

## **Minutes**

Cuyahoga County Board of Control  
Monday, December 12, 2016 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 11:04 a.m.

Attending:

Armond Budish, Chairperson  
Michael Chambers, Public Works (Alternate for Michael Dever)  
Councilman Dave Greenspan  
Dennis Kennedy, Fiscal Officer  
Lenora Lockett, Office of Procurement & Diversity  
Trevor McAleer, County Council (Alternate for Dan Brady)  
Councilman Dale Miller

### **II – REVIEW MINUTES – 12/5/16**

Armond Budish motioned to approve the minutes of the December 5, 2016 meeting, as written; Trevor McAleer 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**

##### **BC2016-900**

Department of Development, recommending an award on RQ37087 and enter into a contract with Empower Gas & Electric LLC in the amount not-to-exceed \$60,000.00 for energy audits for income-eligible Cuyahoga County urban households for the period 5/1/2016 – ~~12/31/2016~~ 5/31/2017. Funding Source: Federal Community Development Block Grant Funds

Paul Herdeg, Department of Development, and Mike Foley, Department of Sustainability, presented. There were no questions. Armond Budish motioned to approve; Dale Miller seconded. Item BC2016-900 was unanimously approved.

#### **B – New Items for Review**

##### **BC2016-925**

Department of Public Works, a) Submitting an RFP Exemption on RQ38369, which will result in an award recommendation to Integrated Precision Systems, Inc. in the amount of \$24,250.79 for furnishing and installation of a new Fire Alarm System for the Euclid Jail; and b) Recommending an award on RQ38369 to Integrated Precision Systems, Inc. in the amount of \$24,250.79 for furnishing and installation of a new Fire Alarm System for the Euclid Jail. Funding Source: Capital Project

Matt Rymer, Public Works, presented. Dave Greenspan asked if the project is funded by the allocation that is to be reimbursed by the City of Euclid, and whether the City has been consistent on their reimbursement payments. Armond Budish motioned to approve; Dale Miller seconded. Item BC2016-925 was unanimously approved.

#### BC2016-926

Department of Public Works, a) Submitting an RFP exemption, which will result in an amendment to Contract No. CE1300495 with Hanna Holdings, Inc. for property management services for the Samuel R. Gerber Cuyahoga County Medical Examiner's Building and parking garage, located at 11001 Cedar Avenue, Cleveland for the period 11/1/2013 - 10/31/2018 for additional funds in the amount not-to-exceed \$146,500.00; b) Submitting an amendment to Contract No. CE1300495 with Hanna Holdings, Inc. for property management services for the Samuel R. Gerber Cuyahoga County Medical Examiner's Building and parking garage, located at 11001 Cedar Avenue, Cleveland for the period 11/1/2013 - 10/31/2018, for additional funds in the amount not-to-exceed \$146,500.00. Funding Source: General Fund

Mike Chambers, Department of Public Works, presented. Dale Miller asked for additional explanation on the need for the exemption. Armond Budish motioned to approve; Dale Miller seconded. Item BC2016-926 was unanimously approved.

#### BC2016-927

Department of Public Works, a) Requesting approval of an alternate procurement process to replace a revolving exit door that is beyond repair at the Old County Courthouse; and B) Recommending an award on RQ38556 to Prism Glass & Door Co. in the amount of \$65,520.00 to furnish and install (1) new Crane/Dorma Revolving Door Rehab Kit for the replacement of a revolving exit door located at the Old County Courthouse, 1 Lakeside Avenue, Cleveland. Funding Source: Capital Project Fund

Mike Chambers presented. Dave Greenspan asked if the proposed door would serve as a second entry point for the public into the building, and whether the design of the proposed door will be architecturally consistent with the building. Dale Miller asked whether seeking approval of the alternative procurement a process and award simultaneously is consistent with Code and Board rules. Armond Budish motioned to approve; Dale Miller seconded. Item BC2016-927 was unanimously approved.

#### BC2016-928

Fiscal Department, recommending an award on RQ38410 to R.R. Donnelley & Sons Company in the amount of \$17,600.00 for printing of 2017 Homestead Exemption Forms. Funding Source: Real Estate Assessment Fund

Kathy Goepfert, Fiscal Office, presented. Dave Greenspan asked the date of the mailing. Dale Miller asked how the cost compared to that of the previous mailing. Dale Miller motioned to approve; Trevor McAleer seconded. Item BC2016-928 was unanimously approved.

#### BC2016-929

Department of Health and Human Services/Cuyahoga Job and Family Services, recommending an award on RQ38219 and enter into a contract with Department of Workforce Development in the amount not-to-exceed \$444,616.78 for Job Readiness and Training for Recipients of Temporary Assistance for Needy Families and Food Assistance Employment and Training services for the period 7/1/2016 – 6/30/2017.

Funding Source: 95% Temporary Assistance for Needy Families; 5% Food Assistance Employment and Training

David Merriman, Job and Family Services, presented. There were no questions. Armond Budish motioned to approve; Dale Miller seconded. Item BC2016-929 was unanimously approved.

BC2016-930

Department of Health and Human Services/Division of Senior and Adult Services, submitting an amendment to Master Contract No. CE1500349 with various providers for Homemaking services for the Cuyahoga OPTIONS for Independent Living Services Program for the period 1/1/2016 - 12/31/2017 for additional funds in the total amount of \$26,750.00: a) A-1 Health Care, Inc. in the amount of \$6,550.00; and b) Home Care Relief, Inc. in the amount of \$20,200.00 Funding Source: HHS Levy

Paul Porter, Division of Senior and Adult Services, presented. There were no questions. Armond Budish motioned to approve; Dale Miller seconded. Item BC2016-930 was unanimously approved.

BC2016-931

Personnel Review Commission, recommending an award on RQ37584 and enter into a sole source contract with The Archer Company, L.L.C. in the amount not-to-exceed \$75,000.00 for Classification and Compensation Analysis for the period 12/5/2016-12/4/2019. Funding Source: General Fund

Albert Bouchanine, Personnel Review Commission, presented. Dave Greenspan asked for an explanation on the "sole source" designation of the proposed contract. He further inquired whether the County owns the data originally produced by the vendor. He also asked the cost to administer the services internally, without the use of the consultant. Armond Budish requested that the agency issue a request for proposal on the service in the future. Armond Budish motioned to approve; Dale Miller seconded. Item BC2016-931 was unanimously approved.

C – Exemptions

BC2016-932

Department of Public Works, submitting an RFP exemption on RQ38327, which will result in an award recommendation to Fallsway Equipment Co., Inc. in the amount of \$44,956.00 for the purchase of (1) Truck Body and Crane mounted on a County owned Cab/Chassis. Funding Source: Sanitary Sewer Fund

Don Jerele, Public Works, presented. Councilman Miller asked the estimated cost of the item. Armond Budish motioned to approve; Dale Miller seconded. Item BC2016-932 was unanimously approved.

BC2016-933

Department of Information Technology, submitting an RFP exemption on RQ38367, which will result in an award recommendation to DLT Solutions, LLC, in the amount not-to-exceed \$47,743.11 for licenses, maintenance and support on Solarwinds software applications for the period 12/31/2016 – 7/28/2019. Funding Source: General Fund

Pat Wright, Information Technology, presented. There were no questions. Armond Budish motioned to approve; Dale Miller seconded. Item BC2016-933 was unanimously approved.

BC2016-934

Department of Information Technology, submitting an RFP exemption on RQ38344, which will result in an award recommendation to Ohio Collaborative Learning Solutions, Inc. dba Smart Solutions in the amount of \$2,873.00 for the upgrade, maintenance and support of Scala software for operation of Digital Signage located at the County Administration Building for the period 7/1/2016 – 6/30/2018. Funding Source: General Fund

Pat Wright, Information Technology, presented. Dale Miller asked if the contract is new to the County, and why it has been submitted to the Board late, whether the County has received services, and if the contract should run through the end of December. Trevor McAleer asked the cause of the late submittal. Armond Budish motioned to approve; Dale Miller seconded. Item BC2016-934 was unanimously approved.

#### BC2016-935

Treasurer's Office, requesting an alternate procurement process on RQ38364, which will result in an award recommendation to Mid-West Presort Mailing Services, Inc. in the amount not-to-exceed \$284,217.00 for printing and mailing first and last half 2016 real property and delinquent collection tax bills. Funding Source: Treasury Management Fund

Jeannet Wright, Treasury, presented. Trevor McAleer asked for clarification on the error that delayed the procurement process. Dave Greenspan noted that the County has encountered problems with the vendor in the past, and asked whether those issues have been resolved. Armond Budish motioned to approve; Dale Miller seconded. Item BC2016-935 was unanimously approved.

#### BC2016-936

Department of Health and Human Services/Division of Children and Family Services, submitting an RFP exemption, which will result in an amendment to Master Contract No. CE1300570, by adding additional providers for the period 1/1/2014 – 12/31/2016; no additional funds required:

#### For placement services, Effective 6/1/2016:

- a) Contract No. CE1300570-19 Advantage Family Outreach and Foster Care
- b) Contract No. CE1300570-20 Detroit Behavioral Institute, Inc.
- c) Contract No. CE1300570-21 Options Treatment Center Acquisition Corporation
- d) Contract No. CE1300570-22 Pomegranate Health Systems of Central Ohio

#### For placement and foster care services, Effective 10/12/2016:

- e) Contract No. CE1300570-23 Reach Counseling Services

Funding Source: Original Contract - 29% Federal (CDFA 93.658); 71% Health & Human Services Levy

Daphne Kelker, Division of Children and Family Services, presented. There were no questions. Armond Budish motioned to approve; Dale Miller seconded. Item BC2016-936 was unanimously approved.

#### D – Consent Agenda

There were no questions on the Consent Agenda items. Armond Budish motioned to approve; Dale Miller seconded. Items BC2016-937 through -939 were unanimously approved.

BC2016-937

Department of Public Works, submitting an amendment (subsidiary No. 1) to Contract No CE CE1600096 with Karvo Companies, Inc. for 2016 Operations Resurfacing Program Group 2 for a decrease in the amount of (\$2,408.32): a) Eastland Road/Fowles Road from the Berea South Corporation Line to Bagley Road in the City of Berea; and b) Turney Road from Hathaway Road to the Garfield Heights East Corporation Line in the City of Garfield Heights. Funding Source: Original Contract - Eastland/Fowles - 100% \$7.50 Vehicle License Tax Fund; Turney Road – 63% \$7.50 Vehicle License Tax Fund, 37% Ohio Public Works Commission (Issue 1)

BC2016-938

Department of Health and Human Services/Community Initiatives Division/Office of Early Childhood, submitting an amendment to a grant agreement with The Stocker Foundation for the development of a new School Readiness Smartphone App for the period 1/1/2015 - 12/31/2016 to extend the period to 6/30/2017; no additional funds required. Funding Source: The Stocker Foundation

BC2016-939

Office of Procurement & Diversity, presenting proposed purchases for the week of 12/12/2016

<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>IS-16-38723</i>	<i>HP Z240 Computers and monitors for new hires – Domestic Relations Court</i>	<i>Department of Information Technology</i>	<i>Hewlett-Packard</i>	<i>\$9,562.80</i>
<i>IS-16-38797</i>	<i>Nitro software assurance</i>	<i>Department of Information Technology</i>	<i>Brown Enterprise Solutions</i>	<i>\$4,693.70</i>
<i>IS-17-38768</i>	<i>Lenovo X1 tablet and docking station</i>	<i>Department of Information Technology</i>	<i>Bit Direct</i>	<i>\$3,086.24</i>
<i>IS-17-38769</i>	<i>Internal hard drives for server</i>	<i>Department of Information Technology</i>	<i>New Tech Solutions</i>	<i>\$8,712.00</i>
<i>IS-17-38771</i>	<i>Mobile Webex Cart</i>	<i>Department of Information Technology</i>	<i>CDW Government, Inc.</i>	<i>\$870.00</i>
<i>IS-17-38772</i>	<i>HP 650 Laptops for Service Officers for mobile outreach – Veteran Services</i>	<i>Department of Information Technology</i>	<i>Hewlett-Packard</i>	<i>\$1,019.90</i>
<i>IS-17-38809</i>	<i>Lexmark printers</i>	<i>Department of Information Technology</i>	<i>Net Activity</i>	<i>\$2,465.00</i>
<i>JA-16-38506</i>	<i>Staff uniforms for CECOMS</i>	<i>Department of Public Safety and Justice Services</i>	<i>Schwarz Uniform Corp.</i>	<i>\$8,000.00</i>

CE-16-38635	Legal notice: Avery Road Bridge Project	Department of Public Works	Plain Dealer	Not-to-exceed \$1,800.00
CT-16-38604	Replacement hot water tank and supplies for Justice Center	Department of Public Works	Active Plumbing Supply Co.	\$6,519.51
CT-16-38732	Replacement reflective, annealed glass for Virgil Brown Building	Department of Public Works	Allied Glass Services	\$6,625.00
CT-16-38734	Replacement window glass for Justice Center Jail I	Department of Public Works	Allied Glass Services	\$4,600.00
CT-16-38767	4 X 2 Utility vehicle	Department of Public Works	Hartville Hardware Inc.	\$15,213.39
CT-16-38837	Check envelopes for Print Shop	Department of Public Works	Ohio Envelope Mfg. Co.	\$1,948.00
CT-16-38851	Various Kraft envelopes	Department of Public Works	Western States Envelope and Label	\$925.01
ST-16-38790	Tools and equipment for Sanitary staff	Department of Public Works	Applied Maintenance Supplies & Solutions	\$843.17
AU-17-38685	2017 Weights and Measures seals	Fiscal Office	Echographics Inc.	\$1,485.00
AU-16-38460	Preparation and facilitation of an Executive Leadership Retreat	Fiscal Office	Main Stream Enterprises	\$2,500
CR-17-38710	Elisa Assays for Toxicology	Medical Examiner	Alere San Diego Inc.	\$18,712.00
CR-17-38739	DNA kits for DNA Lab	Medical Examiner	Promega Corporation	\$24,788.90
CR-17-38748	Cleaning supplies for Autopsy	Medical Examiner	L-Mor, Inc. dba Darling Fire & Safety Co., Inc.	\$1,590.48
CR-17-38751	Lab accreditation fee	Medical Examiner	American Association of Blood Banks	\$11,237.00
SH-17-38735	Court security officer uniforms	Sheriff's Department	Standard Law Enforcement	\$3,479.00
<i>Items already purchased</i>				
<i>Requisition #</i>	<i>Description</i>	<i>Department</i>	<i>Vendor Name</i>	<i>Total</i>

<i>CF-16-38776</i>	<i>PASSS: Adoption finalization fees</i>	<i>Department of Children and Family Services</i>	<i>Burman Law</i>	<i>\$1,472.56</i>
<i>CE-16-38804</i>	<i>Brass culvert maintenance</i>	<i>Department of Public Works</i>	<i>Wyoming Department of Transportation Bridge Program</i>	<i>\$550.00</i>
<i>ST-16-38788</i>	<i>Tools for Sanitary Sewer Inspection TV Truck</i>	<i>Department of Public Works</i>	<i>Lakefront Automotive Parts</i>	<i>\$793.37</i>
<i>FC-16-38842</i>	<i>FCSS: Summer camp</i>	<i>Family and Children First Council</i>	<i>Achievement Centers for Children</i>	<i>\$840.00</i>

V – OTHER BUSINESS

BC2016-940

Hugh Shannon, Medical Examiner, presented a time-sensitive/mission critical item – purchase of two laser assembly kits for the Fourier transform infrared radiation instrument; RQ#38905; \$5,090.16; vendor - Thermo Electron North America LLC. Armond Budish motioned to amend the agenda to consider the item; Dale Miller seconded. The motion was unanimously approved. There were no questions. Armond Budish motioned to approve; Dale Miller seconded. The item was unanimously approved.

Mike Chamber presented three time-sensitive/mission critical items for the Department of Public Works.

BC2016-941

RQ#38916; vendor - Cleveland West Side Emergency Veterinary Group; \$1,119.75; Animal Shelter - emergency animal treatment. Armond Budish motioned to amend the agenda to consider the item; Dale Miller seconded. There were no questions. Armond Budish motioned to approve; Trevor McAleer seconded. The item was unanimously approved.

BC2016-942

RQ#38904; vendor - Ohio CAT; \$14,261; rental of back-up generator for annual stand-by testing. Armond Budish motioned to amend the agenda to consider the item; Dale Miller seconded. The motion was unanimously approved. Dale Miller asked the funding source, and whether it was an unexpected item that would create a budget issue. Armond Budish motioned to approve; Dale Miller seconded. The item was unanimously approved.

BC2016-943

RQ#38926; vendor - Browning Ferris/Republic Services; \$11,590.16; rubbish removal services at various County buildings. Armond Budish motioned to amend the agenda to consider the item; Dale Miller seconded. The motion was unanimously approved. Dale Miller asked if presentation of the three items by the Department is in violation of the \$25,000 limit on time-sensitive/mission critical items. Armond Budish asked why the item was walked onto the agenda, given it is a routine service. Armond Budish motioned to approve; Trevor McAleer seconded. The item was unanimously approved.

Items of Note (non-voted)

Item No. 1

Department of Health and Human Services/Community Initiatives Division/Office of Homeless Services, submitting a grant award from U.S. Department of Housing and Urban Development in the amount not-to-exceed \$500,000.00 for implementation of a Coordinated Entry and Assessment System for the FY2015 HEARTH Act Homeless Assistance Grant in connection with the Cuyahoga County Continuum of Care Program for the period 11/1/2016 - 10/31/2017.

Funding Source: Federal: Continuum of Care Program

Item No. 2

Department of Health and Human Services/Community Initiatives Division/Office of Homeless Services, submitting a grant award from U.S. Department of Housing and Urban Development in the amount not-to-exceed \$100,000.00 for a planning grant for the FY2015 HEARTH Act Homeless Assistance Grant in connection with the Cuyahoga County Continuum of Care Program for the period 12/1/2016 - 11/30/2017.

Funding Source: Federal: Continuum of Care Program

Dale Miller asked whether a decision has been made on cancellation of the December 27, 2016 meeting. He also bid farewell to Councilman Dave Greenspan.

VI – PUBLIC COMMENT

There was no further public comment.

VII – ADJOURNMENT

Armond Budish motioned to adjourn; Dale Miller seconded. The motion to adjourn was unanimously approved at 11:37 a.m.