

Ordinance No. 551-2025

**By Council Members Hairston and Griffin
(by departmental request)**

AN EMERGENCY ORDINANCE

Authorizing the Director of Innovation and Technology or Director of Economic Development, as appropriate, to employ one or more professional consultants, computer software developers, or vendors or one or more firms of consultants, computer software developers, or vendors necessary for a customer relationship management software system, and other related professional services, for a period of one year, with two one-year options to renew, exercisable by the Director of Innovation and Technology or Director of Economic Development, as appropriate; and to enter into various contracts to implement this ordinance.

WHEREAS, this ordinance constitutes an emergency measure providing for the usual daily operation of a municipal department; now, therefore,

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF CLEVELAND:

Section 1. That the Director of Innovation and Technology or the Director of Economic Development, as appropriate, is authorized to employ by contract or contracts one or more consultants, computer software developers, or vendors or one or more firms of consultants, computer software developers, or vendors for the purpose of supplementing the regularly employed staff of the several departments of the City of Cleveland in order to provide professional services necessary for a customer relationship management software system, including acquiring licenses and/or to develop and implement one or more software systems and to obtain project management services, business analysis, software implementation and configuration, development, end user and technical staff training, system design, data conversion, report development and technical administration, maintenance services, upgrades, integration, and enhancements and other related professional services, for a period of one year, with two one-year options to renew, exercisable by the Director of Innovation and Technology.

Section 2. That the selection of the consultant(s), computer software developer(s), or vendor(s) for the services shall be made by the Board of Control on the nomination of the Director of Innovation and Technology or the Director of Economic Development, as appropriate, from a list of qualified consultants available for employment as may be determined after a full and complete canvass by the Director of Innovation and Technology or the Director of Economic Development, as appropriate,

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for the purpose of compiling a list. The compensation to be paid for the services shall be fixed by the Board of Control. The contract or contracts authorized shall be prepared by the Director of Law, approved by the Director of Innovation and Technology or Director of Economic Development, as appropriate, and certified by the Director of Finance.

Section 3. That the Director of Innovation and Technology or Director of Economic Development, as appropriate, is authorized to make one or more written standard purchase or lease contracts and one or more written requirement purchase or lease contracts under the Charter and the Codified Ordinances of Cleveland, Ohio, 1976, the period of requirements to be determined by the Director of Innovation and Technology or Director of Economic Development, as appropriate, for the necessary items of the materials, equipment, supplies, and services needed to implement this ordinance, including but not limited to, the purchase, lease, or license of computer and technology hardware, software, software licenses, software upgrades, appurtenances, supplies, and training materials which are not obtained under Section 1 of this ordinance, to be purchased or procured by the Commissioner of Purchases and Supplies on a unit basis for the Department of Innovation and Technology or Department of Economic Development, as appropriate. Bids shall be taken in a manner that permits an award to be made for all items as a single contract, or by separate contract for each or any combination of the items as the Board of Control determines.

Section 4. That the costs of the requirement contract or contracts shall be charged against the proper appropriation accounts and the Director of Finance shall certify the amount of any purchase or procurement under the contract or contracts, each of which purchases or procurements shall be made on order of the Commissioner of Purchases and Supplies by a delivery order issued against the contract or contracts and certified by the Director of Finance.

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Section 5. That under Section 108(b) of the Charter, the purchases and/or services authorized by this ordinance may be made through cooperative arrangements with other governmental agencies. The Director of Innovation and Technology or Director of Economic Development, as appropriate, may sign all documents that are necessary to make the purchases and/or obtain such services, and may enter into one or more contracts with the vendors and/or consultants selected through that cooperative process.

Section 6. That the cost of the contracts authorized by this ordinance shall be paid from Fund Nos. 11 SF 006 and 20 SF 715. (RQS 1601, RL 2025-45).

Section 7. That this ordinance is declared to be an emergency measure and, provided it receives the affirmative vote of two-thirds of all the members elected to Council, it shall take effect and be in force immediately upon its passage and approval by the Mayor; otherwise it shall take effect and be in force from and after the earliest period allowed by law.

SM:uo
4-21-2025
FOR: Directors Wernet and McNair

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**REPORT
after second Reading**

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READ FIRST TIME on APRIL 21, 2025

**and referred to DIRECTORS of Innovation and Technology,
Economic Development, Finance, Law;
COMMITTEES on Development Planning and Sustainability,
Finance Diversity Equity and Inclusion**

REPORTS

CITY CLERK

READ SECOND TIME

CITY CLERK

READ THIRD TIME

PRESIDENT

CITY CLERK

APPROVED

MAYOR

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Published in the City Record _____

PASSAGE RECOMMENDED BY
COMMITTEE ON
**DEVELOPMENT, PLANNING AND
SUSTAINABILITY**

FILED WITH COMMITTEE

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COMMITTEE ON
**FINANCE, DIVERSITY, EQUITY
and INCLUSION**

FILED WITH COMMITTEE

