

Minutes

Cuyahoga County Board of Control
Monday, November 9, 2020 at 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 11:00 a.m.

Attending:

Michael Chambers, Fiscal Officer, Fiscal Office, (Alternate for Armond Budish)
Leigh Tucker, Assistant Fiscal Officer, Fiscal Office (Alternate for Michael Chambers)
James Boyle, County Council (Alternate for Dan Brady)
Councilman Dale Miller
Councilwoman Nan Baker
Nichole English, Transportation Planning Engineer, Department of Public Works (Alternate for Michael Dever)
Lenora Lockett, Director, Office of Procurement and Diversity

II – REVIEW MINUTES – 11/2/2020

Michael Chambers motioned to approve the minutes from the November 2, 2020 meeting; Dale Miller seconded. The minutes were approved by unanimous vote, as written.

III – PUBLIC COMMENT**

There was no public comment.

IV- CONTRACTS AND AWARDS

A. – Tabled Items

B. – New Items for Review

BC2020-600

Department of Public Works, recommending a payment on Purchase Order No. 20003542 to Northeast Ohio Areawide Coordinating Agency in the amount not-to-exceed \$221,238.00 for annual membership dues for the period 7/1/2020 – 6/30/2021.
Funding Source: \$7.50 Road and Bridge Funds

Nichole English, Department of Public Works, presented. Nan Baker expressed her disappointment that requests for payment of membership dues continue to be submitted late, and often, being submitted months after the effective date; and asked if the membership is effective prior to the date of approval. Dale Miller concurred with Ms. Baker's comments and recommended the departments make a proactive effort to get ahead of membership and organizational subsidies in 2021.

Ms. English recommended submitting future requests in a not-to-exceed amount prior to receipt of the invoice so requests can be processed in advance of the effective date. Michael Chambers motioned to approve the item; James Boyle seconded. Item BC2020-600 was approved by unanimous vote.

BC2020-601

Department of Public Safety and Justice Services, submitting an amendment to Agreement No. AG1500155 with Chagrin Valley Dispatch Council for sublease of space and equipment in connection with the relocation of the Cuyahoga Emergency Communications System Dispatch Center to Chagrin Valley Dispatch Center, located at 88 Center Street, Bedford, for the period 1/1/2016 – 1/14/2026 for additional funds in the amount not-to-exceed \$172,628.92.

Funding Source: General Fund - \$164,267.10 and East Cleveland Dispatch Fees - \$8,361.82 East Cleveland Dispatch Fees

Mary Beth Vaughn, Department of Public Safety and Justice Services, presented. There were no questions. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2020-601 was approved by unanimous vote.

BC2020-602

Court of Common Pleas/Juvenile Court Division, submitting an amendment to Contract No. CE2000509 with OhioGuidestone for diversion case management services for the period 2/1/2020 - 1/31/2022 for additional funds in the amount not-to-exceed \$50,000.00.

Funding Source: RECLAIM Ohio Grant

Sarah Baker, Juvenile Court Division, presented. There were no questions. Michael Chambers motioned to approve the item; James Boyle seconded. Item BC2020-602 was approved by unanimous vote.

BC2020-603

Court of Common Pleas/Juvenile Court Division, submitting an amendment to a Master Contract with various providers to conduct programming services for the Behavioral, Diversion and Education Program for Court-referred youth who receive sex offender assessment and treatment services for the period 7/1/2019 – 6/30/2021 for additional funds in the total amount not-to-exceed \$145,000.00:

- a) Contract No. CE1900367 with Applewood Centers, Inc. in the amount not-to-exceed \$85,000.00.
- b) Contract No. CE1900368 with OhioGuidestone in the amount not-to-exceed \$60,000.00.

Funding Source: RECLAIM Ohio Grant

Sarah Baker, Juvenile Court Division, presented. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2020-603 was approved by unanimous vote.

BC2020-604

Court of Common Pleas/Juvenile Court Division, submitting an amendment to Contract No. CE1700354 with OhioGuidestone for provision of a Mental Health Clinician to provide services for the Community Based Intervention Center for the period 1/1/2018 – 6/30/2020 to extend the time period to 12/31/2020 and for additional funds in the amount not-to-exceed \$39,503.82.

Funding Source: Competitive RECLAIM Grant

Sarah Baker, Juvenile Court Division, presented. Michael Chambers motioned to approve the item; James Boyle seconded. Item BC2020-604 was approved by unanimous vote.

BC2020-605

Personnel Review Commission, submitting an amendment to Agreement No. 20003122 with the City of Parma Heights for classification and compensation consulting services for the period 10/28/2019 – 1/27/2020 for additional funds in the amount not-to-exceed \$536.70.

Funding Source: Revenue Generating

Albert Bouchahine, Personnel Review Commission, presented. Nan Baker asked Jerad Zibritosky, Department of Law, if it is appropriate to amend an expired agreement and is there a period of time that would lapse that would be considered too long to consider an amendment. Mr. Zibritosky stated that it is acceptable to amend an expired agreement if both parties are amenable and the Board could consider whether to approve. Ms. Baker asked if the agreement could be open ended and not contain a time period; and commented that it is not a good business practice to amend expired agreements and also lacks transparency.

James Boyle asked how many revenue generating agreements with other communities has the department provided services and if an open ended master agreement could be utilized; and commented that these types of agreements are an indicator of collaboration between government agencies for best practice and shows that other entities rely on the department's expertise over the years and speaks to the good work of the Personnel Review Commission. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2020-605 was approved by unanimous vote.

C. – Exemptions**BC2020-606**

Department of Public Works, recommending an alternative procurement process which will result in award recommendations and Master Contracts with various providers in the total amount not-to-exceed \$3,250,000.00 for the purchase of maintenance and construction materials, fleet supplies, tools, equipment, warranty and service repairs and miscellaneous materials and supplies for Fleet Services and Sanitary Engineer Divisions for a two year period, effective upon approval of award recommendations.

Funding Sources:

\$1,000,000.00 for Sanitary Engineer – Funding Source: Sanitary Sewer Fund

\$2,250,000.00 for Fleet Services – Funding Sources: Sanitary Sewer Fund 50%; General Fund 30% and Road and Bridge Maintenance Fund 20%

Thomas Pavich and Nichole English, Department of Public Works, presented. Dale Miller asked how this procurement process will differ from a formal Request for Proposals; asked if multiple vendors will be awarded and if this process will save the County money; asked what are the estimated savings; and asked what will be done in this process to expand diversity and inclusion.

James Boyle asked how long the term of the contract will be and what types of purchases would be made for each division; asked if other vendors could only be utilized after the 2 year term; and stressed the importance of an open process to allow more bidding opportunities to new and small businesses.

Lenora Lockett stated that the SBE goals will be set when the Request for Proposal is submitted for processing based on specifications, department requirements and proposed scope of work.

Michael Chambers motioned to approve the item; Nichole English seconded. Item BC2020-606 was approved by unanimous vote.

BC2020-607

Office of Procurement and Diversity, recommending an alternative procurement process, which will result in a two-step process for contract and contract amendment processing and Board of Control approval for the period 11/9/2020 – 3/8/2021:

- 1) User departments to seek authority from the Board of Control to enter into a new contract or authority to prepare a contract amendment.
- 2) User department submission of the awarded contract or amended contract, in accordance with prior authorization and meeting all requirements, for placement on the Board of Control agenda.

Funding Source: N/A

Lenora Lockett, Office of Procurement and Diversity, presented. Michael Chambers commented that the overall goal for this request is to assist the user departments with processing their contracts. Nan Baker asked Mr. Chambers if he is comfortable with this process and if there are any recommended changes to the process. Mr. Chambers said that he is comfortable with this one-time solution that will benefit the departments and reduce the number of late items. Ms. Baker asked if there were similar issues to process the same items in 2019 – 2020 and asked if there would be paper trail during this period that the new process will be used.

Dale Miller asked if the Board would be approving each request two separate times; and asked for a scenario where approval occurs prior to the completion of the normal administrative process. Mr. Chambers stated that could be a rare occurrence but would not be typical.

James Boyle asked if the end date of 3/8/2020 is adequate and commented that a time extension may be necessary several months from now, due to unforeseen technical issues.

Michael Chambers motioned to approve the item; James Boyle seconded. Item BC2020-607 was approved by unanimous vote.

BC2020-608

Sheriff's Department, submitting an RFP exemption on ~~RQ4007~~ **RQ4056**, which will result in an award recommendation to The Cleveland Foundation, serving as fiscal agent, on behalf of The Bail Project in the amount not-to-exceed \$200,000.00 to support the organization's mission activities by providing financial assistance to pay court bail and related support services to low-income inmates for the period 11/1/2020 – 10/31/2021.

Funding Source: 83.3% General Fund and 16.7% Coronavirus Aid, Relief and Economic Security (CARES) Act

Robert Coury, Sheriff's Department, presented. Nan Baker asked if this is a new project and would the contract amount be less if COVID-19 cases were not as high; asked if Health and Human Services Levy money could be used rather than General Fund; asked where the money was taken from out of the General Fund; and asked Michael Chambers if he was confident with the funding being utilized.

Mr. Chambers stated that available savings were identified in the County Sheriff's budget but would check with the Office of Budget and Management Director to identify other possible avenues.

Dale Miller stated that the maximum jail capacity is 1,200 but is currently at 1,500 and expressed the need to reduce the jail population to curtail the spread of Coronavirus.

James Boyle stated that this provider does excellent work, and the program provides an innovative approach to reduce the jail population to limit the spread of COVID-19 and commends the administration for proceeding with this initiative. Michael Chambers motioned to approve the item; James Boyle seconded. Item BC2020-608 was approved by unanimous vote, as amended.

D. – Consent Agenda

Nan Baker referred to Item Nos. BC2020-609 and BC2020-610 and asked why the contracts are being extended after the end date has passed; asked how the programs can continue for another year with no additional funding; and asked if the Core Correctional Practice training classes have been held. Michael Chambers motioned to approve BC2020-609 through – 611; Dale Miller seconded, the consent items were unanimously approved.

BC2020-609

Court of Common Pleas/Juvenile Court Division, submitting an amendment to Agreement No. AG1800142 with University of Cincinnati for Core Correctional Practice training services to Court Staff for the period 9/4/2018 – 6/30/2020 to extend the time period to 6/30/2021; no additional funds required.

Original Funding Source: RECLAIM Ohio Grant (Juvenile Detention Alternative Initiative (JDAI) Funds

BC2020-610

Court of Common Pleas/Juvenile Court Division, submitting an amendment to Contract No. CE1700165 with OhioGuidestone for high-fidelity wrap around case management services for the period 9/1/2017 – 6/30/2020 to extend the time period to 6/30/2021; no additional funds required.

Funding Source: Competitive RECLAIM Grant

BC2020-611

Office of Procurement & Diversity, presenting proposed purchases for the week of 11/9/2020:

Direct Open Market Purchases
(Purchases between \$5,000 - \$49,999.99 unless requiring assistance from
the Office of Procurement & Diversity – See Below):

<i>Purchase Order Number</i>	<i>Description</i>	<i>Department</i>	<i>Vendor Name</i>	<i>Total</i>	<i>Funding Source</i>
20003009	(10) Mobile Data Terminals with Docking Stations for Ashtabula Police Department	Department of Public Safety and Justice Services	Dell Marketing LP	\$26,545.40	FY2019 State Homeland Security – Law Enforcement Grant
20003477	Replacement chemical detection chips for Regional Hazardous Materials Teams	Department of Public Safety and Justice Services	Safeware, Inc.	\$6,191.00	FY2017 State Homeland Security Grant Program
20003556	Printing and mailing of an estimated (82,000) 2021 Continuing Homestead Exemption Forms to residential property owners	Fiscal Office	RR. Donnelley	\$18,056.40	Real Estate Assessment Fund
20002221	Paper and plastic products for Detention Center	Juvenile Court Division	Deans Supply Company	\$5,340.40	General Fund
20003513	Laundry supplies for Detention Center	Juvenile Court Division	WW Graham dba Aries Distribution	\$5,283.80	General Fund
20003415	DNA IQ Maxwell 16 Caseworks Pro Kits for DNA Lab	Medical Examiner's Office	Promega Corporation	\$6,900.00	2019 DNA Backlog Grant

Items/Services Received and Invoiced but not Paid:

<i>Purchase Order Number</i>	<i>Description</i>	<i>Department</i>	<i>Vendor Name</i>	<i>Total</i>	<i>Funding Source</i>
20003576	Reimbursement of State-mandated services rendered to children with medical handicaps in accordance with Ohio Revised Code Section 3701.023 for September, 2020*	Cuyahoga Job and Family Services	Treasurer, State of Ohio	\$97,077.04	Health and Human Services Levy Fund

**Alternative procurement process and exemption from aggregation to authorize payments to Ohio Department of Health for various purchase orders in the total amount not-to-exceed \$1,450,000.00 for State-mandated services rendered to children with medical handicaps, in accordance with Ohio Revised Code Section 3701.023, for the period 5/26/2020 – 5/25/2022 approved by Board of Control Approval No. BC2020-300, dated 5/26/2020 and amended by BC2020-362, dated 6/22/2020 which changed the time period from 5/26/2020 – 5/25/2022 to 1/1/2020 – 12/31/2020 and amended by BC2020-436, dated 7/27/2020, which changed the name from Ohio Department of Health to Treasurer, State of Ohio.*

Open Market Purchases
(Over \$50,000 or requiring assistance from the Office of Procurement & Diversity)

<i>Purchase Order Number</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 Safety and Justice Services,

- a) Requesting authority to submit a grant application to Ohio Department of Youth Services in the amount of \$10,000.00 for the FY2021 Racial and Ethnic Disparities Planning Program in connection with the Juvenile Justice and Delinquency Prevention Title II Formula Block Grant Program for the period 10/1/2020 – 12/31/2021.
- b) Submitting a grant award with Ohio Department of Youth Services in the amount of \$10,000.00 for the FY2021 Racial and Ethnic Disparities Planning Program in connection with the Juvenile Justice and Delinquency Prevention Title II Formula Block Grant Program for the period 10/1/2020 – 12/31/2021.
Funding Source: Ohio Department of Youth Services

Item No. 2

Sheriff’s Department,

- a) Requesting authority to apply for grant funds from the U.S. Department of Homeland Security/Federal Emergency Management Agency through the Ohio Department of Public Safety, Emergency Management Agency in the amount of \$209,625.00 for reimbursement of eligible expenses for the Northern Border Initiative Operation Stonegarden Project in connection with the FY2020 State Homeland Security Grant Program for the period 9/1/2020 – 6/30/2023.
- b) Submitting a grant agreement with Ohio Emergency Management Agency in the amount of \$209,625.00 for reimbursement of eligible expenses for the Northern Border Initiative Operation Stonegarden Project in connection with the FY2020 State Homeland Security Grant Program for the period 9/1/2020 – 6/30/2023.
Funding Source: U.S. Department of Homeland Security, Federal Emergency Management Agency, Customs and Border Patrol through the Ohio Emergency Management Agency (OEMA)

Item No. 3

Department of Health and Human Services/Community Initiatives Division/Office of Homeless Services, submitting a grant agreement with U.S. Department of Housing and Urban Development in the amount of \$250,000.00 for planning activities for the FY2019 Continuum of Care Program Competition Grant for the period 1/1/2021 - 12/31/2021.

Funding Source: U.S. Department of Housing and Urban Development

Item No. 4**Contracts \$0.00 - \$4,999.99 – Processed and executed (no vote required)**

<i>RQ No.</i>	<i>Contract/ PO No.</i>	<i>Vendor</i>	<i>Service Description</i>	<i>Amount</i>	<i>Department</i>	<i>Date(s) of Service</i>	<i>Funding Source</i>	<i>Date of Execution</i>
<i>RQ 47195</i>	<i>Agreement No. AG1900201</i>	<i>City of Cleveland</i>	<i>Provision of local non- federal matching funds for the implementation of the Operations and Safety Program in connection with the FY2018 Assistance to Firefighters Grant Program</i>	<i>\$0.00</i>	<i>Department of Public Safety and Justice Services</i>	<i>12/1/2019 – 10/31/2020 to extend the time period to 1/3/2022</i>	<i>Original Funding Source: General Fund</i>	<i>10/26/2020</i>
<i>RQ 42513</i>	<i>Contract No. CE1800301</i>	<i>Americab Transportation, Inc.</i>	<i>Medicaid non- emergency transportation services to amend by changing the cost per one-way trip from \$15.66 to \$17.55, effective 10/31/2020; no additional funds required</i>	<i>\$0.00</i>	<i>Department of Health and Human Services</i>	<i>9/1/2018 - 10/31/2020; to extend the time period to 2/28/2021</i>	<i>Original Funding Source: Federal Medicaid</i>	<i>10/28/2020</i>

VI – PUBLIC COMMENT**

There was no public comment.

VII – ADJOURNMENT

Michael Chambers motioned to adjourn; Leigh Tucker seconded. The motion to adjourn was unanimously approved at 12:02 p.m.