

Minutes

Cuyahoga County Board of Control
Monday, July 29, 2024 - 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:

Erik Janas, Chief of Staff (Alternate for Chris Ronayne, County Executive)
Michael Chambers, Fiscal Officer, serving as Chairman
Mellany Seay (Alternate for Michael Dever)
Paul Porter, Director, Department of Purchasing
Trevor McAleer, County Council (Alternate for Pernel Jones, Jr.)
Joseph Nanni, County Council (Alternate for Dale Miller)
Councilmember Meredith Turner

II. – REVIEW MINUTES – 7/22/2024

Michael Chambers motioned to approve the minutes from the July 22, 2024, meeting; Meredith Turner seconded. The minutes were approved by unanimous vote, as written. Erik Janas commented that the spelling of his name was not accurate and asked if it could be corrected.

III. – PUBLIC COMMENT

No public comment.

IV. – CONTRACTS AND AWARDS

A. – Tabled Items

B. – New Items for Review

BC2024-548

Department of Public Works,

- a) Submitting an RFP exemption, which will result in an award recommendation to APG Office Furnishings in the amount not-to-exceed \$10,690.51 for a joint cooperative purchase and installation of various furniture and fixtures for the construction of (1) workstation and (8) replacement chairs for the County Animal Shelter.
- b) Recommending an award on Purchase Order No. 24003033 to APG Office Furnishings in the amount not-to-exceed \$10,690.51 for a joint cooperative purchase and installation of various furniture and fixtures for the construction of (1) workstation and (8) replacement chairs for the County Animal Shelter.

Funding Source: General Fund

Thomas Pavich, Department of Public Works, presented. There were no questions. Michael Chambers motioned to approve the item; Meredith Turner seconded. Item BC2024-548 was approved by unanimous vote.

BC2024-549

Department of Public Works,

- a) Submitting an RFP Exemption, which will result in an award recommendation to Great Lakes Truck Driving School, Inc. in the amount not-to-exceed \$100,000.00 for Class B CDL Skills Training and Testing services for Department of Public Works employees effective upon contract signatures of all parties for a period of 2 years.
- b) Recommending an award and enter into Contract No. 4713 with Great Lakes Truck Driving School, Inc. in the amount not-to-exceed \$100,000.00 for Class B CDL Skills Training and Testing services for Department of Public Works employees effective upon contract signatures of all parties for a period of 2 years.

Funding Source: Sanitary Fund

Thomas Pavich, Department of Public Works, presented. There were no questions. Michael Chambers motioned to approve the item; Trevor McAleer seconded. Item BC2024-549 was approved by unanimous vote.

BC2024-550

Department of Purchasing,

- a) Submitting an RFP exemption, which will result in a payment to Brink's U.S., a Division of Brink's, Incorporated in the amount not-to-exceed \$17,868.29 as final payment for armed guard and armored truck services for various County Departments for the period 5/1/2024 – 5/31/2024.
- b) Recommending a payment on Purchase Order No. 24002688 to Brink's U.S., a Division of Brink's, Incorporated in the amount not-to-exceed \$17,868.29 as final payment for armed guard and armored truck services for various County Departments for the period 5/1/2024 – 5/31/2024.

Funding Source: 64% General Fund, 16% Other Health & Safety and 20% Cuyahoga Support Enforcement

Paul Porter, Department of Purchasing, presented. There were no questions. Michael Chambers motioned to approve the item; Mellany Seay seconded. Item BC2024-550 was approved by unanimous vote.

BC2024-551

Court of Common Pleas/Domestic Relations Court Division,

- a) Submitting an RFP Exemption, which will result in an award recommendation to Ohio Legal Help in the amount not-to-exceed \$54,000.00 for annual software license subscription, maintenance and support, development of auto purge functionality and implementation of the ChatBot feature for the Cuyahoga County Domestic Relations Virtual Self-Help Center Platform effective upon contract signatures of all parties through 12/31/2025.

- b) Recommending an award and enter into Contract No. 4101 with Ohio Legal Help in the amount not-to-exceed \$54,000.00 for annual software license subscription, maintenance and support, development of auto purge functionality and implementation of the ChatBot feature for the Cuyahoga County Domestic Relations Virtual Self-Help Center Platform effective upon contract signatures of all parties through 12/31/2025.

Funding Source: 50% General Fund and 50% and Title IV-D Fund

Susan Sweeney, Court of Common Pleas/Domestic Relations Court Division, presented. There were no questions. Michael Chambers motioned to approve the item; Erik Janas seconded. Item BC2024-551 was approved by unanimous vote.

BC2024-552

Court of Common Pleas/Juvenile Court Division, submitting an amendment to Contract No. 2996 with Gracehaven, Inc. for Safe Space Housing services for Court referred youth for the period 7/1/2022 – 6/30/2024 to extend the time period to 6/30/2026, to change the terms, effective 7/1/2024, and for additional funds in the amount not-to-exceed \$50,000.00.

Funding Source: RECLAIM Grant

LaTerra Brown, Court of Common Pleas/Juvenile Court Division, presented. There were no questions. Michael Chambers motioned to approve the item; Meredith Turner seconded. Item BC2024-552 was approved by unanimous vote.

BC2024-553

Court of Common Pleas/Juvenile Court Division,

- a) Submitting an RFP Exemption, which will result in an award recommendation to Spread the Love Foundation in the amount not-to-exceed \$400,000.00 for educational and vocational services for Court referred youths ages 13 to 18 with high risk for recidivism for the period 6/1/2024 – 6/30/2026.

- b) Recommending an award and enter into Contract No. 4666 with Spread the Love Foundation in the amount not-to-exceed \$400,000.00 for educational and vocational services for Court referred youths ages 13 to 18 with high risk for recidivism for the period 6/1/2024 – 6/30/2026.

Funding Source: RECLAIM Grant

LaTerra Brown, Court of Common Pleas/Juvenile Court Division, presented. There were no questions. Michael Chambers motioned to approve the item; Meredith Turner seconded. Item BC2024-553 was approved by unanimous vote.

BC2024-554

Department of Public Safety and Justice Services, recommending an award on RQ14228 and enter into Contract No. 4696 with Howse Solutions, LLC (13-1) in the amount not-to-exceed \$99,900.00 for assessment of County programs related to childhood exposure to violence, effective upon signatures of all parties through 11/30/2024.

Funding Source: Health and Human Services Levy Fund

Mary Beth Vaughn, Department of Public Safety and Justice Services, presented. There were no questions. Michael Chambers motioned to approve the item; Trevor McAleer seconded. Item BC2024-554 was approved by unanimous vote.

BC2024-555

Department of Health and Human Services,

- a) Submitting an RFP Exemption, which will result in an award recommendation to R-CAP Security, LLC in the amount not-to-exceed \$49,800.00 for fingerprinting services and background checks for employees in various Department of Health and Human Services agencies effective upon contract signatures of all parties through 9/30/2024.

- b) Recommending an award and enter into Contract No. 4727 with R-CAP Security, LLC in the amount not-to-exceed \$49,800.00 for fingerprinting services and background checks for employees in various Department of Health and Human Services agencies effective upon contract signatures of all parties through 9/30/2024:
 - 1) Department of Health and Human Services/Cuyahoga Job and Family Services
 - 2) Department of Health and Human Services/Division of Children and Family Services
 - 3) Department of Health and Human Services/Office of Child Support Services

Funding Source: 66% Federal/State and 44% Health and Human Services Levy Fund

Marcos Cortes, Department of Health and Human Services, presented. There were no questions. Michael Chambers motioned to approve the item; Erik Janas seconded. Item BC2024-555 was approved by unanimous vote.

C. – Exemptions

BC2024-556

Department of Information Technology, requesting an alternative procurement process, which will result in award recommendation(s) and issuance of Purchase Order(s) to one or more State Term and/or Joint

Cooperative Purchasing vendors who are authorized providers or resellers of VMware Products, Licenses and Supportive Services in the total amount not-to-exceed \$250,000.00 for a period of 1 year.

Funding Source: General Fund

Jeremy Mio, Department of Information Technology, presented and Matthew Hrubey, Department of Information Technology, supplemented. Trevor McAleer ASKED do you think you're going to utilize the whole not-to-exceed \$250k or do you just want to have enough authority to be able to go in and enter into an agreement or purchase order on/or before August 1, just curious because you said currently we pay approximately \$67k so ultimately what you think it'll end up being; asked with this being the last meeting obviously until after August 1st you believe \$250k is sufficient to be able to enter into something on August 1st; asked since the prior Purchase Order of approximately \$67k was rejected by the Reseller at some point will this be retroactive or how are we going to handle payment for the service that's been provided. Paul Porter commented we worked with law on the language around this resolution to ensure because it's a purchase order it doesn't have to have specific dates listed so we left it open-ended so it could be one award or multiple awards depending on negotiations with the resellers; commented he believes that the language here kind of gives us enough latitude to enter into any purchase orders up to that amount to make sure we're covered for services whether it's retroactive or whether it starts August 1. Trevor McAleer commented he gets multiple awards and stuff but asked whether you're comfortable that it could be retroactive under this current language. Paul Porter commented that's correct and further added we do not have specific language with dates on it so as long as it doesn't go over one year this would cover that, so if it was calendar year 2024 for instance that would still fall within the language here. Joseph Nanni requested that just so we have an idea on the retro can it be reported back what that ultimate number is. Michael Chambers commented that these will show up again before the Board as Purchase Orders. Joseph Nanni commented they will. Michael Chambers confirmed they will and that you'll see the numbers. Joseph Nanni commented he is just curious on what the retro will be. The Department will report back. Trevor McAleer asked to that point for when it comes back for actual award can we note that it's retroactive with a start date. The Clerk commented that we have it for one year but if it's going to go back retroactive we're looking at February of 2024 when it started so maybe a year is not going to be sufficient enough so maybe we need to amend it here for a longer term. Michael Chambers motioned to approve the item; Trevor McAleer seconded. Item BC2024-556 was approved by unanimous vote.

BC2024-557

Department of Health and Human Services/Division of Senior and Adult Services, requesting approval of an exemption from aggregation of contracts pursuant to County Code 501.05(C), Cuyahoga County Board of Control, Contracting and Purchasing Ordinance No. O2012-0015, Section 3.5.b. with various providers selected through an alternative procurement process which was approved by Board of Control BC2024-355, dated 5/6/2024 in the total amount of \$1,062,324.00 for various services in connection with implementing the Healthy Aging Grant Program for the period 5/6/2024 to 9/30/2024.

- a) The Cleveland Society for the Blind dba Cleveland Sight Center in the amount of \$250,000.00 for Enhancing Independence for Blind or Visually Impaired.
- b) Greater Cleveland Neighborhood Centers Association, Inc. in the amount of \$150,000.00 for the IConnect Program.
- c) Community Housing Solutions in the amount of \$499,999.00 for Home Repair to Facilitate Aging in Place.

- d) Fairhill Partners in the amount of \$119,200.00 for Adult Development Programs.
- e) The Cleveland Music School Settlement dba The Music Settlement in the amount of \$43,125.00 for the Creating Aging Department.

Funding Source: Ohio Department of Aging - Healthy Aging Grant

Marcos Cortes, Department of Health and Human Services, presented. Joseph Nanni requested the presenter to send him information on what services the Cleveland Society for the Blind provides. The Presenter will follow-up on the request. Michael Chambers motioned to approve the item; Paul Porter seconded. Item BC2024-557 was approved by unanimous vote.

D. – Consent Agenda

There were no questions or comments on Consent Agenda items. Trevor McAleer motioned to approve Consent Agenda Item No. BC2024-558 through BC2024-560; Meredith Turner seconded. The Consent Agenda Items were approved by unanimous vote.

BC2024-558

Department of Public Works, submitting an amendment to Agreement No. 1773 with Lutheran Metropolitan Ministry for food service operations at the Virgil E. Brown Building, incorporating culinary training, work experience and wraparound therapeutic programming services to incarcerated individuals enrolled in the Culinary Arts Training and Chopping for Change Programs for the period 7/1/2021 – 6/30/2024 to extend the time period to 12/31/2024, to change the scope of services and terms, effective upon contract signatures of all parties.

Funding Source: Revenue Generating

BC2024-559

Fiscal Department, presenting proposed travel/membership requests for the week of 7/29/2024:

Dept:	Medical Examiner’s Office							
Event:	NAME 58 th Annual Meeting							
Source:	National Association of Medical Examiners							
Location:	Denver, CO							
Staff	Travel Dates	Registration **	Meals **	Lodging **	Ground TRN/ Mileage **	Air ***	Total	Funding Source
Alison Krywanczyk	9/19/2024 – 9/23/2024	\$975.00	\$123.00	\$958.44	\$120.00	\$450.95	\$2,627.39	FY2023 Coverdell Grant

Joseph Felo	9/18/2024 – 9/24/2024	\$950.00	\$223.00	\$1,382.10	\$265.84	\$268.95	\$3,089.89	FY2023 Coverdell Grant
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*Paid to host

**Staff reimbursement

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

Purpose:

Attendance at the annual National Association of Medical Examiner's Conference in Denver, Colorado to obtain continuing medical education credits which are needed to retain my board certification status and Ohio medical license. During the conference I will also be attending the annual Editorial Board meeting for the American Journal of Forensic Medicine and Pathology as a member of the board and supervising a research presentation by one of our medical residents.

BC2024-560

Department of Purchasing, presenting proposed purchases for the week of 7/29/2024:

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
24002933	(31) Wireless temperature monitoring units for laboratory refrigerators and freezers for use by the Medical Examiner’s Office	Department of Public Safety and Justice Services	Computer Aided Solutions LLC dba CAS Datalogger	\$9,255.00	American Rescue Plan Act (ARPA) Fund Crime Lab Backlog Grant Fund
24002040	Purchase and installation of (3) prisoner transport camera video system and accessories	Sheriff’s Department	Hall Public Safety Upfitters	\$21,961.50	General Fund
24003058	Replacement (200) inmate mattresses	Sheriff’s Department	Victory Supply LLC	\$13,190.00	General Fund

Items/Services Received and Invoiced but not Paid:

Purchase Order Number	Description	Department	Vendor Name	Total	Funding Source
24003045	Emergency veterinary services for the Animal Shelter for July, 2024*	Department of Public Works	VCA Great Lakes Veterinary Specialists	\$5,932.60	General Fund
24002977	Out-of-home placement services for the period 6/4/2024 – 6/30/2024*	Division of Children and Family Services	Keystone Memphis LLC dba McDowell Center for Children	\$27,000.00	66% Health and Human Services Levy Fund and

					34% Title IV-E Reimbursement Fund
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*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.

*Approval No. BC2024-77, dated 1/29/2024, which amended Approval No. BC2023-561, dated 9/5/2023, which amended various Board Approvals on various dates, which authorized an alternative procurement process and exemption from aggregation on various purchase orders, which will result in various award recommendations to various licensed providers for reimbursement for out-of-home care placement services for the period 12/1/2022 – 12/31/2024, by changing the amount not-to-exceed amount from \$500,000.00 to \$1,000,000.00.

V- OTHER BUSINESS

Meredith Turner asked in relation to the Sheriff’s Department Travel Request to City of Milwaukee approved by the Board of Control on July 22, 2024, whether we provided the same services to the City of Cleveland in 2016. Michael Chambers stated that it is kind of a reciprocation because a lot of people came, and we are obviously reciprocating now. Meredith Turner asked do we know what the selection process was for these officers to travel to Milwaukee and assuming they were paid what their rate of pay was. Michael Chambers stated that we are hoping it will be covered, that’s kind of the intention. Erik Janas stated that it was left to the discretion of the Sheriff and the Chief Deputy in terms of who was going and secondly it is his understanding that no matter who we sent, we would be reimbursed for their expenses. Meredith Turner asked whether the cost reimbursement will be made by the City of Milwaukee. Erik Janas stated I think it’s the Federal government. Trevor McAleer stated that in 2016 many people from different jurisdictions came here and we were reimbursed by the feds.

Item of Note (non-voted)

Item No. 1

Purchases Processed Not-to-Exceed \$5,000.00 for the period 6/1/2024 – 6/30/2024 (No Vote Required) will be available at the following link at time of posting the Final Agenda. To view the report, click on the Title “07/29/24 – Board of Control Meeting”.

[Board of Control \(cuyahogacounty.gov\)](http://cuyahogacounty.gov)

Trevor McAleer asked whether he can ask a question related to Purchase Order No. 24002565 on the PO list and whether we have someone here that can speak on this item; asked of the two lines, one for Basheer Jones to be the graduation speaker and the other for the purchase of some books when it says Office of the Director is that HHS and is that funded by Health and Human Services or is Office of Director different funding. Marcos Cortes responded that the PO came out of the Office of the Director and has been cancelled. Trevor McAleer inquired if he spoke at the graduation event. Marcos Cortes commented that the graduation is in August, and we are not going forward with him as the speaker and further commented we will not be purchasing the books. Joseph Nanni asked do we need to make some sort of

announcement here that it will be amended. Paul Porter commented we talked about this before the meeting and I think we're going to put in a future agenda item under Items of Note that it's been cancelled; I want to ensure you know and look in the system to verify that it's been cancelled, so it will likely be either next week or the week after. Trevor McAleer commented he knows it's been cancelled but asked what the process was to determine he was going to speak at the graduation and purchase of the books. Marcos Cortes will provide the information requested.

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 11:27 a.m.