

May 15, 2024

To: Mayor and Members of City Council

From: Sheryl M. M. Long, City Manager 202401357

Subject: **Emergency Ordinance – Health: Moral Obligation Payment to Zayo Group Holdings, Inc.**

Attached is an Emergency Ordinance captioned:

AUTHORIZING a payment of \$37,336.16 from Community Health Center Activities Fund non-personnel operating budget account no. 395x265x1110x7288 as a moral obligation to Zayo Group Holdings, Inc., dba Zayo Group, LLC, for wide-area network connectivity services provided to the Cincinnati Health Department.

Approval of this Emergency Ordinance authorizes the payment of \$37,336.16 from Cincinnati Health Department Community Health Center Activities Fund non-personnel operating budget account no. 395x265x1110x7288 to Zayo Group Holdings, Inc., dba Zayo Group, LLC, for wide-area network (WAN) connectivity services provided to the Cincinnati Health Department.

On August 7, 2020, the Cincinnati Health Department (CHD) issued a purchase order for the provision of wide-area network connectivity services from Zayo Group Holdings, Inc. The services were meant to continue on an annual basis, but due to personnel changes in CHD, the purchase orders were not renewed internally, and funds for the services were not certified. Between September 1, 2021, and January 1, 2024, CHD continued to receive services but did not pay the invoices submitted by Zayo Group Holdings, Inc., which collectively amounted to \$37,336.16 for the time period.

CHD has now implemented a process to ensure that invoices are received and paid consistently, regardless of personnel changes in the department, and each fiscal year, CHD will renew its purchase order with Zayo Group Holdings, Inc. to ensure additional funds are certified.

The reason for the emergency is the immediate need to make payment to Zayo Group Holdings, Inc. in a timely manner for services provided to the Cincinnati Health Department.

The Administration recommends passage of this Emergency Ordinance.

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

Attachment