

Minutes

Cuyahoga County Board of Control
Monday, May 15, 2023 - 11:00 A.M.
County Headquarters
2079 East Ninth Street
Committee Room B

I – CALL TO ORDER

The meeting was called to order at 11:03 a.m.

Attending:

Katherine A. Gallagher, Chief of Operations & Community Innovation County Executive Administration
(Alternate for Chris Ronayne, County Executive)
Michael Chambers, Fiscal Officer, serving as Chairman
Nichole English, Administrator, Planning and Programming, Department of Public Works
(Alternate for Michael Dever)
Paul Porter, Director, Department of Purchasing
James Boyle, County Council (Alternate for Pernel Jones, Jr.)
Councilmember Meredith Turner
Councilmember Dale Miller

II. – REVIEW MINUTES – 5/8/2023

Michael Chambers motioned to approve the minutes from the May 8, 2023, meeting; Meredith Turner seconded. The minutes were approved by unanimous vote, as written.

III. – PUBLIC COMMENT

No Public Comment

IV. – CONTRACTS AND AWARDS

A. – Tabled Items

B. – New Items for Review

BC2023-302

Department of Public Works, submitting an amendment to Contract No. 614 with Independence Excavating, Inc. for replacement of Memphis Road Bridge No. 00.62 over CSXT Railroad in the City of Brooklyn for additional funds in the amount not-to-exceed \$50,522.53.

Funding Source: 45% Federal, 15% Ohio Public Works Commission and 40% Road and Bridge

Nichole English, Department of Public Works, presented. Michael Chambers motioned to approve the item; Meredith Turner seconded. Item BC2023-302 was approved by majority vote, with Katherine A. Gallagher abstaining.

BC2023-303

Department of Public Works, submitting an amendment to Contract No. 2447 (fka 706; CE1600134) with CHMWarnick, LLC for asset management services for the Hilton Cleveland Downtown Hotel for the period 6/28/2016 – 6/30/2023 to extend the time period to 6/30/2024 for additional funds in the amount not-to-exceed \$264,000.00.

Funding Source: General Fund

Nichole English, Department of Public Works, presented. Dale Miller asked the presenter to elaborate on the capital improvement and what it would cost; asked how much the County is responsible for paying; asked for a ballpark \$1m, \$5m, \$10m; commented \$15m is a lot of money. James Boyle asked in terms of time of the previous contracts were they annual; asked is industry standards 3-years; asked when bid goes out in 2024 presumably it'll be for a 3-year; commented we're creeping up on the timeframe already asked for the anticipated timeframe the bid will be put on the street. Michael Chambers motioned to approve the item; Paul Porter seconded. Item BC2023-303 was approved by unanimous vote.

BC2023-304

Department of Development,

- a) Submitting an RFP exemption, which will result in an award recommendation to BMI Associates, Inc. dba BMI Productivity Solutions in the amount not-to-exceed \$11,477.00 for maintenance, support and training on Portfol Management Software for the period 5/6/2023 -5/5/2025.
- b) Recommending an award and enter into Contract No. 3374 with BMI Associates, Inc. dba BMI Productivity Solutions in the amount not-to-exceed \$11,477.00 for maintenance, support and training on Portfol Management Software for the period 5/6/2023 -5/5/2025.

Funding Source: General Fund

Bryan Edwards, Department of Development, presented. Mike Chambers asked the presenter to give a high-level description of the item. Katherine Gallagher asked what Salesforce does differently. Michael Chambers motioned to approve the item; Paul Porter seconded. Item BC2023-304 was approved by unanimous vote.

BC2023-305

Department of Information Technology on behalf of the Court of Common Pleas/Juvenile Court Division,

- a) Submitting an RFP exemption, which will result in an award recommendation to MNJ Technologies Direct, Inc. in the amount not-to-exceed \$34,923.00 for a state contract purchase of (21) Meraki Wireless Access Points and (21) Meraki MR Enterprise Cloud Controller Licenses for a period of 10 years, effective Board of Control Approval.
- b) Recommending an award and enter into Purchase Order No. 23002002 with MNJ Technologies Direct, Inc. in the amount not-to-exceed \$34,923.00 for a state contract purchase of (21) Meraki Wireless

Access Points and (21) Meraki MR Enterprise Cloud Controller Licenses for a period of 10 years, effective Board of Control Approval.

Funding Source: General Fund

Dennis Sullivan, Department of Information Technology, presented. Michael Chambers motioned to approve the item; Meredith Turner seconded. Item BC2023-305 was approved by unanimous vote.

BC2023-306

Department of Internal Audit,

- a) Submitting an RFP exemption, which will result in an award recommendation to Wolters Kluwer Financial Services in the amount not-to-exceed \$15,799.20 for the purchase of (6) TeamMate Audit Management Software User Licenses for the period 5/7/2023 – 5/6/2024.
- b) Recommending an award on Purchase Order No. 23002103 with Wolters Kluwer Financial Services in the amount not-to-exceed \$15,799.20 for the purchase of (6) TeamMate Audit Management Software User Licenses for the period 5/7/2023 – 5/6/2024.

Funding Source: General Fund

Joshua Ault, Department of Internal Audit, presented. Michael Chambers motioned to approve the item; Meredith Turner seconded. Item BC2023-306 was approved by unanimous vote.

BC2023-307

Office of Human Resources, submitting an amendment to Contract No. 1234 (formerly CE2000495) with The Archer Company, LLC for Classification and Compensation Analysis for the period 2/3/2020 - 12/31/2023 to extend the time period to 12/31/2024, to change the terms of insurance and for additional funds in the amount not-to-exceed \$21,000.00 effective upon signatures of all parties.

Funding Source: General Fund

Stephen Witt, Department of Human Resources, presented. James Boyle asked whether the one-year extension was part of the conversation with Personnel Review Commission as this is something that is important to them as well; asked what changed with the insurance; commented a lot going on with this amendment, adding time, money and insurance. Michael Chambers motioned to approve the item; Meredith Turner seconded. Item BC2023-307 was approved by unanimous vote.

BC2023-308

Court of Common Pleas/Corrections Planning Board,

- a) Submitting an RFP exemption, which will result in an award recommendation to Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County in the amount not-to-exceed \$469,116.80 for implementing the Essential Behavioral Health Interventions and Criminogenic Needs

Program for Severely Mentally Ill Offenders (BHI-CN Program) on behalf of the Cuyahoga County Adult Probation Department for the period 4/1/2023 – 6/30/2024.

- b) Recommending an award and enter into Contract No. 3343 with Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County in the amount not-to-exceed \$469,116.80 for implementing the Essential Behavioral Health Interventions and Criminogenic Needs Program for Severely Mentally Ill Offenders (BHI-CN Program) on behalf of the Cuyahoga County Adult Probation Department for the period 4/1/2023 – 6/30/2024.

Funding Source: General Fund

Linda Lagunzad, Court of Common Pleas/Corrections Planning Board, presented. There were no questions. Michael Chambers motioned to approve the item; James Boyle seconded. Item BC2023-308 was approved by unanimous vote.

BC2023-309

County Prosecutor, submitting an amendment to Contract No. 2296 with Dell Marketing L.P. for a state contract purchase of a Microsoft Enterprise Agreement for various licensing and support services for the period 1/22/2022 – 1/21/2025, to add (4) additional licenses, effective upon signatures of all parties and for additional funds in the amount not-to-exceed \$57,415.84.

Funding Source: General Fund

James Ginley, County Prosecutor's Office presented. Michael Chambers motioned to approve the item; Meredith Turner seconded. Item BC2023-309 was approved by unanimous vote.

BC2023-310

Medical Examiner's Office,

- a) Submitting an RFP exemption, which will result in an award recommendation to Federal Express Corporation in the amount not-to-exceed \$15,000.00 for shipping services for DNA-related results and materials for Parentage and DNA Department.
- b) Recommending an award and enter into Purchase Order No. 23002112 with Federal Express Corporation in the amount not-to-exceed \$15,000.00 for shipping services for DNA-related results and materials for Parentage and DNA Department.

Funding Source: General Fund

Hugh Shannon, Medical Examiner's Office, presented.

James Boyle commented he was appreciative of the responses to the advanced question but wants to know how they do it, do they just put the DNA in a box. Commented \$15k seems like a low amount, asked how many of these samples are sent. Requested the presenter to follow up with the information.

Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2023-310 was approved by unanimous vote.

BC2023-311

Medical Examiner’s Office,

- a) Submitting an RFP exemption, which will result in an award recommendation to Fisher Scientific Company in the amount not-to-exceed \$32,435.99 for a state contract purchase of various laboratory equipment and supplies for Autopsy, Drug Chemistry and Toxicology departments.
- b) Recommending an award and enter into Purchase Order No. 23002122 with Fisher Scientific Company in the amount not-to-exceed \$32,435.99 for a state contract purchase of various laboratory equipment and supplies for Autopsy, Drug Chemistry and Toxicology departments.

Funding Source: General Fund

Hugh Shannon, Medical Examiner’s Office, presented. Michael Chambers motioned to approve the item; Meredith Turner seconded. Item BC2023-311 was approved by unanimous vote.

BC2023-312

Department of Public Safety and Justice Services, recommending an award and enter into Contract No. 3289 with Camp Ho Mita Koda Foundation (34/1) in the amount not-to-exceed \$18,600.00 for the Camp HOPE Summer Program, effective upon signatures of all parties through 7/28/2023.

Funding Source: Health and Human Services Levy Funds

Jill Smialek, Department of Public Safety and Justice Services, presented. Dale Miller thanked Jill Smialek for a good presentation and asked her for the spelling of her last name. James Boyle asked jokingly “your favorite color is” you don’t have to answer that question; asked how participants are selected; asked for the ages of the individuals going to the camp. Dale Miller asked whether Punderson State Park is used at all for the program due to its closeness to the camp. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2023-312 was approved by unanimous vote.

BC2023-313

Department of Public Safety and Justice Services, recommending an award and enter into Contract No. 3380 with Digital Stakeout, Inc. (316/4) in the amount not-to-exceed \$13,260.00 for a web-based social media aggregation and threat detection tool and (8) user licenses for use by the Northeast Ohio Regional Fusion Center for the period 5/15/2023 -5/14/2024.

Funding Source: FY21 State Homeland Security Grant Program – Law Enforcement

Lezlie White, Department of Public Safety and Justice Services, presented. Dale Miller asked are we currently using this vendor or a different vendor or is this a new contract. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2023-313 was approved by unanimous vote.

BC2023-314

Department of Health and Human Services/Division of Children and Families Services,

- a) Submitting an RFP exemption, which will result in an award recommendation to MNJ Technologies Direct, Inc. in the amount not-to-exceed \$82,980.00 for a state contract purchase of (60) Microsoft Surface Laptops and (60) Case logic Carrying Case for 2023 Graduating Seniors transitioning **to Independent Living**.
- b) Recommending an award and enter into Purchase Order No. 23001813 with MNJ Technologies Direct, Inc. in the amount not-to-exceed \$82,980.00 for a state contract purchase of (60) Microsoft Surface Laptops and (60) Case logic Carrying Case for 2023 Graduating Seniors transitioning **to Independent Living**.

Funding Source: We will pay upfront through 70% Health and Human Services Levy and 30% Title IV-E. Then will receive 100% Reimbursement through TANF-Independent Living Funds.

Remon Kaldas, Department of Health and Human Services, presented.

Michael Chambers asked why Independent Living was added. Michael Chambers motioned to approve the item as amended; Meredith Turner seconded. Item BC2023-314 was approved by unanimous vote as amended.

BC2023-315

Department of Health and Human Services, Division of Children and Family Services, recommending an award and enter into Contract No. 3382 with AHIP Ohio Cleveland Enterprises LLC dba Embassy Suites Cleveland-Rockside (64-2) in the amount not-to-exceed \$25,000.00 for room rental, catering and audio-visual services for the 2023 Caregiver Training Conference to be held on 5/19/2023.

Funding Source: 66% Health & Human Services Levy and 34% Title IV-E.

Marcos Cortes, Department of Health and Human Services, presented. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2023-315 was approved by unanimous vote.

C. – Consent Agenda

There were no questions or comments on the Consent Agenda items. Dale Miller motioned to approve Consent Agenda Item No. BC2023-316 through BC2023-318; Meredith Turner seconded. The Consent Agenda Items were approved by unanimous vote.

BC2023-316

Department of Public Works, submitting an amendment to Contract No. 3251 (fka Contract No. 2584) with AVI Foodsystems, Inc. for food service operations at the Cuyahoga County Justice Center Cafeteria for the period 7/1/2012 – 3/31/2023, to extend the time period to 6/30/2024.

Funding: General Fund (only if vendor experiences a loss of revenue)

BC2023-317

Fiscal Department, presenting proposed travel/membership requests for the week of 5/15/2023.

Dept:	County Executive							
Event:	EdRedesign's By all Means Spring Convening							
Source:	EdRedesign Lab (Harvard Graduate School)							
Location:	Cambridge, MA							
Staff	Travel Dates	Registration *	Meals **	Lodging **	Ground TRN/ Mileage **	Air ***	Total	Funding Source
Sabrina Roberts	5/16/2023-5/19/2023	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	General Fund

*Paid to host

**Staff reimbursement

*** Airfare will be covered by a contract with the County's Travel Vendor

Purpose:

This is a Children's and Youth Cabinet Convening to bring together cabinets across the country as an opportunity to gain some insight as well as design strategic financing, advocacy and policy making in a post-ARPA Context. Mayor Bibb launched a six-month community-based design process to create Cleveland Children's and Youth Cabinet which is dedicated to improving the lives of children and youth within the city.

Dept:	Public Safety and Justice Services							
Event:	Fundamentals of Grants Management							
Source:	National Emergency Training Center							
Location:	Emmitsburg, MD							
Staff	Travel Dates	Registration *	Meals **	Lodging **	Ground TRN/ Mileage **	Air ***	Total	Funding Source
Lezlie White	6/25/2023-6/30/2023	\$0.00	\$237.20	\$0.00	\$170.00	\$825.00	\$1,232.20	General Fund

*Paid to host

**Staff reimbursement

*** Airfare will be covered by a contract with the County's Travel Vendor

Purpose:

The Emergency Management Institute course, Fundamentals of Grants Management (E0705), is designed for FEMA grantees and includes discussions and activities to improve the grantees' ability to administer and manage federal financial awards.

Dept:	Public Safety and Justice Services							
Event:	2023 National Homeland Security Association							
Source:	National Homeland Security Association							
Location:	Chicago, IL							
Staff	Travel Dates	Registration *	Meals **	Lodging **	Ground TRN/ Mileage **	Air ***	Total	Funding Source
Serena Steele	7/23/2023-7/28/2023	\$700.00	\$236.00	\$1,273.70	\$289.30	\$530.00	\$3,029.00	General Fund

*Paid to host

**Staff reimbursement

*** Airfare will be covered by a contract with the County's Travel Vendor

Purpose:

The NHSC conference brings together relevant disciplines (law enforcement, fire, hazmat, emergency management, grant administrators, federal agencies, etc.) to learn about emerging trends and threats in homeland security. This conference provides attendees with exceptional educational and informative sessions on best practices and emerging trends in Homeland Security and Emergency Management. 2023 marks the 16th annual conference and the first time the conference will be held in Chicago IL. In addition to keynote speakers, trainings, webinars, and tours there are 12 tracks to hear experts discuss response and preparedness, best practices, and lessons learned from real world responses to terrorism and disasters throughout the conference. This team member is a Sr. Emergency Management Specialist within the Planning Section of the County's Division of Emergency Management. As such, she is responsible for leading the development and maintenance of the County's Training and Exercise Planning initiatives. Her attendance at this conference will be focused on participating in planning/training-related sessions and presentations.

BC2023-318

Department of Purchasing, presenting proposed purchases for the week of 5/15/2023.

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

Purchase Order Number	Description	Department	Vendor Name	Total	Funding Source
23002041	(2) Replacement zero-turn mowers with various attachments	Department of Public Works	Sohars All Season Mower Services	\$18,686.00	Sanitary Fund
23002113	(6) Various rotating assemblies for the Sanitary Division	Department of Public Works	The Craun-Liebing Company	\$28,714.00	Sanitary Fund

23002121	(1) Replacement Lincoln gas welder machine	Department of Public Works	Airgas USA LLC	\$5,999.00	Road and Bridge Fund
23002098	Publication of (2) consecutive, legal advertisements of a block notice and the listing of properties for a Forfeited Land Sale.	Fiscal Office	Daily Legal News	Not-to-exceed \$20,000.00	Real Estate Assessment Fund
23002086	Temporary staffing services for a full-time clerical employee for the Commissary Division	Sheriff's Department	Area Temps, Inc.	Not-to-exceed \$10,000.00	General Fund
23002099	Replacement (400) inmate mattresses	Sheriff's Department	MTJ American, LLC	\$21,400.00	General Fund

V- OTHER BUSINESS

No other Business.

VI – PUBLIC COMMENT

No Public Comment

VII – ADJOURNMENT

Michael Chambers motioned to adjourn; Dale Miller seconded. The motion to adjourn was unanimously approved at 11:31 a.m.