

# Ordinance No. 411-2021

**By Council Member Kelley  
(by departmental request)**

## AN EMERGENCY ORDINANCE

Authorizing the Director of Finance to acquire one or more software licenses and one or more applications for a citywide integrated payroll, human resources, civil service, and risk management information system, including onboarding; authorizing the director to employ one or more consultants, computer software developers, and other professional services necessary for project management, installing, designing, training, implementing, testing, web hosting, and other related system issues, and maintenance and technical support; and authorizing one or more requirement and standard purchase contracts for the purchase, lease, or lease with option to purchase, hardware, software, computer supplies, and other necessary supplies, equipment, and services necessary to implement the system, for the various divisions of City government, for a period of five years with three one-year options to renew, exercisable by the Director of Finance.

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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 Finance 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 to acquire one or more software licenses and one or more applications for a citywide integrated payroll, human resources, civil service, and risk management information system, including onboarding, and other professional services necessary for project management, installing, designing, training, implementing, testing, web hosting, other related system issues, and maintenance and technical support for the system, for the Department of Finance, for a period of five years, with three one-year options to renew, exercisable by the Director of Finance.

The selection of the consultants, computer software developers, or vendors for the licenses and services shall be made by the Board of Control on the nomination of the Director of Finance from a list of qualified consultants available for employment as may be determined after a full and complete canvass by the Director of Finance 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, and approved and certified by the Director of Finance.

Section 2. That the Director of Finance is authorized to make one or more written requirement contracts and written standard contracts under the Charter and the Codified Ordinances of Cleveland, Ohio, 1976, for the requirements for a five years, with three one-year

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options to renew, exercisable by the Director of Finance, of the necessary items of the purchase, lease, or lease with option to purchase of hardware, software, computer supplies, and other necessary supplies, equipment, and services necessary to implement the citywide integrated payroll, human resources, civil service and risk management information system, in the approximate amount as purchased or procured during the preceding term, to be purchased or procured by the Commissioner of Purchases and Supplies on a unit basis for the various divisions of city government. 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 3. That under Section 108(b) of the Charter, the purchases or procurements authorized by this ordinance may be made through cooperative arrangements with other governmental agencies. The Director of Finance may sign all documents that are necessary to make the purchases or procurements, and may enter into one or more contracts with the vendors selected through that cooperative process.

Section 4. That the costs of the requirement contract or contracts shall be paid from funds which are appropriated for this purpose, and shall also be charged against the proper appropriation accounts and the Director of Finance shall certify the amount of the initial purchase or procurement, which purchase or procurement, together with all later purchases or procurements, shall be made on order of the Commissioner of Purchases and Supplies under a requisition against the contract or contracts certified by the Director of Finance.

Section 5. That the costs of the contract or contracts authorized shall be paid from funds which are appropriated for this purpose and approved by the Director of Finance.

Section 6. 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.

DDR:nl  
5-24-2021  
FOR: Director Dumas

