

Minutes

Cuyahoga County Board of Control
Monday, September 9, 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 11:02 a.m.

Attending:

Dennis Kennedy, Fiscal Officer, Fiscal Office (Alternate for Armond Budish)
Trevor McAleer, County Council (Alternate for Dan Brady)
Councilman Dale Miller
Joseph Nanni, County Council (Alternate for Nan Baker)
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 – 9/3/2019

Dennis Kennedy recused from voting on the minutes from September 3, 2019 as he was not present for the meeting. Dale Miller motioned to approve the minutes from the September 3, 2019 meeting; Joseph Nanni seconded. The minutes were approved by majority vote 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

BC2019-674

Department of Public Works, submitting an amendment (Subsidiary No. 1) to Contract No. CE1800212 with Becdir Construction Co. for rehabilitation of West 41st Street Bridge No. 01.05 over Norfolk Southern Railway and Train Avenue in the City of Cleveland for additional funds in the amount not-to-exceed \$77,927.40; recommending to accept construction as complete and in accordance with plans and specifications; requesting authority for the County Treasurer to release the escrow account, in accordance with Ohio Revised Code Section 153.63.

Funding Source: \$5.00 Vehicle License Tax Fund

Michael Chambers, Department of Public Works, presented. There were no questions. Dennis Kennedy motioned to approve the item; Dale Miller seconded. Item BC2019-674 was unanimously approved.

BC2019-675

Department of Development, recommending an economic development loan in the amount not-to-exceed \$350,000.00 to The Hive My Place Ltd. or its designee to assist with building renovation and tenant improvements, purchase of machinery, furniture, fixtures and equipment for property located at 2019 Center Street, Cleveland.

Funding Source: Economic Development Loan Fund

Anthony Stella, Department of Development, presented. There were no questions. Dennis Kennedy motioned to approve the item; Joseph Nanni seconded. Item BC2019-675 was unanimously approved.

BC2019-676

Department of Development,

a) Submitting an RFP exemption on RQ46355, which will result in a payment to Fund for Our Economic Future of Northeast Ohio in the amount not-to-exceed \$100,000.00 for operational support of the Mobility to Work Project for the period 9/1/2019 – 12/31/2019.

b) Recommending a payment to Fund for Our Economic Future of Northeast Ohio in the amount not-to-exceed \$100,000.00 for operational support of the Mobility to Work Project for the period 9/1/2019 – 12/31/2019.

Funding Source: General Fund – Discretionary

Ted Carter, Department of Development and Bethia Burke, Fund for our Economic Future of Northeast Ohio, presented. Dale Miller asked what the total project amount and the breakdown of financial contributions were and asked for a description of the 3 other proposals that were selected for this project; and asked where the jobs will be located that result from the project. Trevor McAleer asked what the non-financial contributions from other project partners, such as Greater Cleveland Regional Transit Authority and Cuyahoga Community College were and asked for clarification on the funding source. Dennis Kennedy motioned to approve the item; Joseph Nanni seconded. Item BC2019-676 was unanimously approved.

The following item was held at the request of the department.

~~BC2019-677~~

~~Department of Information Technology, submitting an amendment to Contract No. CE1200652 with Rimini Street, Inc. for maintenance and support services on the SAP Human Capital Management R3 System for the period 11/6/2012 – 10/30/2019 to extend the time period to 4/30/2020 and for additional funds in the amount not to exceed \$39,151.00.~~

~~Funding Source: General Fund~~

BC2019-678

Department of Public Safety and Justice Services,

a) Submitting an RFP exemption on RQ46471, which will result in an award recommendation to Main Sail, LLC in the amount not-to-exceed \$45,000.00 for updates to the web-based Advocate Information Case Management System for the Witness Victim Service Center for the period 9/9/2019 – 6/30/2020.

b) Recommending an award on RQ46471 and enter into a contract with Main Sail, LLC in the amount not-to-exceed \$45,000.00 for updates to the web-based Advocate Information Case Management System for the Witness Victim Service Center for the period 9/9/2019 – 6/30/2020.

Funding Source: Health and Human Services Levy Fund

Mary Beth Vaughn, Department of Public Safety and Justice Services and Jeanelle Greene, Department of Information Technology, presented.

Joseph Nanni asked for confirmation that Mail Sail, LLC owns the source code and recommended that future contracts with this provider contain a clause where the County is in possession of the source code so that a change of provider, if necessary, would be easier; asked if the employee who developed this system will also provide the updates, which could justify using this same provider; and asked if any other person with an information technology background could provide services.

Trevor McAleer asked how the department can be certain that the award amount for the updates by Main Sail, LLC is cost-effective if bids were not sought for the maintenance services; asked if the County has had prior maintenance contracts with this provider; asked if maintenance will be required after 6/30/2020; expressed concern about accessibility to the source code if another provider was selected to provide upgrades to the system and also was concerned with the number of no-bid contracts over the past 18 months with this provider mainly due to the Enterprise Resource Planning Project; asked if the hourly rate to be paid allows for enough time to complete the upgrade and if any future amendments are anticipated; asked how long the department is expecting to use the software once the upgrade is complete; and asked what the average cost is to replace a case management system.

Dennis Kennedy asked for confirmation and follow up by the department that Main Sail, LLC is the same provider that is providing staffing services for the Enterprise Resource Planning Project as well as other questions raised during the presentation. Dennis Kennedy motioned to approve the item; Michael Chambers seconded. Item BC2019-678 was unanimously approved.

BC2019-679

Department of Health and Human Services/Community Initiatives Division/Office of Re-entry,

a) Submitting an RFP exemption on RQ46437, which will result in an award recommendation to Case Western Reserve University, School of Law in the amount not-to-exceed \$254,080.00 for development and operation of a law school clinic to serve formerly incarcerated individuals in connection with the Department of Justice Innovations in Re-entry Initiative for the period 9/15/2019 – 9/14/2021.

b) Recommending an award on RQ46437 and enter into a contract with Case Western Reserve University, School of Law in the amount not-to-exceed \$254,080.00 for development and operation of a law school clinic to serve formerly incarcerated individuals in connection with the Department of Justice Innovations in Re-entry Initiative for the period 9/15/2019 – 9/14/2021.

Funding Source: Bureau of Justice Assistance Grant

Fred Bolotin, Office of Re-entry, presented. Joseph Nanni asked how the department will market this program to increase awareness of available services. Dennis Kennedy asked if the monthly payments will be of equal amounts and how much will the payments be. Dennis Kennedy motioned to approve the item; Joseph Nanni seconded. Item BC2019-679 was unanimously approved.

BC2019-680

Office of the Medical Examiner, submitting an amendment to Contract No. CE1400287 with VertiQ Software, LLC for maintenance and support on CME Case Management Software for the period 9/1/2014 - 8/31/2019 to extend the time period to 8/31/2024 and for additional funds in the amount not-to-exceed \$57,099.96

Funding Source: General Fund

Mary Beth Vaughn, Department of Public Safety and Justice Services, on behalf of the Office of the Medical Examiner, presented. Trevor McAleer asked if the County owns or has access to the source code for this software. Dennis Kennedy motioned to approve the item; Joseph Nanni seconded. Item BC2019-680 was unanimously approved. Ms. Vaughn returned after the vote was taken to clarify her prior presentation and provided additional information on this item.

BC2019-681

Sheriff's Department, recommending an award on RQ46749 to Bob Barker Company in the amount not-to-exceed \$9,455.00 for the purchase of (100) anti-suicide turtle/jumpsuits for Cuyahoga County jail inmates.

Funding Source: General Fund

Laura Simms, Sheriff's Department, presented. Dale Miller asked which inmates would use these jumpsuits and where would they be worn. Trevor McAleer asked how this jumpsuit differs from the anti-suicide gowns that were approved for purchase at the September 3, 2019 Board of Control Meeting; asked if other vendors sell these jumpsuits or must they be purchased through the Bob Barker Company; and asked if there are plans to purchase additional jumpsuits. Dale Miller asked if other vendors can provide a similar product that may be considered. Dennis Kennedy motioned to approve the item; Trevor McAleer seconded. Item BC2019-681 was unanimously approved.

C. – Consent Agenda

Trevor McAleer referred to Item No. BC2019-683 – proposed travel for the Department of Public Works for 4 staff attending a conference in New Orleans, LA on 9/23/2019 – 9/27/2019 in the total amount of \$8,000.00 and commented that the Fiscal Officer has repeatedly recommended that the departments send staff to other jurisdictions to view the Infor product and that the Department of Public Works has acted on that recommendation with this travel request. There were no further questions or comments. Dennis Kennedy motioned to approve items BC2019-682 through – 684; Trevor McAleer seconded, the consent items were unanimously approved.

BC2019-682

Department of Public Safety and Justice Services, submitting an agreement with the Cuyahoga County Local Emergency Planning Committee for emergency management planning and preparedness services for the period 8/26/2019 – 8/26/2025, in accordance with Ohio Revised Code 3750.03.

Funding Source: N/A

BC2019-683

Fiscal Office presenting proposed Travel for the week of 9/9/2019

	Travel Requests							
Department	Staff (4)	Event	Host	Dates of Travel	Location	Expenses	Funding Source	
Department of Public Works	John Thompson	A conference entitled "Inforum 2019"	Infor	9/23/- 9/27/2019	New Orleans, LA	**Lodging- \$3,840.00	General Fund- \$5,000.00	
	Anthony Franczak					**Meals - \$560.00		Road & Bridge- \$3,000.00
	Bryan Hitch					**Ground Transportation- \$720.00		
	Mitch Holt					***Airfare- \$2,880.00		
						Total- \$8,000.00		

**Staff reimbursement

***Airfare will be covered by a contract with the County's Travel Vendor – (\$2,880.00)

Purpose:

This is Infor's Annual Customer Event. Attendees will be able to obtain necessary training, work face-to-face with the vendor on current and future issues, and meet with existing customers to create and expand the network of individuals who can help with the implementation of the Infor ERP system.

Travel Requests							
Department	Staff	Event	Host	Dates of Travel	Location	Expenses	Funding Source
Department of Information Technology	Thomas P. Fisher	A conference entitled "2019 Urban and Regional Information Systems Association (URISA) GIS-Pro Conference"	Urban and Regional Information Systems Association (URISA)	9/27/-10/2/2019	New Orleans, LA	*Registration- \$525.00 **Lodging- \$1,113.09 **Meals - \$228.00 **Ground Transportation- \$70.00 **Baggage - \$60.00 ***Airfare- \$360.00 ****Discount- (\$500.00) Total- \$1,856.09	General Fund

*Paid to host

**Staff reimbursement

***Airfare will be covered by a contract with the County's Travel Vendor – (\$360.00)

****Note: Attendee is a member of the non-profit, URISA Board of Directors and because one of the two required face-to-face meetings of the Board will be held during the conference; the attendee receives a \$500.00 discount – discount approved by the Inspector General.

Purpose:

The 2019 URISA GIS-Pro, the non-profit's annual conference is being held in New Orleans, LA and attracts nearly 500 GIS professionals from around the country and the world. The conference tracks have significant relevance to Cuyahoga County.

Tom Fisher is co-presenting with Dr. Steven Steinberg and Ms. Rachel Rodriguez of Los Angeles County California on Enterprise-wide Addressing GIS Datasets.

<i>Travel Requests</i>							
<i>Department</i>	<i>Staff (2)</i>	<i>Event</i>	<i>Host</i>	<i>Dates of Travel</i>	<i>Location</i>	<i>Expenses</i>	<i>Funding Source</i>
<i>Office of the Medical Examiner</i>	<i>Eric Lavins Kimberly Yacoub</i>	<i>A meeting entitled "Society of Forensic Toxicologists (SOFT) 2019 Annual Scientific Meeting"</i>	<i>Society of Forensic Toxicologists, Inc. (SOFT)</i>	<i>10/13/- 10/18/2019</i>	<i>San Antonio, Texas</i>	<i>*Registration- \$2,100.00</i> <i>**Lodging- \$2,444.89</i> <i>**Meals – \$288.00</i> <i>**Ground Transportation- \$141.48</i> <i>**Baggage- \$59.00</i> <i>***Airfare- \$753.30</i> <i>Total – \$5,786.67</i>	<i>2018 Coverdell Grant</i>

**Paid to host*

***Staff reimbursement*

****Airfare covered by a contract with the County's Travel Vendor – (\$753.30)*

Purpose:

For Eric Lavins, Supervisor Toxicology and Kimberly Yacoub, Forensic Scientist 1- Toxicology to attend the annual SOFT meeting for continued education and networking. The Society of Forensic Toxicologists is a not for profit professional organization composed of practicing forensic toxicologists and those interested in the discipline for the purpose of promoting and developing forensic toxicology. Through its annual meetings, the Society provides a forum for exchange of information and ideas among toxicology professionals in a friendly, relaxed atmosphere. SOFT sponsored programs, such as workshops, newsletters and sponsored technical publications constantly improve the forensic toxicologists' skills and knowledge. The Society fosters friendship and cooperation among toxicologists and advocates a high level of professionalism through certification and accreditation programs.

<i>Travel Requests</i>							
<i>Department</i>	<i>Staff (3)</i>	<i>Event</i>	<i>Host</i>	<i>Dates of Travel</i>	<i>Location</i>	<i>Expenses</i>	<i>Funding Source</i>
<i>Office of the Medical Examiner</i>	<i>Thomas Gilson Elizabeth Mooney Luigino Apollonio</i>	<i>A meeting entitled "National Association of Medical Examiners (NAME) 2019 Annual Meeting"</i>	<i>National Association of Medical Examiners (NAME)</i>	<i>10/18/-10/22/2019</i>	<i>Kansas City, Missouri</i>	<i>*Registration- \$2,390.00 **Lodging- \$2,699.76 **Meals - \$482.00 **Ground Transportation- \$331.10 **Mileage- \$32.82 **Parking – \$260.00 ***Airfare – \$1,226.00 Total – \$7,421.68</i>	<i>FY2018 Coverdell Grant - \$5,152.30 General Fund – \$2,269.38</i>

**Paid to host*

***Staff reimbursement*

**** Airfare will be covered by a contract with the County's Travel Vendor – (\$1,226.00)*

Note: Dr. Luigina Apollonio will be presenting a poster as a member of the NAME Forensic Toxicology Committee.

Purpose:

For Dr. Gilson and Dr. Mooney to fulfill continuing medical education requirements and receive credits to maintain board certification and licensure. To gain knowledge of current topics and practices in Forensic Medicine. For Dr. Apollonio to attend for continued education and networking. Will also be presenting a poster as a member of the NAME Forensic Toxicology Committee.

BC2019-684

Office of Procurement & Diversity, presenting proposed purchases for the week of 9/9/2019

Direct Open Market Purchases
 (Purchases between \$5,000 - \$49,999.99 unless requiring assistance from
 the Office of Procurement & Diversity – See Below)

Requisition #	Description	Department	Vendor Name	Total	Funding Source
HS-19-46496	(3,050) Polo shirts for staff	Department of Health and Human Services	B.P. Britches dba Christopher's	\$23,102.50	Health and Human Services Levy Fund with 50% of cost subsidized by employees
IS-19-46417	(7) TeamViewer Mobile Device Support Licenses and (4) Add On Channels for Department of Health and Human Services	Department of Information Technology	Globecom Technologies, Inc.	\$14,118.96	\$7,624.23 – Federal \$6,494.73 – Health and Human Services Levy Fund
SH-19-46413	Legal notice: Delinquent Land Sale #130	Fiscal Office	Legal News Publishing Co., dba Daily Legal News	\$32,151.25	General Fund
PR-19-45971	(7) Forensic Tool Kit Suite software license renewals and support for the Ohio Internet Crimes Against Children Task Force	Prosecutor's Office	AccessData Group, Inc	\$8,559.32	Federal - FY2017 ICAC Ohio Task Force Grant

Items/Services Received and Invoiced but not Paid:

Requisition #	Description	Department	Vendor Name	Total	Funding Source
None					

Open Market Purchases
 (Over \$50,000 or requiring assistance from the Office of Procurement & Diversity)

Requisition #	Description	Department	Vendor Name	Total	Funding Source
None					

V – OTHER BUSINESS

Items of Note (non-voted)

Item No. 1

Department of Public Works, submitting an agreement of cooperation with the City of Berea for the resurfacing of West Street from the West Corporation Line to Prospect Road in connection with the 2020 50/50 Resurfacing Program.

Funding Source: \$250,000 with County Road and Bridge Fund and \$365,000 from the City of Berea

Item No. 2

Department of Public Safety and Justice Services, submitting an amendment to a grant award from the U.S. Department of Justice/Office of Violence Against Women for the creation of a centralized registry for protection orders in connection with the Office of Violence FY2016 Improving Criminal Justice Responses to Sexual Assault Domestic Violence, Dating Violence and Stalking Grant Program for the period 10/1/2016 – 9/30/2019, to extend the time period to 9/30/2020.

Funding Source: U.S. Department of Justice/Office on Violence Against Women

Item No. 3

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

RQ No.	Contract Number	Vendor	Service Description	Amount	Department	Date(s) of Service	Funding Source	Date of Execution
RQ 46696	CE1900339	The Chip Terry Fund for First Responders, Inc.	Speaker services and travel expenses for 2019 Cuyahoga County Emergency Management Summit to be held on 9/18/2019	\$545.00	Department of Public Safety and Justice Services	9/1/2019 – 10/31/2019	General Fund	8/22/2019 (Executive) 8/28/2019 (Law Dept)
RQ 46698	CE1900340	Geoffrey L. Shapiro	Speaker services and travel expenses for 2019 Cuyahoga County Emergency Management Summit to be held on 9/18/2019	\$875.00	Department of Public Safety and Justice Services	8/22/2019 – 10/31/2019	General Fund	8/22/2019 (Executive) 8/28/2019 (Law Dept)
RQ 46697	CE1900341	Ryan Lee Fogt	Speaker services and travel expenses for 2019 Cuyahoga County Emergency Management Summit to be held on 9/18/2019	\$540.00	Department of Public Safety and Justice Services	9/1/2019 – 10/31/2019	General Fund	8/22/2019 (Executive) 8/28/2019 (Law Dept)
RQ 43471	CE1800477	Dunbar Armored Inc.	Armed guard and armored truck services for various County departments, to assign interest to Brink's Inc., effective 6/1/2019	\$0.00	Office of Procurement and Diversity	1/1/2019 – 12/31/2021	Original Contract – General Fund	8/30/2019

<i>n/a</i>	<i>AG1800151</i>	<i>Cuyahoga Community College, Public Safety Training Center</i>	<i>Private Security Academy Training services at the Western Campus located at 11000 W. Pleasant Valley Road, Parma</i>	<i>\$0.00</i>	<i>Sheriff's Department</i>	<i>11/5/2018 – 11/4/2019 to extend the time period to 12/31/2020</i>	<i>Original Contract – General Fund</i>	<i>8/22/2019 (Executive) 8/28/2019 (Law Dept)</i>
------------	------------------	--	---	---------------	-----------------------------	--	---	---

VI – PUBLIC COMMENT

VII – ADJOURNMENT

Dennis Kennedy motioned to adjourn; Dale Miller seconded. The motion to adjourn was unanimously approved at 11:46 a.m.