

August 5, 2024

To: Members of the Budget and Finance Committee

From: Sheryl M. M. Long, City Manager *SL*

202401836

**Subject: Emergency Ordinance – Cincinnati Fire Department: Moral
Obligation Payment to TargetSolutions Learning LLC**

Attached is an Emergency Ordinance captioned:

AUTHORIZING a payment of \$29,264.58 to TargetSolutions Learning LLC, dba Vector Solutions, from Cincinnati Fire Department General Fund non-personnel operating budget account no. 050x272x4000x7289 as a moral obligation for learning management system software.

Approval of this Emergency Ordinance will authorize the payment \$29,264.58 from Cincinnati Fire Department General Fund non-personnel operating budget account no. 050x272x4000x7289 as a moral obligation to TargetSolutions Learning LLC, dba Vector Solutions, for learning management system software provided outside of a contract.

TargetSolutions Learning LLC provides learning management system software to the Cincinnati Fire Department for use in all fire houses. A Request for Proposals (RFP) was issued five months prior to the expiration date of the previous contract on December 31, 2023; however, a new contract was not finalized until June 1, 2024. This moral obligation payment will cover the cost of the software for the five-month period when an active contract was not in place. Sufficient existing resources are available in the Cincinnati Fire Department General Fund non-personnel operating budget account no. 050x272x4000x7289 for this payment.

The reason for the emergency is the immediate need to pay TargetSolutions Learning LLC in a timely manner for software provided to the Cincinnati Fire Department.

The Administration recommends passage of this Emergency Ordinance.

cc: Andrew M. Dudas, Budget Director
Karen Alder, Finance Director

Attachment