

Minutes

Cuyahoga County Board of Control
Monday, May 20, 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 11:03 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)
Michael Chambers, Finance and Operations Administrator, Department of Public Works
(Alternate for Michael Dever)
Lenora Lockett, Director, Office of Procurement and Diversity

II – REVIEW MINUTES – 5/13/2019

Matt Carroll motioned to approve the minutes from the May 13, 2019 meeting; Dale Miller 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

The following item was amended to correct the item number.

BC2019-~~356~~-355

Department of Development,

a) Submitting an RFP exemption on RQ45327, which will result in a payment to Greater Cleveland Film Commission in the amount of \$210,000.00 for operational support for the period 5/20/2019 – 5/19/2020.

b) Recommending a payment to Greater Cleveland Film Commission in the amount of \$210,000.00 for operational support for the period 5/20/2019 – 5/19/2020.

Funding Source: General Fund

Paul Herdeg, Department of Development and Ivan Schwarz, President & CEO, Greater Cleveland Film Commission, presented. Trevor McAleer asked how the Cleveland Film Commission would be impacted

if the Senate does not place the Ohio Motion Picture Tax Credit incentive back into the House Bill version; and asked if the creation of 5,000 fulltime equivalent jobs is for the Cuyahoga County Cleveland area or Statewide. Nan Baker asked for confirmation that the State budget needs to be approved by the end of June; and asked if there is any urgency or can the County delay the vote and wait to receive the confirmation from the Senate. Matt Carroll asked Mr. Schwarz to comment on trends and Northeast Ohio's competition across the Country for jobs as well as comment on similar jurisdictions that make this kind of determination as it relates to film production in the State of Ohio.

Mr. Carroll asked for clarification that if there were to be a change as it relates to the Senate reducing the Tax Credit incentive in the proposed budget, there are still projects in the pipeline that the Cleveland Film Commission has to complete, as it relates to Ms. Baker's question regarding the delayed response of the Senate. Ms. Baker asked for clarification that given the worse-case scenario that the Film Commission is still committed to receiving funding from the County either way.

Paul Herdeg stated that if this item is not approved we may be unable to assist with expenses that are being incurred right now. Paul also stated that under the new system there is an impact on approval dates.

Mr. McAleer asked if the item could be held for 2 weeks and revise the dates as the County would still offer general support in the full amount requested for the calendar year. Mr. Carroll said he feels the County wants to support the organization even though the State legislation seems to be going in a certain direction; and stated he is thinking of a contingency option but his personal opinion would be to move forward with approval of this item but will defer to the Council's view on the matter of delaying approval.

Further discussion ensued. Mr. Carroll asked Mr. Miller if he was comfortable with delaying the vote. Mr. Miller stated that although he is ready to move forward with the item he is comfortable with delaying the vote for 2 weeks as that might be a compromise in the middle, but he is not comfortable with waiting until June 30th. Mr. Carroll stated that he was comfortable with open discussion and recommend a vote be taken where Board members state their position. Matt Carroll made a motion to approve the item; Michael Chambers seconded. Item BC2019-355 was approved by majority roll call vote with Nan Baker and Trevor McAleer casting dissenting votes.

B. – New Items for Review

BC2019-373

Department of Public Works, recommending an award on RQ45258 and enter into a contract with Specialized Construction Co. (4-2) in the amount not-to-exceed \$241,888.75 for the 2019 Countywide Preventative Maintenance Program - Crack Sealing and Striping.

Funding Source: \$7.50 License Tax Fund

Michael Chambers, Department of Public Works, presented. Nan Baker asked for clarification on whether the Preventative Maintenance Program is giving credit to those cities that have the Program or is it for Cities that do not have one and the County is trying to create one, as it relates to the Ms. Baker's advance question of whether or not the Program is evenly distributed among districts; asked if there is a list available of the municipalities that have applied for the Program and received funding; asked how the County decides which communities receive funding once it has been determined that preventative maintenance is needed; and asked if there are any restrictions when applying for the Program. Mr. Chambers stated he will provide Board members with a list of the 42 municipalities that are currently participating in the Program.

Dale Miller asked for clarification on whether the communities reflected on the list that Board members received are among the 42 municipalities participating in the program; and asked how does the County determine which roads receive maintenance under this Program and maintenance performed under Cooperative Agreements with municipalities. Matt Carroll motioned to approve the item; Dale Miller seconded. Item BC2019-373 was unanimously approved.

BC2019-374

Department of Development, recommending an award and enter into an agreement with the City of Cleveland Heights in the amount not-to-exceed \$399,000.00 for demolition of vacant, abandoned, nuisance or blighted structures in connection with Round 8 of the Cuyahoga County Property Demolition Program for the period 5/20/2019 – 12/31/2020.

Funding Source: Demolition Fund

Kenneth Surratt, Department of Development, presented. Dale Miller asked for clarification as to whether there is still 8 million dollars that has not been appropriated yet out of the 50-million-dollar goal, as it relates to the remaining balance after Round 9 is considered and approved by the Board; and inquired about the current projection as to when the entire 50 million will be exhausted. Nan Baker asked for clarification on why the funding is for Cleveland Heights only; and asked if the residential structures chosen is a collaborative effort between the cities and the County. Matt Carroll asked if the 7.3 million coming in is in addition to the 42 million. Matt Carroll motioned to approve the item; Dale Miller seconded. Item BC2019-374 was unanimously approved.

BC2019-375

Department of Development,

a) Submitting an RFP exemption on RQ45331, which will result in a payment to Downtown Cleveland Alliance in the amount of \$130,000.00 for membership fees and operational support of clean and safe, marketing and economic development initiatives for the period 6/4/2019 – 6/3/2020.

b) Recommending a payment in the amount of \$130,000.00 to Downtown Cleveland Alliance for membership fees and operational support of clean and safe, marketing and economic development initiatives for the period 6/4/2019 – 6/3/2020.

Funding Source: General Fund

Paul Herdeg, Department of Development, presented. Trevor McAleer asked if the County has always provided funding for Special Improvement District (SID) support and operational support services; and asked for an itemized total of the expenses. Matt Carroll asked for confirmation that the \$100,000.00 (SID) expense is generally based on the County's presence downtown. Dale Miller commented that the Department of Development has a lot of irons in the fire and he believes there is a benefit for having this partnership to perform some of this work, which would otherwise fall under Government responsibility. Matt Carroll motioned to approve the item; Dale Miller seconded. Item BC2019-375 was unanimously approved.

BC2019-376

Department of Workforce Development, in partnership with City of Cleveland/Cuyahoga County Workforce Development Board, submitting an amendment to Contract No. CE1600241 with Towards Employment, Inc. for job seeker services for applicants with felony backgrounds for the period 7/1/2016 – 6/30/2019 for additional funds in the amount not-to-exceed \$70,000.00.

Funding Source: Workforce Innovation and Opportunity Act Federal Funds

Frank Brickner, Department of Workforce Development, presented. There were no questions. Matt Carroll motioned to approve the item; Trevor McAleer seconded. Item BC2019-376 was unanimously approved.

BC2019-377

Fiscal Office,

a) Submitting an RFP exemption on RQ45473, which will result in an award recommendation to Audio Visual Services Group, LLC dba PSAV in the amount not-to-exceed \$11,329.41 for the provision of audio/visual equipment to be used at the Cuyahoga County Forfeited Land Sale for the period 8/13/2019 – 8/16/2019.

b) Recommending an award on RQ45473 to Audio Visual Services Group, LLC dba PSAV in the amount not-to-exceed \$11,329.41 for the provision of audio/visual equipment to be used at the Cuyahoga County Forfeited Land Sale for the period 8/13/2019 – 8/16/2019.

Funding Source: Real Estate Assessment Fund

Lisa Rocco, Fiscal Office, presented. Trevor McAleer asked if the County is getting the Convention Center facility for free. Matt Carroll motioned to approve the item; Trevor McAleer seconded. Item BC2019-377 was unanimously approved.

BC2019-378

Fiscal Office/County Treasurer, recommending an award on RQ45421 to the United States Postal Service in the amount of \$147,240.00 for the purchase of postage for mailing of escrow coupons, letters and Second Half 2018 tax bills in accordance with Ohio Revised Code Section 323.08.

Funding Source: General Fund

Charnese Wilson, Treasurer's Office, presented. Dale Miller asked if this request is considered a sole source since the recommended vendor is the only supplier. Lenora Lockett, Director of Procurement and Diversity replied that for County standards this is not a sole this is a Government Purchase. Matt Carroll commented that there is a provision in the Code that covers this purchase as stated in the response to the advance question posed by Council. Ms. Lockett confirmed that the services are listed under the Administrative List of Procurement Exemptions. Trevor McAleer asked for clarification on how the postage for other bulk mail items of this nature are paid for as he thought that awards made to the United States Postal Service are not considered by the Board of Control due to the approved Ordinance. Further discussed ensued. Mr. Carroll stated that maybe we can review where these types of items should be place on the agenda in the future. Dale Miller motioned to approve the item; Trevor McAleer seconded. Item BC2019-378 was unanimously approved.

BC2019-379

Department of Public Safety and Justice Services, recommending an award on RQ45242 and enter into a contract with Boys & Girls Club of Cleveland in the amount not-to-exceed \$22,031.32 for mentoring services and implementation of the Growing SMART Leaders: Preventing Delinquency and Truancy in Mt. Pleasant Program for at-risk youth in connection with FY2019 Title II Formula Juvenile Justice Delinquency and Prevention Act Block Grant Program for the period 6/1/2019 – 12/31/2019.

Funding Source: Ohio Department of Youth Services

Mary Beth Vaughn, Department of Public Safety and Justice Services, presented. Matt Carroll asked if this is a portion of a larger grant. Matt Carroll motioned to approve the item; Dale Miller seconded. Item BC2019-379 was unanimously approved.

BC2019-380

Department of Law, submitting an amendment to Contract No. CE1400416 with Matrix Pointe Software, LLC for maintenance, support and data hosting services on the Matrix Civil Electronic Document and Records Management System for the period 3/1/2014 - 2/28-2019 to extend the time period to 2/28/2024 and for additional funds in the amount not-to-exceed \$172,200.00.

Funding Source: General Fund

Lisa Averyhart, Department of Law, presented. Nan Baker asked the reason for late submission; and asked if there are other vendors who could provide these services as this is a 5-year extension to the contract; asked if the Department has concerns about reaching out to other vendors that had not been chosen in the past if any unforeseen circumstances emerge where the County is forced to bid out the services; and asked how expenses were covered from March 1, 2019 thru May. Matt Carroll asked if this amendment include renewal options. Dale Miller asked if there is any relationship between this contract and the Enterprise Resource Planning System (ERP) and asked if the original contract amount was for \$172,200.00; asked if it's anticipated that the entire additional amount requested will be utilized. Mr. Carroll asked Ms. Averyhart to report back to the Board members at a later date on whether or not the total amount will be expended. Matt Carroll motioned to approve the item; Michael Chambers seconded. Item BC2019-380 was unanimously approved.

BC2019-381

Department of Health and Human Services/Cuyahoga Job and Family Services, submitting an agreement with the Cuyahoga County Department of Workforce Development in the amount not-to-exceed \$421,580.55 for Job Readiness and Training for Recipients of Temporary Assistance for Needy Families and Food Assistance Employment and Training services for the period 7/1/2019 – 6/30/2020.

Funding Source: Temporary Assistance for Needy Families

Bob Math, Cuyahoga Job and Family Services, presented. There were no questions. Matt Carroll motioned to approve the item; Trevor McAleer seconded. Item BC2019-381 was unanimously approved.

BC2019-382

Department of Health and Human Services/Cuyahoga Job and Family Services, submitting an amendment to Contract No. CE1800258 with Early Childhood Options of University Circle for child-care drop-in services for the period 7/1/2018 - 6/30/2019 to extend the time period to 6/30/2020 and for additional funds in the amount not-to-exceed \$210,421.85.

Funding Source: Federal - Temporary Assistance For Needy Families Fund

Bob Math, Cuyahoga Job and Family Services, presented. Matt Carroll asked for clarification of the name of the vendor and if the vendor was a non-profit organization. Matt Carroll motioned to approve the item; Dale Miller seconded. Item BC2019-382 was unanimously approved.

BC2019-383

Sheriff's Department, recommending an award on RQ44354 to Vance Outdoors, Inc. (16-2) in the amount not-to-exceed \$100,000.00 for the purchase of (116) Safariland Armor Ballistic Level IIIA XTREME Body Armor and Carriers for Deputies for the period 5/20/2019 – 12/31/2019.

Funding Source: General Fund

Tanisha Gates, Sheriff's Department, presented. There were no questions. Matt Carroll motioned to approve the item; Trevor McAleer seconded. Item BC2019-383 was unanimously approved.

BC2019-384

Sheriff's Department, recommending an award on RQ44817 and enter into a contract with Western Reserve Psychological Associates, Inc. in the amount not-to-exceed \$24,999.99 for psychological evaluation services for new hire Sheriff Deputy candidates for the period 5/20/2019 – 12/31/2019.

Funding Source: General Fund

Tanisha Gates, Sheriff's Department, presented. Trevor McAleer asked how many deputies will this cover. Dale Miller asked how many bids were received. Matt Carroll motioned to approve the item; Dale Miller seconded. Item BC2019-384 was unanimously approved.

C. – Consent Agenda

There were no questions on the consent agenda items. Matt Carroll motioned to approve items BC2019-385 through -387; Dale Miller seconded, the consent items were unanimously approved.

BC2019-385

Department of Development

Homeowner Rehabilitation Loans

Funding Source	Type	Homeowner Name	City	Loan Amount	Term	Work to be completed	Taxes current as of
CDBG	Federally Funded	Eddie and Eleanor Gray	Warrensville Heights	\$35,907.50	N/A	Replacing existing electric panel installing new circuit replacing entry door flooring sheet goods in bathroom, repairing sub-floor, replacing laundry tub and installing washer hook-up and dryer vent. Tear off /install new roof on house and rear porch, replacing sheathing, fascia, gutters, downspouts and trimming trees Asphalt driveway	4/17/2019

BC2019-386

Fiscal Office presenting proposed Travel for the week of 5/20/2019

Department	Travel Requests						Funding Source
	Staff (2)	Event	Host	Dates of Travel	Location	Expenses	
Department of Public Works – Division of Administration	Anthony Franczak, Megan Erlenbach	A conference entitled “Infor TechEd”	Infor	6/17/- 6/20/2019	Denver, Colorado	*Registration- \$3,698.00 **Lodging- \$1,937.66 **Meals - \$400.00 **Ground Transportation- \$280.00 ***Airfare - \$1,000.00 Total – \$7,315.66	Road & Bridge Fund

*Paid to host

**Staff reimbursement

***Airfare will be covered by a contract with the County’s Travel Vendor – (\$1,000.00)

Purpose:

Infor TechEd is a technical training event hosted by Infor Education that offers an immersive, hands-on learning experience focused on helping Infor customers and partners get the most out of their enterprise software suite. It is a unique education opportunity to gather with like-minded colleagues, hear the latest strategy updates and product announcements, and learn directly from and engage with Infor product development and management team members.

Travel Requests							
Department	Staff	Event	Host	Dates of Travel	Location	Expenses	Funding Source
Department of Public Safety and Justice Services – Division of Public Safety and Justice Services	Kevin Friis	A conference entitled “E/L0101 Foundations of Emergency Management Course”	Federal Emergency Management Agency (FEMA)	7/14/-7/20/2019	Emmitsburg, MD	*Lodging- \$600.00 *Mileage - \$377.35 **Meals - \$145.86 **Tolls - \$50.00 Total- \$1,173.21	Federal Emergency Management Agency (FEMA)- \$977.35 General Fund - \$195.86

* Federal Emergency Management Agency / Emergency Management Institute (FEMA) will cover the cost of lodging and mileage

**Staff reimbursement

Purpose:

The Federal Emergency Management Agency (FEMA) recognizes the need to tie training programs to an established set of emergency management competencies and to a career development program through a progressive training and education system. The Foundations of Emergency Management Course covers several training objectives in emergency management including legal issues; intergovernmental and interagency context; social vulnerability issues; managing stress; collaboration, preparedness; team building; mitigation; response; prevention and protection; ethical decision-making; recovery; technology; and administration.

	Travel Requests						
Department	Staff (4)	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, Shawna Rohrman, Alyssa Swiatek, Qianna Tidmore	A workshop entitled “Ideas Impact Framework Workshop”	Center on the Developing Child, Harvard University Frontiers of Innovation	6/3/- 6/6/2019	Cambridge, MA	**Lodging- \$3,749.40 **Meals - \$512.00 **Ground Transportation- \$400.00 **Parking – \$160.00 **Mileage - \$27.96 ***Airfare - \$1,418.40 Total – \$6,276.76	St. Luke’s Foundation

**Staff reimbursement

***Airfare will be covered by a contract with the County’s Travel Vendor – (\$1,418.40)

Purpose:

The Ideas Impact Framework Workshop is a new, science-based approach to program development and innovation designed to help teams develop stronger programs, optimize evaluation efforts, and engage in fast-cycle iteration in order to learn more about how intervention works, for whom, and in what contexts.

BC2019-387

Office of Procurement & Diversity, presenting proposed purchases for the week of 5/20/2019

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

Requisition #	Description	Department	Vendor Name	Total	Funding Source
CT-19-45180	Underbridge inspection vehicle rental for bridge inspections	Department of Public Works	Harcon Corporation	\$35,875.00	Road and Bridge Fund
CT-19-45182	Bridge tracker rental for bridge inspections	Department of Public Works	Harcon Corporation	\$34,875.00	Road and Bridge Fund
CT-19-45240	Tennant T16 Rider Autoscrubber for cleaning floors at various County buildings	Department of Public Works	Dawnchem, Inc.	\$28,210.15	General Fund – Internal Service Fund
CT-19-45643	Automated External Defibrillators for various County buildings	Department of Public Works	Cardiac Science	\$14,250.00	General Fund – Internal Service Fund
CT-19-45684	Factory Authorized Mohawk, Challenger and Rotary Lift Relocation from Fleet Yard to Harvard Road	Department of Public Works	Northcoast Equipment Specialists	Not-to-exceed \$24,500.00	General Fund – Capital
LL001-19-45763	Ohio Transaction Guide (Full Set) and Ohio Forms of Pleading and Practice (Full Set) for research	Law Library	LexisNexis/Matthew Bender & Co., Inc.	\$7,938.10	Cuyahoga County Law Library Resources Fund

Items/Services Received and Invoiced but not Paid:

Requisition #	Description	Department	Vendor Name	Total	Funding Source
None					

Open Market Purchases

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

Requisition #	Description	Department	Vendor Name	Total	Funding Source
None					

V – OTHER BUSINESS

Time Sensitive/Mission Critical

BC2019-388

Department of Public Works, recommending an award on RQ45690 to Advance Door Co. in the amount not-to-exceed \$17,215.56 for door and gate repairs at various County Buildings.

Funding Source: General Fund – Internal Service Fund

Thomas Pavich, Department of Public Works, presented. Matt Carroll motioned to amend the agenda to consider the item; Michael Chambers seconded.

Dale Miller commented that most of the Mission Critical items being presented are for a single unanticipated incident, a repair, for a child needing special treatment or for equipment that breaks down in the Medical Examiner's Office, but this appears to be a more general item that included the repair of a number of items at the same time and asked why this is being submitted as a mission critical item; asked if the price is essentially the same as what the County would have paid under the current contract; and asked if the doors were inoperable. Nan Baker asked for confirmation that this is not a generic expense, this is for (4) specific doors in need of repair that are being lumped together.

Trevor McAleer asked if the repairs were made before April why did so much time elapse before submitting the to the Board of Control. Matt Carroll motioned to approve; Dale Miller seconded. Item BC2019-388 was unanimously approved.

Items of Note (non-voted)

Item No. 1

Contracts \$000.00 - \$4,999.99 – Processed and Executed
(No vote required)

RQ No.	Contract Number	Vendor	Service Description	Amount	Department	Date(s) of Service	Funding Source	Date of Execution
RQ45262	CE1900213	John Lawson, Esquire	Legal services to establish a Medicaid/ Special Needs Trust for an individual in custody	Not-to-exceed \$1,500.00	Division of Children and Family Services	6/1/2019 – 6/30/2019	Health and Human Services Levy Fund	5/9/2019

Andria Richardson, Clerk of the Board announced that County Offices will be closed on Monday, May 27, in observance of the Memorial Day holiday. The next meeting of the Board of Control will take place on Tuesday, May 29, 2019.

VII – ADJOURNMENT

Dale Miller motioned to adjourn; Matt Carroll seconded. The motion to adjourn was unanimously approved at 12:06 p.m.