

December 21, 2022

To: Mayor and Members of City Council

From: Sheryl M. M. Long, City Manager

202202270

Subject: Emergency Ordinance – Police: Moral Obligation Payment to Arrowhead Scientific, Inc.

Attached is an Emergency Ordinance captioned:

AUTHORIZING a payment of \$24,744.71 to Arrowhead Scientific, Inc., as a moral obligation for outstanding charges related to supplies received by the Cincinnati Police Department (“CPD”) Firearm Intervention Response Support Team at the beginning of Fiscal Year 2023, with \$11,769.71 to be paid from CPD General Fund non-personnel operating budget account no. 050x222x1760x7362, and \$12,975 to be paid from Law Enforcement Grant Fund non-personnel operating budget account no. 368x222x1760x7362x21CGIC.

This Emergency Ordinance authorizes a payment of \$24,744.71 to Arrowhead Scientific, Inc., as a moral obligation for outstanding charges related to supplies received by the Cincinnati Police Department (CPD) Firearm Intervention Response Support Team (FIRSAT) at the beginning of Fiscal Year 2023, with \$11,769.71 to be paid from CPD General Fund non-personnel operating budget account no. 050x222x1760x7362, and \$12,975.00 to be paid from Law Enforcement Grant Fund non-personnel operating budget account no. 368x222x1760x7362x21CGIC.

At the end of Fiscal Year 2022, the Finance Management Section Division Manager and the Supervising Account at CPD retired and two additional employees transferred to other City agencies around the same time. Combined with other unforeseen staffing shortages, CPD did not follow proper procurement processes, including adhering to the three-quote policy for orders of this magnitude.

The Cincinnati Police Department is committed to training new staff to ensure the proper processes are followed in the future.

The reason for the emergency is the immediate need to make payment to Arrowhead Scientific, Inc. for outstanding charges for supplies received by the Cincinnati Police Department in early Fiscal Year 2023.

The Administration recommends passage of this Emergency Ordinance.

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

Attachment