

Minutes

Cuyahoga County Board of Control

Tuesday, September 5, 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 11:02 a.m.

Attending:

Dennis Kennedy, Chairperson (Alternate for Armond Budish)

Councilman Dale Miller

Councilwoman Nan Baker

Trevor McAleer, County Council (Alternate for Dan Brady)

Michael Dever, Director, Department of Public Works

Richard Opre, Purchasing Manager, Office of Procurement & Diversity (Alternate for Lenora Lockett)

II – REVIEW MINUTES – 8/28/17

Armond Budish motioned to approve the minutes from the August 28, 2017 meeting, as written; Michael Dever 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

BC2017-635

Department of Public Works, recommending an award on RQ39470 and enter into a contract with Shaw Industries in the amount not-to-exceed \$400,000.00 for the purchase of carpet for various County buildings for the period 9/5/2017 – 9/4/2019.

Funding Source: Capital Project/General Fund

Thom Pavich, Department of Public Works, presented. Nan Baker asked for clarification on why the purchase is not covered 100% by Capital Project funds; and asked for a breakdown of the expenses. Trevor McAleer made a comment clarifying the relationship between the Capital Project Fund and General Fund. Trevor asked if replacement projects covered by the not-to-exceed amount were planned in advance. Dennis Kennedy motioned to approve; Trevor McAleer seconded. Item BC2017-635 was unanimously approved.

BC2017-636

Department of Information Technology, recommending to amend Board approval No. BC2017-520, dated July 10, 2017, which authorized an RFP exemption on RQ39877, which will result in an award recommendation to Harris, Mackessy & Brennan, Inc. dba HMB in the amount not-to-exceed \$12,135.24 for maintenance and support on the RightFax Enterprise Fax Manager server for use by the Department of Health and Human Services, by changing the time period from 7/1/2017 – 6/30/2020 to 6/1/2017 - 5/31/2020.

Funding Source: Federal - 54% and Health and Human Services Levy - 46%

Kevin Hennigan, Department of Information Technology, presented items -636 and -637, together. There were no questions. Dennis Kennedy motioned to approve; Michael Dever seconded. Items BC2017-636 and -637 were unanimously approved.

BC2017-637

Department of Information Technology, recommending an award on RQ39877 and enter into a contract with Harris, Mackessy & Brennan, Inc. dba HMB in the amount not-to-exceed \$12,135.24 for maintenance and support on the RightFax Enterprise Fax Manager server for use by the Department of Health and Human Services for the period 6/1/2017– 5/31/2020.

Funding Source: Federal - 54% and Health and Human Services Levy - 46%

Kevin Hennigan, Department of Information Technology, presented items -636 and -637, together. There were no questions. Dennis Kennedy motioned to approve; Michael Dever seconded. Items BC2017-636 and -637 were unanimously approved.

BC2017-638

Court of Common Pleas/Juvenile Court Division, submitting amendments to Contracts with various providers for various services for the Drug Court Program in connection with the FY2014 Substance Abuse and Mental Health Services Administration Grant Program for the period 9/30/2014 - 9/29/2017 to extend the time period to 9/30/2018 and for additional funds in the total amount not-to-exceed \$115,463.30

a) Contract No. CE-1400361 with Ohio Mentor, Inc. in the amount not-to-exceed \$105,364.00 for In Home Family Therapy Treatment services.

b) Contract No. CE-1400362 with Catholic Charities Corporation in the amount not-to-exceed \$10,099.30 for mental health assessment services.

Funding: Substance Abuse and Mental Health Services Administration Grant

Sarah Baker, Juvenile Court Division, presented. There were no questions. Dennis Kennedy motioned to approve; Dale Miller seconded. Item BC2017-638 was unanimously approved.

BC2017-639

Court of Common Pleas/Juvenile Court Division, recommending an award on RQ40326 and enter into a contract with Case Western Reserve University in the amount not-to-exceed \$18,000.00 for evaluation services for the period 9/1/2017 – 6/30/2018.

Funding Source: Competitive Reclaim

Sarah Baker, Juvenile Court Division, presented. Dale Miller asked for clarification on why the term of the contract is for 10 months. Dennis Kennedy asked if the expenses are based on an hourly amount or a flat rate. Dennis Kennedy motioned to approve; Dale Miller seconded. Item BC2017-639 was unanimously approved.

BC2017-640

Department of Public Safety and Justice Services, submitting an agreement with Court of common Pleas/Juvenile Court Division in the amount not-to-exceed \$32,500.00 for intervention services to address Disproportionate Minority Contact in connection with the FY2015 & FY2016 Title II Juvenile Justice and Delinquency Prevention Block Grant Program for the period 9/1/2017 – 9/30/2018.

Funding Source: \$5,000.00 – FY15 U.S. Office of Juvenile Justice & Delinquency Prevention/ Ohio Department of Youth; \$27,500.00 - FY16 Juvenile Justice & Delinquency Prevention

Mary Beth Vaughn, Department of Public Safety and Justice Services, presented. Dale Miller asked if evaluation data is available which indicates whether or not the goal to reduce the number of repeat offenses committed by youths is being achieved. Dennis Kennedy motioned to approve; Michael Dever seconded. Item BC2017-640 was unanimously approved.

BC2017-641

Department of Public Safety and Justice Services, recommending an award on RQ39942 and enter into a contract with Meltwater News U.S., Inc. in the amount not-to-exceed \$30,000.00 for database subscription services for the period 9/15/2017 – 9/14/2019.

Funding Source: General Fund

Mary Beth Vaughn, Department of Public Safety and Justice Services, presented. There were no questions. Dennis Kennedy motioned to approve; Michael Dever seconded. Item BC2017-641 was unanimously approved.

BC2017-642

Department of Health and Human Services/Community Initiatives Division/Office of Early Childhood, recommending an award on RQ40337 and enter into a contract with Pascal Learning Inc. dba Ready Rosie in the amount not-to-exceed \$28,400.00 for the purchase of web-based subscription services for customized child development videos for the period 9/1/2017 – 8/31/2018.

Funding Source: ~~Health and Human Services Levy Fund~~ – **Private Universal Pre-Kindergarten 2.0 Funding**

The funding source was changed to reflect the use of private funding to cover the expenses.

Marcos Cortes, Office of Early Childhood, presented. Nan Baker asked about the type of social development activities utilized in the videos to encourage family participation. Dennis Kennedy motioned to approve; Dale Miller seconded. Item BC2017-642 was unanimously approved.

BC2017-643

Department of Health and Human Services/Cuyahoga Job and Family Services on behalf of the Division of Children and Family Services,

a) Submitting an RFP exemption on RQ40722, which will result in an award recommendation to International Social Service – United States of America Branch, Inc. in the amount not-to-exceed \$4,500.00 for home study assessment services for the period 5/23/2017 -5/22/2018.

b) Recommending an award on RQ40722 and enter into a contract with International Social Service – United States of America Branch, Inc. in the amount not-to-exceed \$4,500.00 for home study assessment services for the period 5/23/2017 -5/22/2018.

Funding Source: Health and Human Services Levy

Bob Math, Cuyahoga Job and Family Services, presented. Michael Dever asked if these services have been utilized before. Dennis Kennedy motioned to approve; Dale Miller seconded. Item BC2017-643 was unanimously approved.

C – Consent Agenda

Trevor McAleer asked if the remaining balance in the Cuyahoga County Micro-enterprise Revolving Loan Fund is sufficient to continue the administration of the Micro-enterprise Loan Program, or will additional funding be required to cover calendar years 2018 and 2019; and asked if the County pays an administrative fee based on each loan or is there a monthly/annual set fee. Trevor also asked for confirmation that the Economic and Community Development Institute is responsible for collecting on the loans they pursue; and asked if the County receives quarterly reports, as it relates to Item No. BC2017-645.

Nan Baker inquired about 2 items associated with Item BC2017-646, listed under Direct Open Market proposed purchases, asking for clarification on whether the purchase of (2) Cisco blade servers for voice expansion is in coordination with the Enterprise Resource Planning Project or totally independent, as it relates to item No. IS-17-40504, and asked for clarification that the purchase of 3,508 Polo shirts are associated with an item approved by the Board at a prior meeting, as it relates to item No. CF-17-40724.

There were no further questions on the consent agenda items. Dennis Kennedy motioned to approve items BC2017-644 through -646, Michael Dever seconded, the consent agenda items were unanimously approved.

BC2017-644

Department of Public Works,

a) Submitting an amendment (Subsidiary No. 1) to Contract No. CE1600071 with Catts Construction, Inc. for the 2016 Operation Resurfacing Program Group 5, for a decrease in the amount of (\$347,130.46).

b) Recommending to accept construction as complete and in accordance with plans and specifications; requesting authority for the County Treasurer to release the escrow account, in accordance with Ohio Revised Code Section 153.63:

1) West 73rd Street from Denison Avenue to Lorain Road in the City of Cleveland.

2) Munn Road from Rocky River Drive to Warren Road in the City of Cleveland

Funding Source: 96% Cuyahoga using funds from the \$7.50 Vehicle License Tax Fund (\$1,186,590.09)/4% East Ohio Gas (\$44,509.66)

BC2017-645

Department of Development, submitting an amendment to Contract No. CE1300019-01 with Economic and Community Development Institute, Inc. for management of the Cuyahoga County Microenterprise Revolving Loan Fund for the period 2/1/2013 - 3/31/2017 to extend the time period to 3/31/2019; no additional funds required.

Funding Source: Original contract Cuyahoga County Western Reserve Fund

<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-17-40504</i>	<i>(2) Cisco blade servers for voice expansion</i>	<i>Department of Information Technology</i>	<i>TEC Communications, Inc.</i>	<i>\$21,215.52</i>	<i>General Fund</i>
<i>IS-17-40588</i>	<i>HP ProBook 650 G3 Notebook PC, docking station and related items for Sexennial Reappraisal Consultant for Fiscal Office</i>	<i>Department of Information Technology</i>	<i>Hewlett Packard</i>	<i>\$1,151.44</i>	<i>Real Estate Assessment Fund</i>
<i>CT-17-40615</i>	<i>Repair of platform to base on SkyJack Scissor Lift at Justice Center</i>	<i>Department of Public Works</i>	<i>Mid-Ohio Material Handling, Inc.</i>	<i>\$1,497.23</i>	<i>Internal Service Fund</i>
<i>CT-17-40628</i>	<i>Annual operational compliance inspection of underground storage tanks at various locations</i>	<i>Department of Public Works</i>	<i>SSECO</i>	<i>\$1,200.00</i>	<i>\$400.08 – Sanitary Sewer Fund \$399.96 – Airport Operations Fund \$399.96 – Road and Bridge Fund</i>
<i>CT-17-40629</i>	<i>Engine replacement for Airport Mobile 1</i>	<i>Department of Public Works</i>	<i>John Lance Ford</i>	<i>\$6,890.19</i>	<i>Airport Operations Fund</i>
<i>CT-17-40705</i>	<i>Repair of Weaver inground lift for Fleet Services</i>	<i>Department of Public Works</i>	<i>Northcoast Equipment Specialist</i>	<i>\$8,478.00</i>	<i>Internal Service Fund</i>
<i>CT-17-40706</i>	<i>Hydraulic vertical shores and spaces for Sanitary Engineer</i>	<i>Department of Public Works</i>	<i>NTS Mikedon LLC</i>	<i>\$7,321.00</i>	<i>Sanitary Sewer Fund</i>
<i>CT-17-40743</i>	<i>Sanitary sewer and basin castings and supplies</i>	<i>Department of Public Works</i>	<i>East Jordan Iron Works, Inc.</i>	<i>\$24,500.00</i>	<i>Sanitary Sewer Fund</i>
<i>CT-17-40770</i>	<i>Mailing services for the Office of Early Childhood</i>	<i>Department of Public Works</i>	<i>Weekley's Mailing Service</i>	<i>\$584.75</i>	<i>Internal Service Fund</i>
<i>CF-17-40724</i>	<i>Purchase (3,508) polo shirts for Health and</i>	<i>Division of Children and Family Services</i>	<i>Universal North dba Universal</i>	<i>\$24,200.78</i>	<i>Health and Human Services Levy Fund</i>

	<i>Human Services employees</i>		<i>Creative Concepts</i>		
<i>SA-17-40635</i>	<i>Medical gloves for Home Based Services</i>	<i>Division of Senior and Adult Services</i>	<i>L-Mor Co. dba Darling Fire and Safety Co.</i>	<i>\$959.40</i>	<i>Health and Human Services Levy Fund</i>
<i>CR-17-40468</i>	<i>Lab microscope service call</i>	<i>Medical Examiner</i>	<i>W. Nuhsbaum</i>	<i>\$1,600.00</i>	<i>General Fund</i>
<i>CR-17-40646</i>	<i>Weights calibration and balances preventative maintenance for Laboratories</i>	<i>Medical Examiner</i>	<i>Lake Balance Company</i>	<i>\$1,575.00</i>	<i>General Fund</i>
<i>SH-17-40366</i>	<i>Rapid Entry Boarding System for the Marine Patrol Unit</i>	<i>Sheriff's Department</i>	<i>Scan Pacific Northwest</i>	<i>\$5,930.00</i>	<i>FY2015 Port Security Grant</i>

Items already purchased:

<i>Requisition #</i>	<i>Description</i>	<i>Department</i>	<i>Vendor Name</i>	<i>Total</i>	<i>Funding Source</i>
<i>WT-17-40573</i>	<i>Training expenses in connection with the Earn and Learn Program</i>	<i>Cuyahoga Job and Family Services</i>	<i>Zenworks Yoga</i>	<i>\$18,850.00</i>	<i>Health and Human Services Levy Fund</i>
<i>WT-17-40574</i>	<i>Training expenses in connection with the Earn and Learn Program</i>	<i>Cuyahoga Job and Family Services</i>	<i>Brandmuscle, Inc.</i>	<i>\$2,000.00</i>	<i>Health and Human Services Levy Fund</i>
<i>DV-17-40480</i>	<i>Legal notice: Release of HOME Investment Partnerships Program funds</i>	<i>Department of Development</i>	<i>Advance Ohio</i>	<i>\$1,630.72</i>	<i>Federal</i>
<i>CF-17-40731</i>	<i>Post Adoption Special Services Subsidy: Summer treatment program</i>	<i>Division of Children and Family Services</i>	<i>Cleveland Clinic Children's Hospital for Rehabilitation</i>	<i>\$12,900.00</i>	<i>67% - Health and Human Services Levy Fund 33% - Title IV-E</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>					

V – OTHER BUSINESS

Items of Note (non-voted)

Item No. 1

Department of Public Works, submitting an agreement with Northfolk Southern Railway Company for right of Entry in connection with W. 41st Street Bridge 01.05 project.

Funding Source: N/A

Item No. 2

Department of Public Safety and Justice Services/Office of Emergency Management, submitting an amendment to Contract No. CE1300353 with GovDelivery, Inc. for a Mass Notification System for the period 6/10/2013 - 6/10/2018 to assign the interest from GovDelivery, Inc. to Granicus, effective 5/12/2017; no additional funds required.

Funding Source: General Fund