

Minutes

Cuyahoga County Board of Control
Monday, August 20, 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 11:01 a.m.

Attending:

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

II – REVIEW MINUTES – 8/13/2018

Armond Budish motioned to approve the minutes from the August 13, 2018 meeting; Trevor McAleer seconded. The minutes were unanimously approved as written.

A. – Tabled Items

B. – New Items for Review

BC2018-568

Department of Public Works, recommending to amend Board Approval No. BC2018-291, dated May 14, 2018 which authorized an award on RQ42032 to Bob Gillingham Ford (14-3), by changing the model year of the Ford Transit 350 Medium Roof Van being purchased from 2018 to 2019 and, by changing the award amount from \$43,694.50 to \$44,994.50.

Funding Source: Road and Bridge Fund – Special Revenue Fund

Michael Chambers, Department of Public Works, presented. There were no questions. Armond Budish motioned to approve the item; Joe Nanni seconded. Item BC2018-568 was unanimously approved.

BC2018-569

Department of Development, recommending awards on RQ41529 and enter into contracts with various providers in the total amount not-to-exceed \$266,500.00 for fair housing services for the period 4/1/2018 - ~~3/30/2019~~ 12/31/2019:

- a) Heights Community Congress in the amount not-to-exceed \$42,500.00
- b) Housing Research and Advocacy Center in the amount not-to-exceed \$224,000.00

Funding Source: Federal Community Development Block Grant

Kenneth Surratt, Department of Development, presented. There were no questions. Armond Budish motioned to approve the item; Joe Nanni seconded. Item BC2018-569 was unanimously approved.

BC2018-570

Department of Development, recommending a grant award and enter into a contract with First Suburbs Development Council in the amount not-to-exceed \$200,000.00 for the purchase of Citizenserve On-line Permitting and Regionalized Code Enforcement software and maintenance services for various Suburban Pilot Member Communities in connection with the administration of the First Suburbs Regionalized Code Enforcement Pilot Program for the period 8/1/2018 – 7/31/2019:

- a) City of Cleveland Heights
- b) City of Lakewood
- c) City of Parma
- d) City of Shaker Heights
- e) City of South Euclid
- f) City of University Heights

Funding Source: Real Estate Assessment Fund

Kenneth Surratt, Department of Development, presented. There were no questions. Armond Budish motioned to approve the item; Trevor McAleer seconded. Item BC2018-570 was unanimously approved.

BC2018-571

Department of Development,

- a) Submitting an RFP exemption, which will result in a payment to Innovative Properties Worldwide, Inc. in the amount of \$9,250.00 for the purchase of Ad space to be featured in the winter edition of Innovation & Tech Today to promote Economic Development/Workforce Development/Ohio/Jobs Program throughout the Country for the period 12/1/2018 – 3/1/2019.
- b) Recommending a payment to Innovative Properties Worldwide, Inc. in the amount of \$9,250.00 for the purchase of Ad space to be featured in the winter edition of Innovation & Tech Today to promote Economic Development/Workforce Development/Ohio/Jobs Program throughout the Country for the period 12/1/2018 – 3/1/2019.

Funding Source: General Fund

Greg Huth, Department of Development, presented. There were no questions. Armond Budish motioned to approve the item; Joe Nanni seconded. Item BC2018-571 was unanimously approved.

BC2018-572

Fiscal Office, submitting an amendment to Contract No. CE1500254 with Infor (US), Inc. for software support and maintenance on the IBM/MVS/MSA E-Series Payroll Processing System for the period 7/2/2015 - 7/1/2018 to extend the time period to 7/1/2019 and for additional funds in the amount not-to-exceed \$65,700.00.

Funding Source: General Fund

Michael Zapola, Fiscal Office, presented. There were no questions. Armond Budish motioned to approve the item; Trevor McAleer seconded. Item BC2018-572 was unanimously approved.

BC2018-573

Sheriff's Department, recommending to amend Board Approval No. BC2018-426 dated July 2, 2018, by consolidating various authorized amendments to Agreement No. AG1500070 with The MetroHealth System for management, healthcare and related services at the Cuyahoga County Corrections Center for the period 1/1/2015 - 12/31/2019, by changing the effective date of the expanded scope of services from 7/1/2018 to 8/20/2018 and for additional funds:

a) to provide healthcare and related services at the Bedford Heights Jail.

b) to manage and operate healthcare and related services at the Bedford Heights Jail; and for additional funds in the amount-not-to-exceed \$339,219.45.

Funding Source: General Fund

Donna Kaleal, Sheriff's Department, presented. Trevor McAleer asked how many inmates are currently housed at the facility; and inquired about the current hours of medical staffing coverage. Armond Budish motioned to approve the item; Joe Nanni seconded. Item BC2018-573 was unanimously approved.

BC2018-574

Sheriff's Department,

a) Submitting an RFP exemption on RQ42862, which will result in an award recommendation to Integrated Precision Systems, Inc. in the amount not-to-exceed \$1,424.07 for the purchase and installation of (1) additional security camera for the Sheriff's parking area in connection with the Justice Center Perimeter Project.

b) Recommending an award on RQ42862 to Integrated Precision Systems, Inc. in the amount not-to-exceed \$1,424.07 for the purchase and installation of (1) additional security camera for the Sheriff's parking area in connection with the Justice Center Perimeter Project.

Funding Source: General Fund

Laura Simms, Sheriff's Department, presented. There were no questions. Armond Budish motioned to approve the item; Joe Nanni seconded. Item BC2018-574 was unanimously approved.

BC2018-575

Department of Health and Human Services/Community Initiatives Division/Family and Children First Council, recommending an award on RQ43326 and enter into an agreement with Parma City School District in the amount not-to-exceed \$40,000.00 for fiscal agent and management services to facilitate the train-the-trainer Program for Drug Awareness and Prevention for the period 8/14/2018 – 8/13/2019. Funding Source: Health and Human Services Levy

Robin Martin, Family and Children First Council, presented. There were no questions. Armond Budish motioned to approve the item; Joe Nanni seconded. Item BC2018-575 was unanimously approved.

C. – Exemptions

BC2018-576

Department of Public Works, recommending an alternate procurement process on RQ42911 to select (1) 2019 Ford F-250 Super Cab 4x2 Swab Body Pickup Truck as the vehicle to be purchased for use by the Animal Shelter Control Unit. Funding Source: N/A

Michael Chambers, Department of Public Works, presented. There were no questions. Armond Budish motioned to approve the item; Joe Nanni seconded. Item BC2018-576 was unanimously approved.

D. – Consent Agenda

Item IS-18-43346 listed under BC2018-582 - Proposed Purchases was corrected to reflect the number of cartons of continuous feed paper being purchased is 680.

There were no questions on the consent agenda items. Armond Budish motioned to approve items BC2018-577 through -582 as amended; Trevor McAleer seconded, the consent agenda items were unanimously approved.

BC2018-577

Department of Public Works, submitting an amendment (Subsidiary No. 5) to Contract No. CE1400198 with Perk/ME, Joint Venture in connection with the grading, draining and paving of Pleasant Valley Road from York Road to State Road in the Cities of Middleburg Heights and Parma, to make alterations and modifications; no additional funds required.

Funding Sources: Original Contract - 50% Federal Funds, 27% Ohio Public Works Commission and 23% County using funds from the \$5.00 Vehicle License Tax Fund

BC2018-578

Department of Workforce Development, submitting an amendment to Contract No. CE1600285 **with Cengage Learning, Inc. and Smart Horizons Career On-line High School Db a Smart Horizons Career On-line Education** for integrated career on-line High School services for the period 7/1/2016 – 6/30/2018 to extend the time period to 6/30/2019; no additional funds required.

Funding Source: Original contract - Workforce Innovation and Opportunity Act Funds

BC2018-579

Department of Workforce Development, submitting an amendment to a Memorandum of Understanding with Local Area 3 to define the terms, roles responsibilities, and funding commitments the parties have negotiated and mutually agreed upon for the operation and funding of the Local Area Workforce Development System and the OhioMeansJobs Centers in Local Area 3 for the period 7/1/2017 – 6/30/2019, by reducing the number of Local Area Ohio Means Jobs Centers from 2 to 1 and to reduce the costs and cost sharing for the State Fiscal 2019 Program year, as a result of the reduction of the Center, effective 7/1/2018.

Funding Source: N/A

BC2018-580
Department of Development

Homeowner Rehabilitation Loan

<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>Audrey Brandon</i>	<i>Maple Heights</i>	<i>\$12,949.00</i>	<i>N/A</i>	<i>Replace existing furnace, air conditioner and hot water tank. Tear off and install new roof.</i>	<i>7/17/2018</i>

BC2018-581

Fiscal Office, Presenting Proposed Travel Requests for the week of 8/20/2018

Department	Travel Requests						Funding Source
	Staff	Event	Host	Dates of Travel	Location	Expenses	
Department of Development	Paul Herdeg	A Workshop entitled "Neighborhood Stabilization Program (NSP) Workshop – Session II "	United States Department of Housing and Urban Development	10/3/-10/04/2018	Atlanta, GA	Registration Fees - \$0.00 **Airfare - \$343.40 *Lodging- \$204.90 *Meals - \$82.00 *Ground Transportation - \$11.00 *Parking - \$17.00 Total \$658.30	Federal – Neighborhood Stabilization Program (100%)

*Staff reimbursement

**Airfare will be covered by a contract with the County’s Travel Vendor – (\$343.40)

Purpose:

This advanced training teaches policies, procedures and techniques to properly administer and prepare to close out federal Neighborhood Stabilization Program (NSP) grants from the United States Department of Housing and Urban Development (HUD). Cuyahoga County has three NSP grants still open, dating back to 2008 when the United States Congress authorized these grants to help cities and counties overcome the impact of the mortgage crises. Cuyahoga County has completed most of its work under these grants and it is now time to prepare for grant closeout.

Travel Requests							
Department	Staff	Event	Host	Dates of Travel	Location	Expenses	Funding Source
Office of the Medical Examiner	Christine Scott, Gerald Furniss and Jeffrey Oblock	A Symposium entitled "29 th International Symposium on Human Identification "	Promega Corporation	9/23/- 9/28/2018	Phoenix, AZ	*Registration Fees - \$2,900.00 ***Airfare - \$1,376.34 **Baggage - \$75.00 **Lodging- \$3,687.24 **Meals - \$684.00 **Ground Transportation - \$78.00 Total \$8,800.58	2017 DNA Backlog Grant (100%)

*Paid to the Host

**Staff reimbursement

***Airfare will be covered by a contract with the County's Travel Vendor – (\$1,376.34)

Purpose:

The attendees will learn about the latest DNA technologies and stay abreast of techniques by other scientists and laboratories in the field. Attendance at this symposium will fulfill the continuing education requirements through the County's lab accreditation. The attendees will present posters pertaining to DNA to their peers.

Travel Requests							
Department	Staff	Event	Host	Dates of Travel	Location	Expenses	Funding Source
Department of Health and Human Services – Division of Children and Family Services	Eboni Freeman and Christina Brown	A Seminar entitled “Team Decision Making Facilitators Training “	The Anne E. Casey Foundation	8/27/- 8/30/2018	Norman, OK	Registration Fees - \$0.00 **Airfare - \$1,075.20 *Lodging- \$634.00 *Meals - \$400.00 Total \$2,109.20	Health and Human Services Levy (70%) and Title IV-E (30%)

*Staff reimbursement

**Airfare will be covered by a contract with the County’s Travel Vendor – (\$1,075.20)

Purpose:

Team Decision Making (TDM) is a collaborative practice used by child welfare agencies that includes family members for all decisions involving child removal, change of placement, reunification or other permanency plans. Team decision making is a much more effective way to approach the critical issue of placement for potentially at-risk kids compared to the traditional model of agency personnel telling the family what to do.

Travel Requests							
Department	Staff	Event	Host	Dates of Travel	Location	Expenses	Funding Source
Department of Health and Human Services – Division of Children and Family Services	Lara Sparks	A Conference entitled “National Independent Living Conference “	Daniel Memorial Institute	8/27/-8/31/2018	San Antonio, TX	*Registration Fees - \$490.00 ***Airfare - \$383.60 **Lodging- \$447.00 **Meals - \$124.00 Total \$1,444.60	Health and Human Services Levy (70%), Title IV-E (30%)

*Paid to the Host

**Staff reimbursement

***Airfare will be covered by a contract with the County’s Travel Vendor – (\$383.60)

Purpose:

Conference presenters include top leaders and experts in the field of independent living. The national youth conference is comprised of special sessions dedicated to the needs of youth who are currently in care. These include training sessions, workshops, panel discussions and leadership/Team building activities. Each general session and workshop will present innovative ideas on how youth can deal with life’s ever-changing situations. “Growing Pains 2018” will offer numerous seminars, workshops and exhibits to assist personnel who are dedicated to helping teens become competent, responsible, independent adults.

BC2018-582

Office of Procurement & Diversity, presenting proposed purchases for the week of 8/20/2018

<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>
JA-18-43378	Legal notice: Ohio Homeland Region 2 Urban Search and Rescue - Forklift	Department of Public Safety and Justice Services	Plain Dealer	Not-to-exceed \$800.00	Fy2016 Urban Area Security Initiative Grant
CT-18-43240	Facilities lamps for various County buildings	Department of Public Works	Leff Electric Co. Inc.	Not-to-exceed \$24,500.00	General Fund – Internal Service Fund
CT-18-43241	Repair parts for Truck S-221 for Fleet Services (Sanitary Engineer)	Department of Public Works	Rush Truck Centers of Ohio, Inc.	\$1,510.01	Sanitary Sewer Fund
CT-18-43245	Various commercial building supplies for Sanitary Engineer	Department of Public Works	Triad Technologies	Not-to-exceed \$9,000.00	Sanitary Sewer Fund
CT-18-43261	Bollards for judges' ramp at Justice Center	Department of Public Works	Leff Electric Co. Inc.	\$4,125.00	General Fund – Internal Service Fund
CT-18-43272	Repair parts for Truck 3-31 for Fleet Services (Road and Bridge)	Department of Public Works	Rush Truck Centers of Ohio, Inc.	\$635.40	Road and Bridge Fund
CT-18-43281	Various locks and hardware for various County buildings	Department of Public Works	Cleveland Key	Not-to-exceed \$12,000.00	General Fund – Internal Service Fund
CT-18-43290	Fuel injector replacement for Truck S-422 for Fleet Services (Sanitary Engineer)	Department of Public Works	Rush Truck Centers of Ohio, Inc.	\$1,492.25	Sanitary Sewer Fund
CT-18-43311	Plate roll for Ryobi Press for Print Shop	Department of Public Works	Mark Andy, Inc.	\$4,270.53	General Fund – Internal Service Fund
CT-18-43319	Repair parts for Truck S-224 for Fleet Services (Sanitary Engineer)	Department of Public Works	Valley Freightliner	\$1,474.32	Sanitary Sewer Fund
CT-18-43330	Repair parts for Truck 3-286 for Fleet Services (Road and Bridge)	Department of Public Works	Valley Ford Trucks	\$807.48	Road and Bridge Fund
CT-18-43343	Color paper for Board of Elections	Department of Public Works	Millcraft Paper Company	\$970.50	General Fund – Internal Service Fund
CT-18-43353	Disposal of clean fill	Department of Public Works	Boyas Excavating, Inc.	Not-to-exceed \$10,000.00	Road and Bridge Fund
CT-18-43354	Veterinary services for Animal Shelter	Department of Public Works	Cleveland Westside	\$723.22	50% Special Revenue Fund

			<i>Veterinary Emergency Group, Inc.</i>		<i>50% Dick Goddard's Best Friend Fund</i>
<i>CT-18-43355</i>	<i>Veterinary services for Animal Shelter</i>	<i>Department of Public Works</i>	<i>Animal Protective League</i>	<i>\$3,470.00</i>	<i>50% Special Revenue Fund 50% Dick Goddard's Best Friend Fund</i>
<i>CT-18-43356</i>	<i>Veterinary services for Animal Shelter</i>	<i>Department of Public Works</i>	<i>VCA Great Lakes Veterinary Specialists</i>	<i>\$5,085.68</i>	<i>50% Special Revenue Fund 50% Dick Goddard's Best Friend Fund</i>
<i>CT-18-43360</i>	<i>Fire-fighting apparel for 2 new employees at County Airport</i>	<i>Department of Public Works</i>	<i>Warren Fire Equipment, Inc.</i>	<i>\$5,394.12</i>	<i>General Fund</i>
<i>CT-18-43369</i>	<i>Repair of Ridgid See Snake for Sanitary Engineer</i>	<i>Department of Public Works</i>	<i>M Tech Company</i>	<i>\$1,549.10</i>	<i>Sanitary Sewer Fund</i>
<i>CT-18-43375</i>	<i>Vactor equipment parts and labor services for Fleet Services (Sanitary Engineer)</i>	<i>Department of Public Works</i>	<i>Jack Doheny Companies</i>	<i>Not-to- exceed \$24,500.00</i>	<i>Sanitary Sewer Fund</i>
<i>CT-18-43385</i>	<i>Pocket folder for Human Resources</i>	<i>Department of Public Works</i>	<i>North Coast Litho</i>	<i>\$784.00</i>	<i>General Fund – Internal Service Fund</i>
<i>CT-18-43386</i>	<i>Veterans Services retractable banner for public outreach events</i>	<i>Department of Public Works</i>	<i>Bernard R. Doyle Inc. dba Fastsigns</i>	<i>\$999.00</i>	<i>General Fund</i>
<i>CR-18-43370</i>	<i>Absolute alcohol for Histology Lab</i>	<i>Medical Examiner's Office</i>	<i>Warner Graham</i>	<i>\$855.00</i>	<i>Medical Examiner's Office Lab Fund</i>
<i>CR-18-43376</i>	<i>Top fume absorbers for various labs</i>	<i>Medical Examiner's Office</i>	<i>Fisher Scientific</i>	<i>\$765.50</i>	<i>Medical Examiner's Office Lab Fund</i>
<i>PD-18-43109</i>	<i>(2) replacement Whirlpool refrigerators for employee lunchroom</i>	<i>Public Defender</i>	<i>HPM Business Systems Inc.</i>	<i>\$2,677.77</i>	<i>General Fund</i>
<i>SH-18-42988</i>	<i>Motorola lithium batteries for Protective Service Officers' radios</i>	<i>Sheriff's Department</i>	<i>Amerisochi, Inc.</i>	<i>\$893.90</i>	<i>General Fund</i>
<i>IS-18-43346</i>	<i>(96) cartons of Continuous Feed Paper for the Fiscal Office to generate reports</i>	<i>Department of Information Technology</i>	<i>Walker Group, LLC</i>	<i>\$20,366.00</i>	<i>General Fund</i>

Items/Services Received and Invoiced but not Paid:

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

Items of Note (non-voted)

Item No. 1

Department of Health and Human Services/Division of Senior and Adult Services, submitting an amendment to a grant agreement with 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 – 2/28/2019 for additional funds in the amount not-to-exceed \$17,164.00.

VI – PUBLIC COMMENT

There was no public comment

VII – ADJOURNMENT

Armond Budish motioned to adjourn; Trevor McAleer seconded. The motion to adjourn was unanimously approved at 11: 17 a.m.