

Minutes

Cuyahoga County Board of Control
Monday, April 6, 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 11:03 a.m.

Attending:

Michael Chambers, Fiscal Officer, Fiscal Office (Alternate for Armond Budish)
Leigh Tucker, Assistant Fiscal Officer, Fiscal Office (Alternate for Michael Chambers)
Trevor McAleer, County Council (Alternate for Dan Brady)
Councilman Dale Miller
Nichole English, Transportation Planning Engineer, Department of Public Works
(Alternate for Michael Dever)
Lenora Lockett, Director, Office of Procurement and Diversity

II – REVIEW MINUTES – 3/23/2020

Michael Chambers motioned to approve the minutes from the March 23, 2020 meeting; Trevor McAleer 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

BC2020-200

Department of Public Works, submitting an amendment to Contract No. CE1900106 with Glaus, Pyle, Schomer, Burns & Dehaven, Inc. dba GPD Group for professional engineering and Phase 2 design services in connection with the rehabilitation of Warrensville Center Road Bridges Nos. 05.92 East and 05.92 West over the Greater Cleveland Regional Transit Authority Rapid Transit tracks in the City of Shaker Heights, for additional funds in the amount not-to-exceed \$498,555.00.

Funding Source: Road and Bridge Fund

Nichole English, Department of Public Works, presented. There were no questions. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2020-200 was approved by unanimous vote.

BC2020-201

Department of Public Works, submitting an amendment (Subsidiary No. 2) to Contract No. CE1900221 with Fabrizi Recycling, Inc. for reconstruction and widening of Sprague Road from Webster Road to West 130th Street in the Cities of Middleburg Heights, North Royalton, Parma and Strongsville for additional funds in the amount not-to-exceed \$209,249.45.

Funding Source: \$177,862.03 - 85% City of Parma; \$12,554.96 - 6% Ohio Public Works Commission; \$9,416.23 - 4.5% Cuyahoga County using \$7.50 Vehicle License Tax Fund and \$9,416.23 - 4.5% Municipalities

Nichole English, Department of Public Works, presented. There were no questions. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2020-201 was approved by unanimous vote.

BC2020-202

Department of Public Works, submitting an amendment (Subsidiary No. 5) to Contract No. CE1800214 with Great Lakes Construction` Co. for the Towpath Trail Stage 1 from Harvard Avenue Trailhead to Steelyard Commons in the City of Cleveland for additional funds in the amount not-to-exceed \$66,167.61.

Funding Source: 80% Federal Funding (Congestion Mitigation Air Quality Fund (CMAQ); 20% Local Funding – up to \$500,000 Clean Ohio Shares Grant and City of Cleveland Tax Increment Fund (TIF)

Nichole English, Department of Public Works, presented. There were no questions. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2020-202 was approved by unanimous vote.

BC2020-203

Department of Development,

a) Submitting an RFP Exemption on RQ905, which will result in an award recommendation to Economic and Community Development Institute in the amount not-to-exceed \$500,000.00 for grants and loans to small businesses in Cuyahoga County impacted by the COVID-19 pandemic for the period 4/6/2020 – 12/31/2020.

b) Recommending an award on RQ905 and enter into a contract with Economic and Community Development Institute in the amount not-to-exceed \$500,000.00 for grants and loans to small businesses in Cuyahoga County impacted by the COVID-19 pandemic for the period 4/6/2020 – 12/31/2020.

Funding Source: Economic Development Fund

Paul Herdeg, Department of Development, presented. Dale Miller asked for more information on the coverage for the Economic Impact Disaster Loan Program and asked why this program is necessary; asked why the item did not complete the internal approval process in the Enterprise Resource Planning System prior to the Board meeting; asked when services will begin if the contract is approved and if contingent approval should be given upon completion of the approval process. Trevor McAleer commented that Council President Brady had requested that the County Executive handle this request as an emergency purchase acknowledging that all internal approvals would not be secured at the time of approval but would be complete in several days; and asked what will the interest rate on the loans be. Nan Baker asked for clarification on the phone number to call for small businesses seeking assistance; asked for more information on the \$10,000.00 advance loan; asked if it has been determined that the \$5,000.00 monthly grant is adequate for smaller businesses to meet their required needs and asked how that amount was determined; and asked what qualifies as a low to moderate income business. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2020-203 was approved by unanimous vote.

BC2020-204

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 modify the scope of services to add Project Drive Schedule Extension and support for Phase 2A Payroll and Phase 2C Workforce Management Workstreams, effective 4/6/2020 and for additional funds in the amount not-to-exceed \$483,768.00.

Funding Source: ERP - General Fund

Jeanelle Greene, Department of Information Technology and Jack Rhyne, Project Manager, Infor, presented. Dale Miller thanked the project team for their responses to Council members' advance questions, which detailed the challenges to continue the Enterprise Resource Planning Project implementation, despite the Coronavirus crisis and expressed his support for the project; indicated he would support a pause on the project if necessary, once the Payroll and Workforce Development components are implemented; and asked how many users need to be trained for the July go live date.

Nan Baker referred to the responses to the advance questions, which state the only obstacle to the next deployment to the 150 end users, is COVID-19 and asked if any alternatives can be considered; asked what is the likelihood that classroom training cannot move forward and how will the April 27 implementation deadline be met; and asked how many training participants will there be.

Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2020-204 was approved by unanimous vote.

Andria Richardson, Clerk of the Board of Control announced that she had just received a message from the Department of Information Technology which stated that there is a technical issue with the live stream, which appears to be a building wide issue and will not be resolved prior to the end of the Board of Control meeting.

BC2020-205

Department of Information Technology, submitting an amendment to Contract No. CE1800132 with Main Sail, LLC for staff augmentation services for the Enterprise Resource Planning Project for the period 9/17/2018 – 6/30/2020 to extend the time period to 8/31/2020 and for additional funds in the amount not-to-exceed \$384,451.13.

Funding Source: General Fund – ERP

Jeanelle Greene, Department of Information Technology, presented. Dale Miller indicated his support for the services provided by Main Sail, LLC, and stated improvements must be made internally to recruit and train staff that can provide these types services in order to reduce costs. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2020-205 was approved by unanimous vote.

BC2020-206

Department of Information Technology, submitting an amendment to Contract No. CE1500151 with Great Northern Consulting, LLC for support and maintenance on (5) Sun Solaris Operating System T4 servers for the period 6/30/2015 – 6/29/2022, to expand the scope of services to add remote support of UNIX platforms, effective 4/6/2020 and for additional funds in the amount not-to-exceed \$208,560.00.

Funding Source: General Fund

Jeanelle Greene and Andy Molls, Department of Information Technology, presented. Dale Miller asked if it is possible to hire new employees who could provide these support services to reduce costs rather than contract for services. Nan Baker asked if an analysis has been done to determine where there will be a gap in employee support for these types of services, due to planned retirements over the next 2 years; and asked when the department became aware of employee retirements which created the need to contract for services. Trevor McAleer asked if the costs for Item Nos. BC2020-206 and BC2020-207 are included in the \$33 million project budget or are these being tracked separately; and asked for a list of all contract renewals resulting from project implementation delays, as those will need to be evaluated and tracked for budget purposes. Michael Chambers motioned to approve the item; Trevor McAleer seconded. Item BC2020-206 was approved by unanimous vote.

BC2020-207

Department of Human Resources, submitting an amendment to Contract No. CE1500017 with Immix Technology, Inc. for technical support and software maintenance of Kronos Timeclocks for the period 2/1/2015 - 3/29/2020 to extend the time period to 3/29/2021 and for additional funds in the amount not-to-exceed \$18,319.06.

Funding Source: General Fund

Patrick Smock, Department of Human Resources, presented. There were no questions. Michael Chambers motioned to approve the item; Nan Baker seconded. Item BC2020-207 was approved by unanimous vote.

BC2020-208

Department of Health and Human Services/Cuyahoga Job and Family Services, submitting an amendment to Contract No. CE1700021 with CHN Housing Partners fka Cleveland Housing Network, Inc. for utility assistance and financial counseling services for TANF eligible residents for the period 4/1/2017 – 3/31/2020 to extend the time period to 3/31/2021 and for additional funds in the amount not-to-exceed \$195,000.00.

Funding Source: Temporary Assistance for Needy Families

Christine Alexander, Cuyahoga Job and Family Services, presented. Dale Miller asked if these costs are earmarked and funded through the Prevention, Retention and Contingency (PRC) Fund; commented that Franklin County is making PRC funds available to provide substantial financial assistance during the Coronavirus crisis and asked if Cuyahoga County is doing anything similar. Ms. Alexander said that she would follow up with the Board members on this question. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2020-208 was approved by unanimous vote.

Jerad Zibritosky, Department of Law commented that he is concerned about the public accessing the Board of Control meeting while there are technical issues with the live stream and asked if the call in information can be posted to the website in order to provide for public comment and compliance with open meeting requirements.

Andria Richardson, Clerk of the Board of Control stated that the phone number and code to access the meeting via conference call was provided when the agenda was posted to the County's website and also was included when the final agenda was e-mailed to the distribution list. Mr. Zibritsky indicated that these steps were satisfactory.

BC2020- 209
Sheriff's Department,

a) Submitting an RFP exemption on Purchase Order No. PO20000229, which will result in an award recommendation to JNS Foods, LLC in the amount not-to-exceed \$1,150.00 for the purchase of Coffee.

b) Recommending an award on Purchase Order No. PO20000229 to JNS Foods, LLC in the amount not-to-exceed \$1,150.00 for the purchase of Coffee.

Funding Source: General Fund

Stephen Witt, Sheriff's Department, presented. Dale Miller asked what the total percentage of the overage of the coffee purchase was; asked how long will it take to use the surplus coffee and confirmed that all product will be utilized. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2020-209 was approved by unanimous vote.

BC2020-210

Prosecutor's Office, recommending an award on Purchase Order No. PO20000214 to Cellebrite Inc. in the amount not-to-exceed \$40,000.00 for a sole source purchase of (1) Cellebrite Premium mobile data extraction license for use in investigation and prosecution of child exploitation offenders for the Internet Crimes Against Children Task Force for the period 4/6/2020 – 4/5/2021.

Funding Source: Internet Crimes Against Children Grant and State Funds

David Frattare, Prosecutor's Office, presented. There were no questions. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2020-210 was approved by unanimous vote.

C. – Exemptions

BC2020-211

Department of Public Works, recommending to amend Board Approval No. BC2019-13, dated January 7, 2019, which amended BC2017-36, dated January 17, 2017, which authorized an alternative procurement process, which resulted in purchase orders to various providers for medical, surgical and animal care services for the period 2/1/2017 – 12/31/2021, by changing the amount not-to-exceed from \$250,000.00 to \$400,000.00.

Funding Source: 50% Dog Kennel Operations Fund; 50% Dick Goddard Best Friend Fund

Thomas Pavich, Department of Public Works, presented. There were no questions. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2020-211 was approved by unanimous vote.

D. – Consent Agenda

There were no questions on the consent agenda item. Michael Chambers motioned to approve BC2020-212; Dale Miller seconded, the consent item was unanimously approved.

BC2020-212

Office of Procurement & Diversity, presenting proposed purchases for the week of 4/6/2020

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

<i>Requisition/ Purchase Order Number</i>	<i>Description</i>	<i>Department</i>	<i>Vendor Name</i>	<i>Total</i>	<i>Funding Source</i>
PO20000577	(13) Adobe Creative Cloud Licenses	Department of Health and Human Services	SBC Tech Partners	\$8,485.75	Health and Human Services Levy Fund
PO20000634	(9) Replacement mobile data terminals and docking stations for Lake County Sheriff's Office	Department of Public Safety and Justice Services	SpaceBound Inc.	\$27,273.15	FY2017 & FY2018 State Homeland Security -Law Enforcement Grants
PO20000302	(1,000) Protective, breathable spit sock hoods for use when transporting inmates	Sheriff's Department	Labsource Inc.	\$5,350.00	General Fund
PO20000304	(1,000) Replacement mattresses with attached pillow	Sheriff's Department	ICS Jail Supplies, Inc.	\$49,410.00	General Fund

Items/Services Received and Invoiced but not Paid:

<i>Requisition/ Purchase Order Number</i>	<i>Description</i>	<i>Department</i>	<i>Vendor Name</i>	<i>Total</i>	<i>Funding Source</i>
PO20000587	Post Adoption Special Services Subsidy: Neurofeedback system rentals*	Division of Children and Family Services	Espirit Speech & Language Services	\$1,800.00	70% Health and Human Services Levy Fund and 30% Title IV-E

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

V – OTHER BUSINESS

Dale Miller asked if the Board of Control meetings will resume a weekly schedule, dependent upon the level of business.

Trevor McAleer asked Michael Chambers if he thinks there will be a sufficient number of items each week for the Board's consideration.

Michael Chambers said that is possible to resume weekly meetings and that he would follow up with the Board members' regarding the anticipated volume of items for their consideration.

Items of Note (non-voted)

Item No. 1

Sheriff's Department, submitting a grant Sub-award agreement with the City of Cleveland in the amount not-to-exceed \$111,540.00 for the Interoperable Communications Improvement Project in connection with the FY2019 Byrne Memorial Justice Assistance Grant Program (JAG) for the period 10/1/2019 – 9/30/2022.

Funding Source: FY2019 U.S. Department of Justice Edward Byrne Memorial Justice Assistance Grant

VII – ADJOURNMENT

Michael Chambers motioned to adjourn; Nan Baker seconded. The motion to adjourn was unanimously approved at 11:58 a.m.