

## Minutes

Cuyahoga County Board of Control

Monday, July 10, 2017 11:00 A.M.

County Headquarters

2079 East Ninth Street, 4<sup>th</sup> Floor

Committee Room B

### I – CALL TO ORDER

The meeting was called to order at 11:04 a.m.

Attending:

Armond Budish, Chairperson

Councilman Dale Miller

Councilwoman Nan Baker

Trevor McAleer County Council (Alternate for Dan Brady)

Dennis Kennedy, Fiscal Officer

Lenora Lockett, Director, Office of Procurement & Diversity

### II – REVIEW MINUTES – 7/3/17

Armond Budish motioned to approve the minutes from the July 3, 2017 meeting, as written; Trevor McAleer seconded. The minutes were unanimously approved.

### III – PUBLIC COMMENT

There was no public comment related to the agenda.

### IV – CONTRACTS AND AWARDS

#### A – Tabled Items

#### B – New Items for Review

##### BC2017-516

Department of Public Works, submitting an amendment to Contract No. CE CE1400069 with City Architecture Inc. for general architectural engineering services for the period 3/25/2014 - 3/24/2017 to extend the time period to 12/31/2017 and for additional funds in the amount not-to-exceed \$11,725.00.  
Funding Source: General Fund

Matt Rymer, Department of Public Works, presented. Trevor McAleer asked for information on the project associated with these services. Armond Budish motioned to approve; Trevor McAleer seconded. Item BC2017-516 was unanimously approved.

BC2017-517

Department of Public Works, submitting an amendment to sublease Agreement No. AG1700006 with Ohio Department of Public Safety - Bureau of Motor Vehicles in for lease of space located at 14000 Broadway Avenue, Garfield Heights for use by the Fiscal Office/Auto Title Department for the period 2/1/2017–6/30/2017 to extend the time period to 6/30/2018 and for additional funds in the amount not-to-exceed \$10,200.00.

Funding Source: Certificate of Title Administration

John Myers, Department of Public Works, presented. There were no questions. Armond Budish motioned to approve; Dale Miller seconded. Item BC2017-517 was unanimously approved.

BC2017-518

Office of Procurement & Diversity, recommending an award on RQ39663 and enter into a contract with Periscope Holdings, Inc., sole source, in the amount not-to-exceed \$67,755.00 for maintenance and support on the BuySpeed Online System for the period 12/1/2017 - 11/30/2019.

Funding Source: General Fund

Rich Opre, Office of Procurement & Diversity presented. There were no questions. Armond Budish motioned to approve; Dale Miller seconded. Item BC2017-518 was unanimously approved.

C – Exemptions

BC2017-519

Department of Public Works, submitting an RFP exemption on RQ40134, which will result in an award recommendation to APG Office Furnishings in the amount not-to-exceed \$26,499.09 for the purchase of Herman Miller office furnishings in connection with the Halle Warehouse Archive Storage Project.

Funding Source: Capital Projects

Matt Rymer, Department of Public Works, presented. Dale Miller asked about the procurement process for this purchase. Armond Budish motioned to approve; Dale Miller seconded. Item BC2017-519 was unanimously approved.

BC2017-520

Department of Information Technology, submitting an RFP exemption on RQ39877, which will result in an award recommendation to HMB, Inc. in the amount not-to-exceed \$12,135.24 for maintenance and support on the RightFax Enterprise Fax Manager server for use by the Department of Health and Human Services for the period 7/1/2017 – 6/30/2020.

Funding Source: Federal - 54% and Health and Human Services Levy - 46%

Dennis Sullivan, Department of Information Technology, presented. Trevor McAleer asked if there's a similar contract in place or one coming forward, which is covered by the general fund that provides support for RightFax. Dale Miler inquired about the County's current Fax usage and asked if the County will continue to use this automation in the future now that the availability of advanced technology has increased. Armond Budish motioned to approve; Trevor McAleer seconded. Item BC2017-520 was unanimously approved.

BC2017-521

Department of Public Safety and Justice Services, recommending an alternate procurement process, which will result in award recommendations in the total amount not-to-exceed \$500,000.00 to various providers for the FY2017 Stop Violence Against Women Act Block Grant Program for the period 1/1/2018 -12/31/2018. Funding Source: Violence Against Women Act Block Grant

Mary Beth Vaughn, Department of Public Safety and Justice Services presented. Dale Miller asked if part of the process involves an attempt to provide geographic coverage across the County as opposed to having most of the providers geographically in one area; and inquired about the number of vendors typically chosen. Nan Baker asked if the Cleveland Rape Crisis Center can utilize funds for their centers outside of Cleveland; and asked if the provider has the discretion to place the funds where they feel services are needed. Armond Budish motioned to approve; Dale Miller seconded. Item BC2017-521 was unanimously approved.

BC2017-522

Department of Health and Human Services/Cuyahoga Job and Family Services, on behalf of the Division of Children and Family Services, submitting an RFP exemption on RQ40262, which will result in an award recommendation to Great Lakes Science Center in the amount not-to-exceed \$2,000.00 for the Family Fun Night Event being held on August 2, 2017. Funding Source: Fund 6 Discretionary Funds

Bob Math, Cuyahoga Job and Family Services, presented. Nan Baker asked for clarification on why Discretionary funds are being used as opposed to the Health and Human Services Levy, which normally funds these Events. Armond Budish motioned to approve; Dale Miller seconded. Item BC2017-522 was unanimously approved.

D – Consent Agenda

There were no questions on the consent agenda items. Armond Budish motioned to approve items BC2017-523 through -526, Dale Miller seconded. The consent agenda items were unanimously approved.

BC2017-523

Department of Public Works, submitting an amendment to Contract No. CE1400218 with Hill International, Inc. for construction management and support services for the period 7/22/2014 - 7/21/2017 to extend the time period to 11/21/2018; no additional funds required.

Funding Source: Original contract – Road and Bridge Fund

BC2017-524

Department of Public Safety and Justice Services, submitting an amendment to Contract No. CE1600200 with City of Lyndhurst for reimbursement of the purchase of equipment in connection with the implementation of the Mutual Aid Box Alarm System Program for the period 7/1/2016 – 12/31/2016 to extend the time period to 8/15/2017; no additional funds required.

Funding Source: General Fund

<i>Direct Open Market Purchases (purchases between \$500 - \$25,000)</i>					
<i>Requisition #</i>	<i>Description</i>	<i>Department</i>	<i>Vendor Name</i>	<i>Total</i>	<i>Funding Source</i>
<i>CT-17-39996</i>	<i>Purchase electrical cables to be utilized at various County buildings</i>	<i>Department of Public Works</i>	<i>Paige Electric</i>	<i>\$8,435.00</i>	<i>General Fund</i>
<i>CT-17-40226</i>	<i>Purchase various types of building supplies to be utilized at various County Buildings</i>	<i>Department of Public Works</i>	<i>FBM Wholesale Builders Supply</i>	<i>\$24,500.00</i>	<i>General Fund</i>
<i>CT-17-40267</i>	<i>Purchase Impco fuel system</i>	<i>Department of Public Works</i>	<i>All Lift Service Co. Inc.</i>	<i>\$1,372.42</i>	<i>Sanitary Sewer Fund</i>
<i>CT-17-40097</i>	<i>Furnish and installation of a new door located in the Jane Edna Hunter Building Lobby</i>	<i>Department of Public Works</i>	<i>Prism Glass &amp; Door Co., Inc.</i>	<i>\$12,600.00</i>	<i>General Fund - (Capital Project)</i>
<i>CT-17-40257</i>	<i>Legal Notice: Re-bid of 2017 Sewer Repair Program</i>	<i>Department of Public Works</i>	<i>Plain Dealer</i>	<i>Not-to-exceed \$1,500.00</i>	<i>Sanitary Sewer Fund</i>
<i>CT-17-40330</i>	<i>Printing and Finishing Services</i>	<i>Department of Public Works</i>	<i>Foote Printing</i>	<i>\$820.00</i>	<i>General Fund</i>
<i>CT-17-40227</i>	<i>Purchase hand sanitizer and dispensers to be used as needed at various County buildings</i>	<i>Department of Public Works</i>	<i>Joshen Paper &amp; Packing</i>	<i>\$5,200.00</i>	<i>General Fund</i>
<i>CT-17-40274</i>	<i>Purchase locks and hardware to be ordered as needed for the Juvenile Justice Center and the Justice Center.</i>	<i>Department of Public Works</i>	<i>Craftmaster Hardware Company</i>	<i>\$20,000.00</i>	<i>General Fund</i>
<i>IS-17-40239</i>	<i>Purchase Firewall</i>	<i>Department of Information Technology</i>	<i>TEC Communications, Inc.</i>	<i>\$2,250.00</i>	<i>General Fund</i>
<i>CC010-17-40318</i>	<i>Membership Renewal for Public sector, technical assistance, research and training</i>	<i>Office of Procurement &amp; Diversity</i>	<i>National Institute of Government Purchase</i>	<i>\$830.00</i>	<i>General Fund</i>

SH-17-40132	Purchase of (10) Automated External Defibrillators	Sheriff's Department	Cardiac Science Corporation	\$12,950.00	General Fund
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Items already purchased:

Requisition #	Description	Department	Vendor Name	Total	Funding Source
None					

Open Market Purchases (Over \$25,000 or requiring assistance from The Office of Procurement & Diversity)

Requisition #	Description	Department	Vendor Name	Total	Funding Source
None					

BC2017-526

Department of Development – Rehabilitation Home Loan

Borrower	Loan Amount	Purpose: Home Repairs	Real Property Tax Status	Source of Funds
Clark, Dorothy	\$18,500.00	Roof/HVAC	Current	Federal CDBG Program
Total Loan	\$18,500.00			

**V – OTHER BUSINESS**

**VI – PUBLIC COMMENT**

**VII – ADJOURNMENT**

VI – PUBLIC COMMENT

There was no public comment related to the agenda.

VII – ADJOURNMENT

Armond Budish motioned to adjourn; Dale Miller seconded. The motion to adjourn was unanimously approved at 11:21 a.m.