

Minutes

Cuyahoga County Board of Control
Monday, March 19, 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 11:05 a.m.

Attending:

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

II – REVIEW MINUTES – 3/12/2018

Armond Budish motioned to approve the minutes from the March 12, 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

BC2018-147

Court of Common Pleas/Corrections Planning Board, submitting a Memorandum of Understanding with Cuyahoga County Sheriff's Department and Cuyahoga County Director of Regional Corrections to define the terms and requirements to receive a funding allocation in the amount of \$2,250,000.00 through the County Targeted Community Alternative to Prison (TCAP) Grant Program for the period 5/1/2018 – 6/30/2019.

Funding Source: Ohio Rehabilitation and Correction

Marty Murphy, Corrections Planning Board, presented. Dale Miller asked why the item had been tabled. Armond Budish stated that he wanted to consult with other parties to ensure that program terms and requirements were agreed upon and to make sure that entering into the Memorandum of Understanding would not impact the County's ability to contest, argue or litigate the program if the Board chooses to proceed. Mr. Miller asked if assurances to these concerns were received. Mr. Budish indicated that they were.

Armond Budish motioned to approve the item; Dale Miller seconded. Item BC2018-147 was unanimously approved.

B. – New Items for Review

BC2018-168

Department of Development, recommending a payment to Urban Age Institute in the amount of \$12,000.00 for sponsorship of various Meeting of the Minds Cleveland Conversation Series events on May 23 and September 19, 2018.

Funding Source: General Fund

Paul Herdeg, Department of Development, presented. Nan Baker inquired about specific outcomes anticipated as a result of the County's sponsorship of the event. Armond Budish commented on the increase in hotel occupancy and restaurant business during last year's event. Dale Miller asked for clarification on whether funding will be covered under the Department's existing budget or if additional funds will be required. Armond Budish motioned to approve the item; Nan Baker seconded. Item BC2018-168 was unanimously approved.

BC2018-169

Sheriff's Department, recommending an award on RQ41753 and enter into a contract with Schwarz Uniform Corporation (14-3) in the amount not-to-exceed \$200,000.00 for furnishing of Correction Officer, Corporal and Sergeant Uniforms for the period 3/19/2018 – 3/18/2021.

Funding Source: General Fund

Laura Simms, Sheriff's Department, presented. Nan Baker asked for clarification on the start date of the contract and asked if this request could have been submitted earlier to allow more time for review prior to Board approval. Armond Budish asked if the start date was selected to coincide with the Board's approval date and asked if the start date would be changed in the event the Board did not approve the contract at this meeting. Ms. Baker also asked if the contract would continue through 2021 even if the start date could vary based on approval by the Board. Armond Budish motioned to approve the item; Dale Miller seconded. Item BC2018-169 was unanimously approved.

BC2018-170

Court of Common Pleas/Juvenile Court Division,

a) Submitting an RFP exemption, due to lateness, which will result in an amendment to Agreement No. AG1700017 with Alcohol Drug Addiction and Mental Health Services Board of Cuyahoga County for a screening tool and assessment services for the Coordinated Approach to Low-Risk Misdemeanors (CALM) Project Domestic Violence Prevention Program for the period 1/1/2017 - 9/30/2018 for additional funds in the amount not-to-exceed \$37,240.27, effective 2/2/2018.

b) Submitting an amendment to Agreement No. AG1700017 with Alcohol Drug Addiction and Mental Health Services Board of Cuyahoga County for a screening tool and assessment services for the Coordinated Approach to Low-Risk Misdemeanors (CALM) Project Domestic Violence Prevention Program for the period 1/1/2017 - 9/30/2018 for additional funds in the amount not-to-exceed \$37,240.27, effective 2/2/2018.

Funding Source: Title II Grant Fund - \$20,856.00 and Juvenile Detention Alternatives Initiative - \$16,384.27

Karen Lippman, Juvenile Court Division, presented. Nan Baker asked for clarification on the effective date of the amendment and asked whether funding is currently being provided. Dale Miller asked for clarification on whether this amendment is for a change in the scope of services; and asked why an RFP exemption was required for this item. Lenora Lockett, Director, Office of Procurement & Diversity explained that the RFP exemption was required due to the effective date of the contract amendment occurring prior to Board approval. Armond Budish motioned to approve the item; Dale Miller seconded. Item BC2018-170 was unanimously approved.

BC2018-171

Office of the Medical Examiner,

a) Submitting an RFP exemption, which will result in an amendment to Contract No. CE1700227 with David J. Keep, M.D. for forensic pathology services for the period 5/1/2017 – 12/31/2017 to extend the time period to 12/31/2018 and for a decrease in the amount of (\$12,000.00).

b) Submitting an amendment to Contract No. CE1700227 with David J. Keep, M.D. for forensic pathology services for the period 5/1/2017 – 12/31/2017 to extend the time period to 12/31/2018 and for a decrease in the amount of (\$12,000.00).

Funding Source: General Fund

Hugh Shannon, Office of the Medical Examiner, presented. Nan Baker asked how the department would have responded if this vendor had not been able to continue providing services past the original contract end date. Ms. Baker also asked for information on the pathology staffing levels. Dale Miller asked if the RFP exemption was due to the late submittal of the amendment. Lenora Lockett confirmed that was the reason for the RFP exemption. Armond Budish motioned to approve the item; Dale Miller seconded. Item BC2018-171 was unanimously approved.

BC2018-172

Office of the Medical Examiner,

a) Submitting an RFP exemption, which will result in an amendment to Contract No. CE1500141 with Kent A. Caserta, D.D.S., Inc., for forensic odontology services for the period 3/1/2015 - 2/28/2018 to extend the time period to 2/28/2021; no additional funds required.

b) Submitting an amendment to Contract No. CE1500141 with Kent A. Caserta, D.D.S., Inc., for forensic odontology services for the period 3/1/2015 - 2/28/2018 to extend the time period to 2/28/2021; no additional funds required.

Funding Source: Original contract – General Fund

Hugh Shannon, Office of the Medical Examiner, presented. Nan Baker asked if any of the decreased funds from item BC2018-171 are being allocated for this contract amendment; asked if those decreased funds will be used only for pathology services and asked if there will be a need for additional funding in the future. Armond Budish motioned to approve the item; Dale Miller seconded. Item BC2018-172 was unanimously approved.

BC2018-173

Department of Public Safety and Justice Services, submitting agreements with various municipalities in the total amount not-to-exceed \$6,646.01 for reimbursement of eligible training expenses in connection with the FY2015 State Homeland Security Grant Program for various time periods:

1) for the period 10/14/2015 – 12/31/2017:

a) City of Bedford in the amount not-to-exceed \$1,006.91

2) for the period 10/15/2015 – 12/31/2017:

b) City of Brooklyn in the amount not-to-exceed \$355.41

c) City of Brook Park in the amount not-to-exceed \$517.98

d) City of Euclid in the amount not-to-exceed \$766.32

e) City of Lyndhurst in the amount not-to-exceed \$1,332.50

f) City of North Olmsted in the amount not-to-exceed \$310.13

g) City of Parma Heights in the amount not-to-exceed \$409.54

h) City of Pepper Pike in the amount not-to-exceed \$413.61

i) City of South Euclid in the amount not-to-exceed \$463.21

j) City of Wickliffe in the amount not-to-exceed \$552.42

k) Concord Township in the amount not-to-exceed \$517.98

Funding Source: FY2015 State Homeland Security Grant Program

Mary Beth Vaughn, Department of Public Safety and Justice Services presented. Nan Baker inquired about the timeline and how the Department determines when it is appropriate to request reimbursements for eligible expenses. Ms. Baker also asked if municipalities are expected to submit reimbursement requests within a six-month period after expenses have occurred. Armond Budish motioned to approve the item; Joe Nanni seconded. Item BC2018-173 was unanimously approved.

C – Exemptions

BC2018-174

Court of Common Pleas/Juvenile Court Division, submitting an RFP exemption, which will result in an amendment to Contract No. CE1700026 with various providers for residential treatment services for the period 2/1/2017 – 1/31/2019 to expand the scope of services, effective 2/1/2018 and for additional funds in the total amount not-to-exceed \$3,755,000.00:

- a) Applewood Centers, Inc.
- b) Bellefaire Jewish Children's Bureau
- c) Community Specialists Corporation dba The Academy
- d) Cornell Abraxas Group, Inc
- e) George Junior Republic in Pennsylvania
- f) The Glen Mills Schools
- g) Keystone Richland Center, LLC dba Foundations for Living
- h) Lakeside for Children dba Lakeside Academy
- i) Muskegon River Youth Home, Inc.
- j) New Directions, Inc.
- k) OhioGuidestone
- l) Rite of Passage, Inc.
- m) The Summit School, Inc. dba Summit Academy
- n) The Village Network
- o) The Cleveland Christian Home, Inc.
- p) Safehouse Ministries dba Safehouse Residential Services Division
- q) StarCommonwealth, dba Starr Albion Prep

Funding Sources: \$3,005,000.00 – Health and Human Services Levy and \$750,000.00 Title IV-E

Karen Lippman, Juvenile Court Division, presented. Nan Baker asked for additional information regarding late submittal of the contract as it relates to a vendor that was delayed in submitting required documents for the amendment. Armond Budish motioned to approve the item; Joe Nanni seconded. Item BC2018-174 was unanimously approved.

D – Consent Agenda

BC2018-175

Department of Health and Human Services, Cuyahoga Job and Family Services

- a) Requesting authority to apply for and accept grant funds in the amount of \$10,000.00 from Saint Luke's Foundation for the Fatherhood Initiative Conference for the period 3/1/2018 – 7/31/2018.
- b) Submitting a grant award in the amount of \$10,000.00 from Saint Luke's Foundation for the Fatherhood Initiative Conference for the period 3/1/2018 – 7/31/2018.

Funding Source: Saint Luke's Foundation Grant

Dale Miller referred to Item No. BC2018-176 and inquired about Requisition Nos. CT-1800-42200 through -42213; -42215 through 42217 and -42220 through 42223, which are associated with the purchase of various building supplies, and asked for clarification as to why numerous contracts are submitted in the

amount of \$24,500.00 each if an exemption was approved by the Board in the amount not-to-exceed \$200,000.00; asked why 2 sets of contracts are needed to complete these purchases; and asked what is unique about these purchases since the County does not typically procure services in this manner. Lenora Lockett responded by stating that the alternate procurement process was an intent to award and not an official contract, which is why the not-to-exceed department orders are being presented individually on the weekly agenda. Ms. Lockett commented that actual expenditures continue to be tracked by the Department of Public Works to ensure the appropriate level of spending. Ms. Lockett clarified that the alternate procurement process approved by the Board of Control was not awarding a contract or purchase order but rather an authorization to make purchases up to \$200,000.00.

Mr. Miller commented that this process does not appear clear to the casual observer and recommended that appropriate staff collaborate to discuss a cleaner and better way to process these purchases. Dennis Kennedy, Fiscal Officer, indicated that further discussions will be held to seek alternatives to this process. Mr. Miller stated that he would vote for this item provided discussions be held to possibly change the process for these purchases and indicated that his approval of this item does not represent his acceptance of the method utilized to procure these purchases. Mr. Miller also stressed the importance of the County's processes being conducted appropriately so it will be lucid to the casual observer as well as the media, who do not always look beyond the surface.

Nan Baker referred to the same Items and inquired about the status of spending levels to date; asked if it is anticipated that additional funding will be required; and asked if we are approaching the not-to-exceed amount. Michael Dever, Director of Public Works, commented on the status of the project and stated what still needs to be accomplished to determine final cost estimates. Ms. Baker also asked if the Department has capped spending; if remaining funds are anticipated and could the residual funds be used to cover other project expenses.

There were no further questions on the consent agenda items. Armond Budish motioned to approve items BC2018-175 through -176 Michael Dever seconded. The consent agenda items were unanimously approved.

BC2018-176

Office of Procurement & Diversity, presenting proposed purchases for the week of 3/19/2018

<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>
CT-18-41831	Replacement Ohio CAT parts for various equipment for Fleet Services (Sanitary Engineer)	Department of Public Works	Ohio CAT	\$10,975.35	Enterprise Fund
CT-18-42001	Various envelopes for Print Shop	Department of Public Works	Western States Envelope and Label	\$24,500.00	Internal Service Fund
CT-18-42013	Bridge expansion joint material	Department of Public Works	RJ Watson Inc.	\$1,385.01	Road and Bridge Fund
CT-18-42073	Paint/sundries for various buildings	Department of Public Works	Sherwin Williams	\$24,500.00	Internal Service Fund
CT-18-42110	Repair parts for Unit 4-54 for Fleet Services	Department of Public Works	Akron Tractor & Equipment, Inc.	\$2,462.00	Road and Bridge Fund
CT-18-42113	Mailing services for Brecksville Planning Commission	Department of Public Works	Weekley's Mailing Service	\$631.00	Internal Service Fund
CT-18-42121	Wet/Dry Vac for use at Board of Elections and the Metzenbaum Building	Department of Public Works	Sovereign Industries	\$598.00	Internal Service Fund
CT-18-42133	Roger FM System for Sanitary Engineer	Department of Public Works	Connect Hearing, Inc.	\$1,750.00	Enterprise Fund
CT-18-42134	Spring chiller services at Board of Elections and Metzenbaum Buildings	Department of Public Works	Relmec Mechanical LLC	\$3,580.00	Internal Service Fund
CT-18-42145	Various building supplies for the Cleveland Police Headquarters Building	Department of Public Works	FBM Wholesale Builders Supply	\$24,500.00	Capital Projects
CT-18-42147	Roof repair at York Road Garage	Department of Public Works	Warren Roofing & Insulating Co.	\$560.00	Internal Service Fund
CT-18-42148	Roof repair at Virgil E. Brown Building	Department of Public Works	Warren Roofing & Insulating Co.	\$730.00	Internal Service Fund
CT-18-42168	Flooring tile for the Bedford Jail	Department of Public Works	Daltile	\$9,314.62	Capital Projects
CT-18-42169	Veterinary services	Department of Public Works	Animal Protective League	\$8,895.00	50% - Special Revenue Fund – Kennel 50% - Dick Goddard's Best Friends Fund
CT-18-42184	Resolution folder paper for County Executive's Office	Department of Public Works	Xpedx Veritiv	\$718.10	Internal Service Fund

CT-18-42186	Repairs to boilers #1 and #3 at Juvenile Justice Center	Department of Public Works	Temperature Control Company Inc.	\$2,463.08	Internal Service Fund
CT-18-42188	Veterinary services	Department of Public Works	Cleveland Westside Emergency Group, Inc.	\$4,513.28	50% - Special Revenue Fund – Kennel 50% - Dick Goddard’s Best Friends Fund
CT-18-42200	Various building supplies for the Cleveland Police Headquarters Building	Department of Public Works	FBM Wholesale Builders Supply	\$24,500.00	Capital Projects
CT-18-42201	Various building supplies for the Cleveland Police Headquarters Building	Department of Public Works	FBM Wholesale Builders Supply	\$24,500.00	Capital Projects
CT-18-42202	Various building supplies for the Cleveland Police Headquarters Building	Department of Public Works	FBM Wholesale Builders Supply	\$24,500.00	Capital Projects
CT-18-42203	Various building supplies for the Cleveland Police Headquarters Building	Department of Public Works	Cleveland Lumber Co.	\$24,500.00	Capital Projects
CT-18-42204	Various building supplies for the Cleveland Police Headquarters Building	Department of Public Works	Cleveland Lumber Co.	\$24,500.00	Capital Projects
CT-18-42206	Various building supplies for the Cleveland Police Headquarters Building	Department of Public Works	Cleveland Lumber Co.	\$24,500.00	Capital Projects
CT-18-42207	Various building supplies for the Cleveland Police Headquarters Building	Department of Public Works	Cleveland Lumber Co.	\$4,000.00	Capital Projects
CT-18-42209	Various plumbing supplies for the Cleveland Police Headquarters Building	Department of Public Works	Lakeside Supply Company	\$24,500.00	Capital Projects
CT-18-42210	Various plumbing supplies for the Cleveland Police Headquarters Building	Department of Public Works	Lakeside Supply Company	\$24,500.00	Capital Projects
CT-18-42211	Various plumbing supplies for the Cleveland Police Headquarters Building	Department of Public Works	Lakeside Supply Company	\$4,000.00	Capital Projects

CT-18-42212	Door and hardware equipment for the Cleveland Police Headquarters Building	Department of Public Works	Doors and Hardware Inc.	\$24,500.00	Capital Projects
CT-18-42213	Door and hardware equipment for the Cleveland Police Headquarters Building	Department of Public Works	Doors and Hardware Inc.	\$24,500.00	Capital Projects
CT-18-42214	Wax for marble in Courthouse	Department of Public Works	Joshen Paper & Packaging	\$900.00	Internal Service Fund
CT-18-42215	Door and hardware equipment for the Cleveland Police Headquarters Building	Department of Public Works	Doors and Hardware Inc.	\$24,500.00	Capital Projects
CT-18-42216	Door and hardware equipment for the Cleveland Police Headquarters Building	Department of Public Works	Doors and Hardware Inc.	\$24,500.00	Capital Projects
CT-18-42217	Door and hardware equipment for the Cleveland Police Headquarters Building	Department of Public Works	Doors and Hardware Inc.	\$22,500.00	Capital Projects
CT-18-42218	PSBeam maintenance and support	Department of Public Works	Eriksson	\$743.75	Road and Bridge Fund
CT-18-42220	HVAC and related supplies for the Cleveland Police Headquarters Building	Department of Public Works	Cleveland Hermetic Supply, Inc.	\$24,500.00	Capital Projects
CT-18-42222	HVAC and related supplies for the Cleveland Police Headquarters Building	Department of Public Works	Cleveland Hermetic Supply, Inc.	\$24,500.00	Capital Projects
CT-18-42223	HVAC and related supplies for the Cleveland Police Headquarters Building	Department of Public Works	Cleveland Hermetic Supply, Inc.	\$24,500.00	Capital Projects
JC-18-42126	Account/record books to record incidents at Detention Center	Juvenile Court	Quality Ribbons and Supplies	\$3,919.50	General Fund
CR-18-42118	Drug standards for Toxicology Lab	Medical Examiner's Office	Cayman Chemical	\$1,990.00	Medical Examiner's Office Crime Lab Fund
CR-18-42120	Capillaries for Parentage/ID Lab	Medical Examiner's Office	Life Technologies	\$1,398.00	Medical Examiner's Office Crime Lab Fund
SH-18-42072	Self-Contained Breathing Apparatus for SWAT	Sheriff's Department	Darling Fire & Safety Co.	\$21,034.80	FY2015 State Homeland Security Program – Law Enforcement Grant

Items already purchased:

<i>Requisition #</i>	<i>Description</i>	<i>Department</i>	<i>Vendor Name</i>	<i>Total</i>	<i>Funding Source</i>
CR-18-42111	Toxicology testing	Medical Examiner's Office	Axis Forensic Toxicology	\$1,100.00	Medical Examiner's Office Lab Fund

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

BC2018-177

Department of Public Safety and Justice Services, recommending and award on RQ42046 to Dive Rescue International, Inc. in the amount not-to-to-exceed \$24,037 for the purchase of CBRNE personal protective equipment for the regional Water Rescue team.

Funding Source: FY2015 State Homeland Security Program Grant – Water Rescue

BC2018-178

Department of Public Safety and Justice Services, recommending and award on RQ42085 to Desert Diamond Industries in the amount not-to-to-exceed \$13,034.00 for the purchase of specialized breaching equipment (tool blades) for the OHR2 Urban Search and Rescue team

Funding Source: FY2015 State Homeland Security Program Grant/ FY2016 Urban Area Security Initiative – Urban Search and Rescue

BC2018-179

Department of Public Safety and Justice Services, recommending and award on RQ41896 to Ajax Tool Works, Incorporated in the amount not-to-to-exceed \$15,454.30 for the purchase of breaching & breaking equipment (pneumatic rescue tools) for the OHR2 Urban Search and Rescue team.

Funding Source: FY2015 State Homeland Security Program Grant – Urban Search and Rescue

Dale Miller asked for clarification as to whether the items were Time Sensitive/Mission Critical or regular items that did not meet the deadline in time to be placed on the printed agenda. Andria Richardson, Clerk of the Board indicated that these are regular items that did not meet the deadline but required approval prior to March 31, 2018, which is when the grant period expires.

Mary Beth Vaughn, Department of Public Safety and Justice Services, presented items BC2018-177 -179 collectively. Armond Budish motioned to amend the agenda to consider the items collectively; Dale Miller seconded.

Nan Baker asked for clarification on the expiration dates of the grant period for all 3 items and on the time-line of when the Department became aware that the grant would be expiring. Armond Budish motioned to approve the items concurrently; Michael Dever seconded. Items BC2018-177 -179 were unanimously approved.

Time Sensitive/Mission Critical Item

BC2018-180

Medical Examiner, recommending an award on RQ42174 to Zones, Inc. in the amount not-to-exceed \$1,191.00 for the purchase of a (1) Zebra GX420 Printer

Funding Source: Medical Examiner's Lab Fund

Hugh Shannon, Office of the Medical Examiner, presented. Armond Budish motioned to amend the agenda to consider the item; Dale Miller seconded. Nan Baker asked when the printer stopped functioning. Armond Budish motioned to approve the item; Dale Miller seconded. Item BC2018-180 was unanimously approved.

BC2018-181

Department of Public Works, recommending an award on R42227 with Foote Printing in the amount not-to-exceed \$3,270.00 for printing of State of the County materials.

Tom Pavich, Department of Public Works presented. Armond Budish motioned to amend the agenda to consider the item; Joe Nanni seconded. Mr. Nanni asked if the County print shop could provide services for this project. Dale Miller inquired about the number of copies printed; the distribution list; and asked for clarification on the actual cost per copy. Nan Baker asked about the total cost of the project and the delivery date deadline. Ms. Baker also asked if the specific date to deliver the materials was anticipated; and asked if this item qualifies as a mission critical purchase. Mr. Miller asked for clarification as to why the materials are being printed in lieu of preparing the materials as an electronic document. Armond Budish motioned to approve the item; Michael Dever seconded. Item BC2018-181 was unanimously approved.

Items of Note (non-voted)

Dennis Kennedy referred to the following item and asked for additional information regarding Third Party Administrative Services for the AXA Equitable Life Insurance Company; and asked for confirmation of the start date. Joe Nanni asked for clarification on the services being provided by CBIZ Retirement Plan Services; and asked who was the previous vendor that provided the services prior to CBIZ. Mr. Nanni also asked the Department of Human Resources representatives to provide details about the other entities that provide similar services to the County; asked for clarification as to whether the agreement is with AXA or CBIZ; and asked which entity interacts with County employees. Nan Baker inquired about the anticipated start date of the services.

Holly Woods and Lisa Duliba, Department of Human Resources, addressed the questions posed by the Board.

Item No. 1

Department of Human Resources, submitting an agreement with CBIZ Retirement Plan Services for Third Party Administrative Services for the AXA Equitable Life Insurance Company eligible 457(b) Deferred Compensation Plan and Trust for Governmental Entities.

Funding Source: N/A

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 12:04 p.m.

