



**Cuyahoga County Board of Control Agenda
Monday, March 9, 2020 11:00 A.M.
County Headquarters
2079 East Ninth Street, 4th Floor
Committee Room B**

I – CALL TO ORDER

II. – REVIEW MINUTES – 3/2/20

III. – PUBLIC COMMENT

IV. – CONTRACTS AND AWARDS

A. – Tabled Items

B. – New Items for Review

BC2020-163

Department of Public Works, recommending an award on RQ45196 and enter into a contract with Cintas Corporation (13-2) in the amount not-to-exceed \$270,278.58 for Cuyahoga County Uniform services for the period 4/1/2020 – 3/31/2023.

Funding Sources: General Fund – (Airport Operations) - \$6,151.83; General Fund – (Internal Services) - \$152,117.95; Road & Bridge Fund - \$33,136.63; Sanitary Sewer Fund - \$78,872.17

BC2020-164

Department of Human Resources,

- a) Submitting an RFP exemption on Purchase Order No. PO20000377, which will result in an award recommendation to Municipal Solutions, LLC in the amount not-to-exceed \$49,000.00 for professional executive search and related services to identify qualified candidates for County Chief Information Officer and County Chief Human Resource Officer positions for the period 3/9/2020 – 12/31/2020.
- b) Recommending an award on Purchase Order No. PO20000377, which will result in an award recommendation to Municipal Solutions, LLC in the amount not-to-exceed \$49,000.00 for professional executive search and related services to identify qualified candidates for County Chief Information Officer and County Chief Human Resource Officer positions for the period 3/9/2020 – 12/31/2020.

Funding Source: General Fund (50% - Department of Information Technology and 50% Department of Human Resources)

BC2020-165

Department of Human Resources,

- a) Submitting an RFP exemption on RQ47953, which will result in an award recommendation to Universal North Inc. dba Universal Creative Concepts in the amount not-to-exceed \$26,000.00 for the purchase of (2,500) 27 (oz.) stainless steel BPA-free non-toxic water bottles for the County Wellness Program.
- b) Recommending an award on RQ47953 to Universal North Inc. dba Universal Creative Concepts in the amount not-to-exceed \$26,000.00 for the purchase of (2,500) 27 (oz.) stainless steel BPA-free non-toxic water bottles for the County Wellness Program.

Funding Source: Wellness Funds

BC2020-166

Department of Human Resources,

- a) Submitting an RFP exemption on RQ47954, which will result in an award recommendation to Howling Print and Promo, Inc. in the amount not-to-exceed \$19,200.00 for the purchase of (2,400) logo t-shirts for the County Wellness Program.
- b) Recommending an award on RQ47954 to Howling Print and Promo, Inc. in the amount not-to-exceed \$19,200.00 for the purchase of (2,400) logo t-shirts for the County Wellness Program.

Funding Source: Wellness Funds

BC2020-167

Sheriff's Department,

- a) Recommending to declare (3) Motorola Radius GP 300; (41) Motorola HT1250 and (6) Motorola APX6000 portable handheld radios as obsolete surplus County property no longer needed for public use; recommending to trade-in said property towards the purchase of (44) Harris XL-200P and (6) Harris XL-185P handheld radios and related accessories, in accordance with Ohio Revised Code Section 307.12 (H).
- b) Recommending an award on PO20000047 to Cleveland Communications, Inc. (18-1) in the amount not-to-exceed \$448,479.56 less trade in value of \$34,100.00 for a net total of \$414,379.56 for the purchase of (150) Harris portable handheld radios.

Funding Source: General Fund

C. – Consent Agenda

BC2020-168

Department of Development, recommending to amend Item No. CON2019-36 dated 4/22/2019, which authorized housing rehabilitation contracts with various providers for installation of a new furnace and air conditioner; tear off/replace new roofing on house and garage; install exterior GFCI, replace standard outlet with GFCI's, replace existing electric panels, install appliance circuit, smoke detector and GFCI; install sheet goods and wood base trim, replace hot water heater, laundry tub, remove and replace tub with shower, install dryer vent, remove toilet and replace with same, and install washer hookup in connection with a homeowner rehabilitation loan to Diana Simmons Ferguson for the period 8/21/2018 – 5/22/2019, **by reducing the award amounts for various providers:**

- a) Contract No. CE1920014-02 with YK Brothers Construction, by changing the amount not-to-exceed from \$6,720.00 to 6,065.00.
- b) Contract No. CE1920014-04 with Green Home Solutions, by changing the amount not-to-exceed from \$10,590.00 to \$4,970.00.

Funding Source: Community Development Block Grant Funds

BC2020-169

Department of Development, recommending to terminate housing rehabilitation Contract No. CE190010 with MCM Home Services in the amount not-to-exceed \$21,030.00 for Lead work services for the Lead Program in connection with a homeowner rehabilitation loan to Mary Hall for the period 10/23/2018 – 7/22/2019, effective 9/20/2019.

Funding Source: Community Development Block Grant Funds

BC2020-170

Department of Human Resources, submitting an amendment to Contract No. CE1800017 with Medical Mutual of Ohio for Stop Loss Insurance services for County employees and their eligible dependents for the period 1/1/2018 - 12/31/2019, to modify the language in Exhibit A(b1) to reflect the correct term, effective 1/1/2019; no additional funds required.

Original Funding Sources: 64% - Hospitalization Self Insurance Fund, 36% - Self Insurance Board of Developmental Disabilities (BODD) Fund

BC2020-171

Department of Public Safety and Justice Services, recommending to terminate Agreement No. AG1800153 with the City of Cleveland in the amount of \$163,000.00 for staffing of a Cyber Analyst for the Northeast Ohio Regional Fusion Center for the period 11/13/2018 – 3/31/2020, effective 9/30/2019.

Funding Source: FY2017 Urban Area Securities Initiative Grant Funds

BC2020-172

Fiscal Office presenting proposed Travel for the week of 3/9/2020

Department	Travel Requests						Funding Source
	Staff (1)	Event	Host	Dates of Travel	Location	Expenses	
Office of the Medical Examiner	Christina Mitchell-Mata	A workshop entitled "Postmortem Interpretive Toxicology"	The Center for Forensic Science Research and Education	3/29/-4/2/2020	Philadelphia, PA	*Registration- \$1,200.00 **Lodging – \$1,111.36 **Meals - \$224.00 **Ground Transportation- \$77.79 **Baggage- \$60.00 ***Airfare- \$332.60 Total- \$3,005.75	FY 2019 Coverdell Grant

*Paid to host

**Staff reimbursement

*** Airfare will be covered by a contract with the County's Travel Vendor – **(\$332.60)**

Purpose:

For Christie Mitchell-Mata, Forensic Scientist 2, to attend a course titled Postmortem Interpretive Toxicology to enhance her knowledge base regarding interpretation of postmortem toxicology results. This course provides continuing education in the effects of major drug classes in medicolegal death investigations presented by leaders in the forensic toxicology field.

V – OTHER BUSINESS
VI – PUBLIC COMMENT
VII – ADJOURNMENT

Minutes

Cuyahoga County Board of Control
Monday, March 2, 2020 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 11:07 a.m.

Attending:

Lisa Rocco, Director of Operations, Fiscal Office (Non-voting Alternate for Fiscal Officer)
Leigh Tucker, Assistant Fiscal Officer, Fiscal Office (Alternate for Michael Chambers)
Trevor McAleer, County Council (Alternate for Dan Brady)
Councilman Dale Miller (present for items BC2020-161 – BC2020-162)
James Boyle, County Council (Alternate for Dale Miller – present for items BC2020-157 – BC2020-160)
Councilwoman Nan Baker
David Marquard, Design and Construction Administrator, Department of Public Works
(Alternate for Michael Dever)
Lenora Lockett, Director, Office of Procurement and Diversity

II – REVIEW MINUTES – 2/24/2020

Trevor McAleer motioned to approve the minutes from the February 24, 2020 meeting; Nan Baker seconded. The minutes were approved by unanimous 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

BC2020-157

Department of Development, submitting an amendment to contract No. CE1800345 with Heights Community Congress for fair housing services for the period 4/1/2018 - 12/31/2019 to extend the time period to 9/30/2020 and for additional funds in the amount not-to-exceed \$21,250.00.

Funding Source: Federal Community Development Block Grant

Sara Parks Jackson, Department of Development, presented. There were no questions. Trevor McAleer motioned to approve the item; James Boyle seconded. Item BC2020-157 was approved by unanimous vote.

BC2020-158

Department of Information Technology,

a) Submitting an RFP exemption on RQ47961, which will result in an award recommendation to Integrated Precision Systems, Inc. in the amount not-to-exceed \$70,370.00 for bi-directional data interface enabling data-exchange between the Infor Time and Attendance System and the Galaxy Control System for the period 3/2/2020 - 3/1/2021.

b) Recommending an award on RQ47961 and enter into a contract with Integrated Precision Systems, Inc. in the amount not-to-exceed \$70,370.00 for bi-directional data interface enabling data-exchange between the Infor Time and Attendance System and the Galaxy Control System for the period 3/2/2020 - 3/1/2021.

Funding Source: ERP – General Fund

Jeanelle Greene, Department of Information Technology and Jack Rhyne, Project Manager, Infor, presented. Nan Baker asked for clarification on the responses to Council members' advance questions and asked if this cost was anticipated and was it included in the original Enterprise Resource Planning (ERP) Project budget; asked why the General Fund is being used rather than the Contingency Fund or the original project budget and asked for confirmation that this is not an additional ERP installation expense.

Trevor McAleer asked if this expense was included in the \$34.2 million project costs presented in the latest update to Council members or is this an additional expense; asked if the Office of Budget and Management will need to add appropriations to the Fiscal Agenda or was this expense included in the 2020 budget; and asked for confirmation if there will be ongoing costs to cover maintenance services next year.

James Boyle asked when the department was aware of the need to purchase this system; asked why an exemption is being requested when there was time to procure this purchase through an open, competitive process; commented that if Integrated Precision Systems, Inc. possesses the intricate knowledge of the system and was deemed the most qualified provider, as stated in Mr. Rhyne's presentation, it would have been made evident if a bid process had been conducted.

Mr. McAleer commented on the department's briefing details which indicates that using this provider will save the County money and said that this statement cannot be stated as fact, since a competitive bid process had not been conducted; stated that a bid process could have been conducted since the department was aware of the need for this purchase 6-7 months ago; and asked that Board members be provided with a listing of all upcoming contracts that were part of the original ERP Project budget but have not yet been approved. Trevor McAleer motioned to approve the item; James Boyle seconded. Item BC2020-158 was approved by unanimous vote.

BC2020-159

Department of Law, recommending an award on RQ47988 and enter into Contract No. CE2000483 with BJG, M.D., Inc. in the amount not-to-exceed \$4,950.00 for independent medical expert and record review services for various personal injury litigation cases for the period 9/17/2019 – 9/16/2020.

Funding Source: General Fund – Self Insurance Fund

Greg Huth, Department of Law, presented. Trevor McAleer asked if any payments have been made. James Boyle asked if any services have been provided. James Boyle motioned to approve the item; Trevor McAleer seconded. Item BC2020-159 was approved by unanimous vote.

BC2020-160

Department of Health and Human Services/Community Initiatives Division/Family and Children First Council, submitting an amendment to Contract No. CE1800511 with Case Western Reserve University on behalf of The Begun Center for Violence Prevention Research and Education and the Center of Innovative Practices Mandel School of Applied Social Science for evaluation services for various programs for the period 1/1/2019 – 12/31/2019 to extend the time period to 12/31/2021 and for additional funds in the amount not-to-exceed \$360,000.00.

Funding Source: Health and Human Services Fund

Kathleen Johnson, Family and Children First Council, presented. James Boyle asked for clarification as to when the last Request for Proposals was conducted for these evaluation services.

Nan Baker asked what issues resulted in the late submittal of the amendment and whether the department's internal procedures have been addressed and documented so the next contract is not submitted late.

Mark Griffin, Inspector General, responded to Ms. Johnson's statement regarding the delay in getting the provider registered with the Agency of the Inspector General. Mr. Griffin described the process his office follows to re-register existing contractors each year and indicated that multiple attempts are made to alert vendors when their registration is due to expire; stated that Case Western Reserve University was not responsive until early February, 2020 and that some technical software issues also contributed to the delay in completing their registration; and stated that the registration process was complete within a 24 hour period once the Agency of the Inspector General became aware of the issues.

Nan Baker asked Mr. Griffin if the alerts sent to the provider in August, October and December, 2019 were not effective.

Trevor McAleer stated that he would recuse from voting as he has a family member who is an employee of Case Western Reserve University. James Boyle motioned to approve the item; David Marquard seconded. Item BC2020-160 was approved by majority vote with Trevor McAleer recusing.

C. – Consent Agenda

Trevor McAleer referred to Item No. BC2020-161 and asked for additional detail on the contract termination of Judith Kowalski. James Boyle asked if the provider could have been left on the contract but not utilized as a service provider rather than terminating the contract and asked if the remaining 2 providers will be able to provide all required services. Nan Baker asked how late the payments to Ms. Kowalski were and asked if most were paid within 30 days.

Mr. McAleer asked for the status of the late Guardian ad Litem payments and asked for a list of payments that were no longer eligible for reimbursement due to late payment.

James Boyle asked for clarification on the issue of not receiving reimbursement of assigned counsel fees and if the requirement is within a 90-day period.

Mark Budzar, Public Defender's Office described the reporting process for reimbursement of assigned counsel fees, reimbursement rates and the timeframe to submit payments; stated that if reporting is not done properly and timely that no reimbursements will be received from the State; commented that the Enterprise Resource Planning System (ERP) should be able to address the tight timeframe for processing payments; and commented that the Fiscal Office is responsible for reporting expenses for the Public Defender's Office.

Mr. Boyle asked at what point does the 30-day period after reporting payments begin to receive payment; and asked if the County is in a position where reimbursements from the State Public Defender are already lost due to timing of payments.

Mr. Budzar stated that he is not aware of whether the Fiscal Office contacted the State to explain the end of the year delay or requested a continuance for additional time to be eligible for reimbursement for late payments.

Nan Baker asked if there is a safety net in place when the 30-day window to process payment is approaching; asked how the December, 2019 payments fell through the cracks and where was the breakdown that resulted in the delay; stated that a system must be in place to prevent this from reoccurring; and asked what safeguards are in place in the Fiscal Office to address this issue.

Lisa Rocco stated that reporting is being done properly but the end of the year shutdown coupled with the implementation and training for ERP contributed to delays even though additional staff was in place to provide assistance; and said she does not believe this will happen again.

Mr. Budzar commented that there were a number of 2019 reconciliations that the Ohio Public Defender would not accept in the monthly reporting and that excessive charges at the end of the year makes it difficult for budget projections; and stated that several attempts to contact the Fiscal Office were non-responsive.

Ms. Rocco stated that this will be discussed with the Fiscal Officer.

Dale Miller asked for follow up on what the rules and timelines for state reimbursements are.

Trevor McAleer asked Mr. Budzar about the rate change for the Public Defender's reimbursements as it relates to travel item BC2020-162. Nan Baker asked if there is any issue with the Fiscal Office that this would not be reported on time.

There were no further questions or comments on the consent items. Trevor McAleer motioned to approve BC2020-161 through -162; Nan Baker seconded, the consent items were unanimously approved.

BC2020-161

Court of Common Pleas/Juvenile Court Division, submitting an amendment to a Master contract with various providers for limited scope legal services to families using the Juvenile Court Resource Center to initiate or modify custody and child support claims for the period 11/1/2019 – 4/30/2020, by terminating a contract with a provider, effective 2/21/2020; no additional funds required:

- a) Terminating Contract No. CE1900410 with Judith Kowalski
- b) Contract No. ~~CE1900410~~ CE1900409 with Nancy Fioritto
- c) Contract No. CE1900411 with Helen Rhynard

Funding Source: Ohio Supreme Court Grant Funds

	Travel Requests						
Department	Staff (1)	Event	Host	Dates of Travel	Location	Expenses	Funding Source
Department of Health and Human Services/ Community Initiatives Division/ Office of Early Childhood	Rebekah Dorman	A conference entitled "Young Child Expo and Conference"	Los Nino Training	4/28/-5/1/2020	New York City, New York	*Registration- \$385.00 **Lodging – \$918.44 **Meals - \$184.00 **Ground Transportation- \$149.00 **Mileage- \$15.41 ***Airfare- \$361.00 Total- \$2,012.85	Private Universal Pre-Kindergarten Funds

Paid to the Host

***Staff reimbursement*

****Airfare will be covered by a contract with the County’s Travel Vendor – (\$361.00)*

Purpose:

The Los Ninos Expo and Conference will bring together over 2000 people from 20 countries. It is a unique forum that brings together all early childhood professionals to learn about the latest information, products, services and resources for early childhood development. The focus of the conference is on essential topics and innovative approaches that can help all young children learn and grow well. Topics that will be discussed are social emotional development, literacy, language development, autism, behavior and other developmental disorders.

	<i>Travel Requests</i>						
<i>Department</i>	<i>Staff (1)</i>	<i>Event</i>	<i>Host</i>	<i>Dates of Travel</i>	<i>Location</i>	<i>Expenses</i>	<i>Funding Source</i>
<i>Department of Health and Human Services/Division of Children and Family Services</i>	<i>Jennifer Kovi</i>	<i>A seminar entitled "Multi-Systemic Therapy Training"</i>	<i>Multi-Systemic Therapy Training</i>	<i>3/15/-3/20/2020</i>	<i>Greensburg, PA</i>	<i>*Registration - \$850.00</i> <i>**Lodging – \$572.76</i> <i>**Meals - \$214.00</i> <i>**Mileage- \$153.87</i> <i>**Tolls- 30.00</i> <i>Total- \$1,820.63</i>	<i>Health and Human Services Levy- 70%</i> <i>Title IV-E – 30%</i>

**Paid to host*
***Staff reimbursement*

Purpose:

All new MST therapists, supervisors, and some other MST program staff receive five days of training to be introduced to the theory and techniques of the treatment model. The training includes didactic teaching, role-playing and other exercises designed to stimulate critical thinking about the treatment process. This orientation is designed to prepare MST teams to begin working with and their families.

<i>Travel Requests</i>							
<i>Department</i>	<i>Staff (1)</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>Valiissa Turner-Howard</i>	<i>A meeting entitled "Council on Governmental Ethics Laws (COGEL) 2020 Program Committee Meeting"</i>	<i>Council on Government Ethics Laws (COGEL)</i>	<i>3/12/-3/14/2020</i>	<i>Atlanta, GA</i>	<i>**Lodging – \$398.00</i> <i>**Meals - \$48.00</i> <i>**Ground Transportation- \$60.00</i> <i>***Airfare- \$297.80</i> <i>Total- \$803.80</i>	<i>General Fund</i>

***Staff reimbursement*
**** Airfare will be covered by a contract with the County’s Travel Vendor – (\$297.80)*

Purpose:

The Council On Governmental Ethics Laws (COGEL) is the preeminent organization of government ethics, freedom of information, elections, lobbying, and campaign finance. Members include (1) governmental entities; (2) educational institutions; (3) organizations, such as law firms, and corporations; and honorary members. The 2020 COGEL Program Committee is meeting in Atlanta March 13 and 14 to plan their 2020 conference.

<i>Travel Requests</i>							
<i>Department</i>	<i>Staff (1)</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>John Greene</i>	<i>A workshop entitled "Gideon's Promise Trainer Development Program"</i>	<i>Gideon's Promise Organization</i>	<i>4/14/-4/19/2020</i>	<i>Atlanta, GA</i>	<i>*Registration-</i> <i>\$750.00</i> <i>**Lodging –</i> <i>\$1,114.81</i> <i>**Meals -</i> <i>\$220.00</i> <i>**Ground Transportation-</i> <i>\$100.00</i> <i>**Parking-</i> <i>\$90.00</i> <i>***Airfare-</i> <i>\$268.80</i> <i>Total-</i> <i>\$2,543.61</i>	<i>General Fund-30%</i> <i>\$763.08</i> <i>Ohio Public Defender- 70%</i> <i>\$1780.53</i>

**Paid to the Host*

***Staff reimbursement*

****Airfare will be covered by a contract with the County's Travel Vendor – (\$268.80)*

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

Requesting to send attorney, Jack Greene to trainer development program in Atlanta, GA.

The program teaches values, substantive knowledge, skills essential to being a public defender.

V – OTHER BUSINESS

Items of Note (non-voted)

Item No. 1

Department of Public Works, submitting an agreement of cooperation with the City of Fairview Park in connection with the resurfacing of Mastick Road from the Fairview Park West Corporation Line to Eaton Road.

Funding Source: \$1,352,000 from the County Road and Bridge Fund and \$338,000 from the City of Fairview Park

VI – PUBLIC COMMENT

VII – ADJOURNMENT

Trevor McAleer motioned to adjourn; Nan Baker seconded. The motion to adjourn was unanimously approved at 11:50 a.m.

Item Details As Submitted By Requesting Departments

IV. Contracts and Awards

A. – Tabled Items

B. – New Items for Review

BC2020-163

Rq45196 - Uniform Services At Various County Buildings

Scope of Work Summary

The Department of Public Work is recommending an award to enter into a contract with Cintas Corporation for Uniform Services to be used by County personnel at various County buildings. This contract will be not-to-exceed in the amount of \$270,278.58, and span three (3) years from time of award (March 1, 2020 – February 28, 2023).

The primary goal of this is to contract with a vendor that can provide uniform services to include furnishing, maintaining, delivery, and replacement on a regular basis. Uniforms are required by multiple County personnel at various County locations.

Procurement

The procurement method utilized for this award was a formal RFP process conducted through the County's Procurement Department. The bid was released to 13 vendors and resulted in 2 proposals being submitted. The proposals were evaluated by the Department of Public Works and the highest scoring vendor is being recommended for the award.

Contractor Information

Cintas Corporation
8221 Dow Cir
Strongsville, Ohio 44136
Scott Farmer - CEO

Funding – Internal Services Fund / General Fund

BC2020-164

Scope of Work Summary

The Department of Human Resources requesting approval of a contract with Municipal Solutions, L.L.C. for the anticipated cost not-to-exceed of \$49,000. The anticipated start-completion dates are from execution to 12/31/2020.

The primary goal of the project is to procure executive search and related services.

Procurement

The procurement method for this was informal Request for Proposal.

There were 84 firms contacted through the County's Buyspeed system, as well as 11 firms contacted directly. Four firms submitted proposals for review and evaluation. One proposal is being recommended.

Contractor and Project Information

The address of the contractor is:

Municipal Solutions, LLC

P.O. Box 5038

Goodyear AZ 85338

The CEO and Principal for the contractor is David A. Evertsen

Project Status and Planning

These services may be procured occasionally, as needed.

Funding

The project is funded 100% by the General Fund (50% by IT, 50% by HR)

The schedule of payments is as invoiced.

BC2020-165

Title: Department of Human Resources RQ# 47953 2020 Universal North, Inc. (aka Universal Creative Concepts) RFP Exemption/Purchase Order for customized water bottles for the County Wellness Program

Scope of Work Summary

Department of Human Resources requesting approval of a purchase order with Universal North, Inc. for the anticipated cost of \$26,000.00.

These customized BPA-free non-toxic water bottles are an incentive to participants in the County's wellness program.

The goal is to incentivize participation in the future.

Procurement

The procurement method for this project was RFP exemption/informal RFP. The total value of the RFP is \$26,000.00.

The informal RFP was closed on September 24, 2019.

There were six proposals submitted for review.

Although the department completed an informal RFP and an evaluation team ranked the vendor proposals, it was determined that an RFP exemption is required because the department did not include specific evaluation criteria in the RFP documents.

Contractor Information

The address of the vendor is:
Universal North, Inc.
Jeff Yurik, President
10143 Royalton Road, Suite E
North Royalton OH 44133
Council district 5

Status and Planning

This is the first time the County has purchased these products.

Funding

This is funded 100% by Wellness Funds.
The schedule of payments is one time.

BC2020-166

Title: Department of Human Resources RQ# 47954 2020 Howling Print and Promo, Inc. Department Order for logo t-shirts for the County Wellness Program

Scope of Work Summary

Department of Human Resources requesting approval of a purchase order with Howling Print and Promo, Inc. for the anticipated cost of \$19,200.00.

These logo t-shirts are an incentive to participants in the County's wellness program. The goal is to incentivize participation in the future.

Procurement

The procurement method for this project was RFP exemption/informal RFP. The total value of the RFP is \$19,200.00.

The informal RFP was closed on September 24, 2019. There were six proposals submitted for review.

Although the department completed an informal RFP and an evaluation team ranked the vendor proposals, it was determined that an RFP exemption is required because the department did not include specific evaluation criteria in the RFP documents.

Contractor Information

The address of the vendor is:
Howling Print and Promo, Inc.
Ed Hamner, Owner
10974 Leader Road
Chardon OH 44024

Council district NA

Status and Planning

This is the first time the County has purchased these products.

Funding

This is funded 100% by Wellness Funds. The schedule of payments is one time.

BC2020-167

Title:

2020 Sheriff's Department Portable Handheld Radio Trade-In

Scope of Work Summary

Sheriff's Department, **recommending to declare** (50) portable law enforcement radios as obsolete surplus County property no longer needed for public use; recommending to trade-in said property towards the purchase of (44) Harris XL-200P and (6) Harris XL-185P handheld radios and related accessories, in accordance with Ohio Revised Code Section 307.12.

The primary goals of the project are to continuously update and upgrade the radios of Sheriff's Deputies and Protective Services Officers by replacing outdated and damaged radios on a rolling basis. The trade-in allows the County to dispose of outdated and obsolete radios and reduce the cost of the replacement units at a higher rate than an outright sale.

Trade-Ins:

3 – Motorola Radius GP 300

41 – Motorola HT1250

6 – Motorola APX6000

Procurement

The procurement method for this project was a formal Request for Bids (RFB). The total trade-in value of the radios is \$34,100.00.

The RFB was closed on January 21, 2020.

3 There were 18 bid specs pulled from OPD, 1 bid submitted for review.

Contractor and Project Information

The address of the vendor is:

Cleveland Communications, Inc.

5220 Hauserman Rd.

Parma, OH 44130

The owner for the vendor is Alan Close.

Project Status and Planning

The project occurs occasionally when funds are available and a trade-in is offered.

Funding

The project is funded 100% by the General Fund.

The schedule of payments is a one-time credit on the invoice.

Sheriff's Department
SH-20-47512
PO#: 20000047 RFB
Vendor: Cleveland Communications
Purchase Order (Formal RFB)
Portable Handheld Radios for Law Enforcement

2020 Sheriff's Department Portable Handheld Radios
Scope of Work Summary

Sheriff's Department **requesting approval of a purchase** order with Cleveland Communications, Inc. for the anticipated cost \$414,379.56 for the purchase of 150 handheld radios.

This award recommendation is the result of a formal RFB which was advertised between December 20, 2019 and January 21, 2020. Cleveland Communications' bid submission was the only bid for radios received and was determined to be compliant with the original bid specifications. Fifty (50) radios will be used to replace some of the current broken and outdated units for both Sheriff's Deputies as well as Protective Services. One hundred (100) radios will be for corrections staff within the Cuyahoga County Corrections Center. As part of the bid, the County will trade in 50 outdated and broken radios for trade credit of \$34,100.00 which is reflected in the total price. The trade in is currently in process as of 2/19/2020 and will be approved prior to the purchase of any radios.

The goal of this purchase are to provide law enforcement and corrections officers with the tools needed to ensure safety of officers, inmates, and County buildings by replacing outdated and broken radios with working equipment.

Procurement

The procurement method for this project was a formal RFB. The total value of the RFB is \$414,379.56.

The RFB closed on January 21, 2020.

There were 18 bid specs pulled from OPD, 1 bid submitted for review.

Contractor and Project Information
Cleveland Communications, Inc.
5220 Hauserman Road
Cleveland, Ohio 44130
Council District 04

The owner of the vendor is Alan Close.
These radios will be used County-Wide.

Project Status and Planning

These purchases are occasionally done when funds are available to update the radio inventory and to provide corrections staff with required 2-way radios.

Funding

The project is funded 100% by the General Fund.
Payment is by invoice, one-time payment.

C. – Consent Agenda

BC2020-168

Amend Contract With YK Brothers Construction For Dianna Ferguson - Loan # 19-2016-5441

Scope of Work Summary

Department of Development requesting approval to reduce amounts for contracts CE1920014-02 and 04 with YK Brothers and Green Home Solutions.

Federally Funded Homeowner Rehabilitation Loan

Community Development Block Grant (CDBG)

Type of Loan - Senior Deferred

Name of Homeowner – Dianna Simmons Ferguson

City – Maple Heights

Total Loan Amount of \$26,322.00

Property Taxes are current as of 2/06/2020

BC2020-169

Rescind Contract With MCM For Mary Hall - Loan # 13-2017-5514

Scope of Work Summary

Department of Development requesting approval to rescind contract CE1920010-01 and 02 with MCM Home Services for \$21,030.00. Due to a conflict, work wasn't started by MCM.

Federally Funded Homeowner Rehabilitation Loan

Community Development Block Grant (CDBG)

Type of Loan - Deferred

Name of Homeowner – Mary Hall

City – Garfield Heights

Total Loan Amount of \$21,030.00

Property Taxes are current as of 6/14/2018

Scope of services – Lead work in conjunction with the Lead Program

BC2020-170

Title: Department of Human Resources 2019 Medical Mutual of Ohio amendment for Stop Loss Insurance services for County employees and their eligible dependents for the period 1/1/2018 - 12/31/2019 on RQ 40216

Scope of Work Summary

Department of Human Resources requesting approval of an amendment with Medical Mutual of Ohio for the anticipated cost not-to-exceed \$00. The anticipated start-completion dates of this amendment are 1/1/2019 – 12/31/2019. The original contract was 1/1/2018-12/31/2018. This amendment extended the original contract one year.

The primary goal is to address a typo in the amendment. Specifically, **section 4. B. i.** of the amendment read “Eligible claims are those incurred from January 1, **2019** through December 31, 2019...” While those dates are accurate for the one-year amendment, they do not include the time period of the original contract. The corrected language is “**Eligible claims are those incurred from January 1, 2018 through December 31, 2019.**” This clarifies that all eligible claims incurred during the entire length of the contract and amendment are covered.

Procurement

The procurement method for this project was RFP. There was one respondent who was recommended and approved. The original contract for the year 2018 was in the amount not-to-exceed \$4,210,000. The first amendment was in the amount not-to-exceed \$1,250,000 for a total not-to-exceed of \$5,460,000. This amendment is for \$0 and no additional time.

Contractor and Project Information

Vendor address is:

Medical Mutual of Ohio

2060 East Ninth Street

Cleveland OH 44115

Council District 07

Chairman, President and Chief Executive Officer is Richard Chiricosta

Project Status and Planning

Stop Loss coverage has been an annual contract.

Funding

There is no funding required for this amendment

Previous Contract

The original contract for the year 2018 was in the amount not-to-exceed \$4,210,000. The first amendment was in the amount not-to-exceed \$1,250,000 for a total not-to-exceed of \$5,460,000. This amendment is for \$0 and no additional time.

BC2020-171

Title: Public Safety and Justice Services termination of agreement with the City of Cleveland for the position of Cyber Analyst

Scope of Work Summary

Public Safety and Justice Services is requesting termination of the agreement with the City of Cleveland in the amount of \$163,000.

This agreement was to sub-award funds received through the FY17 Urban Area Securities Initiative grant to the City of Cleveland. These funds would have been used to hire a Cyber Analyst for the Northeast Ohio Regional Fusion Center. The agreement was executed on November 21, 2018 for the period of November 21, 2018 through March 31, 2020.

On September 30, 2019, the City of Cleveland informed PSJS that the position of Cyber Analyst would not be filled and therefore, the funds would not be utilized for the project.

On January 15th, 2020, PSJS sent the City of Cleveland a letter notification for termination of the agreement to fill the position of Cyber Analyst to which Cleveland received and affirmed on said date.

Procurement

Funding the position was determined by the Cuyahoga County Emergency Services Advisory Board during the grant allocation process. The City of Cleveland Department agreed to submit the position of Cyber Analyst to Human Resources to fill the vacancy.

Contractor and Project Information
The City of Cleveland
601 Lakeside Ave
Cleveland, Ohio 44114

Project Status and Planning- N/A

Funding

The project is funded 100% by the FY17 Urban Areas Securities Initiative grant.

BC2020-172

(See related items for Travel for the week of 3/9/2020 in Section C. above)

V – OTHER BUSINESS

VI – PUBLIC COMMENT

VII – ADJOURNMENT