

Minutes

Cuyahoga County Board of Control
Monday, December 3, 2018 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:

Armond Budish, Chairman
Councilwoman Nan Baker
Joseph Nanni, County Council (Alternate for Dale Miller)
Trevor McAleer, County Council (Alternate for Dan Brady)
Dennis Kennedy, Fiscal Officer, Fiscal Office
Michael Chambers, Finance and Operations Administrator, Department of Public Works
(Alternate for Michael Dever)
Lenora Lockett, Director, Office of Procurement & Diversity

II – REVIEW MINUTES – 11/26/2018

Armond Budish motioned to approve the minutes from the November 26, 2018 meeting; Trevor McAleer seconded. The minutes were unanimously approved as written.

III – PUBLIC COMMENT

There was no public comment.

IV. – CONTRACTS AND AWARDS

A. – Tabled Items

B. – New Items for Review

BC2018-872

Department of Information Technology,

a) Submitting an RFP exemption on RQ44103, which will result in an award recommendation to Microsoft Corporation in the amount of \$25,997.57 for the purchase of (11) Microsoft Surface Pro6 Bundles for use by Wide Area Network and Communications Teams.

b) Recommending an award on RQ44103 to Microsoft Corporation in the amount of \$25,997.57 for the purchase of (11) Microsoft Surface Pro6 Bundles for use by Wide Area Network and Communications Teams.
Funding Source: General Fund

Dennis Sullivan, Department of Information Technology, presented. There were no questions. Armond Budish motioned to approve the item; Trevor McAleer seconded. Item BC2018-872 was unanimously approved.

BC2018-873

Fiscal Office, submitting an amendment to a Master contract with various providers for residential appraisal services in connection with the 2018 Sexennial Reappraisal for the period 10/1/2017 – 12/31/2018 for additional funds in the total amount not-to-exceed \$139,773.65:

- a) Faith Altieri
- b) John W. Andrews
- c) Lana Blaze
- d) Vernon Blaze,
- e) George G. Burke
- f) Mark A. Butler
- g) Jereme Chervenak
- h) Ronald Chervenak
- i) Gregory W. Conte
- j) Patrick Curran
- k) Brian Delisio
- l) Timothy A. Finkler
- m) David Harmon Sr.
- n) David Harmon Jr.
- o) Thomas P. Hogan
- p) Donna Jackson
- q) Christine L. Kapusi
- r) Paul D. Kinczel
- s) John H. Koz
- t) Ruth A. Lassiter
- u) John F. Lenehan
- v) Christopher J. Loftus
- w) Bruce J. Mamer
- x) Paul G. McLaughlin
- y) Maria Neal
- z) James Paponetti
- aa) Stan R. Patriski
- ab) Debra A. Pattie
- ac) Nancy A. Price
- ad) Daniel J. Rocco
- ae) Andrea J. Roff
- af) Lawrence Salvatore
- ag) Nicholas Salvatore
- ah) Kristin M. Sarkisian
- ai) David W. Ward

aj) Tomas Weinberg

ak) Crystal A. Williams

Funding Source: Real Estate Assessment Fund

Lisa Rocco, Fiscal Office, presented. There were no questions. Armond Budish motioned to approve the item; Joseph Nanni seconded. Item BC2018-873 was unanimously approved.

BC2018-874

Department of Human Resources,

a) Submitting an RFP exemption on RQ44043, which will result in an award recommendation to Audio Visual Services Group, LLC dba PSAV in the amount not-to-exceed \$4,691.50 for audio visual services in connection with mandatory County employee ethics training being held on December 17, 2018.

b) Recommending an award on RQ44043, which will result in an award recommendation to Audio Visual Services Group, LLC dba PSAV in the amount not-to-exceed \$4,691.50 for audio visual services in connection with mandatory County employee ethics training being held on December 17, 2018.

c) Submitting a use license agreement with SMG/Huntington Convention Center of Cleveland for use of facilities located at 1 St. Clair Avenue NE, Cleveland in connection with said employee training.

Funding Source: General Fund

Patrick Smock, Department of Human Resources, presented. There were no questions. Armond Budish motioned to approve the item; Joseph Nanni seconded. Item BC2018-874 was unanimously approved.

BC2018-875

Department of Public Safety and Justice Services, recommending an award on RQ42680 and enter into a contract with VASU Communications Inc. in the amount not-to-exceed \$24,994.50 for on-site reprogramming and update services for (950) VHF mobile and portable Public Safety radios for the period 12/3/2018 – ~~3/5/2019~~ **3/15/2019**.

Funding Source: FY16 State Homeland

Mary Beth Vaughn, Department of Public Safety and Justice Services, presented. There were no questions. Armond Budish motioned to approve the item; Trevor McAleer seconded. Item BC2018-875 was unanimously approved.

BC2018-876

Department of Health and Human Services, recommending an award on RQ43877 and enter into a sole source contract with United Way of Greater Cleveland in the amount not-to-exceed \$277,333.00 for community resource navigation and MedRefer services to residents of Cuyahoga County for the period 1/1/2019 - 12/31/2019.

Funding Source: Health and Human Services Levy

Sabrina Roberts, Department of Health and Human Services, presented. There were no questions. Armond Budish motioned to approve the item; Joseph Nanni seconded. Item BC2018-876 was unanimously approved.

C. – Consent Agenda

There were no questions on the consent items. Armond Budish motioned to approve items BC2018-877 through -881.; Trevor McAleer seconded, the consent items were unanimously approved.

BC2018-877

Office of Procurement & Diversity, recommending to declare various property as surplus County property no longer needed for public use; recommending to sell said property via internet auction, in accordance with Ohio Revised Code Section 307.12(E)

Funding Source: Revenue Generating

BC2018-878

Department of Public Safety and Justice Services, submitting an amendment to Agreement No. AG1700028 with the City of Cleveland for reimbursement of eligible expenses in connection with the FY2016 Urban Area Security Initiative for the period 3/1/2017 – 6/30/2019 for a decrease in the amount of (\$109,000.00).

Funding Source: FY2016 Urban Area Security Initiative

BC2018-879

Department of Development, recommending to amend Board Approval No. BC2018-259, dated 4/23/2018 which authorized a Homeowner Rehabilitation loan to Thomas Spinks, by adding \$892.00 to the Loan amount to include the Homeowner contingency cost:

Homeowner Rehabilitation Loan

| <i>Funding Source</i> | <i>Type</i> | <i>Homeowner Name</i> | <i>City</i> | <i>Loan Amount</i> | <i>Term</i> | <i>Work to be completed</i> | <i>Taxes current as of</i> |
|-----------------------|-----------------|-----------------------|------------------|---|---------------------------------------|---------------------------------------|----------------------------|
| <i>CDBG</i> | <i>Deferred</i> | <i>Thomas Spinks</i> | <i>Lyndhurst</i> | <i>\$4,460.00</i> <i>\$5,352.00</i> | <i>0%-repay upon sale or transfer</i> | <i>Tear off and install new roof.</i> | <i>4/18/2018</i> |

BC2018-880

Fiscal Office, Presenting Proposed Travel Requests for the week of 12/3/2018

| | Travel Requests | | | | | | |
|--|-----------------|---|---------------------------|-----------------|----------------|--|---------------------------|
| Department | Staff | Event | Host | Dates of Travel | Location | Expenses | Funding Source |
| Department of Health and Human Services – Division of Community Initiatives: Office of Early Childhood | Rebekah Dorman | A meeting entitled “National League of Cities (NLC), D.C. Cross-Site Meeting – A Strong Prenatal to age 3 Agenda” | National League of Cities | 12/5/-12/9/2018 | Washington, DC | *Airfare - \$204.40 *Lodging- \$549.46 *Meals - \$80.00 *Ground Transportation - \$150.00 *Mileage- \$15.15 *Parking - \$40.00 Total- \$1,039.01 | National League of Cities |

* All expenses will be paid by the National League of Cities

Purpose:

The National League of Cities (NLC) Cross-Site Meeting – A Strong Prenatal to Age 3 Agenda communities supports a strong start for babies and toddlers through local solutions: giving children a healthy start at birth, strengthening support for families with infants and toddlers and expanding high-quality care and learning environments. The meeting brings together members to support the initiatives of the NLC in partnership with the Pritzker Children’s Initiative. Teams work in groups to strategize next steps, problem solve challenges, and build a peer learning community.

BC2018-881

Office of Procurement & Diversity, presenting proposed purchases for the week of 12/3/2018

| <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> |
| CT-18-44213 | Pocket folders for Cuyahoga Job and Family Services | Department of Public Works | Footte Printing | \$1,210.00 | General Fund – Internal Service Fund |
| CT-19-44130 | Parking tickets for dispensers at Huntington Park Garage | Department of Public Works | Toledo Ticket | \$1,887.90 | Garage Fund |
| CT-19-44131 | Divorce file folders for Clerk of Courts | Department of Public Works | Franklin Mills | \$3,468.00 | General Fund – Internal Service Fund |
| CT-19-44137 | (35) New emergency kits for Floor Captains for various buildings | Department of Public Works | Propac | \$1,185.79 | General Fund – Internal Service Fund |
| CT-19-44205 | Protection order jackets for Sheriff's Department | Department of Public Works | Western States Envelope & Label | \$582.75 | General Fund – Internal Service Fund |
| AU-18-43924 | Bi-weekly document shredding services | Fiscal Office | Gateway Products Recycling Inc. | \$3,120.00 | General Fund |
| JC-18-44144 | (15) New standard security podiums with cam locks to monitor residents of Detention Center | Juvenile Court Division | Aoife Enterprises Inc. dba The Security Station | \$6,786.84 | Special Revenue Fund |
| JC-18-44199 | (15) New café height security stools to monitor residents of Detention Center | Juvenile Court Division | W.W. Grainger Inc. | \$1,994.70 | Special Revenue Fund |
| JC-18-44203 | (48) Replacement office chairs for officers at Detention Center | Juvenile Court Division | Global Equipment Company Inc. | \$9,540.80 | Special Revenue Fund |
| CR-19-43978 | DVD's, CD's and trays for Photography Lab | Medical Examiner's Office | The Little Warehouse | \$2,394.00 | General Fund |

Items/Services Received and Invoiced but not Paid:

| <i>Requisition #</i> | <i>Description</i> | <i>Department</i> | <i>Vendor Name</i> | <i>Total</i> | <i>Funding Source</i> |
|----------------------|---|-----------------------------|----------------------|--------------|--------------------------------------|
| JA-18-43981 | Reimbursement for overtime /back-fill expenses for Strongsville | Department of Public Safety | City of Strongsville | \$1,128.75 | FY2016 State Homeland Security Grant |

| | | | | | |
|--|--|-----------------------------|--|--|--|
| | <i>Fire Department's participation in Urban Search and Rescue regional exercise*</i> | <i>and Justice Services</i> | | | |
|--|--|-----------------------------|--|--|--|

**Alternate procurement process and exemption from aggregation to authorize reimbursement of eligible overtime and back-fill expenses to communities for specialized grant-funded training and exercise events for the period 7/23/2018 – 7/22/2023 approved by Board of Control Approval No. BC2018-482 dated 7/23/2018.*

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

Time Sensitive/Mission Critical Items

BC2018-882

Department of Public Works, recommending an award on RQ44105 to Joshen Paper and Packaging in the amount not-to-exceed \$24,500.00 for janitorial cleaning supplies.

Funding Source: General Fund – Internal Service Fund

Thomas Pavich and Michael Chambers, Department of Public Works, presented. Armond Budish motioned to amend the agenda to consider the item; Trevor McAleer seconded. Trevor McAleer asked why this request is being submitted as a mission critical item rather than a regular item for approval. Armond Budish motioned to approve the item; Trevor McAleer seconded. Item BC2018-882 was unanimously approved.

BC2018-883

Department of Public Works, recommending an award on RQ44217 to Concord Road Equipment in the amount not-to-exceed \$6,995.14 for Airport de-icing truck repair.

Funding Source: Airport Operating Fund

Thomas Pavich and Michael Chambers, Department of Public Works, presented. Armond Budish motioned to amend the agenda to consider the item; Trevor McAleer seconded. Armond Budish asked if the control system for the truck sprayer has been repaired. Nan Baker asked for clarification on the cost of the repair; asked for the cost of the de-icing truck, as the cost of the repair seemed high; asked if there are any plans to replace the truck due to its' age. Trevor McAleer asked for the date of service. Armond Budish motioned to approve the item; Trevor McAleer seconded. Item BC2018-883 was unanimously approved.

BC2018-884

Department of Public Works, recommending an award on RQ43971 to Star Concrete in the amount not-to-exceed \$24,900.00 for Harvard Garage retention basin overgrown brush removal services.

Funding Source: Sanitary Sewer Fund

Michael Chambers, Department of Public Works, presented. Armond Budish motioned to amend the agenda to consider the item; Joseph Nanni seconded. There were no questions. Armond Budish motioned to approve the item; Joseph Nanni seconded. Item BC2018-884 was unanimously approved.

BC2018-885

Department of Public Works, recommending an award on RQ44089 to the Plain Dealer in the amount not-to-exceed \$800.00 for a legal advertisement for a revenue generating Request for Proposals for Full-Services Fixed Base services for the County Airport.

Funding Source: Airport Operating Fund

Michael Chambers and Thomas Pavich, Department of Public Works, presented. Armond Budish motioned to amend the agenda to consider the item; Joseph Nanni seconded. Trevor McAleer asked why this item was not presented sooner as the purchase requisition was dated several weeks earlier. Armond Budish motioned to approve the item; Joseph Nanni seconded. Item BC2018-885 was unanimously approved.

VI – PUBLIC COMMENT

There was no public comment.

VII – ADJOURNMENT

Armond Budish motioned to adjourn; Trevor McAleer seconded. The motion to adjourn was unanimously approved at 11:18 a.m.