

## Minutes

Cuyahoga County Board of Control

Monday, April 3, 2017 11:00 A.M.

County Headquarters

2079 East Ninth Street, 4<sup>th</sup> Floor

Committee Room B

### I – CALL TO ORDER

The meeting was called to order at 11:05 a.m.

Attending:

Armond Budish, Chairperson

Councilman Dale Miller

Councilwoman Nan Baker

Trevor McAleer, County Council (Alternate for Dan Brady)

Michael Chambers, Department of Public Works (Alternate for Michael Dever)

Lenora Lockett, Director, Office of Procurement & Diversity

Dennis Kennedy, Fiscal Officer

### II – REVIEW MINUTES – 3/27/17

Armond Budish motioned to approve the minutes from the March 27, 2017 meeting, as written; Dale Miller seconded. The minutes were unanimously approved.

### III – PUBLIC COMMENT

There was no public comment related to the agenda.

### IV – CONTRACTS AND AWARDS

#### A – Tabled Items

There were no tabled items

#### B – New Items for Review

BC2017-250

Department of Development,

a) Recommending an award on RQ31259 and enter into a contract with The Mannik & Smith Group, Inc. in the amount not-to-exceed \$26,316.00 for Ohio EPA Voluntary Action Program Phase II Property Assessment and Asbestos Survey services at the Former St. Peter Chanel Site located at 480 Northfield Road, Bedford, for the period 3/20/2017 – 9/16/2017.

b) Submitting a Grant of Right of Entry and Release from Liability agreement with Saint-Servan Centre, LTD in connection with said project site.

Funding Source: Brownfield Revolving Loan Fund

Janise Bayne, Department of Development, presented. There were no questions. Armond Budish motioned to approve; Dale Miller seconded. Item BC2017-250 was unanimously approved.

BC2017-251

Department of Development, recommending a payment in the amount of \$25,000.00 to Global Cleveland for operational support for the period 1/1/2017 - 12/31/2017.

Funding Source: General Fund

Sara Jackson, Department of Development, presented. There were no questions. Armond Budish motioned to approve; Dale Miller seconded. Item BC2017-251 was unanimously approved.

BC2017-252

Department of Information Technology, recommending an award on RQ39478 and enter into a sole source contract with Four Winds Interactive, LLC in the amount not-to-exceed \$35,350.00 for the purchase of an enterprise digital signage application upgrade and migration to cloud services for the period 3/1/2017 – 2/29/2020.

Funding Source: Health and Human Services Levy Fund

Patrick Wright, Department of Information Technology, presented. There were no questions. Armond Budish motioned to approve; Dale Miller seconded. Item BC2017-252 was unanimously approved.

BC2017-253

Office of Procurement & Diversity, on behalf of the Department of Public Safety and Justice Services, recommending an award on RQ38617 to Upstate Wholesale Supply, Inc. dba Brite Computers (30-3) in the amount of \$34,603.20 for the purchase of (10) Semi-Rugged Convertible Mobile Data Terminals/laptops for Geauga County Sheriff's Office.

Funding Source: FY2015 Law Enforcement – State Homeland Security Grant Program

Lenora Lockett, Office of Procurement & Diversity, presented. There were no questions. Armond Budish motioned to approve; Dale Miller seconded. Item BC2017-253 was unanimously approved.

BC2017-254

Office of Procurement & Diversity, on behalf of the Department of Public Works, recommending an award on RQ38957 to Donnell Ford Lincoln of Salem Inc. (14-2) in the amount of \$34,251.70 for the purchase of (1) 2017 Ford F-350 Regular Cab 4x4 SRW Pickup Truck with Snow Plow.

Funding Source: Enterprise Fund-Parking Services

Lenora Lockett, Office of Procurement & Diversity, presented. There were no questions. Armond Budish motioned to approve; Dale Miller seconded. Item BC2017-254 was unanimously approved.

BC2017-255

Court of Common Pleas/Juvenile Court Division, submitting an agreement with Alcohol Drug Addiction and Mental Health Services Board of Cuyahoga County in the amount not-to-exceed \$11,561.00 for a screening tool and assessment services for the Coordinated Approach to Low-Risk Misdemeanors Project Domestic Violence Prevention Program for the period 1/1/2017 – 9/30/2017.

Funding Source: Title II Grant Fund

Sarah Baker, Juvenile Court, presented. There were no questions. Armond Budish motioned to approve; Dale Miller seconded. Item BC2017-255 was unanimously approved.

BC2017-256

Department of Public Safety and Justice Services, submitting an amendment to Agreement No. AG1600009 with Cuyahoga County Sheriff's Department for reimbursement of eligible expenses in connection with the FY2015 Port Security Grant Program for the period 3/31/2016 - 8/31/2018 for additional funds in the amount not-to-exceed \$24,793.60.

Funding Source: U.S Department of Homeland Security Federal Emergency Management Agency

Melinda Burt, Department of Public Safety and Justice Services, presented. There were no questions. Dale Miller motioned to approve; Trevor McAleer seconded. Item BC2017-256 was unanimously approved.

BC2017-257

Department of Health and Human Services/Community Initiatives Division/Office of Early Childhood, recommending an award on RQ39174 and enter into a contract with One OH Cleveland ES Management, LLC in the amount not-to-exceed \$7,883.19 for rental space and related services for the Invest in Children Annual Meeting for the period 5/8/2017 – 5/10/2017.

Funding Source: Health and Human Services Levy Fund

Marcos Cortez, Office of Early Childhood, presented. There were no questions. Armond Budish motioned to approve; Dale Miller seconded. Item BC2017-257 was unanimously approved.

BC2017-258

Department of Health and Human Services/Cuyahoga Job and Family Services, submitting an amendment to Contract No. CE1600093 with Catholic Charities Corporation for pre-employment screening services for Ohio Works First applicants for the period 7/1/2016 – 6/30/2017 to extend the time period to 12/31/2017 and for additional funds in the amount not-to-exceed \$245,500.00.

Funding Source: Federal TANF funding.

Bob Math, Cuyahoga Job and Family Services, presented. Nan Baker asked for clarification on how long the Ohio Works First Program has been in place; and inquired about an assessment of the success rate of the program and the track record of the applicants, as it relates to Workforce training and job placement. Nan encouraged the Department to coordinate pre-employment screening services of qualified applicants and job placement. Dale Miller asked for clarification on the 6-month extension of time; and asked for clarification on the development of redesigned Front-end services associated with this program and how it will align with future Workforce strategic plan projects. Armond Budish motioned to approve; Nan Baker seconded. Item BC2017-258 was unanimously approved.

BC2017-259

Department of Health and Human Services/Cuyahoga Job and Family Services, on behalf of the Department of Children and Family Services, recommending an award on RQ39169 and enter into a contract with Rockside Hospitality, LLC dba Crowne Plaza Cleveland South/Independence in the amount not-to-exceed \$16,516.50 for room rental and catering services for the 13<sup>th</sup> Annual Substitute Caregiver Training Conference for the period 5/18/2017 – 5/21/2017.

Funding Source: ~~Health and Human Services Levy Fund~~ North Central Ohio Regional Training Center

Bob Math, Cuyahoga Job and Family Services, presented. Dale Miller asked for clarification on the breakdown of expenses associated with the Conference; and for additional information on the North Central Ohio Regional Training Center as it relates to funding.

Armond Budish motioned to approve; Trevor McAleer seconded. Item BC2017-259 was unanimously approved.

#### BC2017-260

Department of Health and Human Services/Division of Senior and Adult Services, recommending awards on RQ37634 and enter into contracts with various providers (4-4) in the total amount not-to-exceed \$100,000.00 for implementation of various programs in connection with the Senior Center Innovation Grant Phase II Program for the period 2/1/2017 – 12/31/2017:

- a) Rose Centers for Aging Well, LLC in the amount not-to-exceed \$50,000.00 for the Coordinated Programming Initiative Program.
- b) Community Partnership on Aging in the amount not-to-exceed \$50,000.00 for the Communities Assisting Residential Elders (CARE) Program.  
Funding Source: Health and Human Services Levy Fund

Paul Porter, Division of Senior and Adult Services, presented. There were no questions. Armond Budish motioned to approve; Dale Miller seconded. Item BC2017-260 was unanimously approved.

#### C – Exemptions

#### BC2017-261

Department of Public Works, recommending an alternate procurement process, which will result in award recommendations to various providers in the total amount not-to-exceed \$125,000.00 for the purchase of ready mix concrete for the period 3/1/2017 – 2/28/2018:

- a) Rockport Construction & Materials, Inc.
- b) Carr Bros., Inc.

Funding Sources: 30% Road and Bridge Fund; 65% Sanitary Sewer Fund; 5% Internal Service Fund/General Fund

Mike Chambers, Department of Public Works, presented. Trevor McAleer asked for clarification on bids that were competitively solicited. Armond Budish motioned to approve; Dale Miller seconded. Item BC2017-261 was unanimously approved.

#### BC2017-262

Department of Public Works, submitting an RFP exemption on RQ39546, which will result in an award recommendation to The Safety Company dba M Tech Company in the amount not-to-exceed \$44,575.14 for the purchase and installation of (7) truck mounted manhole lifters.

Funding Source: Sanitary Sewer Fund - \$11,143.79, Workers Compensation Safety Grant - \$33,431.35

Mike Chambers, Department of Public Works, presented. Nan Baker asked for clarification on the cost per lifter. Armond Budish motioned to approve; Nan Baker seconded. Item BC2017-262 was unanimously approved.

#### BC2017-263

Department of Health and Human Services/Community Initiatives Division/Family and Children First Council, submitting an RFP exemption, (due to lateness), which will result in amendments to contracts with various providers for the Teen Pregnancy Prevention Program for the period 11/1/2015 – 12/31/2016 to extend the time period to 12/31/2017 and for additional funds in the total amount not-to-exceed \$30,000.00:

- a) Contract No. CE1500342 with Beech Brook in the amount of \$10,000.00.
- b) Contract No. CE1500343 with Planned Parenthood of Greater Ohio, Inc. in the amount of \$20,000.00.

Funding Source: Health and Human Services Levy

Robin Martin, Family and Children First Council, presented. Nan Baker asked how long the Teen Pregnancy Prevention Program has been in place; has there been a decrease in Teen Pregnancy under the revised Program; how does the County gauge the success of the updated program vs. the original; and clarification on what the funding covers. Armond Budish asked when the decision was made to choose a new curriculum, were the program results from other communities as well as the results on the impact of teen pregnancy rates reviewed. Dale Miller asked if the State of Ohio currently funds Teen Pregnancy Prevention Programs; and has the County received State funding in the past for this program. Trevor McAleer asked for clarification on which School Districts will be participating in the Program. Nan Baker asked for an opinion on why more School Districts are not engaging in the Curriculum. Dale Miller asked if more Districts participated in this Program would additional funding be available. Armond Budish motioned to approve; Dale Miller seconded. Item BC2017-263 was unanimously approved.

#### BC2017-264

Department of Health and Human Services/Community Initiatives Division/Office of Homeless Services, submitting an RFP exemption on RQ39593, which will result in an award recommendation to Enterprise Community Partners, Inc. in the amount not-to-exceed \$165,484.00 for consulting, planning and project management services for the period 5/1/2017 – 4/30/2018.

Funding Source: 58% - U.S. Department of Housing and Urban Development, Continuum of Care Grant; 42% - Health and Human Services Levy

Shari Weir, Office of Homeless Services, presented. Dennis Kennedy asked for clarification on why the services for this contract were not bid out. Armond Budish recommended the Department make every effort to utilize the bidding process going forward for the provision of all services associated with this project. Armond Budish motioned to approve; Dale Miller seconded. Item BC2017-264 was unanimously approved.

#### D – Consent Agenda

There were no questions on the Consent agenda. Armond Budish motioned to approve the Consent Agenda items; Nan Baker seconded. Items BC2017-265 through -268 were unanimously approved.

#### BC2017-265

Department of Public Works, submitting an amendment to Contract No CE1500144 with Great Lakes Petroleum Co. for middle distillates for various County facilities for the period 6/1/2015 – 6/30/2016 to extend the time period to 6/30/2017; no additional funds required.

Funding Sources (original contract): Road & Bridge Fund \$ 194,000.00; Sanitary Sewer Fund \$478,000.00; Airport Operating Fund \$77,000.00; Internal Service Fund \$10,000.00

BC2017-266

Office of Procurement & Diversity, recommending to amend Board of Control Approval No. BC2017-21 dated 1/3/2017, which presented proposed purchases for the week of 1/3/2017, by rescinding the award on Requisition No. JC-16-38263 to CDW Government, Inc. in the amount of \$6,107.57 for HP printers and feeders for Juvenile Court.

Funding Source: N/A

BC2017-267

Office of Procurement & Diversity, presenting proposed purchases for the week of 4/3/2017

<i>Direct Open Market Purchases (purchases between \$500 - \$25,000)</i>					
<i>Requisition #</i>	<i>Description</i>	<i>Department</i>	<i>Vendor Name</i>	<i>Total</i>	<i>Funding Source</i>
<i>IS-17-39281</i>	<i>Apple iPad Air 2 Tablets for Childcare Licensing State Application</i>	<i>Department of Information Technology</i>	<i>MNJ Technologies</i>	<i>\$6,960.00</i>	<i>Health and Human Services Levy Fund</i>
<i>IS-17-39305</i>	<i>Samsung 48" Class DCE Series LED Display for mobile WebEx Cart</i>	<i>Department of Information Technology</i>	<i>Zones Inc.</i>	<i>\$732.63</i>	<i>Capital Outlays</i>
<i>IS-17-39474</i>	<i>HP ProBook 650 G2 Notebook PC and related accessories for new employee – Personnel Review Commission</i>	<i>Department of Information Technology</i>	<i>Diltex Inc.</i>	<i>\$1,127.28</i>	<i>General Fund</i>
<i>IS-17-39477</i>	<i>Cisco 8811 IP phones for new employees at Department of Children and Family Services</i>	<i>Department of Information Technology</i>	<i>Globecom Technologies, Inc.</i>	<i>\$12,372.00</i>	<i>Public Assistance Fund</i>
<i>IS-17-39516</i>	<i>VOIP phones for new employees and replacement phones</i>	<i>Department of Information Technology</i>	<i>Globecom Technologies, Inc.</i>	<i>\$1,659.10</i>	<i>General Fund</i>
<i>CE-17-39505</i>	<i>Parts for repair of Backhoe 4-57</i>	<i>Department of Public Works</i>	<i>Ohio CAT</i>	<i>\$1,119.33</i>	<i>Road and Bridge Fund</i>
<i>CT-17-39043</i>	<i>High pressure hoses for Jet Vacs</i>	<i>Department of Public Works</i>	<i>The Safety Company, LLC dba MTech</i>	<i>\$9,288.00</i>	<i>Sanitary Sewer Fund</i>
<i>CT-17-39359</i>	<i>Plasma cutter for Fleet Operations Center</i>	<i>Department of Public Works</i>	<i>Airgas USA, LLC</i>	<i>\$1,875.00</i>	<i>General Fund/Internal Service Fund</i>
<i>CT-17-39439</i>	<i>Vehicle data online subscription services for Fleet Operations</i>	<i>Department of Public Works</i>	<i>ALLDATA, LLC</i>	<i>\$1,500.00</i>	<i>\$500.00 – Road and Bridge Fund \$500.00 –</i>

					Sanitary Sewer Fund \$500.00 – Internal Service Fund – Maintenance Garage
CT-17-39450	Repair trailer springs	Department of Public Works	EAB Truck Service	\$1,307.66	Road and Bridge Fund
CT-17-39576	Stihl TS800 hand-held concrete saw	Department of Public Works	Sill's Motor Sales	\$5,862.50	Sanitary Sewer Fund
CT-17-39579	Honda generators	Department of Public Works	Sill's Motor Sales	\$4,981.05	Sanitary Sewer Fund
CT-17-39581	Veterinary services	Department of Public Works	Family Pet Clinic	\$24,000.00	50% - Dog Kennel Fund 50% - Dick Goddard's Best Friend Fund
CT-17-39582	Repair body damage to vehicle for Public Defender's Office	Department of Public Works	Accurate Car Rental Inc. dba R&D Auto	\$1,990.60	General Fund/Internal Service Fund
CT-17-39583	Metal detector	Department of Public Works	Robert's Surveying Supplies	\$895.00	Sanitary Sewer Fund
CT-17-39585	Replacement of HVAC direct drive fan at Jane Edna Hunter Building	Department of Public Works	Mussun Sales, Inc.	\$660.00	General Fund/Internal Service Fund
CT-17-39590	Record jackets for Print Shop	Department of Public Works	Millcraft Paper Company	\$9,504.00	General Fund/Internal Service Fund – Print/Copy Services
CT-17-39591	Vacfan kit to repair floor cleaner unit	Department of Public Works	Tennant Sales and Service	\$673.90	General Fund/Internal Service Fund
CT-17-39606	Ridgid drain cleaners	Department of Public Works	Woodhill Nipple & Supply, Inc.	\$24,840.20	Sanitary Sewer Fund
CT-17-39607	Safety cones	Department of Public Works	Airgas USA, LLC	\$1,325.00	Sanitary Sewer Fund
CT-17-39612	Sanitary doors and mounting for S-709	Department of Public Works	Fallsway Equipment Co., Inc.	\$2,576.98	Sanitary Sewer Fund
CT-17-39616	Resolution folders for Print Shop	Department of Public Works	United Finishing & Die Cutting Inc.	\$940.00	General Fund/Internal Service Fund – Print/Copy Services
CT-17-39624	4-part NCR paper for Print Shop	Department of Public Works	Xpedx	\$902.25	General Fund/Internal Service Fund – Print/Copy Services

ST-17-39082	Replacement chains for TV inspection camera trucks	Department of Public Works	Motion Industries	\$1,218.56	Sanitary Sewer Fund
ST-17-39487	Repair pipe rack on Jet Vac Truck	Department of Public Works	Jack Doheny Companies, Inc.	\$531.64	Sanitary Sewer Fund
ST-17-39559	Parts for repair of brakes on Truck S-417	Department of Public Works	Rush Truck Centers of Ohio, Inc.	\$850.18	Sanitary Sewer Fund
JC-17-39511	HP Printers and feeders	Juvenile Court	W.B. Mason Company, Inc.	\$6,120.23	Special Revenue – Legal Research Fund
CR-17-39586	Lamp for Fingerprint Lab	Medical Examiner	Horiba Instruments Incorporated	\$826.00	Medical Examiner's Office Crime Lab
CR-17-39589	Filters for Cyanoacrylate Fuming Chamber in Fingerprint Lab	Medical Examiner	The Peavey Corporation dba Lynn Peavey Company	\$688.00	Medical Examiner's Office Crime Lab Fund
CR-17-39596	DNA Kits	Medical Examiner	Life Technologies	\$11,099.70	\$10,846.70 – DNA Backlog Grant \$253.00 – General Fund
CR-17-39597	Reagent alcohol for Histology	Medical Examiner	Ultra Pure, LLC	\$688.00	Medical Examiner's Office Lab Fund
CR-17-39600	UltraSlip Coverglass Coverslips for Histology	Medical Examiner	Cancer Diagnostics, Inc.	\$855.00	Medical Examiner's Office Lab Fund
CR-17-39629	Gas Chromaticgraph/ Mass Sspectrometer supplies for Toxicology	Medical Examiner	Restek	\$1,628.90	Medical Examiner's Office Crime Lab Fund
SH-17-39573	Kitchen items for Jail	Sheriff's Department	Joshen Paper & Packing	\$750.54	General Fund
TR-17-39455	Lobby stanchions for use during tax collections	Treasurer's Office	W.B. Mason Company, Inc.	\$1,106.00	General Fund

Items already purchased:

Requisition #	Description	Department	Vendor Name	Total	Funding Source
CT-17-39577	Repair of arm assembly for disabled door at Courthouse Square Building	Department of Public Works	Cleveland Door Controls, Inc.	\$560.00	General Fund/Internal Service Fund
CT-17-39592	Repair of boiler at Juvenile Justice Center	Department of Public Works	Temperature Control Company Inc.	\$5,847.43	General Fund/Internal Service Fund
CT-17-39609	Emergency veterinary services	Department of Public Works	Tremont Animal Clinic	\$838.98	50% -



					<i>Dog Kennel Operations Fund 50% - Dick Goddard's Best Friend Fund</i>
<i>ST-17-39186</i>	<i>Autodialer for Pump Station telemetry equipment</i>	<i>Department of Public Works</i>	<i>Graybar Electric Company</i>	<i>\$1,154.50</i>	<i>Internal Service Fund</i>
<i>ST-17-39369</i>	<i>Bucket for mini excavator</i>	<i>Department of Public Works</i>	<i>Ohio CAT</i>	<i>\$1,387.00</i>	<i>Sanitary Sewer Fund</i>
<i>ST-17-39598</i>	<i>New locks for Human Resources office at Sanitary Engineer facility</i>	<i>Department of Public Works</i>	<i>Cleveland Vicon Company, Inc.</i>	<i>\$588.00</i>	<i>Sanitary Sewer Fund</i>
<i>SA-17-39122</i>	<i>Western Reserve Area Agency on Aging Older Adult Resource Guide</i>	<i>Department of Senior and Adult Services</i>	<i>Senior Impact Publications, LLC</i>	<i>\$1,350.00</i>	<i>Health and Human Services Levy Fund</i>
<i>CR-17-39419</i>	<i>Purchase of lunches for Death Investigation training participants</i>	<i>Medical Examiner</i>	<i>Italian Creations</i>	<i>\$2,706.00</i>	<i>Funded by training participants and deposited to General Fund</i>

Open Market Purchases (Over \$25,000 or requiring assistance from The Office of Procurement & Diversity)

<i>Requisition #</i>	<i>Description</i>	<i>Department</i>	<i>Vendor Name</i>	<i>Total</i>	<i>Funding Source</i>
<i>None.</i>					

BC2017-268

Department of Development – Rehabilitation Home Loan

<i>Borrower</i>	<i>Loan Amount</i>	<i>Purpose: Home Repairs</i>	<i>Real Property Tax Status</i>	<i>Source of Funds</i>
<i>Fioritto, June</i>	<i>\$10,889.00</i>	<i>Roof</i>	<i>Current</i>	<i>Federal CDBG Program</i>
<i>Winner, Eva</i>	<i>\$16,700.00</i>	<i>Roof and Electrical</i>	<i>Current</i>	<i>Federal CDBG Program</i>
<i>Total Loans</i>	<i>\$27,589.00</i>			

V – OTHER BUSINESS

Dale Miller asked for additional information on Item No. 2, as it relates to an agreement with Mature Services, Inc. listed under the Items of Note (non-voted) section of the agenda.

Mission Critical Items:

BC2017-269

Department of Public Works, recommending an award on RQ39721 to M-Tech in the amount of \$1,228.00 for emergency repair of a lateral camera used by the Sanitary Division.

Thomas Pavich, Department of Public Works, presented. Armond Budish motioned to amend the agenda to consider the item; Dale Miller seconded. There were no questions. Armond Budish motioned to approve; Dale Miller seconded. Item BC2017-269 was unanimously approved.

Items of Note (non-voted)

Item No. 1

Department of Public Works, submitting an agreement of cooperation with City of North Olmsted for the rehabilitation of Cedar Point Bridge No. 00.49 over the Rocky River located in the Cleveland Metropolitan Park District in the City of North Olmsted.

Funding Sources: The project is to be funded \$453,600 with County Road and Bridge Fund, \$1,814,400 Federal Funds.

Item No. 2

Department of Human Resources, submitting an agreement with Mature Services, Inc. to provide supplemental staffing services to various County departments to build skillsets to meet minimum qualifications for County employment for the period 2/1/2017 - 6/30/2017.

Funding Source: N/A

Item No. 3

Department of Health and Human Services/Division of Senior and Adult Services, submitting an amendment to a grant agreement with the Western Reserve Area Agency on Aging for the Medicare Improvements for Patients and Providers Act (MIPPA) Beneficiary Outreach and Assistance Program for the period 9/30/2014 – 9/30/2016 to extend the time period to 9/29/2017 and for additional funds in the amount of \$20,000.00.

Funding Source: WRAAA through the federal Medicare Improvements for Patients and Providers Act (MIPPA)

Item No. 4

Department of Health and Human Services/Community Initiatives Division/Office of Homeless Services, submitting a grant agreement with the City of Cleveland in the amount of \$644,490.00 for rapid re-housing services for homeless persons for the period 11/1/2016 – 10/31/2017.

Funding Source: Federal – Emergency Solutions Grant, City of Cleveland

## VI – PUBLIC COMMENT

There was not public comment related to the agenda.

## VII – ADJOURNMENT

Armond Budish motioned to adjourn; Dennis Kennedy seconded. The motion to adjourn was unanimously approved at 11:53 a.m.