

Minutes

Cuyahoga County Board of Control
Tuesday, May 29, 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, Chairperson
Councilman Dale Miller
Councilwoman Nan Baker
Trevor McAleer, County Council (Alternate for Dan Brady)
Michael Dever, Director, Department of Public Works
Dennis Kennedy, Fiscal Officer
Richard Opre, Office of Procurement & Diversity (Alternate for Lenora Lockett)

II – REVIEW MINUTES – 5/21/2018

Armond Budish motioned to approve the minutes from the May 21, 2018 meeting; Michael Dever 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

BC2018-331

Department of Public Works, recommending an award on RQ42539 and enter into a contract with Lakeside Supply Company (13-1) in the amount not-to-exceed \$100,000.00 for various plumbing supplies for the Cleveland Police Headquarters Project for the period 5/21/2018 – 5/20/2020.

Funding Source: General Fund - Capital Projects

Matt Rymer, Department of Public Works, presented. Dale Miller asked if the price is reasonable as there was only 1 responsive bidder and asked if there is any basis for comparison. Nan Baker asked about the total remaining balance available to complete the project; asked for confirmation that this project also includes maintenance items; and asked if the Capital Projects Fund is the appropriate funding source to cover the continued maintenance activity component of the project. Mr. Miller also asked if the County is currently on track to complete the project on budget, as it relates to the 6.2-million-dollar total project costs. Armond Budish motioned to approve the item; Dale Miller seconded. Item BC2018-331 was unanimously approved.

BC2018-332

Department of Public Works, recommending an award on RQ42540 and enter into a contract with Mars Electric Company (8-2) in the amount not-to-exceed \$100,000.00 for various electrical supplies for the Cleveland Police Headquarters Project for the period 5/21/2018 – 5/20/2020.

Funding Source: General Fund – Capital Fund

Matt Rymer, Department of Public Works, presented. Dale Miller asked for clarification on what methods are used to distinguish the bidders from each other; asked how much of a difference was there between the 2 bidders; and asked if the recommended vendor is a local company. Armond Budish motioned to approve the item; Dale Miller seconded. Item BC2018-332 was unanimously approved.

BC2018-333

Department of Public Works, recommending an award on RQ42177 to Bob Gillingham Ford (13-2) in the amount of \$31,792.50 for the purchase of (1) 2018 Ford All Wheel Drive Interceptor UP.

Funding Source: Sanitary Sewer Fund

Thomas Pavich, Department of Public Works, presented. Dale Miller asked how much of a difference was there between the 2 responsive bidders. Armond Budish motioned to approve the item; Dale Miller seconded. Item BC2018-333 was unanimously approved.

BC2018-334

Department of Information Technology, submitting an amendment to Contract No. CE1700090 with Fred F. Lombardo for consultant services for Enterprise Resource Planning System Asset Management Module implementation for use by the Department of Public Works for the period 2/27/2017 – 3/9/2018 to extend the time period to 12/31/2019 and for additional funds in the amount not-to-exceed \$60,000.00.

Funding Source: General Fund

Michael Chambers, Department of Public works, presented. Dale Miller asked if this was an additional expense that was not anticipated. Trevor McAleer asked about the original contract amount. Armond Budish motioned to approve the item; Dale Miller seconded. Item BC2018-334 was unanimously approved.

BC2018-335

Department of Information Technology, on behalf of the Department of Health and Human Services/Division of Children and Family Services,

a) Submitting an RFP exemption on RQ42517, which will result in an award recommendation to Integrated Precision Systems, Inc. in the amount of \$728.16 for the purchase and installation of (1) surveillance camera in the Childcare Room in the Jane Edna Hunter Building located at 3955 Euclid Avenue, Cleveland.

b) Recommending an award on RQ42517 to Integrated Precision Systems, Inc. in the amount of \$728.16 for the purchase and installation of (1) surveillance camera in the Childcare Room in the Jane Edna Hunter Building located at 3955 Euclid Avenue, Cleveland.

Funding Source: 70% Health and Human Services Levy Fund and 30% Federal

This exemption is needed to make a purchase off a State Contract.

Dennis Sullivan, Department of Information Technology, presented. There were no questions. Armond Budish motioned to approve the item; Dale Miller seconded. Item BC2018-335 was unanimously approved.

BC2018-336

Office of Innovation and Performance, on behalf of the Office of the County Executive,

a) Submitting and RFP exemption on RQ42521, which will result in an award recommendation to Cleveland Leadership Center in the amount not-to-exceed \$2,750.00 for payment of registration fees in connection with the (i)Cleveland Summer Program for (10) interns participating in the Cuyahoga County Public Policy Summer Fellowship Program for the period 6/8/2018 – 7/27/2018.

b) Recommending an award on RQ42521 to Cleveland Leadership Center in the amount not-to-exceed \$2,750.00 for payment of registration fees in connection with the (i)Cleveland Summer Program for (10) interns participating in the Cuyahoga County Public Policy Summer Fellowship Program for the period 6/8/2018 – 7/27/2018.

Funding Source: General Fund

Katherine Tkachyk, Office of Innovation and Performance, presented. There were no questions. Armond Budish motioned to approve the item; Dale Miller seconded. Item BC2018-336 was unanimously approved.

BC2018-337

Court of Common Pleas/Corrections Planning Board, recommending an award on RQ42475 and enter into an agreement with The Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County in the amount not-to-exceed \$348,690.00 for Intensive Outpatient Drug and Alcohol Treatment services for the Jail Reduction/Diversion Grant Program for the period 7/1/2017 - 6/30/2019.

Funding Source: Community Corrections Act Grant

Charise McAlpine, Corrections Planning Board, presented. There were no questions. Armond Budish motioned to approve the item; Trevor McAleer seconded. Item BC2018-337 was unanimously approved.

The following item was held at the request of the Department as they were unable to attend the meeting.

BC2018-338

Court of Common Pleas/Juvenile Court Division,

a) Submitting an RFP exemption on RQ42577, which will result in an award recommendation to Cleveland Communications, Inc. in the amount of \$64,486.80 for the purchase of (120) Kenwood radios and accessories for Detention Center staff.

b) Recommending an award on RQ42577 to Cleveland Communications, Inc. in the amount of \$64,486.80 for the purchase of (120) Kenwood radios and accessories for Detention Center Staff.

Funding Source: Special Revenue Fund

BC2018-339

Department of Health and Human Services/Community Initiatives Division/Office of Homeless Services, submitting an amendment to Contract No. CE1700066 with Lutheran Metropolitan Ministry for emergency shelter and case management services for single adults at the Men's Emergency Shelter located at 2100 Lakeside Avenue for the period 5/1/2017 – 12/31/2019, to change the scope of services by adding Family Overflow shelter services to mothers and their children, effective 1/1/2018 and for additional funds in the amount not-to-exceed \$310,000.00.

Funding Source: Health and Human Services Levy Fund

Shari Weir, Office of Homeless Services, presented. Dale Miller asked for clarification on the reason for late submission of the item as it relates to the effective start date for the change in the scope of services reflects 1/1/2018; asked if any of the additional funds have been expended and asked if services are currently being provided under the scope expansion. Mr. Miller requested additional information regarding what funding source is being utilized for the scope change. Armond Budish motioned to approve the item; Dale Miller seconded. Item BC2018-339 was unanimously approved.

BC2018-340

Department of Health and Human Services/Division of Children and Family Services,

a) Submitting an RFP exemption on RQ42035, which will result in an award recommendation to Fun "n" Stuff Amusements, Inc. in the amount not-to-exceed \$8,205.00 for rental of space, catering and related services for the 2018 National Adoption Day event being held on 11/17/2018.

b) Recommending an award on RQ42035 and enter into a contract with Fun "n" Stuff Amusements, Inc. in the amount not-to-exceed \$8,205.00 for rental of space, catering and related services for the 2018 National Adoption Day event being held on 11/17/2018.

Funding Source: 30% Federal and 70% Health and Human Services Levy Fund

Bob Math, Cuyahoga Job and Family Services, presented. There were no questions. Armond Budish motioned to approve the item; Dale Miller seconded. Item BC2018-340 was unanimously approved.

The following item was amended to reflect the funding source as TANF Funds.

BC2018-341

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

a) Submitting an RFP exemption on RQ42697, which will result in an award recommendation to Lamar Advertising Company in the amount of \$2,000.00 for advertising services on RTA buses for the Fraud Awareness Campaign for the period 4/29/2018 – 5/27/2018.

b) Recommending an award on RQ42697 to Lamar Advertising Company in the amount of \$2,000.00 for advertising services on RTA buses for the Fraud Awareness Campaign for the period 4/29/2018 – 5/27/2018.

Funding Source: ~~Health and Human Services Levy Fund~~ **TANF Funds**

Daniel Basta, on behalf of Cuyahoga Job and Family Services, presented. Dale Miller asked if Fraud Awareness advertising results in the County receiving potential fraud complaints. Armond Budish motioned to approve the item as amended; Trevor McAleer seconded. Item BC2018-341 was unanimously approved.

C – Consent Agenda

Nan Baker referred to Item BC2018-345 and inquired about staff attendance, lodging and mileage expenses. Bob Staib, Office of Early Childhood, addressed Ms. Baker's questions.

Dale Miller and Nan Baker referred to Item BC2018-346 and inquired about various items listed under Items Already Purchased and asked for clarification on why items were purchased without prior approval for the Skill up training Learn and Earn Program; Post Adoption Special Services Subsidy items; Family Centered Services and Supports items and Toxicology testing services item.

Miranda Pomiecko, Department of Communications and David Fienerman, Department of Development;

Daniel Basta, Division of Children and Family Services;

Katherine Johnson, Family and Children First Council

and

Hugh Shannon, Office of the Medical Examiner addressed Mr. Miller and Ms. Baker's questions respectively.

Ms. Baker requested that in the future Mr. Shannon provide a running total for Toxicology testing services items that reflects the original not-to-exceed amount and the remaining balance for each vendor when an item is being submitted for approval under the already purchased category.

Mr. Miller requested a list of all the alternative procurement approved processes currently in place that allow items to be purchased prior to Board of Control approval be provided to Councilmembers. Mr. Budish suggested the alternate procurement information be referenced on the agenda for each associated item in lieu of providing a list.

Mr. Miller commented that he approved of Mr. Budish's suggestion and respectively requested the information be referenced on the agenda and the list be provided as well.

There were no further questions on the consent agenda items. Armond Budish motioned to approve items BC2017-342 through -346 as amended; Trevor McAleer seconded, the consent agenda items were unanimously approved.

BC2018-342

Department of Human Resources, submitting an amendment to Contract No. CE1300299 with Demopoulos & Associates, LLC for workers compensation investigative services for the period 4/1/2013 – 3/31/2018 to extend the time period to 12/31/2018; no additional funds required.

Original Funding Source: Workers' Compensation Internal Service Fund

BC2018-343

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

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>Deferred</i>	<i>Bennie Marcinowski</i>	<i>Garfield Heights</i>	<i>\$15,756.00</i>	<i>N/A</i>	<i>Installation of a new roof, electrical and demolition of the Garage</i>	<i>4/17/2018</i>
<i>CDBG</i>	<i>Deferred</i>	<i>Mark Holmes</i>	<i>Olmsted Township</i>	<i>\$16,140.00</i>	<i>N/A</i>	<i>Excavation, installation of a new municipal water connection and new sanitary sewer line.</i>	<i>4/20/2018</i>

BC2018-345

Fiscal Office, Presenting Proposed Travel Requests for the week of 5/29/2018

<i>Travel Requests</i>							
<i>Department</i>	<i>Staff</i>	<i>Event</i>	<i>Host</i>	<i>Dates of Travel</i>	<i>Location</i>	<i>Expenses</i>	<i>Funding Source</i>
<i>Department of Health and Human Services/ Community Initiatives Division/ Office of Early Childhood</i>	<i>Rebekah Dorman</i>	<i>2018 Quality Rating and Improvement Systems National Meeting "Sparkling Solutions and Sharing Systems Strategies"</i>	<i>Build Initiative</i>	<i>7/14/2018 - 7/18/2018</i>	<i>San Diego, CA</i>	<i>*Registration Fee – \$575.00 **Lodging - \$874.80 **Parking - \$50.00 **Mileage - \$14.50 **Meals - \$176.00 *** Airfare – \$564.10 Total \$2,254.40</i>	<i>St. Luke's Foundation Grant</i>

*Paid to the Host

**Staff reimbursement

***Airfare will be covered by a contract with the County's Travel Vendor – (\$564.10)

Purpose:

Learn the latest research and innovations related to Quality Rating and Improvement Systems and share ideas and strategies.

This year's meeting will focus on assuring the QRIS and early childhood systems that communities are building based upon the equitable distribution of resources and access to the system meet the needs of each and every child and family. The structure of the meeting will allow participants to learn from a diverse group of leading experts and discuss successes and challenges with peers.

BC2018-346

Office of Procurement & Diversity, presenting proposed purchases for the week of 5/29/2018

<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>
IS-18-42388	TeleForm Desktop Suite Maintenance for Family and Children First Council	Department of Information Technology	Open Text Inc.	\$4,338.36	54% Federal 46% Health and Human Services Levy Fund
JA-18-42736	Legal notice: Mass Notification System Request for Proposals	Department of Public Safety and Justice Services	Advance Digital Inc.	Not-to-exceed \$800.00	General Fund
CE-18-42617	Rail system components for repair of Solon Road Bridge 0688	Department of Public Works	American Fence Company	\$2,730.25	Road and Bridge Fund
CT-18-42395	Repairs to cold planers for road and bridge projects	Department of Public Works	Ohio CAT	\$13,918.05	Road and Bridge Fund
CT-18-42620	Landscaping mulch for various County buildings	Department of Public Works	Three Z Supply	\$2,887.50	General Fund – Internal Service Fund
CT-18-42677	Repair to Jail I compactor in Justice Center	Department of Public Works	Precision Compaction Services	\$6,879.17	General Fund – Internal Service Fund
CT-18-42683	Repairs to Unit 18-54 for Fleet Services	Department of Public Works	AutoNation (John Lance Ford)	\$580.73	General Fund – Internal Service Fund
CT-18-42705	NCR paper for cash receipts for Cuyahoga Support Enforcement Agency	Department of Public Works	Millcraft Paper Company	\$1,380.00	General Fund – Internal Service Fund
CT-18-42706	Return address envelopes for Cuyahoga Support Enforcement Agency	Department of Public Works	Western States Envelope and Label	\$635.60	General Fund – Internal Service Fund
CT-18-42735	Water source heat pumps for Courthouse Square	Department of Public Works	Wadsworth Solutions	\$8,940.79	General Fund – Internal Service Fund
CT-18-42766	Body repair to vehicle S-410 for Fleet Services	Department of Public Works	Accurate Car Rental Inc dba R&D Auto	\$1,621.06	Sanitary Sewer Fund
CT-18-42769	Repair parts for Truck S-421 for Fleet Services	Department of Public Works	Rush Truck Centers of Ohio, Inc.	\$635.00	Sanitary Sewer Fund

CT-18-42777	<i>Polyester sleeves for Executive and Council Resolution folders</i>	<i>Department of Public Works</i>	<i>United Finishing & Die Cutting, Inc.</i>	<i>\$900.00</i>	<i>General Fund – Internal Service Fund</i>
CT-18-42784	<i>Check valve for Bagley Road Pump Station</i>	<i>Department of Public Works</i>	<i>Lakeside Supply Company</i>	<i>\$877.31</i>	<i>Sanitary Sewer Fund</i>
SA-18- 42166	<i>Installation and removal of banners for Elder Abuse Awareness Month</i>	<i>Division of Senior and Adult Services</i>	<i>Dynamic Sign Co.</i>	<i>\$1,400.00</i>	<i>Health and Human Services Levy Fund</i>
CR-18-42744	<i>Quantis Liquid Chromatograph/Mass Spectrometer needle and tube for various labs</i>	<i>Medical Examiner’s Office</i>	<i>Thermo Electron North America</i>	<i>\$641.81</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>DC-18-42546</i>	<i>Custom-printed marketing materials to promote Skill Up Training Program</i>	<i>Department of Communications</i>	<i>Zippityprint LLC</i>	<i>\$885.00</i>	<i>General Fund</i>
<i>DC-18-42598</i>	<i>Retractable banner and table cloth to promote Skill Up Training Program</i>	<i>Department of Communications</i>	<i>Fastsigns</i>	<i>\$556.96</i>	<i>General Fund</i>
<i>DC-18-42601</i>	<i>Promotional items: tote bags and magnets to promote Skill Up Training Program</i>	<i>Department of Communications</i>	<i>4Imprint, Inc.</i>	<i>\$962.02</i>	<i>General Fund</i>
<i>WT-18-42774</i>	<i>Skill Up Training for the Learn and Earn Program</i>	<i>Cuyahoga Job and Family Services</i>	<i>Hyperproductive LLC</i>	<i>\$10,000.00</i>	<i>Health and Human Services Levy Fund</i>
<i>CF-18-42751</i>	<i>Post Adoption Special Services Subsidy: Residential treatment services</i>	<i>Division of Children and Family Services</i>	<i>Bellefaire JCB</i>	<i>\$1,371.72</i>	<i>67% Health and Human Services Levy Fund 33% Title IV-E</i>
<i>CF-18-42753</i>	<i>Post Adoption Special Services Subsidy: Special residential treatment services</i>	<i>Division of Children and Family Services</i>	<i>Bellefaire JCB</i>	<i>\$10,107.44</i>	<i>67% Health and Human Services Levy Fund 33% Title IV-E</i>
<i>CF-18-42770</i>	<i>Post Adoption Special Services Subsidy: Attachment therapy and in-home neurofeedback supervision</i>	<i>Division of Children and Family Services</i>	<i>Adoption & Attachment Therapy Partners LLC</i>	<i>\$2,043.50</i>	<i>67% Health and Human Services Levy Fund 33% Title IV-E</i>

<i>FC-18-42768</i>	<i>Family Centered Services and Supports: Aquatics class</i>	<i>Family and Children First Council</i>	<i>Karyn Kaschalk, dba Karyn's S.W.I.M. LLC.</i>	<i>\$960.00</i>	<i>State</i>
<i>CR-18-42765</i>	<i>Toxicology testing services</i>	<i>Medical Examiner's Office</i>	<i>NMS Labs</i>	<i>\$15,706.00</i>	<i>Medical Examiner's Office Lab Fund</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>					

V – OTHER BUSINESS

Time Sensitive Mission Critical Items

BC2018-347

Department of Public Works, recommending an award on RQ42833 to Pethealth Services in the amount not-to-exceed \$1,271.25 for the purchase of microchips for the County Dog Kennel.

Funding Source: Kennel Fund

Michael Chambers, Department of Public Works, presented. Armond Budish motioned to amend the agenda to consider the item; Dale Miller seconded. Dale Miller asked for clarification on the microchips and their use; and asked if the microchips cause discomfort to the animals during the insertion process. Nan Baker asked for confirmation that the original budget was in the amount of \$500.00. Armond Budish motioned to approve the item; Dale Miller seconded. Item BC2018-347 was unanimously approved.

BC2018-348

Department of Public Works, recommending an award on RQ41995 to A&A Safety, Inc. in the amount not-to-exceed \$3,600.00 for replacement of a construction site LED solar assisted trailer mount Arrow Board.

Funding Source: Sanitary Sewer Fund

Michael Chambers, Department of Public Works, presented. Armond Budish motioned to amend the agenda to consider the item; Dale Miller seconded. There were no questions. Armond Budish motioned to approve the item; Dale Miller seconded. Item BC2018-348 was unanimously approved.

Items of Note (non-voted)

Item No. 1

Department of Public Works, submitting an agreement of cooperation with the Village of Glenwillow for the resurfacing of Pettibone Road/Cochran Road at the intersection of Pettibone Road and Cochran Road in the Village of Glenwillow in connection with the 2018 50/50 Resurfacing Program.

Funding Source: \$149,655.00 with County Road and Bridge Fund and \$149,655.00

Item No. 2

Court of Common Pleas/Corrections Planning Board, submitting a grant award with State of Ohio, Department of Rehabilitation and Correction/Division of Parole and Community Services/Bureau of Community Sanctions, in the amount of \$2,250,000.00 for the County Targeted Community Alternatives to Prison (TCAP) Grant Program for the period 7/1/2018 - 6/30/2019.

Item No. 3

Department of Health and Human Services/Division of Senior and Adult Services, submitting an amendment to a grant agreement with the Cuyahoga County District Board of Health for Home and Community-Based Health Services and Home Health Care in connection with the FY2017 Ryan White HIV/AIDS Treatment Extension Act Part A Program and Minority AIDS Initiative for the period 3/1/2017 – 2/28/2018 to extend the time period to 2/28/2019 and for additional funds in the amount of not-to-exceed \$14,188.00.

Funding Source: Cuyahoga County Board of Health through the Health Resources and Services

Item No. 4

Department of Health and Human Services/Division of Senior and Adult Services, recommending to terminate Agreement No. AG1700063 with the City of Olmsted Falls for implementation of the Community Paramedicine Pilot Project being conducted at the Olmsted Falls Senior Center for the period 10/1/2017 – 9/30/2018, effective 3/9/2018.

Original Funding Source: Health and Human Services Levy Fund

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 11:43 a.m.