyahoga County 9-1-1 Consolidation Plan, Cuyahoga County is recommending the consolidation of PSAPs as a viable alternative to the current over-saturation of PSAPs. Such an over-saturation dilutes available funding and the ability to maintain and upgrade technologies and standardize policies and procedures. Consolidation of PSAPs enables shared use of limited resources, staff, and equipment, which provides the ability to standardize policies and procedures, and expand services.

As a result of Cuyahoga County's commitment to the consolidation of 9-1-1 services, a Shared Services Fund (Fund) has been established to specifically support 9-1-1 consolidations. The 1.5 million dollar Fund will support communities by leveraging County funding support, while simultaneously reducing communities' long-term costs. This funding will be specific to 9-1-1 consolidation projects and may be used to support projects in many areas of consolidation.

We look forward to working with you on such an important initiative. Please feel free to contact anyone in my office or the Department of Public Safety and Justice Services for more information.

Sincerely,

Edward FitzGerald
Cuyahoga County Executive

Michael J. Gallagher
County Councilman

TABLE OF CONTENTS

PREFACE.....	2
TABLE OF CONTENTS.....	3
INTRODUCTION / OVERVIEW.....	4
PROGRAM PURPOSE.....	5
PROGRAM GUIDELINES.....	5
SELECTION CRITERIA/REVIEW PROCESS.....	8

INTRODUCTION / OVERVIEW

Currently, Cuyahoga County has 45 PSAPs that support all 59 jurisdictions within the county. This is the largest number of PSAPs in the state of Ohio and one of the highest within the nation. Of the 88 counties in Ohio, only four (4) have more than 10 PSAPs.

Since 2007, the current economic climate has been significantly declining. Individual citizens have been greatly reducing their spending to compensate for an increase in unemployment rates and less available income. At the same time, governmental entities have been forced to stretch resources beyond their traditional capacity in order to remain within budget. As a result, municipalities are investigating the use of consolidated approaches or joint ventures in order to maintain the necessary level of services for citizens.

In the state of Ohio, municipalities are facing additional challenges with a decrease in available funding from the Local Government Fund, elimination of the Ohio estate tax, and depreciation in housing values resulting in a decline in property tax. These funding challenges compound an already stressed governmental system, ultimately making certain crucial public safety services less accessible to citizens. Cuyahoga County's 9-1-1 Consolidation Plan would provide communities with the opportunity to reduce stress on their taxed government systems by eliminating the burden of redundant public safety systems while maintaining quality levels of service.

In 2012, Cuyahoga County contracted with an independent party to conduct a detailed assessment of all 48 PSAPs (currently 45). The study concluded that Cuyahoga County should work toward reducing the number of PSAPs through continued support of consolidation and the promotion of regionalism. As a result, Cuyahoga County is recommending the consolidation of dispatch centers (PSAPs), as a viable alternative to the current over-saturation of PSAPs countywide. Such an over-saturation dilutes available funding and the ability to maintain and upgrade technologies and standardize policies, and procedures.

In addition, the State of Ohio is working to develop a plan to mandate PSAP consolidation statewide. Cuyahoga County has worked to support the State's effort by encouraging and facilitating consolidation. Due to the high number of PSAPs in Cuyahoga County, the local consolidation efforts are being watched closely by our peers across the State.

Benefits of Consolidated Dispatch

A regional consolidated dispatching approach will have some of the following benefits: Shared Response, Shared Total Cost of Ownership, Upgraded 9-1-1 Technologies, Consistent Training Models and Protocols, and Redundancy. While these are not all of the benefits, they highlight the importance of consolidation.

Communities participating in consolidated dispatching have the ability to share costs associated with a regional PSAP across the communities involved. As a result, the total cost associated with the PSAP will be less when shared across communities than when each community maintains a separate PSAP. Further, with fewer PSAPs countywide, Cuyahoga County can work closely with them to develop consistent policies, procedures and protocols for dispatching and emergency medical dispatching. As a result, dispatchers will provide better customer service and higher quality response to a call.

PROGRAM PURPOSE

The purpose of the Fund is to further County efforts under the 9-1-1 Consolidation Plan, by providing financial resources to communities engaging in 9-1-1 consolidation efforts. Specifically, the Fund will support physical and technical infrastructure, professional services, equipment and upgrades needed to support consolidations.

PROGRAM GUIDELINES

In order to effectively support PSAP consolidation, many jurisdictions require financial support outside of their community budgets. Support from the County in these efforts would increase the potential for large scale regionally consolidated PSAPs and result in more effective and efficient public safety services. Additionally, support from the County can help leverage financial assistance from federal and state agencies.

Amount of Fund

The total amount of funding available in the 9-1-1 Consolidation Shared Services Fund is \$2,500,000. \$1,000,000 of these funds is from the Wireless Government Assistance Fund and will have additional rules and regulations over its use, which is outlined in the Cuyahoga County Countywide 9-1-1 Plan. The remaining balance of \$1,500,000 is from the general fund.

Eligibility

Eligible PSAP Consolidation projects under the Shared Services Fund shall adhere to the following:

- A. The primary applicant **must** be a community or Council of Governments (COG) that houses and operates one of the 45 PSAPs
- B. The proposed consolidation must consist of a **minimum** of 3 municipalities. (Must include **both** Fire and Police dispatching operations from each of the 3 municipalities).
- C. Formal letters of commitment needed from the participating municipalities that include Mayors, Police and Fire Chiefs.
- D. Have participated in a professional feasibility study or, at minimum, formal discussions of consolidation including extensive planning efforts between the proposed consolidating communities
- E. The ability to provide a 10 to 20% local match (cash or in-kind) for requested funds. (The Review Committee may determine the appropriate match requirements.)
- F. If a consolidation effort includes non-county participants, the application must follow the rules stated in A-E, and the majority of communities within the application must be within Cuyahoga County.
- G. If a consolidation effort includes one of the six (6) secondary PSAPs within Cuyahoga County, the application must follow the rules A-E, and the majority of communities within the application must be primary PSAP communities.

Allowable expenses:

Recipients may use funds for the following expenses. Applicants must include all anticipated expenses in their application materials. All expenses must be approved by the Department of Public Safety and Justice Services.

- Dispatch Hardware and Software
 - 9-1-1 System
 - Computers
 - Workstation / Furniture
 - CAD
 - AVL
 - Phone System
 - Map
- Base Stations
- Belt Clips / Holsters
- Chargers (Desktop and vehicular)
- Capital / Build-out (Construction)
- Training
- Project Management
- Professional Services/Consulting
- Radios (portable and mobiles)
- Antennas
- Microphones
- Radio programming

In addition to the items listed above, communities seeking a grant match to support PSAP consolidation efforts and further the goals of the 9-1-1 Consolidation Plan will be accepted.

Unallowable expenses:

- Personnel and Staffing Costs
- Indirect Cost Rates
- Administrative Costs (Grants Administrations, Audits, etc.)

Application Requirements

Applications must include the following information and must be submitted by mail to:

Cuyahoga County
Department of Public Safety & Justice Services
Administration – Suite 330
310 W. Lakeside Avenue
Cleveland, Ohio 44113

Applications must include:

- Narrative – typed, 12 point font, no more than 5 pages
- Budget and Budget Narrative
- Letters of Commitment

Supplemental documents are optional (i.e. assessments, floor plans, photos).

Narrative

The Narrative (no more than 5 pages, typed, 12 point font) must include:

1. Description of consolidation efforts to date
2. Names of the communities participating
3. Describe how the funds will support the County's 9-1-1 Consolidation Plan and local consolidation efforts.
4. Address ability to adhere to the administrative and operations requirements below:

Administrative

- Provide a balanced budget
- Maintain optimal ISO ratings
- Meets or exceeds the NENA i3 Next Generation 9-1-1 standards

Operations

- Facilitate mass notification
- Provide Specialty and CERT Team Dispatch
- Include Emergency Medical

- Meets or exceeds the strictest of NENA/APCO/NFPA standards
- Achieve accreditation from the NAED Medical, Fire and Police protocols and/or CALEA
- Dispatch protocols
- Handle all radio traffic for participating agencies
- Utilize countywide standardized policies and procedures as they become available

Budget and Budget Narrative

The Budget and Budget Narrative must include how the funds will be used to support the program. This narrative should include a full breakdown of all costs, as well as an overview of how funds will be allocated across approved purpose areas. Applicants should utilize the following approved budget categories to label the requested expenditures: *Equipment, Training, Consultants/Contracts, and an Other category.*

Letters of Commitments

Formal letters of commitment must be provided from the participating municipalities that include signatures from Mayors, Police and Fire Chiefs. Letters may be in the form of individual letters from each participating municipality with the three required signatures or one combined letter with signatures of all required parties.

SELECTION CRITERIA / REVIEW PROCESS

All applications for the 9-1-1 Consolidation Shared Services Fund will be accepted on a rolling basis (and will be reviewed on a first come, first serve basis) by the Department of Public Safety and Justice Services. Applications will be reviewed by a three person review committee consisting of:

- Cuyahoga County Council President or his/her designee
- Two (2) appointees by the Cuyahoga County Executive

Meetings shall occur monthly, provided there are applications requiring review. Each application will be reviewed and a determination of award will be made shortly thereafter. Awards may be made for all or a portion of the requested funds and is contingent on the acceptance of the match requirements imposed by the Review Committee.

The Fund Review Committee shall perform all acts delegated to it under the Cuyahoga County Code, to include determining eligibility and application requirements, and it shall observe the County's Open Meeting requirements in doing so. Any awards shall be made by the applicable County approval authority based on the monetary thresholds under the County's Contracting and Purchasing Procedures.

The Fund Review Committee has the authority to add or waive restrictions on funding awards on a case by case basis if deemed necessary to support the 9-1-1 Consolidation Plan.