

Minutes

Cuyahoga County Board of Control
Monday, January 22, 2018 11:00 A.M.
County Headquarters
2079 East Ninth Street, 4th Floor
Committee Room B

I – CALL TO ORDER

The meeting was called to order at 11:00 a.m.

Attending:

Armond Budish
Councilman Dale Miller
Councilwoman Nan Baker
Joseph Nanni, County Council (Alternate for Dan Brady)
Dennis Kennedy, Fiscal Officer
Lenora Lockett, Director, Office of Procurement & Diversity

II – REVIEW MINUTES – 1/16/18

Armond Budish motioned to approve the minutes from the January 16, 2018 meeting, as written; Michael Dever seconded. The minutes were unanimously approved.

III – PUBLIC COMMENT

There was no public comment related to the agenda.

A – Tabled Items

B – New Items for Review

BC2018-42

Department of Public Works,

a) Submitting an amendment (Subsidiary No. 2) to Contract No. CE1600306 with C.A. Agresta Construction Co. for the 2016 Operations Resurfacing Program for resurfacing of Noble Road from the Cleveland Heights North Corporation Line to Mayfield Road in the City of Cleveland Heights for additional funds in the amount not-to-exceed \$27,064.05.

b) Recommending to accept construction as complete and in accordance with plans and specifications; requesting authority for the County Treasurer to release the escrow account, in accordance with Ohio Revised Code Section 153.63.

Funding Sources: 69% (~~\$146,541.72~~) **(\$18,674.68)** - \$5.00 Vehicle License Tax Fund
31% (~~\$65,837.58~~) **(\$8,390.07)** - Issue 1 Ohio Public Works Commission Fund

Michael Chambers, Department of Public Works, presented. Dale Miller asked for clarification on the funding source totals; asked whether the amounts listed reflect the total project costs; and asked if there was a prior change order. Armond Budish motioned to approve the item; Dale Miller seconded. Item BC2018-42 was unanimously approved.

The item above was corrected for the record, as the Department provided revised funding totals after the meeting adjourned.

BC2018-43

Department of Information Technology, submitting an amendment to Contract No. CE1700056 with Telerik, Inc. for software licenses, support and maintenance services on the Sitefinity Web Content and Case Management System for the period 3/31/2017 – 3/30/2019 to extend the time period to 4/30/2019, to expand the scope of services, effective 5/1/2018 and for additional funds in the amount not-to-exceed \$37,930.82.

Funding Source: General Fund

Dennis Sullivan, Department of Information Technology, presented. There were no questions. Armond Budish motioned to approve the item; Michael Dever seconded. Item BC2018-43 was unanimously approved.

BC2018-44

Department of Human Resources, submitting an amendment to Contract No. CE1700151 with Quick Employment, LLC for sourcing and staffing of temporary employees and interns for the period 8/8/2017 – 2/10/2018 to extend the time period to 12/31/2018 and for additional funds in the amount not-to-exceed \$135,956.64.

Funding Sources:

Human Resources General Fund – 23% (\$31,076.54)

Department of Information Technology - Enterprise Resource Planning – 54% (\$73,416.00)

Department of Public Works – Road and Bridge Fund 23% (\$31,464.00)

Patrick Smock, Department of Human Resources, presented. Joe Nanni asked for clarification on the number of temporary employees covered by Road and Bridge and Enterprise Resource Planning (ERP) Project funding; and asked for additional information on the position being funded by Human Resources. Dale Miller asked for clarification on whether the need for additional time and funding were anticipated at the time the initial contract was entered into or was this an unexpected expense.

Nan Baker asked if the funding for staffing services for the Department of Information Technology have been deducted from the total budget of \$25 million for the (ERP) Project; and asked if the 2 staff positions were included in the anticipated total staffing for the project. Nan provided additional information related to the reduction in number of employees initially estimated for the (ERP) Project. Nan also asked if the contingency fund for the (ERP) Project was exhausted. Dennis Kennedy asked for clarification on whether the County will be hiring interns through this vendor to provide these services. Armond Budish motioned to approve the item; Dale Miller seconded. Item BC2018-44 was unanimously approved.

BC2018-45

Court of Common Pleas/Juvenile Court Division,

a) Submitting an RFP exemption on RQ41324, which will result in an award recommendation to Case Western Reserve University in the amount not-to-exceed \$32,500.00 for evaluation services for the Juvenile Delinquency Drug Court Program for the period 1/1/2018 – 9/30/2018.

b) Recommending an award on RQ41324 and enter into a contract with Case Western Reserve University in the amount not-to-exceed \$32,500.00 for evaluation services for the Juvenile Delinquency Drug Court Program for the period 1/1/2018 – 9/30/2018.

Funding Source: Substance Abuse and Mental Health Services Administration Grant Fund

Sarah Baker, Juvenile Court Division, presented. There were no questions. Armond Budish motioned to approve the item; Nan Baker seconded. Item BC2018-45 was unanimously approved.

BC2018-46

Department of Health and Human Services/Cuyahoga Job and Family Services, on behalf of the Division of Children and Family Services, submitting an amendment to Master Contract No. CE1600007 with various providers for family-centered supportive services for the period 2/1/2016 – 1/31/2018 to extend the time period to 12/31/2018 and for additional funds in the total amount not-to-exceed \$200,000.00.

- a) Beech Brook
- b) Bellefaire Jewish Children's Bureau
- c) Catholic Charities Corporation
- d) Mental Health Services for Homeless Persons, Inc – dba FrontLine
- e) OhioGuidestone
- f) Ohio Mentor, Inc.
- g) Specialized Alternatives for Families and Youth of Ohio, Inc.
- h) The Bair Foundation
- i) The Cleveland Christian Home Incorporated

Funding Source: Health and Human Services Levy Fund

Bob Math, Cuyahoga Job and Family Services, presented. Dale Miller commented that he agreed there is an overlap in services and there is a need for the County to work hard at increasing efficiencies to reduce future overlaps, as it relates to the Division of Children and Family Services issuing a new Request for Proposals later this year to incorporate similar types of services currently provided by similar vendors. Dale also stated that the County is currently on track for expenditures to exceed receipts on the Levy fund under pretty favorable conditions by \$10 – 15 million this year. Armond Budish motioned to approve the item; Joe Nanni seconded. Item BC2018-46 was unanimously approved.

C – Exemptions

BC2018-47

Department of Development, recommending an alternate procurement process for allocation of Federal Home Investments Partnership Program (HOME) funds to Cuyahoga HOME consortium members, which will result in award recommendations to various municipalities for eligible HOME Program activities and administration:

- a) City of Euclid
 - b) City of Cleveland Heights
 - c) City of Lakewood
 - d) City of Parma
- Funding Source: HOME Funds

Ken Surratt, Department of Development, presented. Nan Baker asked for the individual amounts being allocated for each municipality and questioned why they are not reflected on the agenda. Andria Richardson, Clerk of the Board, explained that the amounts, which are usually listed, had been requested of the department and staff replied, stating that the various amounts had not been determined. Armond Budish motioned to approve the item; Michael Dever seconded. Item BC2018-47 was unanimously approved.

D – Consent Agenda

Andria Richardson, Clerk of the Board, referred to item CR-18-41756, listed under BC2018-51, Proposed Purchases, stated the item should be amended to reflect Lab Funds as the funding source.

There were no questions on the consent agenda items. Armond Budish motioned to approve items BC2018-48 through -51; Dale Miller seconded, the consent agenda items were unanimously approved.

BC2018-48

Department of Public Works, submitting an amendment to Contract No. CE1500105 with DiGioia-Suburban Excavating, LLC for the grade separation of Stearns Road at the Norfolk Southern Railroad in Olmsted Township for a decrease in the amount of (\$39,905.39).

Funding Source: 80% Federal Funds, 20% Cuyahoga County using the \$5.00 Vehicle License Tax Fund.

BC2018-49

Department of Information Technology, on behalf of the Department of Health and Human Services, 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 in accordance with EA02012-0001.

Funding Source: Revenue Generating

BC2018-50

Office of procurement & Diversity,

Recommending to amend Board Approval No. BC2018-41, dated January 16, 2018 listed under Open Market Purchases (Over \$25,000 or requiring assistance from The Office of Procurement & Diversity), which authorized an award on Requisition No. 41445 to Benjamin Foods for the purchase of Potatoes and Oats for the period January – March, by changing the amount not-to-exceed from \$16,194.18 to \$12,594.00:

SH-18-41445	Potatoes/Oats January – March	Sheriff's Department	Benjamin Foods	\$16,194.18	General Fund
SH-18-41445	Potatoes/Oats January – March	Sheriff's Department	Benjamin Foods	\$12,594.00	General Fund

BC2018-51

Office of Procurement & Diversity, presenting proposed purchases for the week of 1/22/2018

Direct Open Market Purchases (purchases between \$500 - \$25,000)					
Requisition #	Description	Department	Vendor Name	Total	Funding Source
CT-18-41583	Various gloves for Facilities	Department of Public Works	Fastenal Company	\$24,500.00	Internal Service Fund
AU-17-40632	Direct thermal labels for Recording/Conveyance Department	Fiscal Office	RR Donnelley	\$2,390.00	General Fund
JC-17-40462	(9) Mini laptops – HP Stream 11 pro G3 11.6 LCD Notebook	Juvenile Court	MNJ Technologies Direct, Inc.	\$2,880.00	Special Revenue
CR-18-41303	Lunches for Death Scene Investigation training participants for March – April, 2018	Medical Examiner	Italian Creations	\$2,162.00	Funded by training participants and deposited into General Fund
CR-18-41734	Annual Accreditation of Residency Training Program	Medical Examiner	Accreditation Council for Graduate Medical Education	\$4,700.00	General Fund
CR-18-41735	Wonder wax, carbon filter slides and optic mount for Histology	Medical Examiner	Mercedes Medical	\$2,601.00	Medical Examiner's Office Lab Fund
CR-18-41741	Power Plex Fusion and IQ Casework for DNA Lab	Medical Examiner	Promega	\$23,766.48	Medical Examiner's Office Crime Lab Fund
CR-18-41748	CareStream x-ray cassettes for Autopsy Lab	Medical Examiner	Centura X-Ray, Inc.	\$2,000.58	Medical Examiner's Office Lab Fund
CR-18-41749	Autopsy scale for lab	Medical Examiner	Fisher Scientific	\$1,260.24	Medical Examiner's Office Lab Fund
CR-18-41756	Death Investigator Certification Fees for 3 staff	Medical Examiner	American Board of Medicolegal Death Investigators	\$1,050.00	General Fund Lab Fund
SH-18-41549	Legal notice: Delinquent Land Sale #121	Sheriff's Department	Legal News Publishing	\$18,570.00	General Fund
SH-18-41567	Motorola lithium ION radio batteries	Sheriff's Department	Amerisochi Inc.	\$8,045.00	Internal Service Fund

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.					

V – OTHER BUSINESS

BC2018-52

Department of Development, recommending a homeowner rehabilitation loan to David and Judith Cichra in the amount not-to-exceed \$29,670.00 for roof and furnace repairs, electrical panel replacement and tree removal.

Funding Source: Community Development Block Grant funds

Kenneth Surrat, Department of Development, presented. Armond Budish motioned to amend the agenda to consider the item; Nan Baker seconded. Nan Baker thanked the Department of Development for expediting the processing of this loan. Armond Budish motioned to approve the item; Nan Baker seconded. Item BC2018-52 was unanimously approved.

Time Sensitive Mission Critical

BC2018-53

Office of the Medical Examiner, recommending an award on RQ41770 to Leica Biosystems in the amount not-to-exceed \$3,000.00 for emergency repair services on (1) ASP 300S Tissue Processor.

Funding Source: General Fund

Hugh Shannon, Office of the Medical Examiner, presented. Armond Budish motioned to amend the agenda to consider the item; Dale Miller seconded. Armond asked if the expense was budgeted. Armond Budish motioned to approve the item; Dale Miller seconded. Item BC2018-53 was unanimously approved.

Items of Note (non-voted)

Item No. 1

Department of Public Safety and Justice Services, submitting a grant award from the Ohio Department of Youth Services in the amount of \$10,000.00 for the FY2017 Title II Juvenile Justice and Delinquency Prevention Disproportionate Minority Contact Community Planning Grant Program for the period 1/1/2018 – 12/31/2018.

Funding Source: FY2017 Title II Juvenile Justice and Delinquency Prevention Disproportionate Minority Contact Community Planning Grant Program

VI – PUBLIC COMMENT

There was no public comment

VII – ADJOURNMENT

Armond Budish motioned to adjourn; Dale Miller seconded. The motion to adjourn was unanimously approved at 11:20 a.m.