

Minutes

Cuyahoga County Board of Control
Monday, April 29, 2019 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 11:05 a.m.

Attending:

Matt Carroll, Chief Economic Growth and Opportunity Officer, (Alternate for Armond Budish)
Councilman Dale Miller
Councilwoman Nan Baker
Trevor McAleer, County Council (Alternate for Dan Brady)
Angela Rich, Assistant Fiscal Officer, Fiscal Office (Alternate for Dennis Kennedy)
Michael Dever, Director, Department of Public Works
Lenora Lockett, Director, Office of Procurement and Diversity

II – REVIEW MINUTES – 4/22/2019

Matt Carroll motioned to approve the minutes from the April 22, 2019 meeting; Michael Dever seconded. The minutes were unanimously approved as written.

III – PUBLIC COMMENT

There was no public comment related to the agenda.

IV- CONTRACTS AND AWARDS

A. – Tabled Items

B. – New Items for Review

BC2019-323

Department of Public Works, recommending an award on RQ44473 and enter into a contract with Advance Door Company (12-1) in the amount not-to-exceed \$300,000.00 for overhead garage door maintenance services for various locations for the period 4/29/2019 – 4/28/2022.
Funding Source: General Fund – Internal Services Fund

Thomas Pavich, Department of Public Works, presented. Dale Miller asked why there was only one response to the bid. Lenora Lockett stated, that despite attempts to contact vendors who received the bid package, there was no feedback from vendors who elected to not bid. Mr. Miller asked if the pricing submitted by the recommended vendor is reasonable, as there is no basis for comparison. Trevor McAleer asked if this is a new contract and if Advance Door Company was the prior vendor. Nan Baker asked if the existing garage doors are new and are covered under warranty. Mr. McAleer asked for clarification if

services include repairs and maintenance, as needed, in addition to door inspections. Matt Carroll motioned to approve the item; Trevor McAleer seconded. Item BC2019-323 was unanimously approved.

BC2019-324

Department of Public Works,

a) Submitting an RFP exemption on RQ45205, which will result in an award recommendation to Belenky, Inc. in the amount not-to-exceed \$101,907.00 for the purchase of (2) UniMac 180lb and (1) UniMac 125lb Capacity Washer Extractor Machines to be used for inmate laundry in Jail II.

b) Recommending an award on RQ45205 to Belenky, Inc. in the amount not-to-exceed \$101,907.00 for the purchase of (2) 180lb and (1) 125lb Capacity Washer Extractor Machines to be used for inmate laundry in Jail II.

Funding source: Internal Service Fund

Matt Rymer, Department of Public Works, presented. Dale Miller asked how many responses to the informal bid were received and why did the two vendors that were contacted during the market research phase, not respond to the informal bid. Trevor McAleer asked how the pricing from the recommended vendor compares to the pricing from the two vendors contacted during the market research phase and asked whether the warranties were included in the evaluation and compared to the unofficial quotes; asked if there is currently an annual maintenance services contract with Belenky, Inc. and commented that he was surprised that the two vendors initially contacted did not bid. Nan Baker asked for clarification on the location of where the washing machines will be located. Mr. Rymer clarified that the General Fund – Internal Service Fund as listed on the agenda is a temporary funding source until the Capital Project Fund is set up by the Office of Budget and Management. Matt Carroll motioned to approve the item; Michael Dever seconded. Item BC2019-324 was unanimously approved.

BC2019-325

Department of Information Technology, submitting an amendment to Contract No. CE1700141 with Unify Solutions, Inc. for SAP Human Capital Management support services for the period 7/1/2017 – 12/31/2019 for additional funds in the amount not-to-exceed \$200,000.00.

Funding Source: General Fund – ERP

Jeanelle Greene, Department of Information Technology, presented. Dale Miller asked why the funding is being equally divided between the General Fund and the Enterprise Resource Planning Project (ERP) budget and asked whether these are considered operational and installation costs. Trevor McAleer asked for confirmation that these funds have been budgeted and not coming out of the Contingency Fund. Matt Carroll motioned to approve the item; Dale Miller seconded. Item BC2019-325 was unanimously approved.

BC2019-326

Department of Information Technology, recommending an award on RQ44558 and enter into a contract with Advance Server Management Group, Inc. (21-1) in the amount not-to-exceed \$86,016.00 for Vulnerability and Threat Management Software/System services for the period 4/29/2019 – 4/28/2022.
Funding Source: General Fund

Jeanelle Greene, Department of Information Technology, presented. Dale Miller asked how we know that the pricing is reasonable, as there was only one bid received. Matt Carroll asked for clarification on the initial annual cost quoted by the vendor. Matt Carroll motioned to approve the item; Dale Miller seconded. Item BC2019-326 was unanimously approved.

BC2019-327

Department of Information Technology, submitting an amendment to Contract No. CE1500151 with Great Northern Consulting, LLC for support and maintenance on (5) Sun Solaris Operating System T4 servers for the period 6/30/2015 - 6/29/2019 to extend the time period to 6/29/2022 and for additional funds in the amount not-to-exceed \$57,272.00.
Funding Source: General Fund - \$48,162.00 and Health and Human Services Levy Fund - \$9,110.00

Dennis Sullivan, Department of Information Technology, presented. There were no questions. Matt Carroll motioned to approve the item; Michael Dever seconded. Item BC2019-327 was unanimously approved.

BC2019-328

Department of Workforce Development,

a) Submitting an RFP exemption on RQ45440, which will result in an award recommendation to Ideastream dba WVIZ/PBS, 90.3 WCPN, WCLV 104.9 in the amount not-to-exceed \$23,000.00 for sponsorship of the College Only Myth Project for the period 7/1/2019 – 12/31/2019.

b) Recommending a payment to Ideastream dba WVIZ/PBS, 90.3 WCPN, WCLV 104.9 in the amount not-to-exceed \$23,000.00 for sponsorship of the College Only Myth Project for the period 7/1/2019 – 12/31/2019.

Funding Source: Federal Funds

Frank Brickner, Department of Workforce Development, presented. There were no questions. Matt Carroll motioned to approve the item; Michael Dever seconded. Item BC2019-328 was unanimously approved.

BC2019-329

Department of Human Resources, recommending an award on RQ43812 and enter into a contract with SACS Consulting & Investigating Services, Inc. (24-3) in the amount not-to-exceed \$33,000.00 for Worker's Compensation Investigative services for the period 4/29/2019 – 3/31/2022.
Funding Source: Workers' Comp Admin Fund

Patrick Smock, Department of Human Resources, presented. There were no questions. Matt Carroll motioned to approve the item; Michael Dever seconded. Item BC2019-329 was unanimously approved.

BC2019-330

Fiscal Office, submitting an amendment to Contract No. CE1500254 with Infor (US), Inc. for software support and maintenance on the IBM/MVS/MSA E-Series Payroll Processing System for the period 7/2/2015 – 7/1/2019 to extend the time period to 7/1/2020 and for additional funds in the amount not-to-exceed \$69,642.00.

Funding Source: General Fund

Michael Zapola, Fiscal Office, presented. Dale Miller asked if the payroll component of the Enterprise Resource Planning Project (ERP) is in place by January 2020, will we not require services through the entire contract term. Matt Carroll motioned to approve the item; Michael Dever seconded. Item BC2019-330 was unanimously approved.

BC2019-331

Department of Public Safety and Justice Services, recommending an award on RQ44777 to Towlift Inc. (19-1) in the amount not-to-exceed \$70,700.00 for the purchase of 1 Ohio Region 2 Urban Search and Rescue Logistics Support Truck-mounted Forklift.

Funding Source: FY16 Urban Area Security Initiative

Mary Beth Vaughn, Department of Public Safety and Justice Services, presented. Dale Miller asked why there was such a low response to the bid; asked if pricing was too high on the first two bids that were issued; and asked if pricing on this recommendation is reasonable. Matt Carroll motioned to approve the item; Trevor McAleer seconded. Item BC2019-331 was unanimously approved.

BC2019-332

Department of Public Safety and Justice Services, submitting an amendment to Agreement No. AG1900103 with Court of Common Pleas, Juvenile Court Division for the Coordinated Approach to Low-Risk Misdemeanors (CALM) Project in connection with the FY2019 Juvenile Justice and Delinquency Prevention Disproportionate Minority Contact Title II Formula Grant Program for the period 1/1/2019 – 12/31/2019 to modify the scope of services by expanding the delivery area of minority youth served, effective 6/1/2019 and for additional funds in the amount not-to-exceed \$18,968.68.

Funding Source: Ohio Department of Youth Services

Mary Beth Vaughn, Department of Public Safety and Justice Services, presented. There were no questions. Matt Carroll motioned to approve the item; Michael Dever seconded. Item BC2019-332 was unanimously approved.

BC2019-333

Department of Public Safety and Justice Services,

a) Submitting an RFP exemption on RQ45067, which will result in an award recommendation to TAC Computer, Inc. in the amount not-to-exceed \$5,940.00 for Computer Aided Dispatch (CAD) records management connectivity and data transfer services from Cuyahoga Emergency Communications Systems (CECOMS) to the East Cleveland Police Department for the period 4/29/2019 –6/30/2019.

b) Recommending an award on RQ45067 and enter into a contract with TAC Computer, Inc. in the amount not-to-exceed \$5,940.00 for Computer Aided Dispatch (CAD) records management connectivity and data transfer services from Cuyahoga Emergency Communications Systems (CECOMS) to the East Cleveland Police Department for the period 4/29/2019 –6/30/2019.

Funding Source: General Fund

Mary Beth Vaughn, Department of Public Safety and Justice Services, presented. Dale Miller asked if this will be a one-time contract to transfer the data and what procurement process was utilized to select this vendor. Nan Baker asked if the data transfer is expected to be complete in two months. Trevor McAleer asked if the recommended vendor was selected by the City of East Cleveland and whether the County had any control on the vendor selection. Matt Carroll motioned to approve the item; Trevor McAleer seconded. Item BC2019-333 was unanimously approved.

The following item was held at the request of the Board of Control members.

~~BC2019-334~~

~~Department of Health and Human Services/Division of Children and Family Services, submitting an amendment to Contract No. CE1600142 with Community of Hope for group mentoring services, previously referred to as the Open Table Model, for transition age young adults who were previously or are currently in foster care for the period 7/1/2016 – 6/30/2019 to extend the time period to 6/30/2020 and for additional funds in the amount not to exceed \$150,000.00.~~

~~Funding Source: 30% Title IV E Admin; 70% HHS Levy~~

Robert Math, Cuyahoga Job and Family Services on behalf of the Division of Children and Family Services, presented. Dale Miller asked if program data related to the Open Table Model could be provided to the Board members. Trevor McAleer asked if the original contract was a sole source purchase and stated that there may be value in conducting a Request for Proposals, if this is no longer a sole source service, due to the number or prior amendments approved and the total dollar value for these services. Matt Carroll asked if there was a sense that there may be potential vendors to provide these services. Mr. McAleer expressed his concern that this is no longer a sole source service and that pricing has doubled over the last two years and believes that there needs to be a process to compare pricing for services; and asked if there is a reason this service could not be bid. Mr. Miller asked why the cost has doubled for services. Matt Carroll recommended that this item be held for further discussion and receipt of additional information. The board members concurred with Mr. Carroll's recommendation to hold the item.

The following item was amended to change the AREA number listed in the funding source from AREA 5 to AREA 1.

BC2019-335

Office of the Medical Examiner, recommending an award on RQ45071 to Leeds Precision Instruments, Inc. in the amount not-to-exceed \$57,814.00 for the purchase of a Leeds Spectral Vision II System on a rollable floorstand.

Funding Source: DNA CAPACITY ENHANCEMENT GRANT—~~AREA 5~~ **AREA 1**

Hugh Shannon, Office of the Medical Examiner, presented. There were no questions. Matt Carroll motioned to approve the item; Trevor McAleer seconded. Item BC2019-335 was unanimously approved as amended.

C. – Consent Agenda

Nan Baker referred to Item BC2019-337 and asked for the reason for late submittal of the subgrant agreement and if services are being provided; asked if it is anticipated that this type of request will typically be submitted after the start date or if anything can be done to ensure a timelier submission; and asked for clarification on the funding source. There were no further questions. Matt Carroll motioned to approve items BC2019-336 through – 339; Trevor McAleer seconded, the consent items were unanimously approved.

BC2019-336

Department of Public Works, submitting Offer of Settlement Agreements for acquiring necessary Right-of-Way in connection with the reconstruction and widening of Sprague Road – Phase I from Webster Road to West 130th Street in the Cities of Middleburg Heights and Strongsville Ohio:

Parcel 82T/83T (Temporary Easement)

Property Owner: Joseph L. Mossbarger

Recommended Offer of Settlement: \$900 (82T=\$300, 83T=\$600)

Fair Market Value Estimate: \$900

Parcel 76T (Temporary Easement)

Property Owner: Ryan L. & Amy M. Beno

Recommended Offer of Settlement: \$800.00

Fair Market Value Estimate: \$800.00

Parcel 81T (Temporary Easement)

Property Owner: Kathryn L. & Frank A. Petitt and Jessica H. Wattenbarger

The Total Settlement will be split 50/50 between the two (2) W-9's.

Fair Market Value Estimate: \$500.00

Additional Amount: \$1,000.00

Funding Source: Issue 1 Funding: 50% - County Road and Bridge: 50%

BC2019-337

Department of Workforce Development, submitting a subgrant agreement with Partner4Work in the amount not-to-exceed \$1,300,000.00 for outreach, recruitment, enrollment, training, supportive services, job placement in high-growth industries, monitoring and data collection of 200 eligible participants and employers into the National Dislocated Worker Grant Program for the period 10/1/2018 – 9/30/2020.

Funding Source: WIOA National Dislocated Worker Grant

BC2019-338

Fiscal Office presenting proposed Travel for the week of 4/29/2019

Department	Travel Requests						Funding Source
	Community Partner	Event	Host	Dates of Travel	Location	Expenses	
Department of Public Safety and Justice Services – Division of Public Safety and Justice Services	*Paul Koomar	A conference entitled “National Homeland Security Conference”	National Homeland Security Association	6/16/-6/21/2019	Phoenix, Arizona	*Registration Fees – \$625.00 **Lodging- \$529.10 **Meals - \$268.00 **Ground Transportation- \$50.00 **Parking – \$1000 **Baggage - \$100.00 ***Airfare- \$528.98 Total- \$2,209.08	UASI FY17 Grant

*Paid to host

**Staff reimbursement

***Airfare will be covered by a contract with the County’s Travel Vendor – (\$528.98)

Purpose: The National Homeland Security Conference is the annual meeting of local Homeland Security and emergency management professionals to learn about emerging trends in homeland security and see the new equipment and technology available to support missions. The event provides participants with strong educational and informative tracks; offering several business-critical educational workshops, informative general sessions, keynote presentations, networking breaks, live demonstrations, exhibitor tracks, and social functions.

*Community Partner

Mr. Koomar is the Mayor of Bay Village

<i>Travel Requests</i>							
<i>Department</i>	<i>Staff/ Community Partners</i>	<i>Event</i>	<i>Host</i>	<i>Dates of Travel</i>	<i>Location</i>	<i>Expenses</i>	<i>Funding Source</i>
<i>Department of Public Safety and Justice Services – Division of Public Safety and Justice Services</i>	<i>Alex Pellom, Mark Christie, *Mike Carroll, and *Herald Pretel</i>	<i>A conference entitled “National Homeland Security Conference”</i>	<i>National Homeland Security Association</i>	<i>6/16/- 6/21/2019</i>	<i>Phoenix, Arizona</i>	<i>*Registration Fees – \$2,500.00 **Lodging- \$2,116.40 **Meals - \$1,072.00 **Ground Transportation- \$200.00 **Parking – \$432.00 **Baggage - \$400.00 ***Airfare- \$2,115.92 Total- \$8,836.32</i>	<i>UASI FY17 Grant</i>

**Paid to host*

***Staff reimbursement*

****Airfare will be covered by a contract with the County’s Travel Vendor – (\$2,115.92)*

Purpose:

The National Homeland Security Conference is the annual meeting of local Homeland Security and emergency management professionals to learn about emerging trends in homeland security and see the new equipment and technology available to support missions. The event provides participants with strong educational and informative tracks; offering several business-critical educational workshops, informative general sessions, keynote presentations, networking breaks, live demonstrations, exhibitor tracks, and social functions.

**Community Partners*

Mr. Carroll is the Fire Chief and serves as Chair of the Cuyahoga County Emergency Services Advisory Board for the Lyndhurst Fire Department

Mr. Pretel is the Deputy Chief of the Cleveland Police Department

<i>Travel Requests</i>							
<i>Department</i>	<i>Staff</i>	<i>Event</i>	<i>Host</i>	<i>Dates of Travel</i>	<i>Location</i>	<i>Expenses</i>	<i>Funding Source</i>
<i>Agency of the Inspector General</i>	<i>R. Mark Cutright, and Andrea Warner</i>	<i>A conference entitled "Association of Certified Fraud Examiners (ACFE) Global Fraud Conference"</i>	<i>Association of Certified Fraud Examiners (ACFE)</i>	<i>6/23/-6/28/2019</i>	<i>Austin, TX</i>	<i>*Registration- \$2,050.00</i> <i>**Lodging- \$1,013.54</i> <i>**Meals - \$276.00</i> <i>**Ground Transportation- \$44.00</i> <i>**Parking- \$88.00</i> <i>***Airfare - \$695.00</i> <i>Total – \$4,166.54</i>	<i>General Fund</i>

**Paid to host*

***Staff reimbursement*

****Airfare will be covered by a contract with the County's Travel Vendor – (\$695.00)*

Purpose:

The Association of Certified Fraud Examiners (ACFE) Is the world's largest anti-fraud organization focused on reducing business fraud worldwide and inspiring public confidence in the integrity and objectivity of the profession. The Annual Global Fraud Conference offers more than 100 educational sessions on a wide range of anti-fraud topics and provides attendees with the opportunity to gain knowledge, resources and connections necessary in the fight against fraud.

BC2019-339

Office of Procurement & Diversity, presenting proposed purchases for the week of 4/29/2019

Direct Open Market Purchases (Between \$5,000.00 - \$49,999.99 unless requiring assistance from the Office of Procurement & Diversity – See Below)					
Requisition #	Description	Department	Vendor Name	Total	Funding Source
CT-19-45431	HVAC equipment for various county buildings	Department of Public Works	Refrigeration Sales Corporation	Not-to-exceed \$24,500.00	General Fund – Internal Service Fund
CT-19-45434	Cement mortar and brick for various projects and maintenance	Department of Public Works	The Chas E. Phipps Company	Not-to-exceed \$24,500.00	General Fund – Internal Service Fund

Items/Services Received and Invoiced but not Paid:

Requisition #	Description	Department	Vendor Name	Total	Funding Source
CC002-19-45219	Furniture, equipment and supplies for Workers' Compensation staff	Department of Human Resources	W.B. Mason Co., Inc.	\$3,118.05	Workers Comp Admin
DV-19-45312	Title searches on homes that have been enrolled in Development Programs	Department of Development	Guardian Equity Services, LLC	\$525.00	Federal HOME Investment Partnership Fund

Open Market Purchases
 (Over \$50,000.00 or requiring assistance from the Office of Procurement & Diversity)

Requisition #	Description	Department	Vendor Name	Total	Funding Source
JC-19-45223	Bread – May – July	Juvenile Court Division	Gordon Food Service, Inc.	\$13,621.38	General Fund
JC-19-45226	Milk – May – July	Juvenile Court Division	Borden Dairy Company of Ohio, Llc	\$17,016.00	General Fund
JC-19-45229	Canned fruit – May – July	Juvenile Court Division	JNS Foods LLC	\$8,908.50	General Fund
JC-19-45230	Dry items – May – July	Juvenile Court Division	Gordon Food Service, Inc.	\$8,339.76	General Fund
JC-19-45231	Frozen vegetables – May – July	Juvenile Court Division	Gordon Food Service, Inc.	\$24,425.97	General Fund
JC-19-45234	Meats – May – July	Juvenile Court Division	Gordon Food Service, Inc.	\$10,403.70	General Fund
JC-19-45235	Produce – May – July	Juvenile Court Division	Gordon Food Service, Inc.	\$13,890.42	General Fund

V – OTHER BUSINESS

Items of Note (non-voted)

Item No. 1

Department of Public Works, submitting an agreement of cooperation with the City of Lyndhurst in connection with the resurfacing of Brainard Road from Cedar Road to Wilson Mills Road.

Funding Source: \$463,786 - Road and Bridge Fund; \$79,310 - Highland Heights; \$281,190 - Lyndhurst and \$2,884,000 - Federal Share

Item No. 2

Department of Public Works, submitting an LPA Agreement with the Ohio Department of Transportation in connection with the resurfacing of Ridge Road from Memphis Avenue to Denison Avenue in the Cities of Brooklyn and Cleveland.

Funding Source: \$212,180 - Road and Bridge Fund; \$106,090 - Brooklyn; \$106,090 - Cleveland and \$1,697,440 - Federal Funds

Item No. 3

Department of Public Works, submitting an agreement of cooperation with the City of Parma Heights in connection with the resurfacing of York Road from Pearl Road to Pleasant Valley Road.

Funding Source: \$2,736,000 - Road and Bridge Fund; \$478,800 - City of Parma Heights and \$205,200 from the City of Parma

Item No. 4

Department of Public Works, submitting an LPA Agreement with the Ohio Department of Transportation in connection with the resurfacing of Brainard Road from Cedar Road to Wilson Mills Road in the Cities of Highland Heights and Lyndhurst.

Funding Source: \$463,786 - Road and Bridge Fund; \$79,310 - Highland Heights; \$281,190 - Lyndhurst and \$2,884,000 - Federal Share

Item No. 5

Court of Common Pleas/Juvenile Court Division, submitting an amendment to a grant agreement and Funding Application with State of Ohio, Department of Youth Services for various programs in connection with the SFY2019 RECLAIM Ohio Grant for the period 7/1/2017 – 6/30/2019 to make budget line item revisions; no additional funds required.

Funding Source: SFY2019 RECLAIM Ohio Grant

Item No. 6

Contracts \$1,000.01 - \$4,999.99 – Processed and Executed
(No vote required in accordance with Ordinance No. 02019-0003

<i>Requisition Number</i>	<i>Contract Number</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>RQ44784</i>	<i>CE1900193</i>	<i>Dr. Stephen Hannon</i>	<i>Keynote speaker services for the 2019 Invest in Children Annual Meeting</i>	<i>\$1,500.00</i>	<i>Office of Early Childhood</i>	<i>5/17/2019</i>	<i>Health and Human Services Levy Fund</i>	<i>4/22/2019</i>

VI – PUBLIC COMMENT

Joseph Nanni, County Council, introduced Kimhok Te, a Fellow visiting from Cambodia, in connection with Global Cleveland, an exchange Program for government professionals throughout the world. Mr. Te will be working with the County Council's Office for the next month. The Board members welcomed Mr. Te.

VII – ADJOURNMENT

Matt Carroll motioned to adjourn; Dale Miller seconded. The motion to adjourn was unanimously approved at 11:55 a.m.