

Minutes

Cuyahoga County Board of Control  
Monday, October 2, 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 11:05 a.m.

Katherine A. Gallagher, Chief of Operations & Community Innovation County Executive Administration  
(Alternate for Chris Ronayne, County Executive)  
Michael Chambers, Interim Fiscal Officer, serving as Chairman  
Mellany Seay, Finance and Operations Administrator, Department of Public Works  
(Alternate for Michael Dever)  
Paul Porter, Director, Department of Purchasing  
Trevor McAleer, County Council (Alternate for Pernel Jones, Jr.)  
Councilmember Meredith Turner  
Councilmember Dale Miller

**II. – REVIEW MINUTES – ~~9/5/2023~~ 9/25/2023**

Michael Chambers motioned to approve the minutes as amended from the September 25, 2023, meeting; Meredith Turner 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**

**BC2023-596**

Department of Information Technology on behalf of the Department of Public Works,

- a) Submitting an RFP exemption, which will result in an award recommendation to MNJ Technologies Direct, Inc. in the amount not-to-exceed \$6,915.00 for a state contract purchase of (3) HP ZBook Firefly mobile workstations and docking stations, each to include HP Care Pack hardware support, HP Absolute Data & Device Security Premium – Subscription Licenses and (8) monitors.
  
- b) Recommending an award on Purchase Order No. 23003930 to MNJ Technologies Direct, Inc. in the amount not-to-exceed \$6,915.00 for a state contract purchase of (3) HP ZBook Firefly mobile workstations and docking stations, each to include HP Care Pack hardware support, HP Absolute Data & Device Security Premium – Subscription Licenses and (8) monitors.

Funding Source: 40% Sanitary Operating Fund, 40% Motor Vehicle Gas Tax Fund, 20% Maintenance Garage Fund

Matthew Hrubey, Department of Information Technology, presented. Dale Miller asked since we do a lot of business with MNJ can you tell me about them (i.e. where are they located, how large of a company they are; products/services they provide; do they manufacture any products or just get them from manufactures and resell them). The presenter will get a full rundown of the company and provide the information to the clerk. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2023-596 was approved by unanimous vote.

### **BC2023-597**

Department of Information Technology,

- a) Submitting an RFP exemption, which will result in an award recommendation to Advizex Technologies, LLC in the amount not-to-exceed \$36,155.10 for the purchase of (3) HPE ProLiant Gen10+ servers, various accessories, and a 3-year service agreement.
- b) Recommending an award on Purchase Order No. 23004136 to Advizex Technologies, LLC in the amount not-to-exceed \$36,155.10 for the purchase of (3) HPE ProLiant Gen10+ servers, various accessories, and a 3-year service agreement.

Funding Source: General Fund

Matthew Hrubey, Department of Information Technology, presented. There were no questions. Michael Chambers motioned to approve the item; Paul Porter seconded. Item BC2023-597 was approved by unanimous vote.

### **BC2023-598**

Department of Information Technology,

- a) Submitting an RFP exemption, which will result in an award recommendation to SHI International Corp. in the amount not-to-exceed \$63,651.45 for a joint cooperative purchase of (1) Enterprise runZero, Inc. software license for the period 10/28/2023 – 10/27/2024.
- b) Recommending an award on Purchase Order No. 23004139 to SHI International Corp. in the amount not-to-exceed \$63,651.45 for a joint cooperative purchase of (1) Enterprise runZero, Inc. software license for the period 10/28/2023 – 10/27/2024.

Funding Source: General Fund

Matthew Hrubey, Department of Information Technology, presented. Paul Porter, Director, Department of Purchasing supplemented. Dale Miller asked when we talk about making a joint cooperative purchase how is it done and who we are doing it with; asked do they do this on behalf of a substantial number of prospective buyers and so they get the advantages of economies of scales as well is that correct. The presenter will provide additional information about this item and will provide the specifications behind them. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2023-598 was approved by unanimous vote.

**BC2023-599**

Court of Common Pleas/Corrections Planning Board, submitting an amendment to Agreement No. 2499 with Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County for residential treatment services in connection with the Residential Substance Abuse Treatment Program for the period 7/1/2022 – 6/30/2023 to extend the time period to 6/30/2024, to change the terms, effective 7/1/2023 and for additional funds in the amount not-to-exceed \$490,000.00.

Funding Source: 90% General Fund and 10% Health and Human Services Levy Fund

Linda Lagunzad, Court of Common Pleas/Corrections Planning Board, presented. There were no questions. Michael Chambers motioned to approve the item; Meredith Turner seconded. Item BC2023-599 was approved by unanimous vote.

**BC2023-600**

Clerk of Courts, recommending an award on Purchase Order No. 23004024 to the United States Postal Service in the amount not-to-exceed \$475,000.00 for the purchase of refill postage for the period 10/1/2023 – 2/28/2024 in accordance with Civil Rule No. 4 of the Ohio Rules of Civil Procedures.

Funding Source: General Fund

Ta Shan Cole, Clerk of Courts, presented. There were no questions. Dale Miller commented got to have it. Dale Miller motioned to approve the item; Trevor McAleer seconded. Item BC2023-600 was approved by unanimous vote.

**BC2023-601**

County Prosecutor, recommending an award and enter into Agreement No. 3731 with the Medical Examiner’s Office in the amount not-to-exceed \$65,000.00 for research and analysis of ballistic cases, effective upon contract signature of all parties through 9/30/2024.

Funding Source: Department of Justice, Office of Justice Programs, Bureau of Justice Affair FY21 National Sexual Assault Kit Initiative

James Ginley, County Prosecutor’s Office, presented. There were no questions. Michael Chambers motioned to approve the item; Meredith Turner seconded. Item BC2023-601 was approved by unanimous vote.

**BC2023-602**

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 \$22,759.84 for a state contract purchase of various laboratory supplies for various departments.

- b) Recommending an award on Purchase Order No. 23003966 to Fisher Scientific Company LLC in the amount not-to-exceed \$22,759.84 for a state contract purchase of various laboratory supplies for various departments.

Funding Source: General Fund

Hugh Shannon, Medical Examiner's Office, presented. There were no questions. Michael Chambers motioned to approve the item; Meredith Turner seconded. Item BC2023-602 was approved by unanimous vote.

### **BC2023-603**

Medical Examiner's Office,

- a) Submitting an RFP exemption, which will result in an award recommendation to Brown Enterprise Solutions LLC in the amount not-to-exceed \$8,982.39 for a state contract purchase of (7) Adobe Commercial Creative Cloud-Teams and (8) Photoshop licenses for various departments for the period 10/1/2023 - 9/30/2024.
- b) Recommending an award on Purchase Order No. 23004277 to Brown Enterprise Solutions LLC in the amount not-to-exceed \$8,982.39 for a state contract purchase of (7) Adobe Commercial Creative Cloud-Teams and (8) Photoshop licenses for various departments for the period 10/1/2023 - 9/30/2024.

Funding Source: General Fund

Hugh Shannon, Medical Examiner's Office, presented. There were no questions. Michael Chambers motioned to approve the item; Meredith Turner seconded. Item BC2023-603 was approved by unanimous vote.

### **BC2023-604**

Department of Health and Human Services/Division of Children and Family Services, submitting an amendment to Contract No. 3152 with Family First Childcare Center dba Family First Village for planning and coordinating structured age-appropriate activities, supportive services for children and their families, and transportation services for children at the Jane Edna Hunting Building awaiting placement for the period 1/1/2023 – 12/31/2023 to extend the time period to 6/30/2024, to change the terms and modify hourly service rates effective 8/1/2023; no additional funds required.

Funding Source: Health and Human Services Levy Fund

Marcos Cortes, Department of Health and Human Services, presented. Dale Miller asked how it is possible the rate increased substantially and a time extension, but no additional funds are being requested; asked when we expect the Child Wellness Campus to be operational; asked what the capacity at the wellness campus is; asked whether it is a residential facility or only for daytime services. Meredith Turner asked how many children Family First Childcare Center servicing for us is; commented she had an opportunity to visit with Directors David Merriman, Michael Dever and Levine Ross and was

quite pleased with the progress; she posted about the center publicly on her social media and everybody, all the Social Workers sounded in on how excited they are that this administration is following through on the plan that was obviously started under the last administration but they are nonetheless happy to see that there's some progress so she just wanted to mention that. Michael Chambers motioned to approve the item; Meredith Turner seconded. Item BC2023-604 was approved by unanimous vote.

### **C. – Exemptions**

#### **BC2023-605**

Medical Examiner's Office, requesting an alternative procurement process, which will result in award recommendations to various providers in the amount not-to-exceed \$9,495.00 for the purchase of meals for participants of the Medicolegal Death Investigation training program for the period 10/3/2023 – 11/17/2023.

- a) Daves Supermarket in the amount not-to-exceed \$1,500.00.
- b) Gordon Food Service dba GFS in the amount not-to-exceed \$1,200.00.
- c) Italian Cravings DBA Italian Creations in the amount not-to-exceed \$5,275.00.
- d) Nates Deli in the amount not-to-exceed \$820.00.
- e) Presti's Bakery in the amount not-to-exceed \$700.00.

Funding Source: General Fund - 100 Percent reimbursement back by the participants

Hugh Shannon, Medical Examiner's Office, presented. There were no questions. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2023-605 was approved by unanimous vote.

### **D. – Consent Agenda**

There were no questions or comments on the Consent Agenda items. Dale Miller motioned to approve Consent Agenda Item No. BC2023-606 through BC2023-608; Trevor McAleer seconded. The Consent Agenda Items were approved by unanimous vote.

#### **BC2023-606**

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. for a fee in the amount of \$1.00 for the month of September 2023 in accordance with E02012-0001.

Funding Source: Revenue Generating

**BC2023-607**

Fiscal Department, presenting proposed travel/membership requests for the week of 10/2/2023:

Dept:	Department of Health and Human Services/Division of Community Initiatives/ Family and Children First Council/Invest in Children							
Event:	National League of Cities Prenatal, Three Community of practice meeting							
Source:	National League of Cities							
Location:	New Orleans, LA							
Staff	Travel Dates	Registration *	Meals **	Lodging **	Ground TRN/ Mileage **	Air ***	Total	Funding Source
Shawna Rohrman	10/5/2023- 10/7/2023	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	National League of Cities

\*Paid to host

\*\*Staff reimbursement

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

\*\*\*\*\* The cost will be paid through National League of Cities

Flight- \$600.00

Hotel- \$324.00

Meals -\$108.00

Ground TRN-\$72.00

Purpose:

We are participating in a National League of Cities (NLC) Community of Practice (CoP), along with colleagues at the City of Cleveland, focusing on the Prenatal-to-three (PN-3) age range and on how issues of climate/environment, family economic stability, and housing/homelessness impact our youngest children. NLC is hosting this convening to give PN-3 partners the opportunity to convene with peers from across the CoP cities as well as national partners and subject matter experts, to connect with and learn from one another, and increase everyone’s capacity to impact policies that promote healthy development for infants, toddlers, and their families. All travel expenses are being paid by the National League of Cities approved by the Inspector General. The cost of the trip covered by the National League of Cities is estimated at \$1,104.

Dept:	Department of Communications							
Event:	Empowering Local Leadership							
Source:	Greater Cleveland Elected Leadership Conference							
Location:	Washington, DC							

Staff	Travel Dates	Registration *	Meals **	Lodging **	Ground TRN/ Mileage **	Air ***	Total	Funding Source
David Razum	10/19/2023-10/20/2023	\$0.00	\$50.00	\$400.00	\$0.00	\$500.00	\$950.00	General FUnd

\*Paid to host

\*\*Staff reimbursement

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

**Purpose:**

I will attend the Empowering Local Leadership event on October 19 and 20 in Washington D.C. The event is presented by the Greater Cleveland Partnership with special guests Congressman Dave Joyce, Congresswoman Shontel Brown, Congressman Max Miller, and Congresswoman Emilia Sykes and in partnership with the Northeast Ohio Mayors and City Managers Association and the Cuyahoga County Mayors and City Managers Association. I will represent Cuyahoga County in policy briefings and in meetings with our Congressional delegation to better connect our county with our partners in the federal government.

Dept:	Medical Examiner's Office							
Event:	29TH ANNUAL NATIONAL CODIS CONFERENCE							
Source:	Federal Bureau of Investigation							
Location:	Kansas City, MO							
Staff	Travel Dates	Registration *	Meals **	Lodging **	Ground TRN/ Mileage **	Air ***	Total	Funding Source
Carey M. Baucher	11/13/2023-11/15/2023	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Federal Bureau of Investigation

\*Paid to host

\*\*Staff reimbursement

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

\*\*\*\*\* The cost will be paid through the Federal Bureau of Investigation

Flight \$554.78

Hotel \$458.52

Meals \$150.00

Ground Transportation \$146.20

Purpose:

FBI required training for labs using CODIS (Combined DNA Index System). Training is required of the CODIS Administrator from each lab per FBI guidelines and I am the Local CODIS Administrator for my laboratory.

Dept:	Sheriff's Department							
Event:	IACP 2023 Educational Workshops							
Source:	International Association of Chiefs of Police							
Location:	San Diego, CA							
Staff	Travel Dates	Registration *	Meals **	Lodging **	Ground TRN/ Mileage **	Air ***	Total	Funding Source
Harold Pretel	10/12/2023-10/18/2023	\$600.00	\$420.00	\$1,811.28	\$350.00	\$955.00	\$4,136.28	Law Enforcement Trust Fund

\*Paid to host

\*\*Staff reimbursement

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

Purpose:

To travel to San Diego, CA to attend the International Association of Chiefs of Police 2023 Conference. The conference is for Sheriffs around the nation to meet and address national, state, and local issues; bringing diverse experience and best practices back to our community to enhance safety and quality of life to those they serve.

Dept:	Medical Examiner's Office							
Event:	American Board of Medicolegal Death Investigators (ABMDI Annual Advisory Council meeting)							
Source:	American Board of Medicolegal Death Investigators (ABMDI)							
Location:	San Jose, California							
Staff	Travel Dates	Registration *	Meals **	Lodging **	Ground TRN/ Mileage **	Air ***	Total	Funding Source
Justin Wilson	10/17/2023-10/20/2023	\$0.00	\$123.00	\$510.00	\$140.00	\$541.40	\$1,314.40	CORONER LAB FUND

\*Paid to host

\*\*Staff reimbursement

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



Purpose:

Members of the Advisory Council are responsible for working with ABMDI's educational consultant to develop and maintain test specifications on two levels of national certification examinations.

**BC2023-608**

Department of Purchasing, presenting proposed purchases for the week of 10/2/2023:

**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
23004236	Various dive rescue personal protection equipment (PPE) for the by Geauga County Dive Rescue Team	Department of Public Safety and Justice Services	Dive Rescue International	\$11,531.31	FY2021 State Homeland Security Grant Program Fund

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

Purchase Order Number	Description	Department	Vendor Name	Total	Funding Source
23004224	Out-of-home emergency placement services for the period 8/1/2023 – 8/31/2023*	Division of Children and Family Services	Blended Family Home	\$39,525.00	66% Health and Human Services Levy Fund and 34% Title IV-E Reimbursement Fund
23004249	Out-of-home emergency placement services for the period 8/1/2023 – 8/22/2023*	Division of Children and Family Services	Rehabilitation Centers LLC dba Millcreek of Pontotoc	\$24,004.00	66% Health and Human Services Levy Fund and 34% Title IV-E Reimbursement Fund

\*Approval No. BC2022-767 dated 12/12/2022, which approved an alternative procurement process and exemption from aggregation on various purchase orders, which will result in various award recommendations to various licensed providers in the total amount not-to-exceed \$250,000.00 for reimbursement for out-of-home care placement services for the period 12/1/2022 – 12/31/2024.

## **V- OTHER BUSINESS**

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

#### **Item No. 1**

Sheriff's Department, submitting an amendment to a grant agreement with Ohio Department of Rehabilitation and Correction, Division of Parole and Community Services, Bureau of Community Sanctions for the Local Incarceration Program in connection with FY2023 – 2025 Community Corrections Act Grant Program for the period 7/1/2023 – 6/30/2025 for additional funds not-to-exceed \$20,000.00.

Funding Source: Ohio Department of Rehabilitations and Corrections

#### **Item No. 2**

Department of Public Safety and Justice Services, submitting an amendment to a grant award from the U.S. Department of Justice/Office on Violence Against Women for creation of a centralized registry for protection orders in connection with the Office of Violence FY2016 Improving Criminal Justice responses to Sexual Assault Domestic Violence, Dating Violence and Stalking Grant Program for the period 10/1/2016 – 9/30/2023 to extend the time period to 9/30/2024; no additional funds required.

Funding Source: U.S. Department of Justice, Office on Violence Against Women

#### **Item No. 3**

Department of Public Safety and Justice Services, on behalf of the Office of the Medical Examiner submitting a grant award from the U.S. Department of Justice, Office of Justice Programs, Bureau of Justice Assistance in the amount not-to-exceed \$396,006.00 for the FY2023 Formula DNA Capacity Enhancement for Backlog Reduction Grant Program for the period 10/1/2023 – 9/30/2025.

Funding Source: FY2023 Formula DNA Capacity Enhancement for Backlog Reduction Grant

#### **Item No. 4**

Department of Public Safety and Justice Services, on behalf of the Office of the Medical Examiner, submitting a grant award from the U.S. Department of Justice, Office of Justice Programs, Bureau of Justice Assistance in the amount not-to-exceed \$382,398.00 for the FY2023 Competitive DNA Capacity Enhancement for Backlog Reduction Grant Program for the period 10/1/2023 – 9/30/2025.

Funding Source: FY2023 Competitive DNA Capacity Enhancement for Backlog Reduction Grant

Item No. 5

**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 10475	Amend Contract No. 2918	Genesis Global Holding, LLC	Disposition and sale of real property located at 13231 Euclid Avenue, East Cleveland; Permanent Parcel Numbers 672-08-15, 672-08-017 to 672-08-021, 672-08-030, 672-08-046, 672-08-009 and 672-08-016; <b>changing the closing date to 9/30/2023, effective upon contract signature of all parties</b>	\$-0-	Department of Public Works	N/A	(Original) Revenue Generating	9/20/2023
RQ 12771 (aka RQ 11080)	Amend Master Contract – Assign Contract Nos. 3691, 3692, 3693, 3694, 3695, 3696, 3697, 3698 and 3783	Various Providers	Various maintenance, repair and operations supplies; <b>to add Carmen’s Custom Window Treatments, Dean W. Guernsey dba Dynamic Sign/Byrne Sign Supply, Hilti, Inc., Industrial Safety Products, Inc., Refrigeration Sales Company LLC dba Refrigeration Sales Corporation, The Sherwin Williams Company, Vincent Valentino Inc. dba Cleveland Lumber Company, Winzer Franchise Company, Wadsworth and Associates, Inc. dba Wadsworth Solutions; no</b>	\$-0-	Department of Public Works	1/1/2023 – 12/31/2024	(Original) General Fund	9/22/2023 (Executive) 9/25/2023 (Law)

			<b>additional funds required</b>					

**Agreements related to public convenience and welfare projects – Processed and executed  
(no vote required)**

Approving Resolution	Public convenience and welfare project description	Total Estimated Project Cost	Total Actual Project Cost	Funding Source	Date of Execution
R2023-0196	Replacement of Schaaf Road Bridge No. 02.89 over West Creek in the City of Independence – Council District 6	\$2,405,600.00	N/A	N/A	9/20/2023 (Executive)

**VI – PUBLIC COMMENT**

There was no public comment.

**VII – ADJOURNMENT**

Michael Chambers motioned to adjourn; Dale Miller seconded. The motion to adjourn was unanimously approved at 11:24 am.