

Minutes

Cuyahoga County Board of Control

Monday, August 28, 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 11:02 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

Trevor McAleer, County Council (Alternate for Pernel Jones, Jr.)

Levine Ross, (Alternate for Meredith Turner)

James Boyle, (Alternate for Dale Miller)

**II. – REVIEW MINUTES – 8/21/2023**

Michael Chambers motioned to approve the minutes from the August 21, 2023, meeting; James Boyle seconded. The minutes were approved by unanimous vote, as written.

**III. – PUBLIC COMMENT**

There was no public comment.

**IV. – CONTRACTS AND AWARDS**

**A. – Tabled Items**

**B. – New Items for Review**

**BC2023-536**

Department of Public Works, recommending an award on RQ12500 and enter into Purchase Order No. 23003567 with Diversified Air Systems (12-1) in the amount not-to-exceed \$80,688.00 for the purchase, and installation of (2) Sullair air compressor systems, (1) air dryer and (1) air receiver at the Harvard Garage.

Funding Source: General Fund

Thomas Pavich, Department of Public Works, presented. There were no questions. Michael Chambers motioned to approve the item; Trevor McAleer seconded. Item BC2023-536 was approved by unanimous vote.

**BC2023-537**

Department of Public Works, recommending a payment on Purchase Order No. 23003579 to Northeast Ohio Areawide Coordinating Agency in the amount of \$153,835.00 for annual membership dues for the period 7/1/2023 – 6/30/2024.

Funding Source: Road & Bridge Fund

Nichole English, Department of Public Works, presented.

James Boyle asked whether the dues are based on population, not number of roads, paved roads, anything else. Mr. Boyle commented he had the pleasure of attending a meeting in Geauga County and there was a lot of perceived issues raised by the populist and they pay \$43,000.00 in annual dues, give or take, I am sure the amount of work they receive in return is astronomically higher than that. Michael Chambers motioned to approve the item; James Boyle seconded. Item BC2023-537 was approved by unanimous vote.

**BC2023-538**

Department of Public Works,

- a) Submitting an RFP exemption, which will result in an award recommendation to Rush Truck Centers of Ohio, Inc. in the amount not-to-exceed \$424,814.00 for a joint cooperative purchase of (2) replacement, new, never titled International Dump Trucks for the Sanitary Sewer Division.
- b) Recommending an award on Purchase Order No. 23003782 to Rush Truck Centers of Ohio, Inc. in the amount not-to-exceed \$424,814.00 for a joint cooperative purchase of (2) replacement, new, never titled International Dump Trucks for the Sanitary Sewer Division.

Funding Source: Sanitary Sewer Fund

Thomas Pavich, Department of Public Works, presented. There were no questions. Michael Chambers motioned to approve the item; Paul Porter seconded. Item BC2023-538 was approved by unanimous vote.

**BC2023-539**

Department of Public Works, submitting an amendment to Contract No. 2746 with Zscape, LLC for landscaping, snow removal and salting services at the Cuyahoga County Animal Shelter for the period 10/12/2022 – 11/11/2023 to extend the time period to 11/11/2024 and for additional funds in the amount not-to-exceed \$17,600.00.

Funding Source: Animal Shelter’s Operating Fund

Thomas Pavich, Department of Public Works, presented. James Boyle asked did the price go up from last year. Michael Chambers motioned to approve the item; James Boyle seconded. Item BC2023-539 was approved by unanimous vote.

**BC2023-540**

Department of Public Works, submitting an amendment to Contract No. 3209 with Vandra Brothers Construction, Inc. for rehabilitation of Dunham Road from Turney Road to Libby Road, in the City of Maple Heights, for additional funds in the amount of \$181,436.00.

Funding Source: 80% \$7.50 Road and Bridge Fund and 20% Municipality

Nichole English, Department of Public Works, presented. There were no questions. Michael Chambers motioned to approve the item; Levine Ross seconded. Item BC2023-540 was approved by unanimous vote.

**BC2023-541**

Department of Public Works, recommending an award and enter into Contract No. 3612 with Clark Anthony Construction L.L.C (59-2) in the amount not-to-exceed \$49,999.00 for automatic door repairs and preventative maintenance for various County locations, effective upon signatures of all parties, for a period of one year.

Funding Source: General Fund

Thomas Pavich, Department of Public Works, presented. There were no questions. Michael Chambers motioned to approve the item; Paul Porter seconded. Item BC2023-541 was approved by unanimous vote.

**BC2023-542**

Department of Public Works,

- a) Submitting an RFP Exemption, which will result in an award recommendation to KONE, Inc. in the amount not-to-exceed \$243,480.00 for vertical transport (elevator) maintenance and repair services for various County facilities for the period 9/1/2023 – 12/31/2023.
- b) Recommending an award and enter into Contract No. 3675 with KONE, Inc. in the amount not-to-exceed \$243,480.00 for vertical transport (elevator) maintenance and repair services for various County facilities for the period 9/1/2023 – 12/31/2023.

Funding Source: General Fund

Matthew Rymer, Department of Public Works, presented. There were no questions. Michael Chambers motioned to approve the item; Trevor McAleer seconded. Item BC2023-542 was approved by unanimous vote.

**BC2023-543**

Department of Development, recommending to amend Board Approval No. BC2022-385 dated 6/27/2022, which approved a recommendation of a Redevelopment and Modernization Loan, to an entity to be named and created in the future, and to be owned by Northeast Ohio Hispanic Center for Economic Development in the amount not-to-exceed \$500,000.00 for the renovation of a vacant building, located at 3140 West 25<sup>th</sup> Street, City of Cleveland for the Centro Villa 25 project, to change the terms of the loan position from a subordinate mortgage to a leasehold mortgage, effective 8/10/2023.

Funding Source: Economic Development Loan Fund

Anthony Stella, Department of Development, presented. James Boyle asked whether this was discussed with law and Cuyahoga County Community Improvement Corporation (CCCIC) and they're okay with this; asked is the County moving to a lower lien position if there is a default. Trevor McAleer asked are

there other lenders that are in the subordinate mortgage; asked if things go south, and it doesn't work out today where, when and how we would get our money back and what lien position would we be in if this is approved; asked would PNC Bank be in essence first to go after the money or are we before PNC; asked how long the original loan of \$500k was for; asked did this get approved last year; asked are we in the first year of the seven year or when does that seven year start. James Boyle asked whether Centro Villa came to the county asking for this restructure. Michael Chambers motioned to approve the item; Nichole English seconded. Item BC2023-543 was approved by unanimous vote.

**BC2023-544**

Department of Information Technology, on behalf of the Veteran Service Commission,

- a) Submitting an RFP exemption, which will result in an award recommendation to MNJ Technologies Direct, Inc. in the amount not-to-exceed \$12,027.42 for a state contract purchase of (6) HP ZBook Firefly mobile workstations, each to include HP Care Pack Hardware Support, HP Absolute Data & Device Security Premium - Subscription Licenses and docking stations.
  
- b) Recommending an award on Purchase Order No. 23003394 to MNJ Technologies Direct, Inc. in the amount not-to-exceed \$12,027.42 for a state contract purchase of (6) HP ZBook Firefly mobile workstations, each to include HP Care Pack Hardware Support, HP Absolute Data & Device Security Premium - Subscription Licenses and docking stations.

Funding Source: General Fund

Dennis Sullivan, Department of Information Technology, presented. There were no questions. Michael Chambers motioned to approve the item; Levine Ross seconded. Item BC2023-544 was approved by unanimous vote.

**BC2023-545**

Department of Human Resources, submitting an amendment to Contract No. 3641 (formerly Contract No. 1981) with Occupational Health Centers of Ohio, P.A., Co. dba Concentra Medical Centers for drug toxicology screening, physical exams, audiograms and lead blood testing services for prospective and current County employees for the period 1/1/2022 – 12/31/2024 for additional funds in the amount not-to-exceed \$271,856.00.

Funding Source: General Fund

Stephen Witt, Department of Human Resources, presented. James Boyle asked in the current contract whether we pay on a per test basis; asked if we extrapolated and made an estimation of how many we were going to have and because of the high level of turnover we've already eaten through the funds or getting close to it; asked is there logic to having it done on a per test basis or have an overall contract amount; asked do we have a legal obligation to pay them twenty dollars per test or a firm fixed contract amount; asked that a copy of the contract be sent to him. Mr. Boyle commented that one of the things that bothers him is that when a contract works in the vendors favor, we don't get any money back or the business is busier on their end they don't say hey look you know instead of charging you \$20 a test or whatever the amount is it is going to be a lesser dollar amount, instead they ask for more money and we give it to them. Mr. Boyle further commented we ought to start thinking about this a little better. Levine Ross asked how many tests were conducted in 2022 versus 2023. Michael Chambers motioned to approve the item; Paul Porter seconded. Item BC2023-545 was approved by unanimous vote.

**BC2023-546**

Sheriff's Department,

- a) Submitting an RFP exemption, which will result in an award recommendation to Axon Enterprise, Inc. in the amount not-to-exceed \$11,715.86 for the purchase of various taser accessories, holsters, power supplies, batteries, and extended warranties for use by Law Enforcement.
- b) Recommending an award on Purchase Order No. 23003687 to Axon Enterprise, Inc. in the amount not-to-exceed \$11,715.86 for the purchase of various taser accessories, holsters, power supplies, batteries, and extended warranties for use by Law Enforcement.

Funding Source: Federal Equitable Sharing Account

Chris Costin, Sheriff's Department, presented. There were no questions. Michael Chambers motioned to approve the item; Trevor McAleer seconded. Item BC2023-546 was approved by unanimous vote.

**BC2023-547**

Medical Examiner's Office,

- a) Submitting an RFP exemption, which will result in an award recommendation to Fisher Scientific Company LLC in the amount not-to-exceed \$25,967.70 for a state contract purchase of (1) high performance freezer, (2) laboratory freezers, and (1) refrigerator for use by the Toxicology and DNA Departments.
- b) Recommending an award on Purchase Order No. 23003788 to Fisher Scientific Company LLC in the amount not-to-exceed \$25,967.70 for a state contract purchase of (1) high performance freezer, (2) laboratory freezers, and (1) refrigerator for use by the Toxicology and DNA Departments.

Funding Source: American Rescue Plan Act Crime Lab Grant

Hugh Shannon, Medical Examiner's Office, presented. There were no questions. Michael Chambers motioned to approve the item; James Boyle seconded. Item BC2023-547 was approved by unanimous vote.

**BC2023-548**

Medical Examiner's Office,

- a) Submitting an RFP exemption, which will result in an award recommendation to Fisher Scientific Company LLC in the amount not-to-exceed \$47,541.45 for a state contract purchase of (5) Mystaire Evidence Drying Cabinets in varying sizes for use by Crime Lab.
- b) Recommending an award on Purchase Order No. 23003795 to Fisher Scientific Company LLC in the amount not-to-exceed \$47,541.45 for a state contract purchase of (5) Mystaire Evidence Drying Cabinets in varying sizes for use by Crime Lab.

Funding Source: American Rescue Plan Act Crime Lab Grant

Hugh Shannon, Medical Examiner's Office, presented. There were no questions. Michael Chambers motioned to approve the item; Paul Porter seconded. Item BC2023-548 was approved by unanimous vote.

**BC2023-549**

Medical Examiner's Office, submitting an amendment to Contract No. 2484 with Thermo Electron North America, LLC for Q Exactive Focus Mass Spectrometer maintenance services for the period 7/6/2022-7/5/2024 to extend the time period to 11/23/2024, to expand the scope of services to include TSQ and Vanquish equipment, effective upon contract signatures of all parties, and for additional funds in the amount not-to-exceed \$67,293.33.

Funding Source: General Fund

Hugh Shannon, Medical Examiner's Office, presented. There were no questions. Michael Chambers motioned to approve the item; Trevor McAleer seconded. Item BC2023-549 was approved by unanimous vote.

**BC2023-550**

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

- a) Submitting an RFP exemption, which will result in a payment to Adoption Network Cleveland in the amount not-to-exceed \$7,012.11 as final payment for adoption services for the period 4/1/2023 – 6/30/2023.
- b) Recommending a payment to Adoption Network Cleveland in the amount not-to-exceed \$7,012.11 as final payment for adoption services for the period 4/1/2023 – 6/30/2023.

Funding Source: Health and Human Services Levy Funds

Marcos Cortes, Department of Health and Human Services, presented. Levine Ross asked in regard to training for foster and adoptive families in the North Central Ohio Regional Training Center (NCORTC) has their own state budget so does this money get reimbursed back to the HHS Levy Fund or do we use the state money to reimburse this. Marcos Cortes to verify reimbursement. Michael Chambers motioned to approve the item; Levine Ross seconded. Item BC2023-550 was approved by unanimous vote.

**C. – Consent Agenda**

There were no questions or comments on the Consent Agenda items. Michael Chambers motioned to approve Consent Agenda Item No. BC2023-551 through BC2023-554; James Boyle seconded. The Consent Agenda Items were approved by unanimous vote.

**BC2023-551**

Department of Information Technology, recommending to declare excess County computers and IT Equipment as surplus County-owned property, no longer needed for public use; requesting authority to sell surplus property to [Info@Ret3.org](mailto:Info@Ret3.org) for a fee in the amount of \$1.00 in accordance with EA02012-0001.

Funding Source: Revenue Generating

**BC2023-552**

Court of Common Pleas/Juvenile Court Division, submitting an amendment to Contract No. 2366 with Mental Health Services for Homeless Person, Inc. dba Frontline Services for Gateway Re-Entry mediation services for adjudicated youth and their families for the period 3/1/2022 – 9/30/2022 to extend the time period to 7/31/2023 and to decrease funds in the amount of (\$8,529.59).

Funding Source: Title II Grant Fund

**BC2023-553**

Fiscal Department, presenting proposed travel/membership requests for the week of 8/28/2023:

|                 |   |                |          |            |                        |          |            |                |
|-----------------|---|----------------|----------|------------|------------------------|----------|------------|----------------|
| Dept:           | Medical Examiner's Office                                       |                |          |            |                        |          |            |                |
| Event:          | 2023 American Public Health Association Annual Meeting and Expo |                |          |            |                        |          |            |                |
| Source:         | American Public Health Association                              |                |          |            |                        |          |            |                |
| Location:       | Atlanta, Georgia  |                |          |            |                        |          |            |                |
| Staff           | Travel Dates  | Registration * | Meals ** | Lodging ** | Ground TRN/ Mileage ** | Air ***  | Total      | Funding Source |
| Manreet Bhullar | 11/11/2023 – 11/15/2023   | \$285.00       | \$300.00 | \$1,179.64 | \$220.00               | \$179.79 | \$2,164.43 | General Fund   |

\*Paid to host

\*\*Staff reimbursement

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

Purpose:

The purpose of this trip is to disseminate important opioid overdose research findings through the medical examiner's office data on drug overdose and fatalities. To identify important public health intervention points to prevent drug overdose deaths and implement harm reduction strategies. APHA is the national public health association that holds this conference annually in order to dissemination important research, network and learn about effective public health strategies. The Cuyahoga County Medical Examiner's Office contributed to APHA's updated policy statement called, "An Equitable Response to statement called, "An Equitable Response to the ongoing Opioid Epidemic.

|           |  |
|-----------|--|
| Dept:     | Sheriff's Department                                       |
| Event:    | Developing a Correctional Case Management System for Jails |
| Source:   | National Institution of Corrections                        |
| Location: | Aurora, Colorado   |

| Staff           | Travel Dates                | Registration * | Meals ** | Lodging ** | Ground TRN/ Mileage ** | Air *** | Total  | Funding Source                          |
|-----------------|-----------------------------|----------------|----------|------------|------------------------|---------|--------|---|
| Jennifer Frame  | 8/27/2023<br>–<br>9/1/2023  | \$0.00         | \$0.00   | \$0.00     | \$0.00                 | \$0.00  | \$0.00 | National Institute of Corrections (NIC) |
| Kevin O'Donnell | 8/27/2023<br>–<br>09/1/2023 | \$0.00         | \$0.00   | \$0.00     | \$0.00                 | \$0.00  | \$0.00 | National Institute of Corrections (NIC) |

\*Paid to host

\*\*Staff reimbursement

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

All expenses are covered ~~through a scholarship received from the Engineers Society of Western Pennsylvania~~ **by The National Institute of Corrections.**

- Registration-\$0
- Meals-\$350.00
- Lodging-\$840.00
- Ground TRN/Mileage- \$0
- Airfare -\$500.00
- Total \$1,690.00

Purpose:

To attend training that will familiarize participants to the fundamentals of correctional case management in jails, review the stages of case management, emphasize the importance of standardized documentation in the delivery of jail services and the role intake and classification staff plays from Intake screening throughout the discharge planning process to reentry back in the community.

|              |                                     |                |          |            |                        |         |        |   |
|--------------|-------------------------------------|----------------|----------|------------|------------------------|---------|--------|---|
| Dept:        | Sheriff's Department                |                |          |            |                        |         |        |   |
| Event:       | Large Jail Network Meeting          |                |          |            |                        |         |        |   |
| Source:      | National Institution of Corrections |                |          |            |                        |         |        |   |
| Location:    | Sanford, Florida                    |                |          |            |                        |         |        |   |
| Staff        | Travel Dates                        | Registration * | Meals ** | Lodging ** | Ground TRN/ Mileage ** | Air *** | Total  | Funding Source                          |
| Ronda Gibson | 9/5/2023<br>–<br>9/8/2023           | \$0.00         | \$0.00   | \$0.00     | \$0.00                 | \$0.00  | \$0.00 | National Institute of Corrections (NIC) |



\*Paid to host

\*\*Staff reimbursement

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

All expenses are covered ~~through a scholarship received from the Engineers Society of Western Pennsylvania~~ by **The National Institute of Corrections.**

- Registration-\$0
- Meals-\$200.00
- Lodging-\$400.00
- Ground TRN/Mileage- \$375.00
- Airfare -\$650.00
- Total \$1,625.00

Purpose:

To travel to Sanford, Florida to attend the Large Jail Network Meeting/Training to gain insight of jail operations, obtain information regarding correctional health care concerns & interact with peers for solutions and ideas for jail operations.

**BC2023-554**

Department of Purchasing, presenting proposed purchases for the week of 8/28/2023:

**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  |
|-----------------------|--|--|--------------|------------|---|
| 23003739              | Annual renewal for WorkWave Route Manager 360 and GPS tracking subscription services | Division of Children and Family Services | WorkWave LLC | \$7,440.00 | 66% Health and Human Services Levy Fund and 34% Title IV-E Fund |

**Items/Services Received and Invoiced but not Paid:**

| Purchase Order Number | Description  | Department                 | Vendor Name                            | Total       | Funding Source                 |
|-----------------------|--|----------------------------|--|-------------|--------------------------------|
| 23003731              | Factory Authorized – Vactor hydraulic repairs*   | Department of Public Works | Jack Doheny Company                    | \$22,428.15 | Sanitary Funds                 |
| 23003767              | Emergency veterinary services for the Animal Shelter for July, 2023 and August, 2023** | Department of Public Works | VCA Great Lakes Veterinary Specialists | \$10,802.10 | Dick Goddard Best Friends Fund |

\*Approval No. BC2023-452, dated 7/17/2023, which amended BC2022-735 dated 11/29/2022, which approved an alternative procurement process and exemption from aggregation on various purchase orders, which will result in various award recommendations to various Factory Authorized Dealers for vehicle and equipment repairs, parts and services for the period 11/29/2022 – 12/31/2024 by changing the total amount not-to-exceed from \$475,000.00 to \$1,475,000.00.

\*\*Approval No. BC2023-453 dated 7/17/2023, which approved an alternative procurement process, which will result in purchase orders to various providers in the total amount not-to-exceed \$400,000.00 for medical, surgical and animal care services for the period 7/1/2023 – 6/30/2024.

**V. – OTHER BUSINESS**

**Item of Note (non-voted)**

**Item No. 1**

Department of Public Works, submitting amendments to a grant agreement with Ohio Department of Natural Resources/Office of Coastal Management for emergency erosion assistance for Beulah Park-Euclid Beach Connector Trail – Phase 1 in connection with the Cuyahoga County Lakefront Public Access Plan in the City of Cleveland for the period 7/1/2021 - 10/1/2022:

- a) to extend the time period to 10/1/2023 to change the terms, effective 10/2/2022; no additional funds required.
- b) to extend the time period to 6/30/2025 to change the terms, effective upon signatures of all parties; no additional funds required.

Funding Source: Ohio Department of Natural Resources/Office of Coastal Management

**Item No. 2**

Department of Housing and Community Development, submitting various agreements with the Cuyahoga County Board of Health for operating the Lead Hazard Reduction Project:

- a) Subgrant agreement for the period 8/1/2021 – 9/30/2023 in the amount of \$444,310.00.
- b) Amendment to subgrant agreement for the period 8/1/2021 – 9/30/2023 to extend the time period to 9/30/2024; no additional funds required.

Funding Source: Cuyahoga County Board of Health

**Item No. 3**

**Contracts \$0.00 – \$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 |
|--------|-----------------|--------|---------------------|--------|------------|--------------------|----------------|-------------------|
|--------|-----------------|--------|---------------------|--------|------------|--------------------|----------------|-------------------|

|          |                                |  |   |            |  |  |  |  |
|----------|--------------------------------|--|---|------------|--|--|--|--|
| RQ 45955 | Amend Contract Master No. 1872 | Terrace Construction Company, Inc.                   | On-call heavy construction services for road and bridge repairs and maintenance   | \$-0-      | Department of Public Works                       | 9/16/2020 – 9/15/2023<br><b>to extend the time period to 3/31/2024</b> | (Original) Road and Bridge Fund  | 8/16/2023 (Executive)<br>8/14/2023 (Law Dept.) |
| RQ 45955 | Amend Contract Master No. 1873 | Schirmer Construction, LLC                           | On-call heavy construction services for road and bridge repairs and maintenance   | \$-0-      | Department of Public Works                       | 9/16/2020 – 9/15/2023<br><b>to extend the time period to 3/31/2024</b> | (Original) Road and Bridge Fund  | 8/16/2023 (Executive)<br>8/14/2023 (Law Dept.) |
| RQ 45955 | Amend Contract Master No. 1874 | Catts Construction, Inc.                             | On-call heavy construction services for road and bridge repairs and maintenance   | \$-0-      | Department of Public Works                       | 9/16/2020 – 9/15/2023<br><b>to extend the time period to 3/31/2024</b> | (Original) Road and Bridge Fund  | 8/16/2023 (Executive)<br>8/14/2023 (Law Dept.) |
| No. RQ   | Amend Contract No. 3487        | Jewish Family Service Association of Cleveland, Ohio | Teen dating violence prevention services for the Know Abuse Project in connection with the FY2022 Title II Formula Juvenile Justice and Delinquency Prevention Grant passing through the Ohio Department of Youth Services, <b>for additional funds</b> | \$4,800.00 | Department of Public Safety and Justice Services | 7/6/2023 – 4/30/2024   | (Original) U.S. Department of Justice, Office of Justice Delinquency and Prevention Block Grant Fund | 8/16/2023 (Executive)<br>8/14/2023 (Law Dept.) |

**VI – PUBLIC COMMENT**

There was no public comment.

**VII – ADJOURNMENT**

Michael Chambers motioned to adjourn; Trevor McAleer seconded. The motion to adjourn was unanimously approved at 11:32 a.m.