

## Minutes

Cuyahoga County Board of Control  
Monday, May 11, 2020 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 11:23 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 – 5/4/2020

Michael Chambers motioned to approve the minutes from the May 4, 2020 meeting; Trevor McAleer seconded. The minutes were approved by unanimous vote, as written.

### III – PUBLIC COMMENT

There was public comment from Dean DePiero, Attorney, DePiero Law, representing Cleveland Communications, Inc., who had filed a letter of protest on the award recommendation to Motorola Solutions, Inc. being presented under tabled agenda item number BC2020-244.

### IV- CONTRACTS AND AWARDS

#### A. – Tabled Items

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

#### ~~BC2020-244~~

~~Department of Public Safety & Justice Services, recommending an award on Purchase Order No. 20000320 to Motorola Solutions, Inc. (46-3) in the amount not to exceed \$350,262.00 for the purchase of (183) P25 700/800 MHz Interoperable Communications Portable Radios and accessories for various Community law enforcement departments:~~

#### ~~Communities~~

- ~~a) City of Beachwood~~
- ~~b) City of Lyndhurst~~
- ~~c) City of Shaker Heights~~
- ~~d) City of University Heights~~

~~Funding Source: FY2017 Urban Area Security Initiative Grant and FY2017 State Homeland Security Grant~~

Greg Huth, Department of Law, recommended that this item be held for one week. Trevor McAleer stated that after discussions with the Department of Law over the past week, the Board members representing County Council, are recommending to hold the item for an additional week so that they may perform their due diligence and have additional discussions with the Department of Law and the Department of Public Safety and Justice Services. There were no objections and the item was held.

B. – New Items for Review

BC2020-255

Department of Public Works,

- a) Submitting an RFP exemption, which will result in an award recommendation to The Safety Company, LLC dba M Tech Company in the amount not-to-exceed \$456,130.00 for a state contract purchase of (1) 2020 Gap Vax Combination Jet/Vacuum Machine for the Sanitary Engineering Division.
- b) Recommending an award on Purchase Order No. 20001122 to The Safety Company, LLC dba M Tech Company in the amount not-to-exceed \$456,130.00 for a state contract purchase of (1) 2020 Gap Vax Combination Jet/Vacuum Machine for the Sanitary Engineering Division.

Funding Source: Sanitary Sewer Fund

Thomas Pavich, Department of Public Works, presented. There were no questions. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2020-255 was approved by unanimous vote.

BC2020-256

Department of Public Works, recommending an award on Purchase Order No. 20001167 to Bob Gillingham Ford, Inc. (13-1) in the amount not-to-exceed \$51,198.00 for the purchase of (2) 2020 Ford Fusion Hybrid SEs.

Funding Source: Maintenance Garage Fund

Thomas Pavich, Department of Public Works, presented. Dale Miller commented that he is generally concerned when there is only one response to a bid but was comfortable that the bid received for this purchase was close to the original bid estimate. Michael Chambers motioned to approve the item; Trevor McAleer seconded. Item BC2020-256 was approved by unanimous vote.

BC2020-257

Court of Common Pleas/Juvenile Court Division, recommending awards on various Purchase Orders and enter into agreements with various municipalities in the total amount not-to-exceed \$25,437.41 for the Community Diversion Program for the period 3/1/2020 – 12/31/2020:

- a) PO No. 20000955 with the City of Rocky River in the amount not-to-exceed \$7,267.83.
- b) PO No. 20000959 with the City of Strongsville in the amount not-to-exceed \$15,141.32.
- c) PO No. 20000960 with the City of Warrensville Heights in the amount not-to-exceed \$3,028.26.

Funding Source: General Fund

Sarah Baker, Juvenile Court Division, presented. There were no questions. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2020-257 was approved by unanimous vote.

BC2020-258

Sheriff's Department,

- a) Submitting an RFP exemption, which will result in an award recommendation to W.W. Grainger Inc. in the amount not-to-exceed \$11,279.90 for the purchase of (60) full face respirators and (50) filters as a result of the COVID-19 pandemic.
- b) Recommending an award on Purchase Order No. 20001090 to WW Grainger in the amount not-to-exceed \$11,279.90 for the purchase of (60) full face respirators and (50) filters as a result of the COVID-19 pandemic.

Funding Source: General Fund - To be evaluated by the Fiscal Office for CARES Act reimbursement

Stephen Witt, Sheriff's Department, presented. Dale Miller asked how purchases are determined to be eligible for CARES Act reimbursement and what is the procedure for processing these purchases for reimbursement.

Michael Chambers explained that the \$6 million appropriation for COVID-19 related purchases is held in a unique accounting unit with limited access; said the departments have been instructed to use their own funding codes for COVID-19 related purchases initially and the Fiscal Office Grant Manager will then evaluate and perform journal entries monthly for qualifying purchases which will reimburse the department for their purchases.

Mr. Miller commented that this appears to be an efficient system to track purchases.

Nan Baker asked if it is the best practice to initially pay for these types of purchases from County funds and then evaluate and seek reimbursement from CARES Act funds, when there is no guarantee that the purchases will qualify for reimbursement.

Mr. Chambers stated that 46 purchases have been vetted so far and that the process provides a stop gap and preserves the integrity of the vetting process in a controlled manner, which will also ensure there is no supplanting of General Fund money; and stated that the Sheriff's Department did have these purchases vetted through the Department of Public Safety and Justice Services, prior to Board approval.

Ms. Baker commented that she wanted to be certain that departments are not making unnecessary purchases but stated that it appears the current process will provide for careful monitoring of purchases.

Mr. Miller asked Mr. Chambers if there are any costs that would not be incurred if not for the CARES Act reimbursement.

Mr. Chambers stated that a solid protocol is in place for vetting qualifying purchases and there is no evidence that departments are attempting to make unqualifying purchases under the CARES Act.

Trevor McAleer asked if there are any similar purchases from the Sheriff's Department that have not been submitted for approval and asked how many will be presented; asked if the purchases on today's agenda have been received; and commented that the department may need additional guidance from the Fiscal Office on the use of CARES Act funds.

Mr. Chambers said his office would follow up.

Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2020-258 was approved by unanimous vote.

BC2020-259

Sheriff's Department,

- a) Submitting an RFP exemption, which will result in an award recommendation to Bob Barker in the amount not-to-exceed \$9,995.80 for the purchase of (75 cases) gloves, (2 Pkgs/50) face shields and (10 cases) waste bags for use by jail, law enforcement deputies and protective services staff as a result of the COVID-19 pandemic.
- b) Recommending an award on Purchase Order No. 20000991 to Bob Barker in the amount not-to-exceed \$9,995.80 for the purchase of (75 cases) gloves, (2 Pkgs/50) face shields and (10 cases) waste bags for use by jail, law enforcement deputies and protective services staff as a result of the COVID-19 pandemic.

Funding Source: General Fund - To be evaluated by the Fiscal Office for CARES Act reimbursement

Stephen Witt, Sheriff's Department, presented. There were no questions. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2020-259 was approved by unanimous vote.

#### C. – Consent Agenda

Trevor McAleer referred to Item No. BC2020-265, Direct Open Market Purchases, on PO20001055 for the purchase of a one-year Gather Content Subscription renewal for the Department of Information Technology and asked for additional information on this purchase.

Nan Baker referred to Item No. BC2020-264 and asked for clarification on the change in time period dates; asked if these services may be eligible for CARES Act reimbursement; and asked why no additional funds are needed for the extension of time. Michael Chambers stated that this service could be eligible for CARES Act reimbursement and would require a journal entry.

There were no additional questions or comments on the consent agenda items. Michael Chambers motioned to approve items BC2020-260 through -265; Dale Miller seconded, the consent items were unanimously approved.

BC2020-260

Department of Public Works,

- a) Requesting authority to apply for grant funds from U.S. Department of Transportation, Federal Aviation Administration in the estimated amount of \$5,000,000.00 to \$8,700,000.00 for the reconstruction of Apron H and Taxiway B for design and construction and associated drainage improvements, located at the Cuyahoga County Airport, 26300 Curtiss Wright Parkway, Richmond Heights in connection with the FY2020 Airport Improvement Grant Program.
- b) Submitting a grant award from U.S. Department of Transportation, Federal Aviation Administration in the estimated amount of \$5,000,000.00 to \$8,700,000.00 for the reconstruction of Apron H and Taxiway B for design and construction and associated drainage improvements, located at the Cuyahoga County Airport, 26300 Curtiss Wright Parkway, Richmond Heights in connection with the FY2020 Airport Improvement Grant Program.  
Funding Source: 100% Federal Aviation Administration

BC2020-261

Department of Public Works,

- a) Requesting authority to apply for grant funds from The Federal Aviation Administration in the amount of \$157,000.00 for reimbursement of eligible expenses associated with continuing operations at the Cuyahoga County Airport, in connection with the Coronavirus Aid, Relief and Economic Security (CARES) ACT.
- b) Submitting a grant agreement with The Federal Aviation Administration in the amount of \$157,000.00 for reimbursement of eligible expenses associated with operations at the Cuyahoga County Airport, in connection with the Coronavirus Aid, Relief and Economic Security (CARES) ACT.  
Funding Source: 100% Federal Aviation Administration thru the CARES ACT.

BC2020-262

Department of Public Works,

- a) Requesting authority to apply for grant funds from The Ohio Department of Transportation, Office of Aviation in the amount of \$93,151.00 to transfer, replace and lower utility power equipment along Richmond Road by the Cuyahoga County Airport, 26300 Curtiss Wright Parkway, Richmond Heights, in connection with the FY2020 Ohio Airport Maintenance Grant Program.
- b) Submitting a grant agreement with The Ohio Department of Transportation, Office of Aviation in the amount of \$93,151.00 to transfer, replace and lower utility power equipment along Richmond Road by the Cuyahoga County Airport, 26300 Curtiss Wright Parkway, Richmond Heights, in connection with the FY2020 Ohio Airport Maintenance Grant Program.  
Funding Sources:  
A County match is required  
General Fund – (5 %) - \$4,658.00  
ODOT Aviation - 95% of the eligible costs up to a maximum of \$88,493.00

BC2020-263

Department of Health and Human Services/Cuyahoga Job and Family Services, submitting an amendment to Agreement No. AG1900164 with The Ohio State University for comprehensive evaluation services of Cuyahoga County's Comprehensive Case Management and Employment Program (CCMEP) for the period 2/1/2019 – 1/31/2020 to extend the time period to 7/31/2020; no additional funds required.

Funding Source: Original funding source - Health and Human Services Levy

BC2020-264

Department of Health and Human Services, recommending to amend Board Approval BC2020-245, dated May 4, 2020 which authorized an RFP exemption and award on Purchase Order No. 20001012 to United Way of Greater Cleveland in the amount not-to-exceed \$80,000.00 for provision of up to 10 navigators/staff to operate and manage the increased volume of calls to 2-1-1 HelpLink to assist with community resource navigation and MedRefer services to residents of Cuyahoga County as a result of the COVID-19 pandemic, by changing the time period from 5/4/2020 - 5/31/2020 to 4/1/2020 – 8/1/2020.

Funding Source: Health and Human Services Levy

BC2020-265

Office of Procurement & Diversity, presenting proposed purchases for the week of 5/11/2020

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

Requisition/ Purchase Order Number	Description	Department	Vendor Name	Total	Funding Source
PO20000964	Purchase (40) Fujitsu Document Scanners for staff	Department of Health and Human Services	Diltex, Inc.	\$34,907.60	Health and Human Services Levy Fund
PO20001055	One year Gather Content Subscription Renewal	Department of Information Technology	MNJ Technologies Direct, Inc.	\$8,890.00	General Fund
PO20001203	Purchase of a chemical feed system for Courthouse Square	Department of Public Works	Patriot Industrial Technologies	\$5,360.00	General Fund
PO20001216	Various Ford factory parts for Fleet Services	Department of Public Works	Valley Ford Truck, Inc.	Not-to-exceed \$25,000.00	Motor Vehicle Gas Tax Fund
PO20001088	(1) Portable metal detection unit for Correction Center	Sheriff's Department	Metrasens Inc.	\$9,995.00	General Fund

Items/Services Received and Invoiced but not Paid:

Requisition/ Purchase Order Number	Description	Department	Vendor Name	Total	Funding Source
PO20001160	Reimbursement for appraisal of parcels in Tinkers Creek Commerce Park	Department of Development	City of Bedford	\$2,950.00	General Fund
PO20001108	Emergency veterinarian services*	Department of Public Works	Cleveland Animal Protective League	\$14,360.36	Health and Safety Fund
PO20001155	Emergency veterinarian services*	Department of Public Works	The Family Pet Clinic	\$8,622.85	Health and Safety Fund
PO20001157	Emergency veterinarian services*	Department of Public Works	MedVet Cleveland West	\$9,145.86	Health and Safety Fund
PO20001210	Emergency veterinarian services*	Department of Public Works	MedVet Cleveland West	\$13,265.58	Health and Safety Fund
PO20000983	Repair to Unit 17-45 for Fleet Services**	Department of Public Works	Jack Doheny Companies	\$1,982.23	Motor Vehicle Gas Tax Fund

PO20001118	Repair to Unit S-224 for Sanitary Engineer**	Department of Public Works	Jack Doheny Companies	\$7,991.42	Sanitary Engineer Fund
PO20001131	Repair to Unit 17-45 for Sanitary Engineer**	Department of Public Works	Akron Tractor & Equipment, Inc.	\$15,435.55	Sanitary Engineer Fund
PO20001194	Repair to Unit S-228 for Sanitary Engineer**	Department of Public Works	Jack Doheny Companies	\$5,299.96	Sanitary Engineer Fund

\*Approval No. BC2020-211 dated 4/6/2020, which amended various Board Approvals that authorized an alternative procurement process resulting in awards to various providers for medical, surgical and animal care services for the period 2/1/2017 – 12/31/2021 and changed the amount from \$250,000.00 to \$400,000.00.

\*\*Approval No. BC2019-597 dated 8/12/2019, which amended Board Approval BC2018-932 dated 12/17/2018 that authorized an alternative procurement process resulting in awards to various Factory Authorized Dealers for vehicle and equipment repairs, parts and services for the period 3/24/2016-3/23/2020 which extended the time period to 12/31/2020 and changed the amount from \$1,350,000.00 to \$1,800,000.00.

Open Market Purchases

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

Requisition/ Purchase Order Number	Description	Department	Vendor Name	Total	Funding Source
PO20000833	Bread and rolls – April – June	Juvenile Court	Gordon Food Service	\$10,068.09	General Fund
PO20000835	Milk – April – June	Juvenile Court	Borden Dairy Company of Ohio	\$17,376.00	General Fund
PO20001038	Fresh fruit – April – June	Juvenile Court	Gordon Food Service	\$14,266.65	General Fund



V – OTHER BUSINESS

Items of Note (non-voted)

Item No. 1

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 39873	CE1700277	Quality Control Inspection, Inc.	Construction management and support services for additional funds for services related to the rehabilitation and improvements to the Harvard Avenue Maintenance Facility	\$4,950.00	Department of Public Works	1/2/2018 – 1/1/2021	Capital Improvement Fund	4/30/2020

V – OTHER BUSINESS

Time Sensitive/Mission Critical Item

BC2020-266

Office of the Medical Examiner, recommending an award on Purchase Order No. 20001363 to Envantage, Inc. in the amount not-to-exceed \$2,780.00 for repair of (1) gas chromatograph/mass spectrometer for the Drug Chemistry Lab.

Funding Source: Medical Examiner’s Crime Lab Fund

Hugh Shannon, Office of the Medical Examiner, presented. There were no questions.

Dale Miller motioned to amend the agenda to add the item; Michael Chambers seconded. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2020-266 was approved by unanimous vote.

VII – ADJOURNMENT

Michael Chambers motioned to adjourn; Nan Baker seconded. The motion to adjourn was unanimously approved at 11:55 a.m.