

Minutes

Cuyahoga County Board of Control
Tuesday, January 21, 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, Interim Fiscal Officer, Fiscal Office (Alternate for Armond Budish)
Trevor McAleer, County Council (Alternate for Dan Brady)
James Boyle, County Council (Alternate for Dale Miller – present for items BC2020-61 – BC2020-71)
Councilman Dale Miller (present for items BC2020-72- BC2020-79)
Councilwoman Nan Baker
David Marquard, Design and Construction Administrator, Department of Public Works
(Alternate for Michael Dever)
Lenora Lockett, Director, Office of Procurement and Diversity

II – REVIEW MINUTES – 1/13/2020

Michael Chambers motioned to approve the minutes from the January 13, 2020 meeting; Trevor McAleer seconded. The minutes were approved by majority vote as written, with James Boyle abstaining.

III – PUBLIC COMMENT

There was no public comment related to the agenda.

IV- CONTRACTS AND AWARDS

A. – Tabled Items

B. – New Items for Review

BC2020-61
Department of Public Works,

a) Submitting an RFP exemption, on RQ47556, which will result in an award recommendation to The Safety Company, LLC, dba MTech Company in the amount not-to-exceed \$456,130.00 for the purchase of (1) 2020 GapVax Combination Jet/Vacuum Machine.

&

b) Recommending an award on RQ47556 to The Safety Company, LLC, dba MTech Company in the amount not-to-exceed \$456,130.00 for a State Contract purchase of (1) 2020 GapVax Combination Jet/Vacuum Machine.

Funding Source: Sanitary Sewer Fund

Thomas Pavich, Department of Public Works, presented. There were no questions. Michael Chambers motioned to approve the item; Trevor McAleer seconded. Item BC2020-61 was unanimously approved.

BC2020-62

Department of Public Works, submitting an amendment to Contract No. CE1500056 with AskReply, Inc. dba B2Gnow for support of Diversity Management and Labor Compliance Software for use by the Department of Development and the Office of Procurement & Diversity for the period 1/1/2015 -12/31/2019 to extend the time period to 12/31/2024 and for additional funds in the amount not to-exceed \$276,129.55.

Funding Sources: \$7.50 License Tax Fund - \$102,428.77; Community Development Block Grant Administration - ~~\$148,650.33~~ **\$26,760.82**; General Fund - ~~\$25,050.45~~ **\$146,939.96**

Thomas Pavich, Department of Public Works, presented. Mr. Pavich requested that the amounts for the Community Development Block Grant Administration and General Fund allocations be revised. Nan Baker asked for the reason for late submittal and if the delays were due to internal issues and not grant-related; and asked for clarification on the grant portion of funding. Michael Chambers asked if the Department of Development anticipates receipt of a grant award. Michael Chambers motioned to approve the item; James Boyle seconded. Item BC2020-62 was unanimously approved, as amended.

BC2020-63

Department of Public Works, recommending an award on RQ47244 to The Safety Company, LLC, dba MTech Company (11-1) in the amount not-to-exceed \$197,295.00 for the purchase of (1) 2020 Hydrostatic AWD Tractor.

Funding Source: Sanitary Sewer – 70%; Road & Bridge – 20% and County Maintenance – 10%

Thomas Pavich, Department of Public Works, presented. There were no questions. Michael Chambers motioned to approve the item; Nan Baker seconded. Item BC2020-63 was unanimously approved.

BC2020-64

Department of Public Works, submitting an amendment to Contract No. CE1800337 with Terrace Construction Company, Inc. for the Bradford Road Relief Sewer and Pump Station Elimination Project in the City of Brecksville for additional funds in the amount not-to-exceed \$119,632.31

Funding Source: 100% Sewer District User Fees (City of Brecksville)

Nichole English, Department of Public Works, presented. There were no questions. Michael Chambers motioned to approve the item; Trevor McAleer seconded. Item BC2020-64 was unanimously approved.

BC2020-65

Department of Public Works, recommending an award on RQ47246 to Bob Gillingham Ford, Inc. (13-1) in the amount not-to-exceed \$78,239.00 for the purchase of (2) 2020 Ford AWD Utility Interceptors.
Funding Source: Sanitary Sewer Fund

Thomas Pavich, Department of Public Works, presented. There were no questions. Michael Chambers motioned to approve the item; Nan Baker seconded. Item BC2020-65 was unanimously approved.

BC2020-66

Department of Information Technology, on behalf of the Office of Homeless Services, submitting an amendment to Contract No. CE1600303 with Wellsky Corporation, fka Bowman Systems, LLC for maintenance and support on ServicePoint Software for the Homeless Management Information System for the period 1/1/2016 - 12/31/2019 to extend the time period to 6/30/2020 and for additional funds in the amount not-to-exceed \$13,167.50.
Funding Source: Health and Human Services Levy

Jeanelle Greene, Department of Information Technology and Ruth Gillett, Office of Homeless Services, presented. Trevor McAleer asked if the County has selected a new Homeless Management Information System and if the end user will notice any differences with the new system; asked if the current software can locate available beds and other resources available to the homeless population; asked who utilizes this software and if Federal funds from the Department of Housing and Urban Development may be used for the purchase; and asked if the new purchase will be presented to County Council or Board of Control for consideration. Michael Chambers motioned to approve the item; Trevor McAleer seconded. Item BC2020-66 was unanimously approved.

BC2020-67

Department of Health and Human Services/Community Initiatives Division/Office of Early Childhood,

a) Submitting an RFP exemption on RQ47436, which will result in an award recommendation to Case Western Reserve University - Center on Urban Poverty and Community Development in the amount not-to-exceed \$200,000.00 for implementation, management and evaluation of Invest In Children Programs for the period 1/1/2020 - 12/31/2021.

b) Recommending an award on RQ47436 and enter into a contract with Case Western Reserve University - Center on Urban Poverty and Community Development in the amount not-to-exceed \$200,000.00 for implementation, management and evaluation of Invest In Children Programs for the period 1/1/2020 - 12/31/2021.

Funding Source: Health and Human Services Levy Fund

Robert Staib and Shawna Rohrman, Office of Early Childhood, presented. James Boyle asked if the contract contains language that precludes the provider from selling data or documents related to this program. Nan Baker asked if the provider will only evaluate the 20% of kindergarteners participating in the Universal Pre-Kindergarten Program (UPK); asked if the 20% of children in the UPK Program are outperforming non-participants and if program data is documented; asked if other Invest in Children programs are continuing and if the department feels confident that these other programs are being evaluated properly; and asked if the primary focus is on the UPK Program. Trevor McAleer stated that he would abstain from voting, as he has a family member employed by Case Western Reserve University.

Michael Chambers motioned to approve the item; James Boyle seconded. Item BC2020-67 was approved by majority vote with Trevor McAleer abstaining.

BC2020-68

Department of Health and Human Services/Community Initiatives Division/Family and Children First Council, submitting an amendment to Contract No. CE1800519 with Youth Opportunities Unlimited for Community-based Youth Employment/Internship Program Management services for the period 1/1/2019 – 12/31/2019 to extend the time period to 12/31/2020 and for additional funds in the amount not-to-exceed \$165,000.00.

Funding Source: Health and Human Services Levy

Kathleen Johnson, Family and Children First Council, presented. There were no questions. Michael Chambers motioned to approve the item; Trevor McAleer seconded. Item BC2020-68 was unanimously approved.

BC2020-69

Department of Communications, recommending an award on RQ46664 and enter into a contract with Agility PR Solutions, LLC in the amount not-to-exceed \$29,160.00 for media monitoring services for the period 1/13/2020 – 1/12/2022.

Funding Source: General Fund

Miranda Kortan, Department of Communications, presented. James Boyle asked if an informal Request for Proposals was conducted; asked how many proposals were issued and received and asked where Agility PR Solutions, LLC is based and if this is an on-going service. Michael Chambers motioned to approve the item; Trevor McAleer seconded. Item BC2020-69 was unanimously approved.

BC2020-70

Court of Common Pleas/Juvenile Court Division, submitting an amendment to Contract No. CE1800022 with ComDoc, Inc. for maintenance and support on the DocuWare System for the period 1/1/2018 - 12/31/2019 to extend the time period to 12/31/2020 and for additional funds in the amount not-to-exceed \$14,825.04.

Funding Source: General Fund

Sarah Baker, Juvenile Court Division, presented. Ms. Baker stated that this provider has not completed registration with the Office of the Inspector General and requested conditional approval. Michael Chambers motioned to approve the item; James Boyle seconded. Item BC2020-70 was conditionally approved by unanimous vote.

BC2020-71

Office of the Medical Examiner, submitting an agreement, with the Cuyahoga County District Board of Health in the amount not-to-exceed \$60,017.00 to provide data on fatalities on Substance Use Disorder (SUD) and those related to Opioid Use Disorder (OUD) for the period 9/1/2019 – 8/31/2020.

Funding Source: Revenue Generating

Hugh Shannon, Office of the Medical Examiner, presented. There were no questions. Michael Chambers motioned to approve the item; James Boyle seconded. Item BC2020-71 was unanimously approved.

C. – Exemptions

BC2020-72

Office of Procurement & Diversity, requesting authority to prepare an amendment that will be submitted for approval at a future Board meeting for Contract No. CE1800477 with Brink's, Inc. for armed guard and armored truck services for various County Departments for the period 01/01/2019 – 12/31/2021 to expand the scope of services, by adding (1) pick-up location for Child Support Enforcement Agency (Juvenile Court), located at 9300 Quincy Avenue, Cleveland, effective 01/01/2019 and for additional funds in the amount not-to-exceed \$18,158.82.

Funding Source: General Fund

Lenora Lockett, Office of Procurement and Diversity, presented. Michael Chambers clarified that this action is to give the Board notice that an amendment will be forthcoming. Michael Chambers motioned to approve the item; Trevor McAleer seconded. Item BC2020-72 was unanimously approved.

BC2020-73

Department of Health and Human Services/Community Initiatives Division/Family and Children First Council, recommending an alternative procurement process, which will result in individual payments processed in the Procurement System and issuance of Department Orders to various providers in the total amount not-to-exceed \$50,000.00 to provide community assistance services to Cuyahoga County residents for the period 1/1/2020 – 12/31/2020.

Funding Source: Health and Human Services Levy

Kathleen Johnson, Family and Children First Council, presented. Nan Baker asked if the money expended during the “gap period” is replenished once funding becomes available. Dale Miller asked if individual contract requests will be submitted following approval of this alternative procurement process request; and asked if these purchases will be reported on the list of “Purchases Processed under \$5,000.00” after services have been provided. Lenora Lockett confirmed that these will be paid by individual department orders and will result in these purchases appearing on that list as an Item of Note at a future meeting. Michael Chambers asked if additional approval would be required if the amount exceeds \$50,000.00 and asked if \$50,000.00 is sufficient to cover the entire term. Trevor McAleer asked if the payments are sent directly to the service provider and not the individual/family. Michael Chambers motioned to approve the item; Trevor McAleer seconded. Item BC2020-73 was unanimously approved.

BC2020-74

Department of Health and Human Services/Community Initiatives Division/Office of Early Childhood, submitting an RFP exemption on RQ47509, which will result in an award recommendation to Child Care Resource Center of Cuyahoga County dba Starting Point in the amount not-to-exceed \$3,967,988.00 for the Special Needs Child Care Program for the period 1/1/2020 - 12/31/2021.

Funding Source: Health and Human Services Levy

Robert Staib, Office of Early Childhood, presented. There were no questions. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2020-74 was unanimously approved.

BC2020-75

Department of Health and Human Services/Community Initiatives Division/Office of Early Childhood, submitting an RFP exemption on RQ47507, which will result in an award recommendation to Child Care Resource Center of Cuyahoga County dba Starting Point in the amount not-to-exceed \$1,433,551.00 for management and administration of the Family Child Care Home (FCCH) Professional Development System for the period 1/1/2020 - 12/31/2020.

Funding Source: Health and Human Services Levy

Robert Staib, Office of Early Childhood, presented. There were no questions. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2020-75 was unanimously approved.

D. – Consent Agenda

Kate Feighan, Department of Development, addressed the Council members' advance questions on Item No. BC2020-77. Trevor McAleer asked if the loan ends when the property transfers; asked what would happen if the borrower passes away prior to the end of the loan; asked if there could be a scenario where more money is owed and cannot be paid back by the borrower. Michael Chambers asked where the County falls in terms of the order of position to pay. Trevor McAleer asked how the order of position to pay is determined. Nan Baker asked about other assessments or attachments on the property until it sells and how that may impact the order. Mr. Chambers stated that assessments should be part of the tax bill and asked if the department verifies that payment of taxes are current.

There were no further questions or comments on the consent items. Michael Chambers motioned to approve BC2020-76 through -79; Dale Miller seconded, the consent items were unanimously approved, as amended.

BC2020-76

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) via GovDeals Inc.

Funding Source: Revenue Generating

BC2019-77 BC2020-77

Department of Development, recommending to amend Board Approval BC2019-566 dated July 29,2019, which authorized a homeowner rehabilitation loan to Barbara K. Kling, by changing the Loan Amount from \$16,757.00 to \$16,757.50 as follows:

Homeowner Rehabilitation Loans

<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>Senior Deferred</i>	<i>Barbara K. Kling</i>	<i>Olmsted Township</i>	<i>\$16,757.00</i> <i>\$16,757.50</i>	<i>N/A</i>	<i>Sewer/water tie-in</i>	<i>6/5/2019</i>

BC2020-78

Fiscal Office presenting proposed Travel for the week of 1/21/2020

	Travel Requests						
Department	Staff (1)	Event	Host	Dates of Travel	Location	Expenses	Funding Source
Department of Development	Robert Given	A conference entitled "B2GNow User Training Conference"	B2GNow/ Ask Reply Inc.	5/11/- 5/14/2020	Scottsdale, Arizona	*Registration/ Lodging/ Transportation Package- \$1,745.00 **Meals - \$112.00 ***Airfare – \$503.00 Total – \$2,360.00	CDBG HUD Funded Non-Admin Grant

*Paid to host

**Staff reimbursement

***Airfare will be covered by a contract with the County's Travel Vendor – (\$503.00)

Purpose:

Diversity software training that will include process automation, compliance management, data collection/tracking, reporting and support training. Training to be held in Scottsdale, Arizona on May 11-14, 2020.

	<i>Membership Travel Request</i>						
<i>Department</i>	<i>Staff (2)</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 Information Technology</i>	<i>David Lauer Jeremy Mio</i>	<i>A conference entitled "ShmooCon"</i>	<i>The Schmoo Group</i>	<i>1/30/2020-2/2/2020</i>	<i>Washington, D.C.</i>	<i>**Lodging-\$686.25 **Meals-\$424.00 ***Airfare – \$500.00 Total – \$1,610.25</i>	<i>General Fund</i>

***staff reimbursement*

****Airfare will be covered by a contract with the County's Travel Vendor – (\$500.00)*

Purpose:

ShmooCon is a security conference and convention offering three days of an interesting atmosphere for demonstrating technology exploitation, inventive software and hardware solutions, and open discussions of critical infosec issues. The first day is a single track of speed talks called One Track Mind. The next two days bring three tracks: Build It, Belay It, and Bring It On. This provides Cuyahoga County staff with a review of new and emerging security issues and technologies. Cuyahoga County has attended this conference every year since 2013 and is budgeted for. One engineering staff attend this event to ensure all areas are covered to gain the most amount of information to better Cuyahoga County Security Operations.

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
JA-20-47737	(4) Handheld x-ray generators for (2) Bomb Squad Teams	Department of Public Safety and Justice Services	Golden Engineering, Inc.	\$20,900.00	FY2017 Urban Area Security Initiative Grant
CT-20-47364	Portable generator for Sanitary Engineer	Department of Public Works	The Fastenal Company	\$7,793.25	Sanitary Sewer Fund
CT-20-47514	Disposal clean fill for various locations	Department of Public Works	Boyas Excavating, Inc.	Not-to-exceed \$24,500.00	Road and Bridge Fund
CT-20-47518	Fasteners for Fleet Services	Department of Public Works	Ultra Tech Industries	Not-to-exceed \$40,000.00	25% - General Fund – Internal Service Fund 37.5% - Sanitary Sewer Fund 37.5% - Road and Bridge Fund
CT-20-47523	Tenant sweeper parts for Facilities	Department of Public Works	Astro Supply	Not-to-exceed \$15,000.00	General Fund – Internal Service Fund
CT-20-47524	Caterpillar parts and service	Department of Public Works	Ohio CAT	Not-to-exceed \$49,000.00	31% - Road and Bridge Fund 69% - Sanitary Sewer Fund
CT-20-47528	Ford parts and service for Sanitary Engineer	Department of Public Works	Valley Ford Truck Inc.	Not-to-exceed \$49,999.00	Sanitary Sewer Fund
CT-20-47545	International truck parts and service for Sanitary Engineer	Department of Public Works	Rush Truck Centers of Ohio, Inc.	Not-to-exceed \$49,000.00	Sanitary Sewer Fund
CT-20-47547	Vehicle tires for Fleet Services	Department of Public Works	Bob Sumerel Tire	Not-to-exceed \$45,000.00	Road and Bridge Fund
CT-20-47608	Event supplies for Animal Shelter	Department of Public Works	Universal North Inc.	Not-to-exceed \$15,000.00	General Fund – Internal Service Fund
CT-20-47609	Pet food for Animal Shelter	Department of Public Works	Medina Farmers Exchange	Not-to-exceed \$20,000.00	Special Revenue Fund
CT-20-47610	Laundry products for Animal Shelter	Department of Public Works	Alco Chemical	Not-to-exceed \$10,000.00	Special Revenue Fund

CT-20-47620	Television advertisement for Animal Shelter	Department of Public Works	WJW-TV	Not-to-exceed \$7,000.00	Special Revenue Fund
CT-20-47746	(1) Replacement 33 yd. Low Profile Compactor Container for Justice Center	Department of Public Works	Precision Compaction Services	\$10,412.54	General Fund – Internal Service Fund
CT-20-47750	Heat plant controls for Court Tower II at Justice Center	Department of Public Works	Johnson Controls	\$7,395.00	General Fund – Internal Service Fund
ST-20-47520	Ridgid replacement parts for Sanitary Engineer	Department of Public Works	Lakeside Supply Company	Not-to-exceed \$20,000.00	Sanitary Sewer Fund
CR-20-47431	Columns, Seals and Liners for Drug Chemistry and Toxicology Labs	Medical Examiner's Office	Government Scientific Supply	\$16,625.00	Medical Examiner's Office Crime Lab Fund
CR-20-47431	Columns, Seals and Liners for Drug Chemistry and Toxicology Labs	Medical Examiner's Office	Amerisochi, Inc.	\$7,468.00	Medical Examiner's Office Crime Lab Fund
CR-20-47579	Selectra-Sil, Beta Glucuronidase and Columns for Toxicology Lab	Medical Examiner's Office	UCT, LLC	\$22,955.11	Medical Examiner's Office Crime Lab Fund
CR-20-47582	DNA Casework Pro Kits and DNA IQ Casework Kits for the DNA Lab	Medical Examiner's Office	Promega	\$47,382.00	Medical Examiner's Office Crime Lab Fund
CR-20-47593	Power Quant Kits, PQ Calibration Kits and Power Plex 5C Matrix Standard Kits for DNA Lab	Medical Examiner's Office	Promega	\$46,973.80	2019 DNA Backlog Grant
CR-20-47617	Lab Solvents for Toxicology, Drug Chemistry, DNA and Histology Labs	Medical Examiner's Office	MG Scientific	\$6,234.83	Medical Examiner's Office Crime Lab Fund
CR-20-47659	SEM Filaments and Objective Aperture Plate for Trace Evidence Lab	Medical Examiner's Office	Hitachi High Technologies	\$7,150.80.	Medical Examiner's Office Crime Lab Fund
SH-20-47641	Legal notice: Delinquent land sale #133	Sheriff's Department	Legal News Publishing Co., dba Daily Legal News	\$24,239.25	General Fund
SH-20-47644	Legal notice: Delinquent land sale #132	Sheriff's Department	Legal News Publishing Co., dba Daily Legal News	\$19,515.75	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>
CR-20-47695	Toxicology testing*	Medical Examiner's Office	National Medical Services dba NMS Labs	\$4,905.00	Medical Examiner's Office Lab Fund

**Alternate procurement process to make award recommendations to various providers in the total amount not-to-exceed \$375,000.00 for outside toxicology testing services for the period 6/1/2017 – 5/31/2020 for the following vendors: Axis Forensic Toxicology, Inc., Cleveland Clinic, National Medical Services dba NMS Labs, Ohio State Highway Patrol and University Hospital approved by Board of Control Approval No. BC2017-629 dated 8/28/2017.*

Open Market Purchases

(Over \$50,000 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>
None					

V – OTHER BUSINESS

Items of Note (non-voted)

Item No. 1

Department of Public Works, submitting an agreement with the Cuyahoga County Fiscal Officer for preparation and maintenance of County Tax Maps effective 1/21/2020.

Funding Sources: General Fund and Real Estate Assessment Fund

Item No. 2

Department of Health and Human Services/Division of Senior and Adult Services, submitting a grant award from Western Reserve Area Agency on Aging in the amount of \$204,820.21 for the Older Americans Act/Senior Community Services Program in connection with the Aging and Disability Resource Network Grant Program for the period 1/1/2020 – 12/31/2021.

Funding Source: FY2018 Western Reserve Area Agency on Aging

Item No. 3

Sheriff's Department, submitting an amendment to an agreement with The MetroHealth System to supplement in-house pharmacy services to eligible patients, in connection with Section 340B of the Public Health Service Act for the period 10/7/2016 –12/31/2024, by deleting the phrase in the preamble "Cuyahoga County on behalf of Cuyahoga County Sheriff's Department" and replacing it with "Cuyahoga County on behalf of Cuyahoga County Corrections" to remain compliant with Federal regulations; no additional funds required.

Funding Source: N/A

VII – ADJOURNMENT

Michael Chambers motioned to adjourn; Dale Miller seconded. The motion to adjourn was unanimously approved at 11:50 a.m.