

Minutes

Cuyahoga County Board of Control
Monday, July 1, 2019 at 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:

Dennis Kennedy, Fiscal Officer, Fiscal Office (Alternate for Armond Budish)
Councilman Dale Miller
Councilwoman Nan Baker
Trevor McAleer, County Council (Alternate for Dan Brady)
Michael Chambers, Finance and Operations Administrator, Department of Public Works
(Alternate for Michael Dever)
Lenora Lockett, Director, Office of Procurement and Diversity

II – REVIEW MINUTES – 6/24/2019

Dennis Kennedy motioned to approve the minutes from the June 24, 2019 meeting; Trevor McAleer seconded. The minutes were unanimously approved as written.

III – PUBLIC COMMENT

There was no public comment related to the agenda.

IV- CONTRACTS AND AWARDS

A. – Tabled Items

B. – New Items for Review

BC2019-490

Department of Public Works, submitting an amendment to Contract No. CE1700151 with Quick Employment, LLC for sourcing and staffing of temporary employees for the period 8/8/2017 – 12/31/2019 for additional funds in the amount not-to-exceed \$19,152.00.

Funding Source: General Fund – Internal Service Fund

Michael Chambers, Department of Public Works, presented. Dale Miller asked if hiring practices are contributing to the need for temporary staffing services and what portions of this amendment are related to position vacancies and the Enterprise Resource Planning Project; and expressed his support for this amendment due to the important work the department provides to the communities. Nan Baker asked how much lead time is needed to prepare for staff that are retiring. Dennis Kennedy motioned to approve the item; Dale Miller seconded. Item BC2019-490 was unanimously approved.

BC2019-491

Department of Information Technology, submitting an amendment to Contract No. CE1600126 with Mythics, Inc. for Oracle database software support and maintenance services for the period 6/1/2016 – 5/31/2019 to extend the time period to 5/31/2020, to expand the scope of services to add Oracle Database Standard Edition One license, effective 6/1/2019 and for additional funds in the amount not-to-exceed \$327,236.85.

Funding Sources: General Fund; Domestic Relations Bureau of Support; DoIT Mainframe Operations and Fiscal Real Estate Assessment, Tax Assessments

Jeanelle Greene and Dennis Sullivan, Department of Information Technology, presented. Nan Baker asked if the contract is being extended due to the Enterprise Resource Planning Project (ERP) schedule; asked for clarification on the end date and asked how that date and additional funding correlates with the anticipated ERP roll out. Dennis Kennedy stated that the original proposed savings will not be realized until current operating system costs can be eliminated and that the longer the ERP Project is delayed, the longer it will take for savings to occur. Ms. Baker asked if funds are being tracked and that all costs, including those caused by delays, will be identified when budgets are approved; and expressed the importance that all project funds are being accounted for.

Mr. Kennedy stated that the current systems, such as FAMIS, must be in place for a period of time to continue operations and that the County is not yet ready for services to be eliminated, due to delays with ERP, as originally anticipated. Mr. Kennedy stated that the Harris Project has similar issues and additional renewals are expected; and stated that the accounting of these expenses will be shared with the Board members to get a better perspective of the current state.

Trevor McAleer asked if the Harris Project completion date has been determined. Dennis Kennedy motioned to approve the item; Trevor McAleer seconded. Item BC2019-491 was unanimously approved.

BC2019-492

Department of Information Technology, on behalf of the Department of Public Works, submitting an amendment to Contract No. CE1900129 with Infor Public Sector, Inc. for the purchase of (88) Enterprise Asset Management Module Enterprise Edition mobile subscription licenses for the period 3/1/2018 – 2/29/2024, to expand the scope of services by adding (30) licenses, effective 7/1/2019 and for additional funds in the amount not-to-exceed \$78,926.40.

Funding Source: Central Services Fund

Jeanelle Greene, Department of Information Technology and Michael Chambers, Department of Public Works, presented. Trevor McAleer asked why the additional 30 licenses were not included in the original purchase and whether all 88 licenses are currently in use. Nan Baker asked if this will be an on-going expense in the future. Dennis Kennedy motioned to approve the item; Dale Miller seconded. Item BC2019-492 was unanimously approved.

BC2019-493

Department of Information Technology, submitting an amendment to Contract No. CE1600274 with Infor Public Sector, Inc. for information technology services and solutions for the Enterprise Resource Planning System for the period 10/27/2016 – 10/26/2021 to expand the scope of services to add 8 hours of retraining on the WFM Clocks for ERP staff, effective 7/1/2019; no additional funds required.

Funding Source: Original Contract – ERP Capital Projects Fund (General Fund)

Jeanelle Greene, Department of Information Technology, presented. Trevor McAleer asked what the starting and remaining balances of the 99 Fund are and requested a breakdown of expenses used from this Fund; and asked if the County has sole discretion on use of 99 Funds or does Infor need to approve also. Dennis Kennedy stated that a decision document must be proposed and signed by Infor and the County to accept the changes for use of the original funds.

Nan Baker asked if all the 99 Fund will be used and if not, will that money be returned and asked how the remaining funds will be used.

Dale Miller asked if the features included in the training are already in use or not yet operational; and asked for further clarification of Ms. Greene's presentation, as to whether the clock system for ERP is ready but not yet implemented. Dennis Kennedy motioned to approve the item; Dale Miller seconded. Item BC2019-493 was unanimously approved.

BC2019-494

Department of Human Resources,

a) Submitting an RFP exemption on RQ46085, which will result in a payment to Medical Resource Group, Inc. in the amount of \$1,995.00 for deposition scheduling fees, impairment ratings, exam letters, file reviews and no-show impairment rating fees for Workers' Compensation claims and Fitness for Duty for the period 3/7/2019-5/7/2019.

b) Recommending an award on RQ46085 to Medical Resource Group, Inc. in the amount of \$1,995.00 for payment of deposition scheduling fees, impairment ratings, exam letters, file reviews and no-show impairment rating fees for Workers' Compensation claims and Fitness for Duty for the period 3/7/2019-5/7/2019.

Funding Source: Workers' Compensation Fund

Patrick Smock, Department of Human Resources, presented. There were no questions. Dale Miller motioned to approve the item; Trevor McAleer seconded. Item BC2019-494 was unanimously approved.

BC2019-495
Fiscal Department,

a) Submitting an RFP exemption on RQ45960, which will result in an award recommendation to Environments 4 Business, LLC in the amount not-to-exceed \$21,016.95 for a state contract purchase of office furniture for the Bedford Auto Title facility located at 22121 Rockside Road.

b) Recommending an award on RQ45960 to Environments 4 Business, LLC in the amount not-to-exceed \$21,016.95 for a state contract purchase of office furniture for the Bedford Auto Title facility located at 22121 Rockside Road.

Funding Source: Certificate of Title Administration Fund

Christina Papa, Fiscal Department, presented. Dennis Kennedy thanked Ms. Papa and the Department of Public Works for coordinating the opening of the Bedford Auto Title facility. Dale Miller asked if this office is located next to similar State facilities. Dennis Kennedy motioned to approve the item; Dale Miller seconded. Item BC2019-495 was unanimously approved.

BC2019-496

Office of Procurement and Diversity, submitting an amendment to Contract No. CE1800477 with Dunbar Armored, Inc. for armed guard and armored truck services for various County departments for the period 1/1/2019 – 12/31/2021, to expand the scope of services by adding 7 pick-up locations for Fiscal Office/General Services, effective 7/1/2019 and for additional funds in the amount not-to-exceed \$13,825.00.

Funding Source: General Fund

Lenora Lockett, Office of Procurement and Diversity, presented. There were no questions. Dennis Kennedy motioned to approve the item; Trevor McAleer seconded. Item BC2019-496 was unanimously approved.

BC2019-497

Department of Public Safety and Justice Services,

a) Submitting an RFP exemption, which will result in an award recommendation to AT&T Corporation in the amount not-to-exceed \$178,272.00 for network connectivity services for the Next Generation Vendor-Hosted 911 System for the period 7/1/2019 – 6/30/2024.

b) Recommending an award to AT&T Corporation in the amount not-to-exceed \$178,272.00 for network connectivity services for the Next Generation Vendor-Hosted 911 System for the period 7/1/2019 – 6/30/2024.

Funding Source: Wireless 9-1-1 Government Assistance Fund

Alex Pellom, Department of Public Safety and Justice Services, presented. Dale Miller asked for an explanation of how this system operates in connection with the 911 System and asked for clarification that this system is just one part of the emergency response system. Dennis Kennedy motioned to approve the item; Dale Miller seconded. Item BC2019-497 was unanimously approved.

BC2019-498

Department of Public Safety and Justice Services, recommending an award on RQ45315 to EdgeOne LLC dba EdgeTech (10-2) in the amount not-to-exceed \$46,750.00 for the purchase of a Towfish Sonar System for the Ohio Region 2 Water Rescue Group.

Funding Source: FY2017 Urban Area Security Initiative Grant Funds

Alex Pellom, Department of Public Safety and Justice Services, presented. Trevor McAleer asked for clarification on the department's item details summary as to the number of bids submitted and how many vendor awards are being made. Lenora Lockett stated that the 2 bids referred to in the item details are presumed to be those that were further evaluated after receipt. Nan Baker asked how the Towfish Sonar System is used. Dennis Kennedy motioned to approve the item; Trevor McAleer seconded. Item BC2019-498 was unanimously approved.

BC2019-499

Department of Health and Human Services/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 to extend the time period to 6/30/2020 and for additional funds in the amount not-to-exceed \$265,000.00.

Funding Source: Health and Human Services Levy Fund

There was no department representative available to present this item. Trevor McAleer stated that this is a routine contract and was comfortable proceeding to vote on this item. The remaining Board members concurred with Mr. McAleer's recommendation. Dennis Kennedy motioned to approve the item; Trevor McAleer seconded. Item BC2019-499 was unanimously approved.

BC2019-500

Department of Health and Human Services/Community Initiatives Division/Office of Early Childhood, submitting an amendment to Agreement No. AG1800108 with Educational Service Center of Cuyahoga County for the provision of an Early Childhood Mental Health Coordinator for the period 7/1/2018 – 6/30/2019 to extend the time period to 9/30/2019, to modify the terms, effective 7/1/2019 and for additional funds in the amount not-to-exceed \$21,418.62.

Funding Source: Health and Human Services Levy Fund

Marcos Cortes, Office of Early Childhood, presented. Nan Baker asked if the Early Childhood Mental Health Coordinator will be a new position and asked what the salary will be. Dennis Kennedy motioned to approve the item; Trevor McAleer seconded. Item BC2019-500 was unanimously approved.

BC2019-501

Department of Health and Human Services/Cuyahoga Job and Family Services, submitting an amendment to Contract No. CE1600221 with Seattle Jobs Initiative for implementation of a Supplemental Nutrition Assistance and Employment Training Program for the period 8/15/2016 – 6/30/2019 to extend the time period to 6/30/2020, to expand the scope of services by adding technical assistance services, effective 7/1/2019 and for additional funds in the amount not-to-exceed \$150,000.00.

Funding Source: Health and Human Services Levy

Paul Bounds, Cuyahoga Job and Family Services, presented. Dale Miller, Nan Baker and Dennis Kennedy asked various questions for clarification on the contract history and time periods of prior amendments referenced in the item details. Mr. Kennedy asked for additional information on how the scope of services are being expanded. Ms. Baker asked if this will be the last amendment to this contract. Dennis Kennedy motioned to approve the item; Dale Miller seconded. Item BC2019-501 was unanimously approved.

BC2019-502

Department of Health and Human Services/Division of Children and Family Services, submitting an amendment to Agreement No. AG1800043 with University of Maryland, Baltimore, on behalf of the School of Social Work/Institute for Innovation and Implementation to develop, integrate and sustain best practices and programs to improve the well-being, stability and permanency of Lesbian, Gay, Bisexual, Transgender, Questioning, and Two-Spirit (LGBTQ2S) Children and Youth in foster care for the period 9/30/2017 – 9/29/2019 to extend the time period to 9/30/2019 and for additional funds in the amount not-to-exceed \$240,000.00.

Funding Source: University of Maryland, Baltimore Grant

Jennifer Croessman, Division of Children and Family Services, presented. Dale Miller asked if the amendment is extending time from 2018 or 2019 and asked for confirmation if this request is to accept additional funds for this program. Mr. Miller also reflected upon the recent 50th anniversary of Stonewall. Trevor McAleer asked if the time extension of one day is correct, as printed on the agenda. Andria Richardson, Clerk of the Board of Control explained that the one-day extension is due to the prior amendment for funding from the University of Maryland, Baltimore being submitted with the incorrect end date of 9/29/2019 and that the end date should have been 9/30/2019. Dennis Kennedy asked for confirmation that the one-day extension is just to correct a technical error on the part of the grantor and to accept the receipt of the grant funds; and asked what the cumulative total of this contract is. Mr. McAleer asked how many youths are being served and if youths on a waiting list could be helped with additional staffing. Dale Miller motioned to approve the item; Dennis Kennedy seconded. Item BC2019-502 was unanimously approved.

BC2019-503

Department of Health and Human Services/Division of Senior and Adult Services, submitting an amendment to Agreement No. AG1800124 with the City of Euclid for development and implementation of Senior Center Innovation Programming in connection with the Senior Center Innovation Grant Program for the period 8/1/2018 – 7/31/2019 to extend the time period to 12/31/2019 and for additional funds in the amount not-to-exceed \$5,000.00.

Funding Source: Health & Human Services Levy

Paul Porter, Division of Senior and Adult Services, presented. Nan Baker asked why this service is only for the City of Euclid and if the award was due to the City of Euclid's entry into this challenge. Trevor McAleer asked if this could become a County-wide program and asked for data related to implementing this

program throughout the County. Dennis Kennedy asked if there are prohibiting factors for using Health and Human Services Levy Funds to expand services. Dennis Kennedy motioned to approve the item; Dale Miller seconded. Item BC2019-503 was unanimously approved.

The following item was held at the request of the Board of Control members.

BC2019-504

Department of Sustainability,

~~a) Submitting an RFP exemption on RQ45381, which will result in an award recommendation to Cleveland State University in the amount not to exceed \$80,000.00 for Microgrid and Clean Energy development support services for the period 7/1/2019 – 6/30/2020.~~

~~b) Recommending an award on RQ45391 and enter into a contract with Cleveland State University in the amount not to exceed \$80,000.00 for Microgrid and Clean Energy development support services for the period 7/1/2019 – 6/30/2020.~~

~~Funding Source: Sustainability Projects Fund~~

Monica Busam, Department of Sustainability, presented. Dennis Kennedy asked for clarification on the number of awards being requested and asked for confirmation that a related contract is being considered by County Council. Nan Baker stated that a related contract will be considered for approval at the 7/23/2019 County Council meeting and recommended that this item be held until Council votes on the other contract to ensure funding is secure for both contracts. Ms. Baker asked if there was any urgency to approve this contract and said that this may be returned to Board of Control after the related contract is considered by all Council members. The other Board members concurred with Ms. Baker's recommendation.

C. – Consent Agenda

Andria Richardson, Clerk of the Board of Control, referred to Item BC2019-508- Proposed Purchases - Department of Public Works for a direct open market purchase award to Carr Bros. to change the Requisition No. from CT-19-2019 to CT-19-46155. There were no questions on the consent items. Dennis Kennedy motioned to approve items BC2019-505 through – 508; Dale Miller seconded, the consent items were unanimously approved as amended.

BC2019-505

Department of Public Works, submitting an amendment to Contract No. CE1900110 with Catts Construction, Inc. for resurfacing of Warrensville Center Road from Broadway Avenue to the Maple Heights North Corporation Line in the Cities of Bedford and Maple Heights for a decrease in the amount of (\$0.01).

Funding Source: (Original Contract): 73% Federal and 13% Ohio Public Works Commission (Issue 1), 14% Cuyahoga County using funds from \$5 Vehicle License Tax Fund

BC2019-506

Department of Health and Human Services/Community Initiatives Division/Office of Homeless Services, requesting authority to apply for grant funds from Ohio Development Services Agency in the amount of \$1,460,000.00 for the Homeless Crisis Response Program for the period 1/1/2020 – 12/31/2021.

Funding Source: Ohio Development Services Agency

BC2019-507

Fiscal Office presenting proposed Travel for the week of 7/1/2019

	<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>Department of Workforce Development</i>	<i>Mary Kelley</i>	<i>A conference entitled "National Association of Job Training Assistance (NAJA) Annual Conference"</i>	<i>National Association of Job Training Assistance (NAJA)</i>	<i>6/17/-6/20/2019</i>	<i>Detroit, MI</i>	<i>*Registration Fees – \$609.00 **Lodging- \$669.30 **Meals - \$178.00 **Mileage- \$174.23 Total- \$1,630.53</i>	<i>Workforce Innovation and Opportunity Act Fund</i>

**Paid to the Host*

***Staff reimbursement*

Purpose:

The National Association of Job Training Assistance (NAJA) Annual Conference provides seminars, workshops, and training for professionals in the field of workforce development.

<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 Safety and Justice Services – Division of Public Safety and Justice Services Administration</i>	<i>Dennis Waina</i>	<i>A seminar entitled “FY19 Department of Justice Financial Management Training Seminar”</i>	<i>United States Department of Justice</i>	<i>7/23/-7/26/2019</i>	<i>Washington, D.C.</i>	<i>**Lodging- \$617.28</i> <i>**Meals - \$240.00</i> <i>**Ground Transportation- \$156.00</i> <i>**Mileage- \$17.40</i> <i>**Parking- \$80.00</i> <i>**Baggage- \$100.00</i> <i>***Airfare- \$518.30</i> <i>Total- \$1,728.98</i>	<i>Public Safety Grant</i>

***Staff reimbursement*

****Airfare will be covered by a contract with the County’s Travel Vendor – (\$518.30)*

Purpose:

Th Office of Justice Programs (OJP) FY19 Department of Justice Financial Management Training Seminar offers 24 modules emphasizing the basics of financial grants management. As an OJP award recipient and award project coordinator, the Department of Justice has extended the invitation to the training seminar to support federal certification requirements.

BC2019-508

Office of Procurement & Diversity, presenting proposed purchases for the week of 7/1/2019

Requisition #	Description	Department	Vendor Name	Total	Funding Source
WT-19-45996	(100) Replacement Hon Ignition chairs and (15) bariatric chairs for Virgil E. Brown Building	Cuyahoga Job and Family Services	WB Mason	\$29,258.90	Health and Human Services Levy Fund
JA-19-46042	(60) Protective helmets and headlamps for the Urban Search & Rescue team members	Department of Public Safety and Justice Services	Team Wendy LLC	\$18,376.54	FY2017 Urban Area Security Initiative
CT-19-2019 CT-19-46155	Ready mix concrete for various road and bridge projects	Department of Public Works	Carr Bros.	Not-to-exceed \$49,500.00	Road and Bridge Fund
CT-19-45288	Guardrails and related materials for various road and bridge repairs	Department of Public Works	American Timber & Steel Inc.	Not-to-exceed \$20,000.00	Road and Bridge Fund
CT-19-46082	Kraft record jackets for Print Shop	Department of Public Works	Husky Envelope	\$5,906.00	General Fund – Internal Service Fund
SH-19-45907	Bulletproof vests for the Protective Service Officers	Sheriff's Department	Vance Outdoors Inc.	Not-to-exceed \$24,500.00	General Fund
SH-19-45928	(4,000) Rounds of duty ammunition and (14,000) rounds of practice ammunition for Protective Service Officers	Sheriff's Department	Vance Outdoors Inc.	\$5,451.20	General Fund
SH-19-45991	(1,100) Replacement mattresses for Jail	Sheriff's Department	JCS Jail Supplies	\$48,235.00	General Fund

Items/Services Received and Invoiced but not Paid:

Requisition #	Description	Department	Vendor Name	Total	Funding Source
CC002-19-45806	(1) (7) Adaptive Ergo Sit-Stand Workstation and filing supplies	Department of Human Resources	WB Mason	\$1,348.15	General Fund
RE-19-45901	(1,000) Bus tickets for transportation needs for trainings, job interviews, and workshops for returning citizens	Office of Reentry	Greater Cleveland Regional Transit Authority	\$3,750.00	General Fund

Open Market Purchases
(Over \$50,000 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

BC2019-509

Department of Health and Human Services, Division of Children and Family Services, recommending an award on RQ46077 to Anne Grady Services in the amount not-to-exceed \$24,999.99 for emergency placement services for the period 3/19/2019 – 12/31/2019.

Funding Source: 70% Health and Human Services Levy Fund and 30% Title IV-E

Christine Alexander, Cuyahoga Job and Family Services on behalf of Division of Children and Family Services, presented. Dale Miller asked what is the likelihood that the County will be providing services to this child until they are 18 years old, given the present age of the child now. Nan Baker asked how the child sustained their injuries. Trevor McAleer asked if this vendor will be added to the master contract. Dennis Kennedy motioned to amend the agenda to consider the item; Trevor McAleer seconded. Dennis Kennedy motioned to approve; Dale Miller seconded. Item BC2019-509 was unanimously approved.

Items of Note (non-voted)

Item No. 1

Department of Health and Human Services/Community Initiatives Division/ Office of Homeless Services, submitting a grant agreement from U.S. Department of Housing and Urban Development/Community Planning and Development in the amount of \$732,555.00 for the FY2018 Continuum of Care Program Competition for the period 11/1/2019 – 10/31/2020.

Funding Source: U.S. Department of Housing and Urban Development

Item No. 2

Department of Health and Human Services/Community Initiatives Division/ Office of Homeless Services, submitting a grant agreement from U.S. Department of Housing and Urban Development/Community Planning and Development in the amount of \$538,941.00 for Rapid Re-housing services for Families in connection with the FY2018 Continuum of Care Program Competition grant for the period 10/1/2019 – 9/30/2020.

Funding Source: U.S. Department of Housing and Urban Development

Item No. 3

Court of Common Pleas/Corrections Planning Board, submitting a grant award from Substance Abuse and Mental Health Services Administration in the amount of \$2,000,000 for the Cuyahoga County MAT Drug Court Expansion Project for the period 05/31/2019 - 05/30/2024.

Funding Source: Substance Abuse and Mental Health Services Administration

Item No. 4

Court of Common Pleas/Corrections Planning Board, submitting a grant award from Ohio Department of Public Safety in the amount of \$53,331.95 for the Cuyahoga County Violence Intervention Program for the period 1/1/2019 - 12/31/2019.

Funding Source: Ohio Department of Public Safety

Item No. 5

Contracts \$0.00 - \$4,999.99 – Processed and executed (no vote required)

<i>RQ No.</i>	<i>Contract Number</i>	<i>Vendor</i>	<i>Service Description</i>	<i>Amount</i>	<i>Department</i>	<i>Date(s) of Service</i>	<i>Funding Source</i>	<i>Date of Execution</i>
<i>RQ 33803</i>	<i>Amend Contract No. CE1500113</i>	<i>Wingswept LLC</i>	<i>Maintenance and support of the case management system, amend to change scope of services to increase storage capacity, effective 6/20/2019 and for additional funds</i>	<i>\$2,400.00</i>	<i>Agency of the Inspector General</i>	<i>4/23/2015 – 4/23/2020</i>	<i>General Fund</i>	<i>6/20/2019</i>

VI – PUBLIC COMMENT

VII – ADJOURNMENT

Dennis Kennedy motioned to adjourn; Trevor McAleer seconded. The motion to adjourn was unanimously approved at 12:08 p.m.