

## Minutes

Cuyahoga County Board of Control  
Monday, October 21, 2019 at 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 11:01 a.m.

#### Attending:

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

### II – REVIEW MINUTES – 10/15/2019

Michael Dever motioned to approve the minutes from the October 15, 2019 meeting; Dale Miller 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

##### BC2019-677

Department of Information Technology, submitting an amendment to Contract No. CE1200652 with Rimini Street, Inc. for maintenance and support services for the SAP Human Capital Management R3 System for the period 11/6/2012 - 10/31/2019 to extend the time period to 10/30/2020 and for additional funds in the amount not-to-exceed \$78,302.00.

Funding Source: General Fund

Jeanelle Greene, Department of Information Technology, presented. Dale Miller asked for confirmation that the provider has not agreed to hold the same pricing if another renewal is required but will work with the department on an agreed upon duration for a time extension and would not require a one year extension; and asked if the contract with Northwoods Consulting Partners, Inc. is anticipated for an upcoming Board of Control meeting. Michael Chambers motioned to approve the item; Michael Dever seconded. Item BC2019-677 was unanimously approved.

## B. – New Items for Review

### BC2019-753

Department of Public Works, submitting an amendment to Contract No. CE1800337 with Terrace Construction Company for the Bradford Road Relief Sewer and Pump Station Elimination Project in the City of Brecksville for additional funds in the amount not-to-exceed \$268,446.06.

Funding Source: 100% Sewer District User Fees (City of Brecksville)

Nichole English, Department of Public Works, presented. There were no questions. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2019-753 was unanimously approved.

### BC2019-754

Department of Public Works, submitting an amendment (Subsidiary No. 3) to Contract No. CE1800224 with Catts Construction, Inc. for resurfacing of Pleasant Valley Road from State Road to Broadview Road in the City of Parma for additional funds in the amount not-to-exceed \$25,432.37; 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: 80% Federal and 20% State – Issue 1

Nichole English, Department of Public Works, presented. There were no questions. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2019-754 was unanimously approved.

### BC2019-755

Department of Public Works, submitting an amendment to Contract No. CE1300495 with Hanna Holdings, Inc. for property management services for the Samuel R. Gerber Cuyahoga County Medical Examiner's Building and Parking Garage located at 11001 Cedar Avenue, Cleveland for the period 11/1/2013 – 10/31/2019 to extend the time period to 12/31/2019 and for additional funds in the amount not-to-exceed \$10,000.00.

Funding Source: General Fund

Matt Rymer, Department of Public Works, presented. There were no questions. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2019-755 was unanimously approved.

### BC2019-756

Department of Development, recommending an award on RQ45924 and enter into an Agreement with the City of Euclid in the amount not-to-exceed \$110,000.00 for Consolidated Plan consulting services for development of a Cuyahoga Housing Consortium 5-Year Consolidated Plan for the period 10/21/2019 – 8/15/2020.

Funding Source: Federal Home Investments Partnerships Program Administrative Funds

Paul Herdeg, Department of Development, presented. There were no questions. Michael Chambers motioned to approve the item; Michael Dever seconded. Item BC2019-756 was unanimously approved.

BC2019-757

Department of Workforce Development, submitting an amendment to Contract No. CE1900233 with United Labor Agency Incorporated for operation of the Workforce Service Center, job seekers and employer services and management of the On-the-Job Training Program for the period 7/1/2019 – 6/30/2020, to expand the scope of services for the provision of (1) Opioid Project Coordinator and (2) Opioid Community Development Specialists to provide workforce services in connection with the State Opioid Response and Disaster Recovery National Dislocated Worker Grant Programs, effective 10/21/2019 and for additional funds in the amount not-to-exceed \$214,500.00.

Funding Source: Workforce Innovation & Opportunity Act

Frank Brickner, Department of Workforce Development, presented. Nan Baker asked if there will be any coordination of services with other entities, such as the Alcohol, Drug Addiction and Mental Health Services Board, that serve the targeted population; asked if there is a written strategic plan in place for use of settlement funds; and expressed her appreciation to the department for their efforts to work in collaboration with other community partners. Michael Chambers motioned to approve the item; Nan Baker seconded. Item BC2019-757 was unanimously approved.

BC2019-758

Department of Workforce Development, submitting an amendment to Contract No. CE1900243 with Towards Employment, Inc. for job seeker services for applicants with felony backgrounds in connection with the Workforce Innovation and Opportunity Act for the period 7/1/2019 – 6/30/2021 to expand the scope of services to implement a transitional jobs/work experience pilot program for up to (15) opioid impacted eligible participants in connection with the Disaster Recovery National Dislocated Worker Grant Program, effective 10/21/2019 and for additional funds in the amount not-to-exceed \$91,928.00.

Funding Source: Workforce Innovation & Opportunity Act

Frank Brickner, Department of Workforce Development, presented. Nan Baker asked if there are other organizations that provide similar services within the community or is this a new initiative for this population; asked if Towards Employment is anticipated to participate if services are later expanded to include the re-entry population. Michael Chambers motioned to approve the item; Nan Baker seconded. Item BC2019-758 was unanimously approved.

BC2019-759

Department of Workforce Development,

a) Submitting an RFP exemption on RQ46994, which will result in an award recommendation to The Edna House for Women, Inc. in the amount not-to-exceed \$40,494.73 for disaster-relief employment services in connection with the Disaster Recovery National Dislocated Worker Grant Program for the period 10/21/2019 – 10/21/2020.

b) Recommending an award on RQ46994 and enter into a contract with The Edna House for Women, Inc. in the amount not-to-exceed \$40,494.73 for disaster-relief employment services in connection with the Disaster Recovery National Dislocated Worker Grant Program for the period 10/21/2019 – 10/21/2020.  
Funding Source: Workforce Innovation & Opportunity Act

Frank Brickner, Department of Workforce Development, presented. Dale Miller asked what procurement process was used for this contract and was there any attempt to conduct a competitive process; asked how the remaining awarded grant funds will be spent after the approval of this contract and the contracts approved under Item Nos. BC2019-757 and BC2019-758; asked what does the training consist of for Peer Support Specialists. Nan Baker asked if this program supports housing services. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2019-759 was unanimously approved.

BC2019-760

Department of Information Technology,

a) Submitting an RFP exemption on RQ46977, which will result in an award recommendation to Dell Marketing LP in the amount not-to-exceed \$304,768.02 for the purchase of (610) Microsoft Office subscription licenses for use by Juvenile Court Division.

b) Recommending an award on RQ46977 to Dell Marketing LP in the amount not-to-exceed \$304,768.02 for the purchase of (610) Microsoft Office subscription licenses for use by Juvenile Court Division.  
Funding Source: General Fund

Dennis Sullivan, Department of Information Technology, presented. Dale Miller asked if these subscription licenses provide the employees access to Microsoft Office Suite; asked how long the licenses are valid and if these will need to be purchased again after June, 2020 when the Enterprise Agreement expires. Michael Chambers motioned to approve the item; Michael Dever seconded. Item BC2019-760 was unanimously approved.

BC2019-761

Department of Information Technology, recommending an award on RQ46799 to Oarnet/The Ohio State University in the amount not-to-exceed \$96,269.73 for upgrades, support and maintenance on VmWare software subscriptions for the period ~~1/1/2020 – 2/12/2021~~ **12/19/2019 – 2/12/2021**.

Funding Source: 93.8% - General Fund – Information Technology – Engineering Services and 6.2% - General Fund - Common Pleas Court – Judicial/General

Dennis Sullivan, Department of Information Technology, presented and stated that the start date of this award should reflect 12/19/2019. Nan Baker asked for clarification on the contract dates and asked why the services are only for one year; asked if the time period for this purchase seems unusual; and asked for follow up on the rationale of the award dates. Michael Chambers motioned to approve the item; Michael Dever seconded. Item BC2019-761 was unanimously approved, as amended.

BC2019-762

Department of Information Technology, submitting an amendment to Contract No. CE1700329 with Hawk Search, Inc. for Web Search Tool services for the period 11/27/2017 – 12/4/2019 to extend the time period to 12/4/2021 and for additional funds in the amount not-to-exceed \$32,400.00.

Funding Source: General Fund

Dennis Sullivan, Department of Information Technology, presented. Nan Baker asked for clarification on the time period and asked if this renewal was at an increased cost. Michael Chambers motioned to approve the item; Nan Baker seconded. Item BC2019-762 was unanimously approved.

BC2019-763

Department of Information Technology,

a) Submitting an RFP exemption on RQ46953, which will result in an award recommendation to Dell Marketing LP in the amount not-to-exceed \$10,285.48 for the purchase of (4) Microsoft SQL Server Standard Core licenses for use by the Office of the Medical Examiner.

b) Recommending an award on RQ46953 to Dell Marketing LP in the amount not-to-exceed \$10,285.48 for the purchase of (4) Microsoft SQL Server Standard Core licenses for use by the Office of the Medical Examiner.

Funding Source: General Fund

Dennis Sullivan, Department of Information Technology, presented. There were no questions. Michael Chambers motioned to approve the item; Michael Dever seconded. Item BC2019-763 was unanimously approved.

BC2019-764

Department of Health and Human Services/Division of Children and Family Services, submitting an amendment to Contract No. CE1900189 with J.C. Penney Corporation, Inc. for emergency clothing assistance services for the period 5/1/2019 - 4/30/2020 for additional funds in the amount not-to-exceed \$200,000.00.

Funding Source: 79% Federal Emergency Services; 21% Health and Human Services Levy

Chris Alexander, Cuyahoga Job and Family Services, on behalf of the Division of Children and Family Services, presented. There were no questions. Michael Chambers motioned to approve the item; Michael Dever seconded. Item BC2019-764 was unanimously approved.

BC2019-765

Court of Common Pleas/Corrections Planning Board,

a) Submitting an RFP exemption on RQ46524, which will result in an award recommendation to Passages Connecting Fathers and Sons, Inc. in the amount not-to-exceed \$90,500.00 for Specialized Programming for Non-Support Offenders for the period 7/1/2019 - 6/30/2021.

b) Recommending an award on RQ46524 and enter into a contract with Passages Connecting Fathers and Sons, Inc. in the amount not-to-exceed \$90,500.00 for Specialized Programming for Non-Support Offenders for the period 7/1/2019 - 6/30/2021.

Funding Source: Ohio Community Corrections Act (CCA) Grant

Linda Lagunzad, Corrections Planning Board, presented. Dale Miller asked if this service is targeted to offenders who are not paying child support and serves as an alternative to incarceration; asked if the participants are already in prison and have been released, conditioned upon participation in the program, or if they have been diverted into the program before going to prison. Nan Baker asked for the reason for late submittal and whether services have been provided or if there was a gap in services; asked if payments were made to the provider; and asked if this is a new program. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2019-765 was unanimously approved.

### C. – Exemptions

#### BC2019-766

Sheriff's Department, requesting approval to amend Board Approval No. BC2019-564, dated 7/29/2019, which approved an alternate procurement process and resulted in award recommendations, to various providers, payable by department orders, in the total amount not-to-exceed \$150,000.00 for various equipment repairs in the Jail facilities for the period 7/29/2019 - 12/31/2020, to allow for payment by purchase orders:

- a) Astro Supply – \$10,000.00
- b) Belenky, Inc. - \$13,000.00
- c) Cleveland Communications, Inc. - \$35,000.00
- d) Dawnchem, Inc. - \$7,000.00
- e) General Parts, LLC - \$60,000.00
- f) SoundCom - \$25,000.00

Funding Source: General Fund

Stephen Witt, Sheriff's Department, presented. There were no questions. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2019-766 was unanimously approved.

### D. – Consent Agenda

There were no questions on the consent agenda items. Michael Chambers motioned to approve BC2019-767 through -769; Dale Miller seconded, the consent items were unanimously approved.

#### BC2019-767

Department of Public Safety and Justice Services, on behalf of the Office of the Medical Examiner, requesting authority to submit a grant application to the U.S. Department of Justice, Office of Justice Programs, National Institute of Justice in the amount of \$339,459.00 for the FY2019 DNA Capacity Enhancement and Backlog Reduction Grant Program for the period 1/1/2020 – 12/31/2021.

Funding Source: U.S. Department of Justice, Office of Justice Programs

BC2019-768

Fiscal Office presenting proposed Travel for the week of 10/21/2019

Travel Requests							
Department	Community Partners (2)	Event	Host	Dates of Travel	Location	Expenses	Funding Source
Department of Public Safety and Justice Services	Robert Horwatt Fred Szabo	A conference entitled "2019 International Association of Emergency Managers	International Association of Emergency Managers	11/17/-11/21/2019	Savannah, GA	*Registration-\$1,328.00 **Lodging-\$1,076.16 **Meals - \$357.00 **Ground Transportation-\$200.00 **Baggage - \$120.00 **Parking-\$180.00 ***Airfare-\$800.00 Total-\$4,061.16	FY17 Urban Area Security Initiative

\*Paid to host

\*\*Staff reimbursement

\*\*\*Airfare will be covered by a contract with the County's Travel Vendor – (\$800.00)

Community Partners:

Fred Szabo is the Emergency Manager and Robert Horwatt is a Planner, both with the City of Cleveland Office of Emergency Management

Purpose:

As a Planner in the City of Cleveland Office of Emergency Management, Robert Horwatt and Fred Szabo are directly involved with the development and maintenance of the citywide Emergency Operations Plan (EOP). The EOP outlines the general responsibilities of City departments and divisions in responding to an emergency, which includes mass evacuations, sheltering, and terrorism prevention/preparedness. The EOP also coordinates response and recovery activities with voluntary organizations active in the community. This plan unifies the efforts of these groups for a comprehensive approach to reducing the effects of an emergency.



<i>Travel Requests</i>							
<i>Department</i>	<i>Staff (4)</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>Brant DiChiera, Timothy Huber, Ashley Stebbins, Jeremy Gatta, and Kelsey Taylor</i>	<i>A seminar entitled "National Association of Criminal Defense Lawyers (NACDL) 2019 Fall Seminar: The Gris-Gris of Voir Dire"</i>	<i>National Association of Criminal Defense Lawyers (NACDL)</i>	<i>10/16/- 10/18/2019</i>	<i>New Orleans, LA</i>	<i>*Registration- \$1,116.00 **Lodging – \$2,034.32 **Meals- \$384.00 **Ground Transportation- \$200.00 ***Airfare – <del>\$1,691.00</del> ***Airfare- \$1,789.68  Total - <del>\$5,425.32</del> \$5,524.00</i>	<i>General Fund- <del>\$3,146.69</del> \$1,657.20  Ohio Public Defender- <del>\$2,278.63</del> \$3,866.80</i>

*Request to amend Board Approval No. BC2019-535 dated July 15, 2019 to remove Ashley Stebbins who was unable to attend and replace with Jeremy Gatta. The change increases the airfare in the amount of \$98.68, bringing the total to \$5,524.00.*

*\*Paid to the Host*

*\*\*Staff reimbursement*

*\*\*\*Airfare will be covered by a contract with the County's Travel Vendor – (\$1,789.68)*

*As an operating cost, this travel is subject to 70% reimbursement by the Office of the Ohio Public Defender.*

*Purpose:*

*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. NACDL's 2019 Fall Seminar, "The Gris-Gris of Voir Dire" will cover basic and advanced principles of the most effective voir dire approaches and techniques needed to conduct comprehensive jury selection.*

Department	Travel Requests						Funding Source
	Staff (25)	Event	Host	Dates of Travel	Location	Expenses	
Public Defender's Office	<u>1. Aaron Baker,</u> <u>2. Joshua Barnhizer,</u> <u>3. Frank Cavallo,</u> <u>4. Erika Cunliffe,</u> <u>5. Audrey Del Valle,</u> <u>6. Maureen Dixon,</u> <u>7. Anduena Dobroski,</u> <u>8. Jeffrey Gardner,</u> <u>9. Jeremy Gatta,</u> <u>10. John Greene,</u> <u>11. Linda Hricko,</u> <u>12. Michael Hustick,</u> <u>13. Laura Jones,</u> <u>14. Joy Kennedy,</u> <u>15. Patricia London,</u> <u>16. Ashley Loyke,</u> <u>17. Robert McCaleb</u> <u>18. Mark Spadaro,</u> <u>19. John Stanard,</u> <u>20. Mark Stanton,</u> <u>21. Mark Stefan,</u> <u>22. Sean Sweeney,</u> <u>23. Therese Webb,</u> <u>and</u>	A seminar entitled "Ohio Association of Criminal Defense Lawyers (OACDL) Annual Death Penalty Seminar"	Ohio Association of Criminal Defense Lawyers (OACDL)	11/20/- 11/22/ 2019	Columbus, OH	*Registration- \$4,350.00  **Lodging- \$5,980.00  **Meals - \$2,500.00  **Mileage- \$3,953.28   Total – \$16,783.28	General Fund- \$5,034.98  Ohio Public Defender- \$11,748.30

	<u>24. Nori Wieder</u>						
	<u>25. Ashley Stebbins</u>						

*\*Paid to the Host*

*\*\*Staff reimbursement*

*NOTE: As an operating cost, this travel is subject to 70% reimbursement by the Office of the Ohio Public Defender.*

*The Public Defender office has been awarded 12 scholarships from The Ohio Association of Criminal Defense Lawyers. Also, eight attorneys are members of the OACDL and receive a lower registration rate.*

*Purpose:*

*Sending 25 Assistant Public Defenders to the 2019 Ohio Association of Criminal Defense Lawyer's death penalty seminar as mandated by the Supreme Court of Ohio in order to gain and/or maintain death penalty certification (Rule 20) both individually and for the certification of the Office of the Public Defender as a whole.*

BC2019-769

Office of Procurement & Diversity, presenting proposed purchases for the week of 10/21/2019:

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

<i>Requisition #</i>	<i>Description</i>	<i>Department</i>	<i>Vendor Name</i>	<i>Total</i>	<i>Funding Source</i>
CT-19-46957	Expansion envelopes for Sheriff's Department	Department of Public Works	Millcraft Paper Company	\$5,607.50	General Fund – Internal Service Fund
CT-19-46887	60# Opaque offset paper for Print Shop	Department of Public Works	Veritiv	\$6,726.72	General Fund – Internal Service 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>
WT-19-46500	Skill up training for the Learn and Earn Program*	Cuyahoga Job and Family Services	17322 Euclid Avenue Company LLC dba Eastbrook Healthcare Center	Not-to-exceed \$23,200.00	Health and Human Services Levy Fund
SH-19-46874	Maintenance services on (2) X-Ray machines located in the Justice Center	Sheriff's Department	Smith's Detection Inc.	\$1,228.00	General Fund

\*Alternate procurement process and exemption from aggregation on various requisitions to various providers to reimburse employers for employee wage and training expenses in connection with the Learn and Earn Program for the period 1/1/2017 – 12/31/2017 approved by Board of Control Approval No. BC2016-892 dated 11/28/2016 and subsequently amended to extend the time period to 12/31/2019 by Board of Control Approval No. BC2017-804 dated 11/6/2017.

## V – OTHER BUSINESS

### Time Sensitive/Mission Critical

BC2019-770

Office of the Medical Examiner, recommending an award on RQ47104 to Thermal Electron America, LLC in the amount not-to-exceed \$10,045.44 for the repair of (1) Thermo Electron FTIR Transport Infrared Microscope.

Funding Source: Medical Examiner's Office Crime Lab Fund

Hugh Shannon, Office of the Medical Examiner, presented. Dale Miller asked how old the microscope is and if it is no longer under warranty; asked what the cost would be to replace the equipment and what the anticipated useful life of the microscope is; and asked what the condition of the equipment was. Michael Chambers motioned to amend the agenda to consider the item; Nan Baker seconded. Michael Chambers motioned to approve the item; Trevor McAleer seconded. Item BC2019-770 was unanimously approved.

### Items of Note (non-voted)

Item No. 1

Department of Public Works, submitting an agreement of cooperation with the City of Middleburg Heights in connection with then resurfacing of West 130<sup>th</sup> Street from Bagley Road to Snow Road.

Funding Source: \$785,000 - Road and Bridge Fund, \$144,200 - Brook Park, \$216,300 - Middleburg Heights, \$144,200 - Parma, \$216,300 - Parma Heights and \$5,768,000 - Federal Funds

Item No. 2

Department of Development, submitting an amendment to a grant award from the U.S. Environmental Protection Agency for assistance with the remediation of contaminated properties in connection with the Brownfields Revolving Loan Fund Project for the period 10/1/2008 - 7/31/2018 to extend the time period to 7/31/2020.

Funding Source: Brownfield Revolving Loan Funds

Item No. 3

Department of Health and Human Services/Division of Senior and Adult Services, submitting a grant award from Western Reserve Area Agency on Aging in the amount not-to-exceed \$20,104.77 for the HOME Energy Assistance Program for the period 9/1/2019 – 8/31/2020.

Funding Source: SFY2020 Western Reserve Area Agency on Aging

## VI – PUBLIC COMMENT

## VII – ADJOURNMENT

Michael Chambers motioned to adjourn; Dale Miller seconded. The motion to adjourn was unanimously approved at 11:43 a.m.