

Minutes

Cuyahoga County Board of Control
Monday, March 4, 2019 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 11:03 a.m.

Attending:

Maggie Keenan, Director, Office of Budget and Management (Alternate for Armond Budish)
Councilman Dale Miller
Councilwoman Nan Baker
Trevor McAleer, County Council (Alternate for Dan Brady)
Angela Rich, Assistant Fiscal Officer, Fiscal Office (Alternate for Dennis Kennedy)
Michael Dever, Director, Department of Public Works
Lenora Lockett, Director, Office of Procurement & Diversity

II – REVIEW MINUTES – 2/25/2019

Maggie Keenan motioned to approve the minutes from the February 25, 2019 meeting; Michael Dever seconded. The minutes were unanimously approved as written.

III – PUBLIC COMMENT

There was no public comment related to the agenda.

IV- CONTRACTS AND AWARDS

BC2019-155

Department of Public Works, submitting an amendment to Contract No. CE1700149 with Shaw Industries for the purchase of carpet for various County buildings for the period 9/5/2017 – 9/4/2019 for additional funds in the amount not-to-exceed \$200,000.00.

Funding Source: Capital Projects/General Fund

Thomas Pavich and Matt Rymer, Department of Public Works, presented. Maggie Keenan asked what the balance of funds on the existing contract was. Maggie Keenan motioned to approve the item; Dale Miller seconded. Item BC2019-155 was unanimously approved.

BC2019-156

Department of Public Works, submitting an amendment to Contract No. CE1700277 with Quality Control Inspection, Inc. for construction management and support services for the period 1/2/2018 – 1/1/2021 for additional funds in the amount not-to-exceed \$194,445.71.

Funding Source: Capital Improvement – 70% Sanitary Engineering – 20%; ~~and~~ Road and Bridge – 10%
General Fund

Matt Rymer, Department of Public Works, presented. Maggie Keenan asked if the funding sources listed on the agenda are accurate. Maggie Keenan motioned to approve the item; Trevor McAleer seconded. Item BC2019-156 was unanimously approved, as amended.

BC2019-157

Department of Public Works, submitting an amendment (Subsidiary No. 1) to Contract No. CE1700086 with Great Lakes Construction, Co. for the Cuyahoga County Airport Runway 6/24 Safety Area Improvements - Project Nos. 3 and 4 - Airport Improvement Program for additional funds in the amount not-to-exceed \$72,988.81.

Funding Source: Capital Improvement Fund

Nichole English, Department of Public Works, presented. Maggie Keenan asked for clarification on available funds for this project and asked how the capital plan that was presented will be impacted as it exceeded the allocated amount. Maggie Keenan motioned to approve the item; Nan Baker seconded. Item BC2019-157 was unanimously approved.

BC2019-158

Department of Development, recommending an award and enter into an agreement with City of Lakewood in the amount not-to-exceed \$600,000.00 for demolition of vacant, abandoned, nuisance or blighted structures in connection with Round 8 of the Cuyahoga County Property Demolition Program for the period 2/25/2019 - 12/31/2019.

Funding Source: Demolition Fund

Kenneth Surratt, Department of Development, presented. There were no questions. Maggie Keenan motioned to approve the item; Dale Miller seconded. Item BC2019-158 was unanimously approved.

BC2019-159

Department of Development,

a) Submitting an RFP exemption on RQ44735, which will result in a payment to National Association for County Community and Economic Development in the amount not-to-exceed \$3,180.00 for annual membership dues for the period 1/1/2019 – 12-31/2019.

b) Recommending a payment to National Association for County Community and Economic Development in the amount not-to-exceed \$3,180.00 for annual membership dues for the period 1/1/2019 – 12/31/2019.

Funding Source: Community Development Block Grant Administration

Greg Huth, Department of Development, presented. There were no questions. Maggie Keenan motioned to approve the item; Trevor McAleer seconded. Item BC2019-159 was unanimously approved.

BC2019-160

Department of Development,

a) Submitting an RFP exemption on RQ44808, which will result in a payment to Innovative Properties Worldwide in the amount of \$1,323.00 for the purchase of (500) re-printed copies of an advertisement featured in the Winter Edition of Innovation & Tech Today to promote Economic Development/Workforce Development/Ohio/Jobs Programs throughout the country.

b) Recommending an award on RQ44808 to Innovative Properties Worldwide in the amount of \$1,323.00 for the purchase of (500) re-printed copies of an advertisement featured in the Winter Edition of Innovation & Tech Today to promote Economic Development/Workforce Development/Ohio/Jobs Programs throughout the country.

Funding Source: General Fund

Greg Huth, Department of Development, presented. There were no questions. Maggie Keenan motioned to approve the item; Michael Dever seconded. Item BC2019-160 was unanimously approved.

BC2019-161

Department of Information Technology, submitting an amendment to Contract No. CE1800194 with RSM US LLP for third-party assurance services for components of the County's Enterprise Resource Planning System for the period 4/17/2018 – 12/31/2019 to expand the scope of services to provide TPA services for the deployments of accounts payable procurement modules, effective 3/4/2019 and for additional funds in the amount not-to-exceed \$30,000.00.

Funding Source: General Fund

Jeanelle Greene, Department of Information Technology, presented. Dale Miller commented on the importance and need for third-party assurance testing on the accounts payable module and asked why the evaluation was not part of the original scope of services as this is a major testing area. Ms. Greene indicated she would research and provide a response to the Board members. Nan Baker asked for clarification that the additional funds being requested is a drop from the contingency amount but is still within the \$25 million; and asked if the County will continue to see a decrease as we go along. Maggie Keenan motioned to approve the item; Dale Miller seconded. Item BC2019-161 was unanimously approved.

BC2019-162

Department of Information Technology, on behalf of the Department of Law, recommending an award on RQ45045 and enter into a contract with Everlaw, Inc. in the amount not-to-exceed \$20,000.00 for cloud-based e-discovery software services for the period 3/4/2019 – 5/31/2019.

Funding Source: General Fund

Jerad Zibritosky, Nora Hurley and Jonathan McGory, Department of Law and Jeremy Mio, Department of Information Technology, presented. Lenora Lockett indicated that the vendor has not yet completed registration with the Inspector General's Office and that this item will need to be approved conditionally if the Board approves the contract.

Trevor McAleer asked for confirmation on the number of e-mails to be reviewed and for clarification on how the software will process these e-mails; asked what the temporary attorneys will be working on once the e-mails have been uploaded.

Nan Baker asked about the period of time the software will be in use and if the County is paying additional costs due to the urgency of this purchase; and asked if \$20,000 for the 3-month period is considered excessive.

Dale Miller asked for clarification on the correlation between the decreased number of e-mails to be reviewed to the decreased volume of gigabytes of data to be downloaded as they did not seem to be aligned; asked for confirmation that while the volume of e-mails declined, the content could potentially be of substance which explains the variance between the two figures.

Trevor McAleer asked for clarification on the types of e-mails to be reviewed and whether it will only include those flagged as attorney-client privileged or related to FMLA matters; asked for clarification that 5 of the 6 mailboxes will be reviewed based only on select search terms and asked if all non-privileged communications will need review.

Maggie Keenan indicated that all e-mails must be reviewed to determine if privilege applies.

Mr. McAleer asked how privileged communication is determined; stated that his original understanding would be segregating those requiring review from those that do not.

Jonathan McGory indicated search terms were not available at the time of original request and now that those search terms have been provided, a more refined search will be conducted on the 5 mailboxes for privileged or HIPPA-related matters; said that the Department of Information Technology was instructed to not segregate the 5 mailboxes since all will need to be reviewed, which should expedite the process.

Nan Baker asked for clarification as to whether this software purchase had been requested in the original contract for temporary attorney services or did the department expect to come back to request this software purchase.

Maggie Keenan indicated that the prior request to contract for temporary attorney services did not include the cost of software, which is why the cost of that service was relatively inexpensive and that the procurement of software began after that approval.

Ms. Baker asked if this software will provide any efficiencies that would expedite the process and reduce the amount of services required of the attorneys; asked if the deadline remains March 18 and is the department prepared to request an extension of time, in the event that is needed; recommended to proactively request a time extension and asked for clarification on the number of extensions already requested.

Mr. McAleer asked if we are paying more for the software by purchasing separately from attorney services.

Maggie Keenan motioned to approve the item; Michael Dever seconded. Item BC2019-162 was conditionally approved by unanimous vote.

BC2019-163

Fiscal Office/Board of Revision, recommending an award on RQ44430 and enter into a contract with GPI Enterprises, Inc. in the amount not-to-exceed \$24,999.00 for temporary staffing services for the period 3/1/2019 – 6/30/2019.

Funding Source: Real Estate Assessment

Shelley Davis, Board of Revision, presented. Dale Miller commented on a prior amendment to the Charter that provides the benefit of greater operational flexibility and opportunities for temporary employment, so the Board of Revision may operate more efficiently. Maggie Keenan motioned to approve the item; Dale Miller seconded. Item BC2019-163 was unanimously approved.

BC2019-164

Department of Human Resources, submitting an amendment to Contract No. CE1700057 for the Wellness Program for County employees for the period 4/1/2017 – 12/31/2019, to change the name of the provider from Viverae, Inc. to Simplywell, Inc., effective 3/4/2019 and for additional funds in the amount not-to-exceed \$2,000.00.

Funding Source: Self-Insurance Fund – Wellness

Holly Woods, Department of Human Resources, presented. Dale Miller asked if Simplywell, Inc. will be undergoing another name change. Nan Baker asked why the rates did not remain the same as under the original contract and asked whether the rates would have remained the same if Viverae, Inc. had not been bought out; recommended that consideration be given, that the vendor increased rates in the middle of the contract term which expires at the end of the year, when contracting for the next Wellness Program. Dale Miller asked if biometric screenings for employees have been scheduled for this year. Maggie Keenan asked if there are plans to issue a Request for Proposals at the end of this contract term. Maggie Keenan motioned to approve the item; Dale Miller seconded. Item BC2019-164 was unanimously approved.

BC2019-165

Department of Human Resources,

a) Submitting an RFP exemption on RQ44582, which will result in an award recommendation to W.B. Mason Co., Inc. in the amount not-to-exceed \$1,670.92 for the purchase of supplies for Worker's Compensation staff for the period 8/17/2018; 8/24/2018; & 12/10/2018.

b) Recommending an award on RQ44582 to W.B. Mason Co., Inc. in the amount not-to-exceed \$1,670.92 for the purchase of supplies for Worker's Compensation staff for the period 8/17/2018; 8/24/2018; & 12/10/2018.

Funding Source: Workers' Compensation

Holly Woods, Department of Human Resources, presented. Nan Baker asked why invoices from August, 2018 are now just being presented for approval and asked if additional invoices are still outstanding. Maggie Keenan asked if these items were purchased without appropriate authorization, as existing policy states that these items could not be paid by office voucher. Lenora Lockett clarified that the W.B. Mason contract is strictly for the purchase of office supplies, which these items were not; stated that in preparation for the Enterprise Resource Planning Project, the County is basically preparing departments for all items that may have been processed but not in the preferred method; said that office vouchers are for purchases \$500 and below for the year, per vendor. Angie Rich concurred with Ms. Lockett and said

these invoices should not have been held but rather quotes should have been sought through an informal bid and presented to the Board for approval prior to purchase. Maggie Keenan commented that there seems to be a reoccurring issue of purchases being made using public dollars without legal authority and said that procurement processes and controls are in place for a reason. Maggie Keenan motioned to approve the item; Trevor McAleer seconded. Item BC2019-165 was unanimously approved.

BC2019-166

Department of Public Safety and Justice Services, recommending an award on RQ43705 and enter into a contract with Cleveland Rape Crisis Center in the amount not-to-exceed \$82,345.56 for implementation of the Direct Service for Survivors Program in connection with the FY2018 STOP Violence Against Women Act Grant for the period 1/1/2019 – 12/31/2019.

Funding Source: FY18 VAWA BLOCK Grant

Mary Beth Vaughn, Department of Public Safety and Justice Services, presented. Nan Baker asked for the reason for late submission and if any services were delayed as a result. Maggie Keenan motioned to approve the item; Trevor McAleer seconded. Item BC2019-166 was unanimously approved.

BC2019-167

Department of Public Safety and Justice Services, recommending an award on RQ44559 and enter into a contract with Spec. Rescue International, Inc. in the amount not-to-exceed \$9,850.00 for Advanced Shoring/Emergency Building Stabilization training for Ohio Homeland Region 2 Urban Search & Rescue team members for the period 3/4/2019 – 3/23/2019.

Funding Source: FY16 State Homeland Security Grant

Mary Beth Vaughn, Department of Public Safety and Justice Services, presented. There were no questions. Maggie Keenan motioned to approve the item; Dale Miller seconded. Item BC2019-167 was unanimously approved.

BC2019-168

Department of Public Safety and Justice Services, submitting an amendment to Contract No. CE 1700332 with Selex ES, Inc. for implementation the County-wide Fixed Automated License Plate Recognition Project for the period 12/1/2017 – 6/30/2021 for additional funds in the amount not-to-exceed \$2,595.00.

Funding Source: Criminal Justice Info Sharing

Mary Beth Vaughn, Department of Public Safety and Justice Services, presented. Nan Baker asked for clarification on the funding being requested. Maggie Keenan motioned to approve the item; Dale Miller seconded. Item BC2019-168 was unanimously approved.

The following item was amended to include the procurement method as an RFP Exemption.

BC2019-169

Cuyahoga County Sheriff's Department,

a) Submitting an RFP exemption on RQ44792, which will result in an award recommendation to Alliance Healthcare Solutions, LLC in the amount not-to-exceed \$500,000.00 for temporary Nursing services for all County Jail medical facilities for the period 3/4/2019 – 12/31/2019.

b) Recommending an award on RQ44792 to Alliance Healthcare Solutions, LLC in the amount not-to-exceed \$500,000.00 for temporary Nursing services for all County Jail medical facilities for the period 3/4/2019 – 12/31/2019.

Funding Source: General Fund

Donna Kaleal, Sheriff's Department, presented. Trevor McAleer asked if this contract will provide sufficient staffing until the transition of services to MetroHealth is complete; and asked how the pricing compares to the current temporary nursing services contract; Ms. Kaleal indicated that she will research and provide a response to the Board members. Mr. McAleer asked if we have utilized Educare staffing services to capacity.

Nan Baker asked if communications between MetroHealth and the County can be improved upon to anticipate future staffing needs.

Maggie Keenan commented that maintaining staffing is dependent upon the number of nurses on staff, as it is anticipated that County nurses will be leaving their jobs that will need to be backfilled by contracted workers, as the transition gets closer and as County employees continue to attrition out; said that it is difficult to determine how many staff will call off at any time, as well as covering vacation time of workers, which creates the on-going issue of predicting staffing needs; said that staffing levels will continue to be monitored weekly but it's difficult to forecast the staffing needs months from now.

Nan Baker asked if additional temporary services will be needed at the end of the year due to contract negotiations with the nurses' 5-year contract that will be ending.

Ms. Keenan stated that the department should have a sense as to their needs by 4th quarter and if the need is unclear by July, the department will proceed with an amendment for additional funding.

Trevor McAleer said there is an effort to incentivize the existing County nurses to stay through the transition but it is best to have a contract in place, if necessary; said that the agreement should be crafted and presented in the next 4-6 weeks which should give a clearer picture on future nursing needs.

Maggie Keenan motioned to approve the item; Trevor McAleer seconded. Item BC2019-169 was unanimously approved, as amended.

BC2019-170

Department of Health and Human Services/Cuyahoga Job and Family Services, submitting an amendment to Contract No. CE1700021 with CHN Housing Partners fka Cleveland Housing Network, Inc. for utility assistance and financial counseling services for TANF eligible residents for the period 4/1/2017 – 3/31/2019 to extend the time period to 3/31/2020 and for additional funds in the amount not-to-exceed \$115,607.83.

Funding Source: Temporary Assistance for Needy Families

Robert Math, Cuyahoga Job and Family Services, presented. Maggie Keenan asked if the location for services is at the CHN Housing Partners site or at the Virgil E. Brown Building on Payne Avenue. Maggie Keenan motioned to approve the item; Trevor McAleer seconded. Item BC2019-170 was unanimously approved.

BC2019-171

Department of Health and Human Services/Community Initiatives Division/Office of Homeless Services, submitting an amendment to Contract No. CE1800174 with West Side Catholic Center for fiscal agent services in connection with the Identification Documentation Collaborative for the period 3/1/2018 – 2/28/2019 to extend the time period to 2/29/2020 and for additional funds in the amount not-to-exceed \$170,000.00.

Funding Source: Health and Human Services Levy Fund

Shari Weir, Office of Homeless Services, presented. Dale Miller commented that the West Side Catholic Shelter collaborates with 30 different community organizations to serve a large population of 4,000 - 5,000 people per year. Maggie Keenan motioned to approve the item; Dale Miller seconded. Item BC2019-171 was unanimously approved.

BC2019-172

Department of Health and Human Services/Division of Senior and Adult Services,

a) Submitting an RFP exemption on RQ44923, which will result in an award recommendation to Romona Robinson in the amount not-to-exceed \$2,500.00 for speaker services for the annual Senior Center Innovation Forum, to be held at the Holiday Inn, Independence on 5/10/2019.

b) Recommending an award on RQ44923 and enter into a contract with Romona Robinson in the amount not-to-exceed \$2,500.00 for speaker services for the annual Senior Center Innovation Forum, to be held at the Holiday Inn, Independence on 5/10/2019.

Funding Source: Health and Human Services Levy Fund

Paul Porter, Division of Senior and Adult Services, presented. Nan Baker asked if costs are for speaker fees only. Maggie Keenan motioned to approve the item; Nan Baker seconded. Item BC2019-172 was unanimously approved.

BC2019-173

Office of the Medical Examiner,

a) Submitting an RFP exemption on RQ44838, which will result in an award recommendation to Envantage, Inc. in the amount of \$4,367.20 for the repair of (1) Agilent Gas Chromatographic Instrument for use by the Drug Chemistry Lab for the period 1/24/2019 – 3/19/2019.

b) Recommending an award on RQ44838 to Envantage, Inc. in the amount of \$4,367.20 for the repair of (1) Agilent Gas Chromatographic Instrument for use by the Drug Chemistry Lab for the period 1/24/2019 – 3/19/2019.

Funding Source: Medical Examiner Lab Fund

Hugh Shannon, Office of the Medical Examiner, presented. There were no questions. Maggie Keenan motioned to approve the item; Trevor McAleer seconded. Item BC2019-173 was unanimously approved.

C. – Consent Agenda

Maggie Keenan requested that the department respond to Council members' advanced questions related to BC2019-174 - Department of Public Works, submitting for a grant application and grant award from the Ohio Department of Transportation. Nichole English, Department of Public Works, presented. Nan Baker asked if the \$11,045.00 is for work completed in 2018 and if it has already been expended and asked for clarification on use of General Fund. There were no further questions. Maggie Keenan motioned to approve items BC2019-174 through -179; Dale Miller seconded, the consent items were unanimously approved.

BC2019-174

Department of Public Works,

a) Requesting approval to apply for grant funds from Ohio Department of Transportation, Office of Aviation in the amount of \$11,045.00 for removal of obstructions in connection with the Runway Safety Area 6/24 Rehabilitation Project located at the Cuyahoga County Airport 26300 Curtiss Wright Parkway, Richmond Heights in connection with the FY2018 Ohio Airport Matching Grant Program for the period 2/15/2018 – 12/31/2018.

b) Submitting a grant award from Ohio Department of Transportation, Office of Aviation in the amount of \$11,045.00 for removal of obstructions in connection with the Runway Safety Area 6/24 Rehabilitation Project located at the Cuyahoga County Airport 26300 Curtiss Wright Parkway, Richmond Heights in connection with the FY2018 Ohio Airport Matching Grant Program for the period 2/15/2018 – 12/31/2018.

Funding Source: 90% of the eligible costs up to a maximum of \$198,811.00 by FAA, 5 % - \$11,045.00 by ODOT Aviation, and 5 % - \$11,045.00 by General Funds

BC2019-175

Department of Information Technology, recommending to rescind Board Approval No. BC2019-85, dated January 28, 2019, which authorized an award on RQ44390 to Gov Connection, Inc. for the following item:

IS-19-44390	(8) New HP ProDisplay LED LCD monitors and (9) New HP Keyboard mouse bundles for Emergency Operations Center	Department of Information Technology	Gov Connection, Inc.	\$1,000.50	General Fund
-------------	---	--------------------------------------	----------------------	------------	--------------

BC2019-176

Department of Public Safety and Justice Services, submitting an amendment to a grant agreement with U.S. Department of Homeland Security/Federal Emergency Management Agency for the purchase of equipment and National Incident Management Systems (NIMS) position specific course training in connection with the FY2015 Port Security Grant Program for the period 9/1/2015 – 8/31/2018 to extend the time period to 8/31/2019; no additional funds required.

Original Funding Source: FY2015 Port Security Grant

BC2019-177

Department of Health and Human Services/Community Initiatives Division/Office of Early Childhood, submitting a grant award from the St. Luke's Foundation in the amount not-to-exceed \$178,500.00 for expansion of the Universal Pre-Kindergarten 2.0 Program for the period 1/1/2019 – 12/31/2019.

Funding Source: St. Luke's Foundation

BC2019-178

Fiscal Office, Presenting Proposed Travel Requests for the week of 3/4/2019

<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>Agency of the Inspector General</i>	<i>Valissa Turner Howard</i>	<i>A meeting entitled "Council on Governmental Ethics Laws (COEGL) 2019 Program Committee Meeting"</i>	<i>Council on Governmental Ethics Laws (COGEL)</i>	<i>3/7/-3/9/2019</i>	<i>Chicago, Illinois</i>	<i>***Airfare - \$513.18</i> <i>**Lodging- \$340.00</i> <i>**Meals - \$48.00</i> <i>**Ground Transportation \$60.00</i> <i>Total – \$961.18</i>	<i>General Fund</i>

***Staff reimbursement*

****Airfare will be covered by a contract with the County's Travel Vendor – (\$513.18)*

Purpose:

The Council on Governmental Ethics Laws (COGEL) is an organization of government ethics administrators whose members work in the fields of governmental ethics, freedom of information, elections, lobbying, and campaign finance. The purpose of the COGEL 2019 Program Committee Meeting in Chicago is to plan the organization's 2019 annual conference.

<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>Public Defender's Office</i>	<i>Alonda Bush, David Eidenmiller, George, Joseph Giersz, Linda Gonzalez, Jason Haller, Ashley Loyke, and David Magee</i>	<i>A seminar entitled "2019 Spring Meeting & Seminar: Cross-Examination Techniques"</i>	<i>National Association of Criminal Defense Lawyers (NACDL)</i>	<i>5/1/- 5/4/2019</i>	<i>Nashville, TN</i>	<i>*Registration- \$2,232.00 **Lodging- \$2,424.24 ***Meals - \$984.00 ***Ground Transportation- \$360.00 ***Mileage- \$431.92 ***Parking- \$140.00 ****Airfare - \$1,295.76 Total - \$7,867.92</i>	<i>General Fund - \$4,563.39 Ohio Public Defender- \$3,304.53</i>

**Paid to the Host (NACDL)*

***Paid to vendor (Loews Vanderbilt Hotel)*

****Staff reimbursement*

****Airfare will be covered by a contract with the County's Travel Vendor – (\$1,295.76)*

As an operating cost, this travel is subject to 42% reimbursement by the Office of the Ohio Public Defender.

Purpose: The National Association of Criminal Defense Lawyers (NACDL) is an organization dedicated to serve as a leader, alongside diverse coalitions, in identifying and reforming flaws and inequalities in the criminal justice system and fully equipping members with the education and training to serve all accused persons at the highest level. The 2019 Spring Meeting & Seminar, "Cross-Examination Techniques," will offer specific sessions addressing proven and time-tested methods and vital cross-examination skills in trial practice.

Travel Requests							
Department	Staff	Event	Host	Dates of Travel	Location	Expenses	Funding Source
Public Defender's Office	Leah Winsberg, Amy Hollaway, and Elissa Schooler	A conference entitled "2019 National Conference on Parent Representation"	American Bar Association (ABA)	4/10/- 4/13/2019	Tyson's Corner, VA	*Registration Fees – \$1,115.00 **Lodging- \$2,308.32 ***Meals - \$408.00 ***Mileage - \$412.00 ***Parking- \$75.00 Total - \$4,318.32	General Fund - \$2,504.63 Ohio Public Defender- \$1,813.69

**Paid to the Host (American Bar Association)*

***Paid to vendor (The Ritz-Carlton, Tyson's Corner)*

****Staff reimbursement*

Purpose:

As an operating cost, this travel is subject to reimbursement in the amount of \$1,813.69 by the Office of the Ohio Public Defender.

The American Bar Association (ABA) Spring 2019 National Conference is designed to train, engage, and provide opportunities for networking and dialogue among law professionals who practice in a variety of areas and specifically professionals who focus on parent advocacy. The workshops facilitate small group discussions, and plenary sessions on relevant topics will move the parent representation practice forward and improve outcomes for children and families.

	<i>Travel Requests</i>						
<i>Department</i>	<i>(Fellows)</i>	<i>Event</i>	<i>Host</i>	<i>Dates of Travel</i>	<i>Location</i>	<i>Expenses</i>	<i>Funding Source</i>
<i>Cuyahoga County Council</i>	<i>Curt Williams – County Council and Chris Hoey – Office of Re-Entry</i>	<i>A Conference entitled “Smart Cities Connect Conference and Expo”</i>	<i>Smart Cities Connect & US Ignite</i>	<i>4/1/- 4/4/2019</i>	<i>Denver, Colorado</i>	<i>*Registration Fees – \$1,390.00 **Lodging- \$1,400.00 **Meals - \$246.00 **Ground Transportation- \$100.00 ***Airfare – \$700.00 Total - \$3,836.00</i>	<i>Cleveland Foundation Fellow Grant</i>

**Paid to the Host*

***Staff reimbursement*

**** Airfare will be covered by a contract with the County’s Travel Vendor – (\$700.00)*

Purpose:

Smart Cities Connect provides meaningful content and connect a thoughtful community of decision-makers to empower smart cities at all stages of growth. Smart Cities Connect Conference and Expo offers a comprehensive conference, exposition and accelerator of smart city innovation by delivering premium networking and educational opportunities with a keen focus on city leaders and their priorities, working closely with the technology community to bring together the largest collection of intelligent systems providers.

<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>
HS-19-44775	(13) Adobe Creative Cloud software licenses for Communications Department	Department of Health and Human Services	Zones, Inc.	\$11,667.11	Health and Human Services Levy Fund
JA-19-44539	(2) Explosive Ordnance Disposal Kits for Lake, Geauga and Ashtabula Counties Bomb Technicians	Department of Public Safety and Justice Services	Pro-Tech Sales	\$12,742.25	FY2017 State Homeland Security Grant Program
JA-19-44571	Materials needed for Urban Search and Rescue training	Department of Public Safety and Justice Services	Mentor Lumber & Supply Co.	\$4,502.40	FY2016 State Homeland Security Grant Program
CT-18-44981	Fire alarm services at Jail II	Department of Public Works	Honeywell Building Solutions	Not-to-exceed \$22,847.52	General Fund – Internal Service Fund
CT-19-44744	Galvanized U-Channel Posts for Sign Shop	Department of Public Works	Fanta Equipment Company	\$14,700.00	General Fund – Internal Service Fund
CT-19-44805	Hydrotest, recharge and purchase replacement fire extinguishers, as needed, for various County buildings	Department of Public Works	Gene Ptacek & Son	Not-to-exceed \$9,500.00	General Fund – Internal Service Fund
CT-19-44833	Airfield lamps for County Airport	Department of Public Works	Flight Light Inc.	\$2,739.48	Enterprise Fund
CT-19-44870	Brown Kraft record jackets for Print Shop	Department of Public Works	Western States Envelopes and Label	\$6,152.80	General Fund – Internal Service Fund
CT-19-44871	Envelopes for Print Shop	Department of Public Works	Western States Envelopes and Label	Not-to-exceed \$15,000.00	General Fund – Internal Service Fund
CT-19-44881	Replacement steam heating coils for Unimac Dryer at Jail II	Department of Public Works	Eierdam and Associates Inc.	\$3,156.00	General Fund – Internal Service Fund
CT-19-44883	Confined space retrieval system (safety equipment) for Road and Bridge	Department of Public Works	Pro Tools	\$2,115.30	Road and Bridge Fund
CT-19-44912	Cleaning supplies for use at various County buildings	Department of Public Works	Joshen Paper and Packaging	Not-to-exceed \$24,500.00	General Fund – Internal Service Fund
CT-19-44944	Polycarbonate glass for Inmate Restraint Cell at Jail I	Department of Public Works	Glassworks	\$1,248.14	General Fund – Internal Service Fund

CT-19-44976	9"x12" Catalog envelopes for Print Shop	Department of Public Works	The Envelope Printery of Ohio	\$655.00	General Fund – Internal Service Fund
CT-19-44980	Presort mailing services	Department of Public Works	Midwest Direct	\$968.06	General Fund – Internal Service Fund
CT-19-44989	Legal notice: Vacate portion of Warrensville Center Road	Department of Public Works	Plain Dealer	Not-to-exceed \$2,500.00	Road and Bridge Fund
CR-19-44825	Promotional mugs for Medicolegal Training participants	Medical Examiner's Office	Koppel Advertising	\$710.64	General Fund is reimbursed by training participants' fees
CR-19-44843	(7) Uninterruptible Power Supply for use in power surges and outages	Medical Examiner's Office	MNJ Technologies Direct, Inc.	\$7,896.00	General Fund
CR-19-44884	Disposal of lab waste for Histology Lab	Medical Examiner's Office	Chemtron Corporation	\$4,960.00	Medical Examiner's Office Lab Fund
SH-19-44837	Replacement batteries for portable radios	Sheriff's Department	Above & Beyond Electronics LLC	\$1,321.25	General Fund
SH-19-44857	Shower curtains and rods	Sheriff's Department	ATD-American Company	\$4,470.00	General Fund
SH-19-44936	Tags for inmate clothing identification	Sheriff's Department	WB Mason Co.	\$927.75	General Fund
SH-19-44938	Universal remote controls and television antennas for inmate jail pods	Sheriff's Department	Above & Beyond Electronics LLC	\$132.60	General Fund
SH-19-44938	Universal remote controls and television antennas for inmate jail pods	Sheriff's Department	HPM Business Systems	\$1,139.00	General Fund

Items/Services Received and Invoiced but not Paid:

Requisition #	Description	Department	Vendor Name	Total	Funding Source
JA-19-44988	Reimbursement of eligible overtime and back-fill expenses for participation in Hazardous Materials Sampling Techniques Course*	Department of Public Safety and Justice Services	City of Parma	\$1,674.18	FY2016 State Homeland Security Grant Program
CF-19-44934	Post Adoption Special Services Subsidy: Residential treatment services**	Division of Children and Family Services	The Village Network	\$5,747.76	Health and Human Services Levy Fund

*Alternate procurement process and exemption from aggregation for reimbursement of eligible overtime and back-fill expenses to communities for specialized grant-funded training and exercise events for the period 7/23/2018 – 7/22/2023 approved by Board of Control Approval No. BC2018-482 dated 7/23/2018.

*** Alternate procurement process to authorize payments to various providers for Post Adoption Special Services Subsidy (PASSS) consisting of counseling, respite and residential treatment services for the period 4/15/2018 – 4/14/2021 approved by Board of Control Approval No. BC2018-255 dated 4/23/2018.*

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

Additional Item

BC2019- 180

Department of Information Technology,

a) Submitting an RFP exemption on RQ44971, which will result in an award recommendation to Sherpa Government Solutions LLC in the amount not-to-exceed \$14,005.60 for the purchase of (10) budget management software licenses and maintenance on business objects in connection with the Enterprise Resource Planning System.

b) Recommending an award on RQ44971 to Sherpa Government Solutions LLC in the amount not-to-exceed \$14,005.60 for the purchase of (10) budget management software licenses and maintenance on business objects in connection with the Enterprise Resource Planning System.

Funding Source: General Fund

Jeanelle Greene, Department of Information Technology, presented.

Dale Miller asked if this amount is deducted from the Enterprise Resource Planning Project Contingency Fund. Maggie Keenan asked if this software is used for creating reports. Trevor McAleer asked if only analysts in the Office of Budget and Management will require licensing or will other agencies' Business Managers need access also; and asked if we will eventually need additional licenses.

Ms. Keenan commented that anyone can go into the system to complete ad hoc reporting tasks and does not anticipate the need for additional licenses for all users as these 10 licenses are for use in preparing fixed reports by the Office of Budget and Management.

Dale Miller motioned to amend the agenda to consider the item; Trevor McAleer seconded. Maggie Keenan motioned to approve the item; Dale Miller seconded; Item BC2019-180 was unanimously approved.

Time Sensitive/Mission Critical

BC2019-181

Office of the Medical Examiner, recommending an award on RQ45003 to Dodd Camera in the amount not-to-exceed \$1,599.44 for the emergency repair of (2) Nikon lenses for Photography Lab and (2) Canon cameras for Fingerprint Lab.

Funding Source: General Fund

Hugh Shannon, Office of the Medical Examiner, presented. Dale Miller asked how the equipment became damaged. Dale Miller motioned to amend the agenda to consider the item; Trevor McAleer seconded. Maggie Keenan motioned to approve the item; Dale Miller seconded; Item BC2019-181 was unanimously approved

VI – PUBLIC COMMENT

There was no public comment.

VII – ADJOURNMENT

Maggie Keenan motioned to adjourn; Trevor McAleer seconded. The motion to adjourn was unanimously approved at 12:22 p.m.