

Minutes

Cuyahoga County Board of Control
Monday, February 26, 2018 9:00 A.M.
County Headquarters
2079 East Ninth Street, 4th Floor
Committee Room B

I – CALL TO ORDER

The meeting was called to order at 11:02 a.m.

Attending:

Armond Budish, Chairperson

Councilman Dale Miller

Councilwoman Nan Baker

Trevor McAleer, County Council (Alternate for Dan Brady)

Michael Dever, Director, Department of Public Works

Angela Rich, Deputy Fiscal Officer, (Alternate for Dennis Kennedy)

Lenora Lockett, Director, Office of Procurement & Diversity

II – REVIEW MINUTES – 2/20/2018

Armond Budish motioned to approve the minutes from the February 20, 2018 meeting, as written; Dale Miller 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

BC2018-111

Department of Development, recommending an Economic Development Loan to MO Professional Building, LLC in the amount of \$300,000.00 to provide funding assistance for the redevelopment of the Heritage Building Project located at 6500 Pearl Road, Parma Heights.

Funding Source: Job Creation Fund

Anthony Stella and Greg Huth, Department of Development, presented. Armond Budish asked if the additional information previously discussed at the February 20, 2018 Board of Control meeting had been provided to the Cuyahoga County Community Improvement Corporation (CCCIC) Committee; and asked if the CCCIC is satisfied with proceeding with the loan. Trevor McAleer responded that the CCCIC received the information and is agreeable to proceed with this loan. Nan Baker requested confirmation that the CCCIC approved the loan. Ms. Baker also inquired about the role of the CCCIC, as it relates to the County's issuance of loans.

Trevor McAleer inquired about the timeframe for the creation of new jobs resulting from the Heritage Building redevelopment project. Mr. McAleer also provided additional information regarding CCCIC's approval process and commented that the contingent approval created some confusion regarding the CCCIC's authorization to proceed. Joseph Sebes, City of Parma Heights thanked the Board for approval of the loan. Armond Budish motioned to approve the item; Dale Miller seconded. Item BC2018-111 was unanimously approved.

B – New Items for Review

BC2018-124

Department of Information Technology,

a) Submitting an RFP exemption on RQ41776, which will result in an award recommendation to Dell Marketing LP in the amount of \$228,709.25 for the purchase of (545) Microsoft Office licenses for Court of Common Pleas.

b) Recommending an award on RQ41776 to Dell Marketing LP in the amount of \$228,709.25 for the purchase of (545) Microsoft Office licenses for Court of Common Pleas.

Funding Source: Special Revenue Computerization Fund

Dennis Sullivan, Department of Information Technology, presented. Trevor McAleer asked if there was a cost savings to Court of Common Pleas by adding this purchase to the County's Enterprise Agreement; and asked whether there was a volume discount received for this purchase. Armond Budish motioned to approve the item; Dale Miller seconded. Item BC2018-124 was unanimously approved.

The following item was amended to reflect additional funding sources, percentages and specified years covered under the associated funding.

BC2018-125

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

a) Submitting an RFP exemption on RQ42070, which will result in an award recommendation to Infor Public Sector, Inc. in the amount not-to-exceed \$470,852.91 for the purchase of (88) Enterprise Asset Management Module Enterprise Edition mobile subscription licenses for the period 3/1/2018 – 2/29/2024.

b) Recommending an award on RQ42070 to Infor Public Sector, Inc. in the amount not-to-exceed \$470,852.91 for the purchase of (88) Enterprise Asset Management Module Enterprise Edition mobile subscription licenses for the period 3/1/2018 – 2/29/2024.

Funding Sources: ~~General Fund~~

Year 1– ERP Capital Project; Year 2 – ERP Operating Budget; Years 3-6- (50% General Fund – Internal Service Fund – Building Services, 3% Road and Bridge, 46% Sanitary, and 1% - Fleet Services -General Fund.)

Michael Chambers, Department of Public Works, and Dennis Sullivan Department of Information Technology, presented. Trevor McAleer indicated that after discussions with Council's security consultant,

he had questions related to the breakdown of the various funding sources that would need to be addressed by the Enterprise Resource Planning (ERP) Administrator, who was not present. Trevor commented that his concerns relate to the first 2 years of funding associated with the current master contract and wanted to confirm that correct funding sources are being utilized throughout each phase of the project. Mr. McAleer recommended the item be held for one week and asked if holding the item would create issues.

After further discussion, Dennis Sullivan requested the item be held until the end of the meeting while the department located the ERP Administrator to address the questions related to project funding. During the latter portion of the meeting Cindy Nappi, ERP Administrator, appeared before the Board to provide additional information and to answer remaining questions related to the funding sources and the timeframe utilized for the specified funding.

Mr. McAleer asked about the target date for this project and indicated the funding should align with the project completion rather than the contract period. Armond Budish stated that ERP Capital Funds should be used for year 1 rather than the General Fund. Mike Dever commented on the use of other funding sources to cover the remaining years. Mr. McAleer summarized the breakdown of funds being utilized. Mike Dever confirmed. Nan Baker asked for clarification on funding for years 3 – 6 and asked for additional details on the use of Internal Service Funds.

Armond Budish motioned to approve the item as amended; Trevor McAleer seconded. Item BC2018-125 was unanimously approved.

BC2018-126

Department of Information Technology,

- a) Submitting an RFP exemption on RQ41991, which will result in an award recommendation to Brown Enterprise Solutions LLC in the amount of \$11,013.75 for the purchase of (267) Nitro Pro Software Assurance renewals for software licenses.
- b) Recommending an award on RQ41991 to Brown Enterprise Solutions LLC in the amount of \$11,013.75 for the purchase of (267) Nitro Pro Software Assurance renewals for software licenses.

Funding Source: General Fund

Dennis Sullivan, Department of Information Technology, presented. There were no questions. Armond Budish motioned to approve the item; Dale Miller seconded. Item BC2018-126 was unanimously approved.

BC2018-127

Fiscal Office,

- a) Submitting an RFP exemption on RQ41822, which will result in an award recommendation to RR Donnelley in the amount of \$102,600.00 for printing and mailing of 450,000 Real Estate Proposed Valuation notices to residential property owners in connection with the 2018 Sexennial Reappraisal.

b) Recommending an award on RQ41822 to RR Donnelley in the amount of \$102,600.00 for printing and mailing of 450,000 Real Estate Proposed Valuation notices to residential property owners in connection with the 2018 Sexennial Reappraisal.

Funding Source: Real Estate Assessment Fund

Lisa Rocco, Fiscal Office, presented. Dale Miller asked for the projected mailing date of the proposed valuation notices and the effective date of the new valuations. Nan Baker asked for clarification as to why commercial/industrial notices and residential notices were submitted as separate items and recommended the services be combined in the future to promote the potential for cost savings. Armond Budish motioned to approve the item; Dale Miller seconded. Item BC2018-127 was unanimously approved.

BC2018-128

Court of Common Pleas/Juvenile Court Division,

a) Submitting an RFP exemption, due to lateness, which will result in an amendment to Master Contract No. CE1700166 with various providers for Trauma Informed Residential Treatment services for the period 10/1/2017 – 9/30/2018, by removing the vendor The Daughter Project and for a decrease in the amount of (\$82,432.80), effective 1/4/2018.

b) Submitting an amendment to Master Contract No. CE1700166 with various providers for Trauma Informed Residential Treatment services for the period 10/1/2017 – 9/30/2018, by removing the vendor The Daughter Project and for a decrease in the amount of (\$82,432.80), effective 1/4/2018:

- a) Clarinda Youth Corporation dba Clarinda Academy
- b) The Daughter Project
- c) Forest Ridge Youth Services
- d) Gracehaven, Inc.
- e) Keystone Richland Center, LLC dba Foundations for Living
- f) Lakeside for Children dba Lakeside Academy
- g) The Village Network
- h) Youth for Tomorrow, New Life Center, Inc.

Funding Source: Title IV-E

Sarah Baker, Juvenile Court Division, presented. Dale Miller asked for clarification on the item description as printed on the agenda, as The Daughter Project was being removed from the contract. Mr. Miller also asked whether The Daughter Project had provided quality services to the County. Nan Baker asked whether the County provides outreach to those receiving services or if recipients initiate contact for services. Ms. Baker also asked if this vendor will be missed and whether there are vendors in the same area that may be utilized. Armond Budish motioned to approve the item; Nan Baker seconded. Item BC2018-128 was unanimously approved.

The following item was amended to reflect the time period as 2/27/2018 – 2/26/2020.

BC2018-129

Department of Public Safety and Justice Services, recommending an award on RQ40034 and enter into a contract with Mission Critical Partners, Inc. in the amount not-to-exceed \$100,000.00 for Public Safety Technology Consultant Services for the period 2/27/2018 – ~~1/14/2020~~ **2/26/2020**.

Funding Source: General Fund

Mary Beth Vaughn, Department of Public Safety and Justice Services, presented. Dale Miller asked if this contract received TAC approval. Dale asked for clarification as to why the item is being facilitated by the Department of Public Safety and Justice Services rather than the Department of Information Technology. Nan Baker asked if the services are new, and if the use of this consultant will result in any cost savings in the future. Ms. Baker also asked if actual contract costs and future savings will be tracked at the end of the contract term. Armond Budish motioned to approve the item as amended; Dale Miller seconded. Item BC2018-129 was unanimously approved.

C – Consent Agenda

Dale Miller referred to Item BC2018-130 and inquired about the appraisal value of the property. Nan Baker referred to Item BC2018-131 and asked about the anticipated potential worth of the surplus County Property being sold via internet auction. There were no further questions on the consent agenda items. Armond Budish motioned to approve items BC2018-130 through -132; Dale Miller seconded, the consent agenda items were unanimously approved.

BC2018-130

Department of Public Works, submitting a settlement agreement for appropriation of property rights in connection with the reconstruction, with additional turning lanes, of North Royalton Road from West 130th Street to York Road in the City of North Royalton:

Parcel Nos.: 64 (Standard Highway Easement & Temporary Easement)

Owner: S & H PROPERTIES, INC.

Probate Court Case Number: 2017 ADV 230900

Settlement Amount: \$8,000.00

Funding Source: Road and Bridge Fund

BC2018-131

Office of Procurement & Diversity, recommending to declare various property as surplus County property no longer needed for public use; recommending to sell said property via internet auction, in accordance with Ohio Revised Code Section 307.12(E).

Funding Source: Revenue Generating

<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>
IS-18-41746	19" touch screen monitor for Livescan Unit for Automated Fingerprint Identification System modification at Bedford Heights Jail for Sheriff's Office	Department of Information Technology	Gemalto Cogent Inc.	\$1,888.97	General Fund
JA-18-41635	Automated telephone reassurance system software for senior subscribers in the Community Awareness Program for CECOMS	Department of Public Safety and Justice Services	Are You OK? Db a Northland Innovation Corporation	\$999.00	General Fund
CT-18-41986	Manila and orange record jackets for Cuyahoga Job and Family Services	Department of Public Works	Western States Envelope and Label	\$2,623.10	Internal Service Fund
CT-18-42006	9 th Floor Visitation Booth #10 for Justice Center Jail I	Department of Public Works	Glassworks Inc.	\$1,887.31	Internal Service Fund
CT-18-42022	(30) replacement ADV ballasts for Juvenile Justice Center	Department of Public Works	Leff Electric Co. Inc.	\$901.20	Internal Service Fund
AU-18-41820	Printing and mailing of approximately 37,000 commercial/ industrial property owner valuation notices for the 2018 Sexennial Reappraisal	Fiscal Office	RR Donnelley	\$19,869.00	Real Estate Assessment Fund

Items already purchased:

<i>Requisition #</i>	<i>Description</i>	<i>Department</i>	<i>Vendor Name</i>	<i>Total</i>	<i>Funding Source</i>
None					

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

<i>Requisition #</i>	<i>Description</i>	<i>Department</i>	<i>Vendor Name</i>	<i>Total</i>	<i>Funding Source</i>

None					
------	--	--	--	--	--

V – OTHER BUSINESS

BC2018 -133

Department of Public Works, submitting an amendment to an agreement with Cuyahoga County Board of Developmental Disabilities for cafeteria services and vending machines located at the Virgil Brown Building for the period 8/1/2012 – 12/31/2018 to assign the lease to Lutheran Metropolitan Ministry, effective March 1, 2018 for the time period to 12/31/2018; no additional funds required

Funding Source: N/A

David Merriman, Department of Health and Human Services, Jacquie Kasprisin, Cuyahoga County Board of Developmental Disabilities, Bryan Mauk, Lutheran Metropolitan Ministry, and Brian Evans, Ohio Department of Rehabilitation and Correction, presented.

Armond Budish motioned to amend the agenda to consider the item; Dale Miller seconded. Nan Baker asked for clarification on Cuyahoga County Board of Developmental Disabilities’ (BODD) changing role, as it relates to the direct management of the lease; and asked if the transition will be seamless for the individuals participating in the program. Armond Budish commended Lutheran Metropolitan Ministry (LMN) for doing such a great job with the training programs and expressed his appreciation for their help with the County’s re-entry efforts. Dale Miller asked for confirmation that the assignment of the lease would not cause any immediate changes in personnel running the program, but as positions become available LMM will take advantage of the Chopping for Change Program by selecting participants to partake in the experience of the program. Mr. Miller also inquired about the future of existing staff currently participating in the training program at the Virgil Brown facility. Trevor McAleer asked who is responsible for covering the transportation costs of participants to and from the center; asked if staff are assigned to the participants and if they are required to stay the entire day. Armond Budish motioned to approve; Trevor McAleer seconded. Item BC2018-133 was unanimously approved.

TIME-SENSITIVE/MISSION CRITICAL

Mission Critical Item:

BC2018 -134

Department of Public Works, recommending an award on RQ42066 to Joshen Paper in the amount of \$24,500.00 for the purchase of reprographic paper to various County agencies. Armond Budish motioned to amend the agenda to consider the item; Dale Miller seconded. Dale Miller asked if the need for this purchase was anticipated; and asked if the cost is a not-to-exceed amount. Nan Baker asked for clarification on the item being purchased; and asked whether the item meets the criteria for a Time Sensitive Mission Critical purchase. Lenora Lockett provided additional detail and history on the use of Time Sensitive Mission Critical purchases. Dale Miller asked whether the cost is higher by purchasing in this manner vs. if it had been purchased under a Master Contract. Mr. Miller also inquired about the cost of a ream of paper. Trevor McAleer asked if this amount is adequate to cover demand while waiting on Council to approve the Master Contract. Armond Budish motioned to approve; Michael Dever seconded. Item BC2018-134 was unanimously approved.

Funding Source: Internal Service Fund

Items of Note (non-voted)

Item No. 1

Department of Public Works, submitting an LPA agreement with Ohio Department of Transportation in connection with the rehabilitation of North Main Street Bridge No. 00.12 over the Chagrin River in the Village of Chagrin Falls.

The total cost of the Project is estimated to be \$3,950,000. ODOT shall provide to the LPA 80% in Federal CEAO (4B87) funds and 20% County Road and Bridge funds.

Item No. 2

Department of Public Works, submitting an LPA agreement with Ohio Department of Transportation in connection with the reconstruction, with additional turning lanes of Royalton Road from West 130th Street to York Road in the City of North Royalton

The total cost of the project is estimated to be \$16,211,030.30. ODOT shall provide to the LPA 80% in Federal NOACA (4TA7, 4PF7 & 4R47) funds and 20% County Road and Bridge funds.

Item No. 3

Department of Public Works, submitting an LPA agreement with Ohio Department of Transportation in connection with the resurfacing of Pleasant Valley Road from State Road to Broadview Road in the City of Parma.

The total cost of the Project is estimated to be \$4,944,000. The project is to be funded \$494,400 County Road and Bridge Fund 10%, \$494,400 Municipality 10% ODOT shall provide to the LPA 80 of the eligible costs, up to a maximum of \$3,955,200 in Federal funds for eligible cost associated with the actual construction of the transportation project improvement

Item No. 4

Department of Public Works, submitting an LPA agreement with Ohio Department of Transportation in connection with the resurfacing of Wallings Road from Broadview Road to the Broadview Heights East Corporation Line in the City of Broadview Heights.

Funding: The total cost of the project is \$2,060,000. ODOT shall provide 80% of the Federal NOACA (4T47) funds 10% County Road and Bridge and 10% City of Broadview Heights.

Item No. 5

Department of Public Works, submitting an LPA agreement with Ohio Department of Transportation in connection with the resurfacing of Warrensville Center Road from Maple Heights North Corporation Line to Broadway Avenue in the Cities of Bedford and Maple Heights.

The total cost of the Project is estimated to be \$2,781,000. ODOT shall provide to the LPA 80% in Federal NOACA (4TA7) funds and the 20% County Road and Bridge funds.

Item No. 6

Department of Public Safety and Justice Services, requesting authority to apply for and accept funds from the Ohio State Emergency Response Commission in the amount not-to-exceed \$124,710.00 for staffing and training services for the FY2018 Chemical Emergency Planning and Community Right-to-Know Program for the period 7/1/2018 – 6/30/2019.

Funding Source: FY2018/ Ohio State Emergency Response Commission

VI – PUBLIC COMMENT

There was no public comment.

VII – ADJOURNMENT

Armond Budish motioned to adjourn; Michael Dever seconded. The motion to adjourn was unanimously approved at 11:51 a.m.