

## Minutes

Cuyahoga County Board of Control  
Monday, October 15, 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 11:00 a.m.

#### Attending:

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

### II – REVIEW MINUTES – 10/9/2018

Armond Budish motioned to approve the minutes from the October 9, 2018 meeting; Michael Dever seconded. The minutes were unanimously approved as written.

#### A. – Tabled Items

#### B. – New Items for Review

##### BC2018-691

Department of Public Works, submitting an amendment to Contract No. CE1700275 with Wiss, Janney, Elstner Associates, Inc. for general architectural engineering services for the period 11/28/2017 – 11/27/2020 for additional funds in the amount not-to-exceed \$100,000.00  
Funding Source: General Fund – Capital Improvement

Matt Rymer, Department of Public Works, presented. There were no questions. Armond Budish motioned to approve the item; Dale Miller seconded. Item BC2018-691 was unanimously approved.

##### BC2018-692

Department of Information Technology,

a) Submitting an RFP exemption on RQ43773, which will result in an award recommendation to EP Technology Inc. in the amount of \$3,874.00 for the purchase of miscellaneous operating supplies for Microplex F-60HD and F-90HD Mainframe Printers.

b) Recommending an award on RQ43773 to EP Technology Inc. in the amount of \$3,874.00 for the purchase of miscellaneous operating supplies for Microplex F-60HD and F-90HD Mainframe Printers.  
Funding Source: General Fund

Jeanelle Greene, Department of Information Technology, presented. There were no questions. Armond Budish motioned to approve the item; Michael Dever seconded. Item BC2018-692 was unanimously approved.

BC2018-693

Department of Human Resources, submitting an amendment to Master Agreement No. AG1700002 with The MetroHealth System for various services for the period 1/1/2017 – 12/31/2018 to expand the scope of services to add Flu Shot services, effective 9/26/2018 and for additional funds in the amount not-to-exceed \$70,000.00.

Funding Source: Self Insurance Fund - Wellness

Patrick Smock, Department of Human Resources, presented. There were no questions. Armond Budish motioned to approve the item; Dale Miller seconded. Item BC2018-693 was unanimously approved.

BC2018-694

Fiscal Office,

a) Submitting an RFP exemption on RQ43634, which will result in an award recommendation to Midwest Presort Mailing Services, Inc. dba Midwest Direct in the amount not-to-exceed \$17,833.38 for printing and mailing of (60,900) 2019 Dog License Applications in accordance with Ohio Revised Code Sections 955.01 and 955.013.

b) Recommending an award on RQ43634 to Midwest Presort Mailing Services, Inc. dba Midwest Direct in the amount not-to-exceed \$17,833.38 for printing and mailing of (60,900) 2019 Dog License Applications in accordance with Ohio Revised Code Section 955.01 and 955.013.

Funding Source: Dog Kennel Fund

Dennis Kennedy, Fiscal Officer presented. There were no questions. Armond Budish motioned to approve the item; Dale Miller seconded. Item BC2018-694 was unanimously approved.

BC2018-695

Fiscal Office,

a) Submitting an RFP exemption on RQ43631, which will result in an award recommendation to International Identification, Inc. dba National Band and Tag Co. in the amount not-to-exceed \$9,090.00 for the purchase of (80,000) 2019 Metal Dog Tags in accordance with Ohio Revised Code Section 955.08.

b) Recommending an award on RQ43631 to International Identification, Inc. dba National Band and Tag Co. in the amount not-to-exceed \$9,090.00 for the purchase of (80,000) 2019 Metal Dog Tags in accordance with Ohio Revised Code Section 955.08.

Funding Source: Dog Kennel Fund

Dennis Kennedy, Fiscal Officer, presented. Dale Miller asked why the Fiscal Office will be purchasing 80,000 dog tags and only 60,900 dog license applications, as approved in previous item No. BC2018-694. Armond Budish motioned to approve the item; Dale Miller seconded. Item BC2018-695 was unanimously approved.

#### BC2018-696

Fiscal Office/Office of the Treasurer, submitting an amendment to Contract No. CE1400319 with F&E Check Protector Company of Ohio dba F&E Payment Pros for licensing, support, training and maintenance services on the Digital Remittance Processing System for the period 10/1/2014 - 9/30/2018 to extend the time period to 9/30/2019 and for additional funds in the amount not-to-exceed \$9,335.00.

Funding Source: General Fund

Christopher Murray, County Treasurer, presented. Dale Miller asked why the insurance requirement was waived in prior years but is now required for this amendment; asked for confirmation that the increase in cost for this amendment is due to the insurance requirement, which represents 2/3 of the amended amount. Armond Budish motioned to approve the item; Michael Dever seconded. Item BC2018-696 was unanimously approved.

#### BC2018-697

Department of Health and Human Services/Cuyahoga Job and Family Services, on behalf of the Community Initiatives Division/Office of Homeless Services, submitting an amendment to Contract No. CE1800292 with Stella Maris, Inc. for temporary housing for homeless single adult males in Cuyahoga County with substance abuse issues for the period 7/1/2018 – 6/30/2019 for additional funds in the amount not-to-exceed \$70,000.00.

Funding Source: Health and Human Services Levy Fund

Shari Weir, Office of Homeless Services, presented. Dale Miller asked why this amendment was delayed. Nan Baker asked if the additional funds will cover required services through 6/30/2019 or if the department expects to request additional funding in the future. Armond Budish motioned to approve the item; Joseph Nanni seconded. Item BC2018-697 was unanimously approved.

### C. – Consent Agenda

Dennis Kennedy referred to Item No. BC2018-698 and asked if this service is for current health club members only and if this is an eligible activity related to the County's Wellness Program.

Dale Miller referred to Item No. BC2018-703 – Proposed Travel Requests and asked Armond Budish if a comprehensive review of travel requests can be performed in order to garner cost savings to the County due to future budget challenges.

Armond Budish stated that multiple discussions have been held with Chiefs and Directors on this matter; stated that a number of travel requests have been denied that did not come before the Board; and stated that only requests of a high-level of benefit to the County will be authorized. Mr. Budish also commented that Mr. Miller's assessment of the budget issues is accurate.

Nan Baker referred to Item BC2018-699 and asked if the State has begun a data analysis of the Universal Pre-Kindergarten Program since its' inception in 2007 and asked when the County will see results.

Ms. Baker also asked whether the State has asked for remedial assistance for those children who are not doing well in school; and asked if the County follows the same program guidelines as the State.

There were no further questions on the consent agenda items. Armond Budish motioned to approve items BC2018-698 through -704; Dale Miller seconded, the consent agenda items were unanimously approved.

#### BC2018-698

Department of Human Resources submitting an agreement with American Specialty Health Fitness, Inc. to participate in the Active and Fit Direct Program for the provision of health and wellness club options for Cuyahoga County employees and their eligible dependents for the period 9/1/2018 – 8/31/2019.  
Funding Source: N/A

#### BC2018-699

Department of Health and Human Services/Community Initiatives Division/Office of Early Childhood, submitting an amendment to a Master Contract with various providers for the expansion of Universal Pre-Kindergarten in Cuyahoga County for the period 8/1/2017 – 7/31/2020 to modify the scope of services, effective, 8/1/2018; no additional funds required:

- a) Menorah Park Center for Senior Living Bet Moschav Zekenim Hadati
- b) Advanced Solutions for Education, Inc. dba Horizon Child Development Center- Cleveland
- c) HLC Euclid, LLC dba Horizon Learning Centers – Euclid
- d) Horizon Education Centers – Market Square Horizon Education Center
- e) Horizon Education Centers – Old Brooklyn
- f) Robbie Lawrence-Willis – Little Achiever's Learning Center
- g) Murtis Taylor Human Services System - Glenville/KRT
- h) Murtis Taylor Human Services System - Mt. Pleasant Child Enrichment Center
- i) Salvation Army of Greater Cleveland
- j) St. Peter's Child Care Center Inc.
- k) Catholic Charities Corporation – Early Childhood Center at Arbor Park
- l) Catholic Charities Corporation – Early Learning Program St. Ignatius
- m) Catholic Charities Corporation – Rainbow Terrace Head Start
- n) The Centers for Families and Children
- o) Council for Economic Opportunities in Greater Cleveland – William Patrick Day Early Learning Center
- p) Council for Economic Opportunities in Greater Cleveland – Willard Head Start Center
- q) Council for Economic Opportunities in Greater Cleveland – Puritas Head Start Center
- r) Council for Economic Opportunities in Greater Cleveland – Green Road Early Learning Center
- s) Council for Economic Opportunities in Greater Cleveland – George Forbes Early Learning Center
- t) Council for Economic Opportunities in Greater Cleveland – Carl B. Stokes Head Start Center
- u) Bedford City School District
- v) Berea City School District
- w) Cleveland Heights-University Heights City School District – Noble Elementary School
- x) Cleveland Heights-University Heights City School District – Gearity Elementary School
- y) Cleveland Heights-University Heights City School District – Oxford Elementary School
- z) Garfield Heights City Schools
- aa) Lakewood City Schools

- ab) Maple Heights City School District
  - ac) Warrensville Heights City School District
  - ad) Cleveland Municipal School District – Clark Elementary School
  - ae) Cleveland Municipal School District – Garfield Elementary School
  - af) Cleveland Municipal School District – Sunbeam Elementary School
  - ag) Cleveland Municipal School District – Willow Elementary School
  - ah) Cleveland Municipal School District – William Cullen Bryant Elementary School
- Funding Source: Original Contract – Health and Human Services and Cleveland Foundation Grant

BC2018-700

Department of Health and Human Services/Community Initiatives Division/Office of Early Childhood, requesting authority to apply for and accept grant funds from the Cleveland Foundation in the amount of \$174,807.00 for implementation of the Language Environment Analysis (LENA) Grow Professional Development Program in connection with the Improving Child Care Classrooms Via LENA Project for the period 1/1/2019 – 12/31/2019.

Funding Source: Cleveland Foundation Grant

BC2018-701

Department of Health and Human Services/Community Initiatives Division/Office of Early Childhood, requesting authority to apply for and accept grant funds from the Cleveland Foundation in the amount of \$125,000.00 for the Supporting Partnerships to Assure Ready Kids (SPARK) Early Literacy Program for the period 10/1/2018 – 9/30/2019.

Funding Source: Cleveland Foundation Grant

BC2018-702

Department of Health and Human Services/Community Initiatives Division/Office of Early Childhood, requesting authority to apply for and accept grant funds from the Cleveland Foundation in the amount of \$25,000.00 for the Expanding the Early Childhood Mental Health Workforce: A Planning Year Project for the period 1/1/2019 – 12/31/2019.

Funding Source: Cleveland Foundation Grant

BC2018-703

Fiscal Office, Presenting Proposed Travel Requests for the week of 10/15/2018

	<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 Public Works</i>	<i>Ksenija Tatic</i>	<i>A Conference entitled "Greenbuild 2018 International Conference and Expo"</i>	<i>United States Green Building Council (USBGC)</i>	<i>11/14/- 11/18/2018</i>	<i>Chicago, IL</i>	<i>**Registration - \$900.00</i> <i>**Lodging- \$934.52</i> <i>**Meals - \$300.00</i> <i>**Ground Transportation- \$250.00</i> <i>Total - \$2,384.52</i>	<i>General Fund -</i>

*\*\*Staff reimbursement*

*Purpose:*

*Greenbuild International Conference and Expo is the face to face experience for sustainability in the built environment. It's for professionals in architecture, construction, engineering, planning, and interior design who depend on thoughtful and ethical solutions which promote wellness and resiliency in construction and urban development. Greenbuild offers continuing education (CE) hours for education sessions, most expo hall education, workshops and tours.*

<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 – Cuyahoga Job and Family Services</i>	<i>(5) Crystal Haynes, Megan Lewis, Michelle Russell, Brytni White – Thomas, and Michael Tyczynski</i>	<i>A Conference entitled “United Council on Welfare Fraud (UCOWF) Training Conference”</i>	<i>United Council on Welfare Fraud</i>	<i>9/10/- 9/13/2018</i>	<i>Milwaukee, Wisconsin</i>	<i>*Registration Fees - \$1,705.00  **Lodging- \$1,817.44  **Meals - \$657.00  **Parking - \$180.00  ***Airfare – \$779.80  Total - \$5,139.24</i>	<i>Federal Financial Participation Fund – 66%  State Fund – 34%</i>

*\*Paid to the Host*

*\*\*Staff reimbursement*

*\*\*\* Airfare will be covered by a contract with the County’s Travel Vendor – (\$779.80)*

*Purpose:*

*The United Council on Welfare Fraud (UCOWF) Training Conference features multiple training tracks and workshop sessions that are tailored to new and experienced investigators, program administrators and eligibility and recovery specialists. The focus of the annual conference is to share the best practices and present new ideas that are in place from around the nation that enhance agency efforts to prevent, detect, investigate, prosecute and recover lost tax dollars due to fraud.*

<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 –Cuyahoga Job and Family Services</i>	<i>Joyce Perez – Stable</i>	<i>A meeting entitled “The Midwest Urban Partners Meeting”</i>	<i>The Midwest Urban Partners</i>	<i>11/7/-11/9/2018</i>	<i>Chicago, IL</i>	<i>***Airfare-\$306.40</i> <i>**Lodging-\$439.20</i> <i>**Meals - \$128.00</i> <i>**Parking-\$60.00</i> <i>**Baggage-\$25.00</i>  <i>Total - \$958.60</i>	<i>Health and Human Services Levy</i>

*\*\*Staff reimbursement*

*\*\*\*Airfare will be covered by a contract with the County’s Travel Vendor – (\$306.40)*

*Purpose:*

*The Midwest Urban Partners Meeting brings committee members together to prioritize initiatives set forth by the Midwest Partners in Program Improvement Board and Steering Committee aimed at improving the region’s payment accuracy of benefits and application timeliness within urban offices.*

BC2018-704

Office of Procurement & Diversity, presenting proposed purchases for the week of 10/15/2018

<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-18-43835	Legal notice: Purchase of (3) drones for Fire, Law Enforcement and Department of Public Works bid	Department of Public Safety and Justice Services	Plain Dealer	Not-to-exceed \$800.00	General Fund
CT-18-43686	Brass Culvert Software subscription for Road and Bridge	Department of Public Works	Wyoming Department of Transportation	\$550.00	Road and Bridge Fund
CT-18-43753	Portable wheel load scale rental to weigh vehicles	Department of Public Works	Buckeye Scale LLC	\$9,000.00	Sanitary Sewer Fund
CT-18-43762	Body damage repair and paint services for Fleet Services	Department of Public Works	Premier Auto Body & Collision Center, LLC	Not-to-exceed \$15,000.00	General Fund – Internal Service Fund
CT-18-43774	Doors and hardware for remodeling of Courtroom 213 at Probate Court	Department of Public Works	Doors and Hardware Inc.	\$4,450.00	General Fund – Capital Projects
CT-18-43830	Plumbing supplies for various County buildings	Department of Public Works	Lakeside Supply	Not-to-exceed \$24,500.00	General Fund – Internal Service Fund
CT-18-43861	(1) 2019 Ford Fusion S for Prosecutor's Office	Department of Public Works	Bob Gillingham Ford	\$18,152.50	General Fund
SH-18-43603	Ammunition for Law Enforcement Officers	Sheriff's Department	Vance Outdoors, Inc.	\$23,573.60	General Fund

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>
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>
CT-18-43142	Various building supplies and tools for Road and Bridge, Facilities and Sanitary Engineer	Department of Public Works	Grainger Industrial Supply	Not-to-exceed \$55,000.00	\$25,000.00 - General Fund – Internal Service Fund \$25,000.00 - Sanitary Sewer Fund \$5,000.00 – Road and Bridge Fund

JC-18-43533	Bread – November - December	Juvenile Court	Schwebel Baking Company	\$8,550.00	General Fund
JC-18-43534	Milk – November - December	Juvenile Court	Borden Dairy Company of Ohio, LLC	\$17,245.08	General Fund
JC-18-43535	Peaches – November - December	Juvenile Court	V & J Services	\$5,747.45	General Fund
JC-18-43536	Pork and Beans – November - December	Juvenile Court	Gordon Food Service	\$5,190.87	General Fund
JC-18-43537	Lima beans – November - December	Juvenile Court	Gordon Food Service	\$14,891.13	General Fund
JC-18-43538	Dairy products – November - December	Juvenile Court	Gordon Food Service	\$696.72	General Fund
JC-18-43539	Lunch meats – November - December	Juvenile Court	Gordon Food Service	\$452.10	General Fund
JC-18-43540	Meats – November - December	Juvenile Court	Gordon Food Service	\$10,663.80	General Fund
JC-18-43541	Bananas – November - December	Juvenile Court	The Sanson Company	\$13,931.25	General Fund

## V – OTHER BUSINESS

### Items of Note (non-voted)

#### Item No. 1

Department of Development, submitting a loan agreement with 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 for the period 7/27/2018 – 7/26/2033. Funding Source: Economic Development Fund

#### Item No. 2

Department of Development, submitting a housing rehabilitation Contract with C.B. Mullins Construction Company, Inc. in the amount not-to-exceed \$21,140.00 in connection with a homeowner rehabilitation loan to David and Judith Cichra to tear off and install new roofing on the house and garage, replace existing electrical panel(s) install glass block windows and Tree removal services for a period of 90 days from the Notice to Proceed.

Funding Source: Community Development Block Grant funds

#### Item No. 3

Department of Public Safety and Justice Services, submitting a grant award from State of Ohio Emergency Management Agency in the amount of \$687,444.13 for the FY2018 State Homeland Security Grant Program – Regional for the period 9/1/2018 – March 31, 2021.

Funding Source: FY2018 State Homeland Security Grant

Item No. 4

Department of Public Safety and Justice Services, submitting a grant award from State of Ohio Emergency Management Agency in the amount of \$294,576.00 for the FY2018 Law Enforcement State Homeland Security Grant Program – Region 2 for the period 9/1/2018 – March 31, 2021.

Funding Source: Funding Source: FY2018 State Homeland Security Law Enforcement Grant

VI – PUBLIC COMMENT

There was no public comment.

VII – ADJOURNMENT

Armond Budish motioned to adjourn; Joseph Nanni seconded. The motion to adjourn was unanimously approved at 11:18 a.m.