

## Minutes

Cuyahoga County Board of Control  
Monday, May 7, 2018 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 11:01 a.m.

#### Attending:

Armond Budish, Chairperson  
Councilman Dale Miller  
Councilwoman Nan Baker  
Trevor McAleer, County Council (Alternate for Dan Brady)  
Angela Rich, Deputy Fiscal Officer (Alternate for Dennis Kennedy)  
Lenora Lockett, Director, Office of Procurement & Diversity

### II – REVIEW MINUTES – 4/30/2018

Armond Budish motioned to approve the minutes from the April 30, 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

#### B. – New Items for Review

##### BC2018-283

Department of Public Works, submitting an amendment to Contract No. CE1600161 with John G. Johnson Construction Company for the Cuyahoga County Halle Archives and Board of Elections Operations Building Renovations Project for additional funds in the amount not-to-exceed \$235,000.00.

Funding Source: Capital Improvement Fund – New Archives /Storage Building

Matt Rymer, Department of Public Works, presented. Dale Miller asked if contingencies were available in the project to cover the additional expense or does this request have the effect of making the project go over budget; and inquired about the cost of items that were not provided for within the contract but was covered by the contingency project budget. Nan Baker asked if the not-to-exceed amount was sufficient to complete the project or will additional funding be requested. Armond Budish motioned to approve the item; Trevor McAleer seconded. Item BC2018-283 was unanimously approved.

BC2018-284

Department of Public Works,

a) Submitting an amendment (Subsidiary No. 3) to Contract No. CE1600070 with Schirmer Construction, LLC for the replacement of Bagley Road Bridge No. 03.45 over Plum Creek in the City of Olmsted Falls for additional funds in the amount not-to-exceed \$198,627.95.

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 Source: \$5.00 Vehicle License Tax Fund

Dave Marquard, Department of Public Works, presented. Nan Baker asked about the total project cost prior to this amendment; asked for clarification on the amount being requested; asked if this is the last amendment being submitted; and asked if the \$5.00 Vehicle License Tax Fund covered expenses for the entire project or did the City of Olmsted Falls contribute funding. Armond Budish asked for confirmation that Issue 1 funds were not used to cover a portion the costs. Armond Budish motioned to approve the item; Trevor McAleer seconded. Item BC2018-284 was unanimously approved.

BC2018-285

Office of the Clerk of Courts,

a) Submitting an RFP exemption on RQ42015, which will result in an award recommendation to Endicott Microfilm, Inc. in the amount of \$80,758.00 for the purchase of (2,400) rolls of microfilm and various chemical supplies.

b) Recommending an award on RQ42015 to Endicott Microfilm, Inc. in the amount of \$80,758.00 for the purchase of (2,400) rolls of microfilm and various chemical supplies.

Funding Source: General Fund

An RFP exemption is needed as the item was not correctly processed as an informal bid.

Lisa Rocco, Dan Ryan and Michael Zapola, Fiscal Office, presented on behalf of the Office of the Clerk of Courts. Dale Miller asked for clarification on why the County is still using microfilm and asked if there is a digital alternative to replace microfilm. Armond Budish asked if it's legally required or best practice to microfilm permanent records before they can be destroyed, as it relates to microfilm being used as an I-readable back-up copy for retention of permanent records in case issues arise with digital copies. Nan Baker asked for clarification on why a formal bidding process was not utilized; and inquired as to why the Office of the Clerk of Courts is using the general fund to cover the expense. Armond Budish motioned to approve the item; Trevor McAleer seconded. Item BC2018-285 was unanimously approved.

## C – Consent Agenda

Nan Baker referred to item -288 and inquired about the Division of Juvenile Court utilizing the Legal Computerization Fund to purchase (15) Mattresses for the Detention Center, as it relates to item JC-18-42503.

There were no further questions on the consent agenda items. Armond Budish motioned to approve items BC2017-286 through -288, Dale Miller seconded, the consent agenda items were unanimously approved.

BC2018-286.

Department of Public Works, submitting a lease agreement with Opportunities for Ohioans With Disabilities/ Bureau of Services for the Visually Impaired Business Enterprise Program for renovations of snack shop and concession operations at the Cuyahoga County Courthouse located on 1 Lakeside Ave., Cleveland for the period 5/7/2018 – 6/30/2023.

Funding Source: Cost of renovations are 100% funded through Opportunities for Ohioans with Disabilities/Bureau of Services for the Visually Impaired and \$0.00 cost to Cuyahoga County

BC2018-287

Department of Development

*Homeowner Rehabilitation Loans*

<i>Funding Source</i>	<i>Type</i>	<i>Homeowner Name</i>	<i>City</i>	<i>Loan Amount</i>	<i>Term</i>	<i>Work to be completed</i>	<i>Taxes current as of</i>
<i>CDBG</i>	<i>Senior Deferred</i>	<i>Katie Campbell</i>	<i>Olmsted Township</i>	<i>\$46,560.00</i>	<i>N/A</i>	<i>replacing a masonry wall, water proofing basement and installing new sanitary sewer</i>	<i>4/16/2018</i>

BC2018-288

Office of Procurement &amp; Diversity, presenting proposed purchases for the week of 5/7/2018

<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>
WT-18-42520	Legal notice: Transportation services bid	Cuyahoga Job and Family Services	Plain Dealer	Not-to-exceed \$700.00	Federal
JA-18-42415	Legal notice: Lake County HazMat Fire Detection Equipment bid	Department of Public Safety and Justice Services	Plain Dealer	Not-to-exceed \$800.00	FY2016 State Homeland Security Grant
CE-18-42450	Legal notice: Barrett Road Resurfacing bid	Department of Public Works	Plain Dealer	Not-to-exceed \$1,500.00	Road and Bridge Fund
CE-18-42564	Legal notice: North Main Street Resurfacing bid	Department of Public Works	Plain Dealer	Not-to-exceed \$1,500.00	Road and Bridge Fund
CT-18-41758	Legal notice: Bradford Pump Station Elimination bid	Department of Public Works	Plain Dealer	Not-to-exceed \$1,500.00	Sanitary Sewer Fund
CT-18-42396	Locks and hardware for Justice Center and Juvenile Justice Center	Department of Public Works	Craftmaster Hardware	\$20,000.00	Internal Service Fund
CT-18-42405	Purchase (1) 2018 Ford Fusion S for Prosecutor's Office	Department of Public Works	Liberty Ford Inc.	\$17,661.58	Internet Crimes Against Children Grant Fund
CT-18-42511	Employee medical clearance services at various County buildings to comply with OSHA Regulation 1910.134	Department of Public Works	Safety Controls Technology	\$550.00	Self-Funded Workers' Compensation Fund
CT-18-42518	Cleaning products for various buildings	Department of Public Works	Joshen Paper & Packaging	\$24,500.00	General Fund – Internal Service Fund
CT-18-42544	Restroom accessories for Cleveland Police Headquarters Project	Department of Public Works	Joshen Paper & Packaging	\$1,945.67	General Fund - Capital Project
CT-18-42596	Building supplies for Cleveland Police Headquarters Project	Department of Public Works	FBM Wholesale Builders Supply	\$24,500.00	General Fund - Capital Project
JC-18-42476	HP LJ 5607dn monochrome printer for Clerk's Office	Juvenile Court Division	Zones, Inc.	\$3,188.60	Legal Computerization Fund
JC-18-42495	HP LJ Enterprise M604n monochrome printer for Clerk's Office	Juvenile Court Division	CDW Government Inc.	\$1,501.26	Legal Computerization Fund

<i>JC-18-42503</i>	<i>(15) Mattresses for Detention Center</i>	<i>Juvenile Court Division</i>	<i>Global Industrial</i>	<i>\$5,059.74</i>	<i>Legal Computerization Fund</i>
<i>CR-18-42407</i>	<i>Drug standards for various labs</i>	<i>Medical Examiner's Office</i>	<i>Cerilliant</i>	<i>\$3,318.30</i>	<i>Medical Examiner's Office Crime Lab Fund</i>
<i>CR-18-42471</i>	<i>Drug standards (norfentanyl) for various labs</i>	<i>Medical Examiner's Office</i>	<i>Cayman Chemical</i>	<i>\$622.00</i>	<i>Medical Examiner's Office Crime Lab Fund</i>

Items already purchased:

<i>Requisition #</i>	<i>Description</i>	<i>Department</i>	<i>Vendor Name</i>	<i>Total</i>	<i>Funding Source</i>
<i>JA-18-42008</i>	<i>Legal notice: Evacuation Plan Request for Proposals</i>	<i>Department of Public Safety and Justice Services</i>	<i>Plain Dealer</i>	<i>\$540.80</i>	<i>General Fund</i>
<i>FC-18-42371</i>	<i>Family Centered Services and Supports: Summer and basketball camp and mentoring</i>	<i>Family and Children First Council</i>	<i>Wesley Fluellen</i>	<i>\$8,157.00</i>	<i>State</i>

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>
<i>None</i>					

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 11:21 a.m.