

Minutes

Cuyahoga County Board of Control

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

County Headquarters

2079 East Ninth Street, 4th Floor

Committee Room B

I – CALL TO ORDER

The meeting was called to order at 11:01 a.m.

Attending:

Edward Krause, Chairperson (Alternate for Armond Budish)

Councilwoman Nan Baker

Michael King, County Council (Alternate for Dale Miller)

Trevor McAleer County Council (Alternate for Dan Brady)

Michael Dever, Director, Department of Public Works

Amy Himmelein, Controller (Alternate for Dennis Kennedy)

Lenora Lockett, Director, Office of Procurement & Diversity

II – REVIEW MINUTES – 6/26/17

Edward Kraus motioned to approve the minutes from the June 26, 2017 meeting, as written; Nan Baker 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

B – New Items for Review

BC2017-504

Department of Public Works, submitting an agreement with North Coast Regional Council of Park Districts in the amount of \$24,585.00 for the purchase of 149 stream credits from the In-Lieu Fee Mitigation Program in connection with the reconstruction and widening of Royalton Road between West 130th Street and York Road in City of North Royalton.

Funding Sources: Road and Bridge - 10%; Federal - 80% and Municipality – 10%

This item was amended to reflect the funding source as 80% Federal, 10% Road and Bridge and 10% Municipality.

Nichole English, Department of Public Works, presented. There were no questions. Edward Kraus motioned to approve; Trevor McAleer seconded. Item BC2017-504 was unanimously approved.

BC2017- 505

Department of Public Works, submitting an amendment to an agreement with Talal Hamed in the estimated amount of \$20,500.00 for cafeteria services and vending machines at the Jane Edna Hunter Building located at 3955 Euclid Avenue, 3rd Floor, Cleveland, for the period 8/1/2012 - 6/30/2016 to extend the time period to 6/30/2020.

Funding Source: Revenue Generating

Thom Pavich, Department of Public Works, presented. Trevor McAleer asked if the estimated amount of revenue is based on sales. Mike King asked if a competitive process will be used to procure these services in the future. Nan Baker asked for clarification on whether Mr. Hamed is employed by the County; are County funds a source of his revenue or is he self-sustaining. Edward Kraus motioned to approve; Mike Dever seconded. Item BC2017-505 was unanimously approved.

BC2017-506

Fiscal Office, recommending an award on RQ39524 and enter into a contract with Manatron, Inc. in the amount not-to-exceed \$110,069.95 for the purchase of Marshall & Swift Rate Tables Data Licenses for the period 1/1/2017 – 12/31/2017.

Funding Source: Real Estate Assessment Fund

Neil Winans, Fiscal Office, presented. There were no questions. Edward Kraus motioned to approve; Mike Dever seconded. Item BC2017-506 was unanimously approved.

BC2017-507

Office of Procurement and Diversity, on behalf of the Department of Public Works, recommending an award on RQ39233 and enter into a contract with Lakefront Automotive Parts Co. (9-2) in the amount not-to-exceed \$495,000.00 to furnish and deliver automotive replacement parts for the period 5/1/2017 – 4/30/2020.

Funding Sources: 45% - Internal Service Fund; 20% - Road and Bridge Fund and 35% - Sanitary Sewer Fund.

Lenora Lockett, Office of Procurement & Diversity, presented. Nan Baker asked for clarification on why a contract is needed to furnish and deliver replacement parts. Edward Kraus motioned to approve; Trevor McAleer seconded. Item BC2017-507 was unanimously approved.

BC2017-508

Department of Public Safety and Justice Services, requesting authority to apply for grant funds from State of Ohio, Office of the Attorney General in the amount of \$221,818.00 for the Victims of Crime Act Felony Coordinator Program in connection with the Crime Victims Assistance Grant Program for the period 10/1/2017 – 9/30/2018.

Funding Source: 80% Federal grant and 20% Health and Human Services Fund

Melinda Burt, Department of Public Safety and Justice Services, presented. Mike King asked for clarification on whether the Department is seeking authority to expend grant funds in addition to applying for the grant. Edward Kraus motioned to approve; Trevor McAleer seconded. Item BC2017-508 was unanimously approved.

BC2017-509

Cuyahoga Job and Family Services, recommending an award on RQ39561 and enter into an agreement with Ohio Attorney General c/o Treasurer, State of Ohio/Bureau of Criminal Identification and Investigations in the amount not-to-exceed \$375,000.00 for access to the National WebCheck Program for criminal background checks on Ohio Workforce Work Experience participants for the period 6/1/2017 - 5/31/2020.

Funding Source: Public Assistance Fund

Bob Math, Cuyahoga Job and Family Services, presented. Nan Baker asked for confirmation on the cost to perform a background check; and asked for clarification on the access of the National WebCheck Program and the services and results associated with the performance of record checks. Edward Kraus motioned to approve; Mike Dever seconded. Item BC2017-509 was unanimously approved.

BC2017-510

Department of Health and Human Services/Cuyahoga Job and Family Services, on behalf of the Division of Children and Family Services, submitting an amendment to Contract No. CE1500007 with Applewood Centers, Inc. for Therapeutic Day Reporting Program services for the period 1/1/2015 - 6/30/2017 to extend the time period to 10/13/2017 and for additional funds in the amount not-to-exceed \$134,190.00.

Funding Source: State Protection Child Allocation

Bob Math, Cuyahoga Job and Family Services, presented. Trevor McAleer asked if the in-house program that Juvenile Court is currently developing will be cheaper than the services provided by the current vendor under the existing contract; and asked if the in-house program is associated with the cost savings plan. Nan Baker asked if the additional fund amount will cover the extended 3-month time period. Edward Kraus motioned to approve; Mike Dever seconded. Item BC2017-510 was unanimously approved.

BC2017-511

Department of Health and Human Services/Division of Children and Family Services, submitting an amendment to Agreement No. AG1500107 with University of South Florida for creation, implementation and maintenance of the Just In Time Foster Parent/Caregiver web-based training program for the period 8/10/2015 - 8/09/2017 to extend the time period to 8/9/2018 and for additional funds in the amount not-to-exceed \$27,235.00.

Funding Source: HHS Levy 70% and Fed IV-E 30%.

Bob Math, Cuyahoga Job and Family Services, presented. There were no questions. Edward Kraus motioned to approve; Trevor McAleer seconded. Item BC2017-511 was unanimously approved.

C – Exemptions

BC2017-512

Fiscal Office, submitting an RFP exemption on RQ40190, which will result in a payment to Costar Realty Information, Inc. in the amount of ~~\$1,038.00~~ **not-to-exceed \$2,500.00** for Property and Comp Professional subscriptions for the period 8/8/2016 – ~~6/30/2017~~ – **6/30/2018**.

Funding Source: Real Estate Assessment Fund

Neil Winans, Fiscal Office, presented. Trevor McAleer asked for clarification on the time period and why the payment is being submitted late. Trevor asked if the subscription services are used throughout the

year. Trevor inquired as to why the Department did not enter into a contract to cover a longer period of time. After further discussion, Trevor proposed the Board consider amending the item to extend the time period to 6/30/2018 and to change the payment amount from \$1,038.00 to a not-to-exceed amount of \$2,500.00 to enable the Department to enter a contract.

Trevor McAleer motion to amend the item; Mike Dever seconded. Edward Kraus motioned to approve; Mike Dever seconded. Item BC2017-512 was unanimously approved as amended.

BC2017-513

Department of Health and Human Services/Cuyahoga Job and Family Services, submitting an RFP exemption, which will result in an amendment to Contract No. CE1600141 with County Commissioners Association of Ohio Service Corporation/Ohio Child Support Enforcement Agency Director's Association Inc. for CLEAR subscription services for the period 2/1/2016 – 5/31/2017 to extend the time period to 5/31/2019 and for additional funds in the amount not-to-exceed \$4,054.40.

Funding Source: Public Assistance Fund

Bob Math, Cuyahoga Job and Family Services, presented. There were no questions. Edward Kraus motioned to approve; Mike Dever seconded. Item BC2017-513 was unanimously approved.

D – Consent Agenda

There were no questions on the consent agenda items. Edward Kraus motioned to approve items BC2017-514 through -515, Mike King seconded. The consent agenda items were unanimously approved.

BC2017-514

Department of Public Safety and Justice Services/Witness/Victim, submitting an amendment to Contract No. CE1200318-01 with Case Western Reserve University for data analysis and research consultation services for the FY2011 Attorney General's Children Exposed to Violence Demonstration Initiative: Phase 2 Grant Program for the period 11/1/2011 - 6/30/2017 to extend the time period to 6/30/2018; no additional funds required.

Funding Source: Original contract U.S. Department of Justice, Defending Childhood Cooperative Agreement

VI – PUBLIC COMMENT

There was no public comment related to the agenda.

VII – ADJOURNMENT

Edward Kraus motioned to adjourn; Mike Dever seconded. The motion to adjourn was unanimously approved at 11:29 a.m.

BC2017-515

Office of Procurement & Diversity, presenting proposed purchases for the week of 7/3/2017

<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>JA-17-40124</i>	<i>Legal notice: Mobile Data Terminals for Sheriff's Deputy vehicles</i>	<i>Department of Public Safety and Justice Services</i>	<i>Plain Dealer</i>	<i>Not-to-exceed \$800.00</i>	<i>State Homeland Security Grant</i>
<i>JA-17-40282</i>	<i>Legal notice: Citizens Corps RFP</i>	<i>Department of Public Safety and Justice Services</i>	<i>Plain Dealer</i>	<i>Not-to-exceed \$800.00</i>	<i>Urban Area Security Initiative Grant</i>
<i>CT-17-40268</i>	<i>Dryer repair</i>	<i>Department of Public Works</i>	<i>Belenky, Inc.</i>	<i>\$624.03</i>	<i>Internal Service Fund</i>
<i>CT-17-40272</i>	<i>File folders with clip for Print Shop</i>	<i>Department of Public Works</i>	<i>United Finishing and Die Cutting</i>	<i>\$1,225.79</i>	<i>General Fund/Internal Service Fund – Print/Copy Services</i>
<i>CT-17-40276</i>	<i>All Surface Machine repair</i>	<i>Department of Public Works</i>	<i>Astro Supply</i>	<i>\$873.39</i>	<i>Internal Service Fund</i>
<i>CT-17-40277</i>	<i>Printing and finishing services for Print Shop</i>	<i>Department of Public Works</i>	<i>North Coast Litho</i>	<i>\$784.00</i>	<i>General Fund/Internal Service Fund – Print/Copy Services</i>
<i>JC-17-40041</i>	<i>Microsoft System Center Standard Core English licenses</i>	<i>Juvenile Court</i>	<i>Bit Direct</i>	<i>\$1,402.44</i>	<i>Special Revenue – Legal Research</i>
<i>JC-17-40222</i>	<i>Mattresses for Detention Center</i>	<i>Juvenile Court</i>	<i>Walter F. Stephens, Jr., Inc.</i>	<i>\$1,371.00</i>	<i>General Fund</i>
<i>CR-17-40147</i>	<i>Tags for Receiving Department</i>	<i>Medical Examiner</i>	<i>South End Printing</i>	<i>\$996.20</i>	<i>Medical Examiner's Office Lab Fund</i>
<i>CR-17-40251</i>	<i>PowerPlex Fusion Kit for DNA</i>	<i>Medical Examiner</i>	<i>Promega Corporation</i>	<i>\$15,789.60</i>	<i>DNA-Backlog Grant</i>
<i>CR-17-40281</i>	<i>Electric stirrer and blade for Photography</i>	<i>Medical Examiner</i>	<i>Fisher Scientific Company, LLC</i>	<i>\$968.50</i>	<i>Medical Examiner's Office Crime Lab Fund</i>

Items already purchased:

<i>Requisition #</i>	<i>Description</i>	<i>Department</i>	<i>Vendor Name</i>	<i>Total</i>	<i>Funding Source</i>
WT-17-40285	Skill Up Training for the Learn and Earn Program	Cuyahoga Job and Family Services	Diplomat Healthcare	Not-to-exceed \$3,500.00	Health and Human Services Levy
SA-17-39882	Legal notice: Options for Independent Living RFP	Division of Senior and Adult Services	Plain Dealer	\$507.52	Health and Human Services Levy
CF-17-40255	Post Adoption Special Services Subsidy: Attachment therapy	Family and Children First Council	Adoption & Attachment Therapy Partners LLC	\$1,890.00	67% - Health and Human Services Levy 33% - Title IV-E
CR-17-40261	Refreshments for Advanced Forensic Training Course	Medical Examiner	Dave's Supermarket	\$618.53	General Fund – (all costs covered by attendees)
CR-17-40266	Toxicology testing services	Medical Examiner	National Medical Services dba NMS Labs	\$4,851.00	Medical Examiner's Office Lab Fund

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>
None					