

Minutes

Cuyahoga County Board of Control
Monday, September 28, 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 11:01 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
Councilwoman Nan Baker
Nichole English, Transportation Planning Engineer, Department of Public Works (Alternate for Michael Dever)
Lenora Lockett, Director, Office of Procurement and Diversity

II – REVIEW MINUTES – 9/21/2020

Michael Chambers motioned to approve the minutes from the September 21, 2020 meeting; Leigh Tucker seconded. The minutes were approved by unanimous vote, as written.

III – PUBLIC COMMENT**

There was no public comment.

IV- CONTRACTS AND AWARDS

A. – Tabled Items

B. – New Items for Review

BC2020-542

Department of Public Works, recommending an award on various Purchase Orders and enter into a master contract with various providers in the total amount not-to-exceed \$450,000.00 for temporary staff for COVID-19 screening services for various County buildings for the period 9/28/2020 – ~~6/30/2021~~ **12/31/2020**:

- a) Purchase Order No. 20003180 with Alliance Solutions Group in the amount not-to-exceed \$150,000.00.
 - b) Purchase Order No. 20003179 with GPI Enterprises, Inc. in the amount not-to-exceed \$300,000.00.
- Funding Source: CARES Act Funds

Thomas Pavich and Nichole English, Department of Public Works, presented. Lenora Lockett asked if Alliance Solutions Group was registered with the Office of the Inspector General. Mr. Pavich stated that Alliance Solutions Group was registered under the name of their parent company.

Trevor McAleer asked how much money is projected to be spent for screening services before 1/1/2021 and also the costs in 2021 through 6/30/2021 and asked how the amount of \$450,000.00 was determined; asked if the two recommended vendors' bids had the lowest hourly rates; asked what funding source will be used if services are still required after 12/31/2020; requested that the department provide regular updates to the Board members to track expenses incurred.

Mr. Chambers stated that if services continue into 2021 that chargebacks to the buildings may be necessary and asked the department to work the Matt Hruby, Fiscal Office to ensure proper funding allocations are being used.

Nan Baker expressed concern that a second funding source is not identified with this request to accurately reflect where the expenses will be paid from if services are to continue in 2021 since CARES Act funds must be used in 2020; and asked if this contract should end 12/31/2020 and be amended at the end of the year if services will continue, where the proper funding source can be identified.

Mr. McAleer acknowledged the importance of these services that were secured with a proper bidding process but concurred with Ms. Baker's recommendation to end this contract on 12/31/2020 and amend in the future when there is a clearer picture on the state of the pandemic.

Ms. Baker asked Mr. Chambers if he is comfortable with the request, as written.

Michael Chambers expressed his support to allow the contract to continue through 6/30/2021 due to the challenges of the new system, deadline dates for end of the year activities, locking down funds now that could be used elsewhere and stated that he does not want to penalize the vendor with delayed payments or go without services, due to these challenges.

Ms. Baker expressed concern that the General Fund will most likely be tapped into next year while this request still identifies CARES Act as a sole funding source, which will no longer be available in 2021.

Mr. Chambers stated that the Fiscal Office is getting ready for next years' budget updates and that this would be a significant impact while there is still uncertainty about next years' revenues and getting through the flu season; and indicated that the funding will most likely be General Fund and Health and Human Services Levy Fund if screeners are in Health and Human Service buildings.

Mr. McAleer recommended changing the end date of this contract to 12/31/2020 and keep the amount the same and the department could process an emergency purchase at the end of the year, if required; expressed reservations about committing non-existent General Fund or Health and Human Services Levy dollars for 2021 with no discussion; said that an emergency purchase does not necessarily need to be funded through CARES Act; and stated that the department will be regularly monitoring expenses and updating the Board members weekly so that proper planning can occur if services extend into 2021.

The Board members concurred with Mr. McAleer's recommendation to change the end date to 12/31/2020.

Michael Chambers motioned to amend the item to change the end date to 12/31/2020; Nan Baker seconded.

Michael Chambers motioned to conditionally approve the item until the vendor's registration with the Office of the Inspector General could be confirmed; Nan Baker seconded. Item BC2020-542 was conditionally approved by unanimous vote, as amended.

BC2020-543

Department of Development,

- a) Submitting an RFP exemption on RQ2712, which will result in a payment to Urban League of Greater Cleveland as fiscal agent for UBIZ Venture Capital in the amount of \$200,000.00 for operational support for the period 10/1/2020 - 12/31/2025.

- b) Recommending a payment to Urban League of Greater Cleveland as fiscal agent for UBIZ Venture Capital in the amount of \$200,000.00 for operational support for the period 10/1/2020 - 12/31/2025.

Funding Source: Economic Development Fund

Paul Herdeg, Department of Development and Michael Obi, Urban League of Greater Cleveland, presented. Lenora Lockett asked if the provider was registered with the Office of the Inspector General. Mr. Herdeg requested the Board provide conditional approval upon the vendor's completion of the registration process with the Office of the Inspector General. Trevor McAleer asked why this item did not complete the Infor approval process prior to the meeting. Nan Baker asked how the fiscal agent will distinguish between struggling, small businesses and minority-owned and disadvantaged businesses; and asked what the interest and terms of the loans are. Michael Chambers motioned to conditionally approve the item; Nan Baker seconded. Item BC2020-543 was conditionally approved by unanimous vote.

BC2020-544

Fiscal Department, submitting an amendment to Contract No. CE1700140 with Stifel, Nicolaus & Company Incorporated for financial advisory services for the period 8/1/2017 - 7/31/2022 for additional funds in the amount not-to-exceed \$9,450.00.

Funding Source: General Fund

Michael Chambers, Fiscal Department, presented. There were no questions. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2020-544 was approved by unanimous vote.

BC2020-545

Department of Information Technology, recommending a sole source award on Purchase Order No. 20002541 and enter into a contract with Spatialest, Inc. in the amount not-to-exceed \$160,500.00 for the purchase and installation of AppraisalEst GIS based toolset software license, data review, data import, on-site training and support services for the period 9/28/2020 – 9/27/2023.

Funding Source: Real Estate Assessment Fund

Dennis Sullivan, Department of Information Technology, presented. There were no questions. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2020-545 was approved by unanimous vote.

BC2020-546

Department of Information Technology,

- a) Submitting an RFP exemption on RQ3234, which will result in an award recommendation to TEC Communications, Inc. LP in the amount not-to-exceed \$19,657.10 for the purchase of (1) ASR 1001-X Router software license upgrade and extended Smartnet coverage for the County's aggregation services router.
- b) Recommending an award on Purchase Order No. 20003126 to TEC Communications, Inc. LP in the amount not-to-exceed \$19,657.10 for the purchase of (1) ASR 1001-X Router software license upgrade and extended Smartnet coverage for the County's aggregation services router.
Funding Source: General Fund – WAN Services - To be evaluated by the Fiscal Office for CARES Act reimbursement.

Andy Molls and Dennis Sullivan, Department of Information Technology, presented. Nan Baker asked for clarification on WAN services; and asked if this cost will be a one-time fee. Michael Chambers motioned to approve the item; Nan Baker seconded. Item BC2020-546 was approved by unanimous vote.

BC2020-547

Department of Health and Human Services/Community Initiatives Division/Office of Early Childhood, submitting an amendment to Contract No. CE1700146 with Pascal Learning, Inc. dba Ready Rosie nka Teaching Strategies, LLC for the purchase of web-based subscription services for customized child development videos for the period 9/1/2017 – 8/31/2020 to extend the time period to 7/31/2021 and for additional funds in the amount not-to-exceed \$42,840.00.

Funding Source: 83% Breuning Foundation Grant and 17% Health and Human Services Levy Fund

Marcos Cortes, Office of Early Childhood, presented. Lenora Lockett asked if the provider was registered with the Office of the Inspector General. Mr. Cortes indicated that the provider is listed under their parent company, UTJ Holdco, Inc., Registration No. 20-0229. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2020-547 was approved by unanimous vote.

BC2020-548

County Prosecutor,

- a) Submitting an RFP exemption on RQ1939, which will result in an award recommendation to SHI International Corp. in the amount not-to-exceed \$13,284.00 for the renewal of (6) SMS Magnet Axiom software licenses for the Ohio Internet Crimes Against Children Task Force for the period 11/1/2020 – 10/31/2021.
- b) Recommending an award on Purchase Order No. 20003100 to SHI International Corp. in the amount not-to-exceed \$13,284.00 for the renewal of (6) SMS Magnet Axiom software licenses for the Ohio Internet Crimes Against Children Task Force for the period 11/1/2020 – 10/31/2021.

Funding Source: FY2020 U.S. Department of Justice, Office of Juvenile Justice and Delinquency Prevention Grant

David Frattare, County Prosecutor's Office, presented. There were no questions. Michael Chambers motioned to approve the item; Trevor McAleer seconded. Item BC2020-548 was approved by unanimous vote.

BC2020-549

Sheriff's Department,

- a) Submitting an RFP exemption on RQ2194, which will result in an award recommendation to FDL Marine dba Edgewater Marina in the amount not-to-exceed \$13,232.41 for the purchase of fuel for marine patrol boat operations for the 2020 - 2021 boating seasons in connection with the FY2018 and FY2019 Operation Stonegarden Grant Program and the Northern Border Initiative.
- b) Recommending an award on Purchase Order No. 20002802 to FDL Marine dba Edgewater Marina in the amount not-to-exceed \$13,232.41 for the purchase of fuel for marine patrol boat operations for the 2020 - 2021 boating seasons in connection with the FY2018 and FY2019 Operation Stonegarden Grant Program and the Northern Border Initiative.

Funding Source: 61% FY2018 and 39% FY2019 Operation Stonegarden Grants

Stephen Witt, Sheriff's Department, presented. There were no questions. Michael Chambers motioned to approve the item; Leigh Tucker seconded. Item BC2020-549 was approved by unanimous vote.

BC2020-550

Sheriff's Department,

- a) Requesting authority to apply for grant funds from State of Ohio, Attorney General's Office in the amount of \$39,628.65 to purchase body armor vests for law enforcement officers in connection with the FY2020 Ohio Law Enforcement Body Armor Grant Program for the period 9/30/2020 - 9/30/2021.
- b) Submitting a grant award from State of Ohio, Attorney General's Office in the amount of \$39,628.65 to purchase body armor vests for law enforcement officers in connection with the FY2020 Ohio Law Enforcement Body Armor Grant Program for the period 9/30/2020 - 9/30/2021.

Funding Source: General Fund – 25% and FY2020 State of Ohio Law Enforcement Body Armor Grant Funds - 75%

Stephen Witt, Sheriff's Department, presented. Nan Baker asked if the grant award amount is adequate to cover the entire cost of replacement vests that are required. Michael Chambers motioned to approve the item; Nan Baker seconded. Item BC2020-550 was approved by unanimous vote.

C. – Consent Agenda

Michael Chambers referred to Item No. BC2020-551 and asked for clarification on the dollar amounts.

Nan Baker referred to Item No. BC2020-552 – Direct Open Market Purchases – Purchase Order No. 20001627 which recommended an award to Sadler-Necamp Financial Services, Inc. dba Proware in the amount of \$19,900.00 for the implementation of a software interface between the Sheriff's Civil Case Management System and RealAuction.com to conduct Sheriff's Foreclosure Sales in an on-line auction format and asked how this purchase qualifies for CARES Act reimbursement; and asked if the funds will be used by 12/31/2020. Michael Chambers asked if the software will be in use prior to the end of the year.

There were no additional comments or questions on the consent agenda items. Michael Chambers motioned to approve BC2020-551 through -552; Dale Miller seconded, the consent items were unanimously approved.

BC2020-551

Department of Development, recommending to amend Board of Control Item Nos. CON2019-36 dated 4/22/2019 and BC2020-176, dated 3/16/2020, which authorized housing rehabilitation contracts with various providers in connection with a homeowner rehabilitation loan to Diana Simmons Ferguson for various time periods, by changing the award amounts for multiple providers:

a) Contract No. CE1920014-03 with Westfield Heating & Air Inc. for installation of a new furnace and air conditioner for the period 8/21/2018 – 5/22/2019, by changing the amount not-to-exceed from \$5,868.00 to \$5,643.00.

b) Contract No. CE1920014-05 with Craftsman Custom Flooring, Inc. for installation of vinyl tile flooring, installation of a dryer vent and washing machine fixtures, replacement of shower unit and faucets, laundry tub, kitchen sink and disposal, installation of a grab bar and replacement of masonry steps for the period 7/3/2019 – 4/1/2020, by changing the amount not-to-exceed from \$6,275.00 to \$6,500.00.

Funding Source: Community Development Block Grant Funds

BC2020-552

Office of Procurement & Diversity, presenting proposed purchases for the week of 9/28/2020:

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

<i>Purchase Order Number</i>	<i>Description</i>	<i>Department</i>	<i>Vendor Name</i>	<i>Total</i>	<i>Funding Source</i>
20002963	(3) Lateral microfilm cabinets for County Archives	Department of Public Works	Central Business Equipment Company dba Patterson Pope	\$11,984.00	General Fund
20001627	Implementation of a software interface between the Sheriff's Civil Case Management System and RealAuction.com to conduct Sheriff's Foreclosure Sales in an on-line auction format	Sheriff's Department	Sadler-Necamp Financial Services, Inc. dba Proware	\$19,900.00	General Fund - To be evaluated by the Fiscal Office for CARES Act reimbursement

Items/Services Received and Invoiced but not Paid:

<i>Purchase Order Number</i>	<i>Description</i>	<i>Department</i>	<i>Vendor Name</i>	<i>Total</i>	<i>Funding Source</i>
20003150	Reimbursement of State-mandated services rendered to children with medical handicaps in accordance with Ohio Revised Code Section 3701.023 for August, 2020*	Cuyahoga Job and Family Services	Treasurer, State of Ohio	\$84,162.85	Health and Human Services Levy Fund
20003152	Technical support services to County employees for the period April – June, 2020 in connection with the Tech Service Support Policy**	Department of Health and Human Services	Treasurer, State of Ohio	\$74,904.00	Health and Human Services Levy Fund, which will be reimbursed by CARES Act Funds

**Alternative procurement process and exemption from aggregation to authorize payments to Ohio Department of Health for various purchase orders in the total amount not-to-exceed \$1,450,000.00 for State-mandated services rendered to children with medical handicaps, in accordance with Ohio Revised Code Section 3701.023, for the period 5/26/2020 – 5/25/2022 approved by Board of Control Approval No. BC2020-300, dated 5/26/2020 and amended by BC2020-362, dated 6/22/2020 which changed the time period from 5/26/2020 – 5/25/2022 to 1/1/2020 – 12/31/2020 and amended by BC2020-436, dated 7/27/2020, which changed the name from Ohio Department of Health to Treasurer, State of Ohio.*

***Alternative procurement process to authorize payments to Treasurer, State of Ohio for various invoices in the total amount not-to-exceed \$250,000.00 for technical support services to County employees in connection with the Tech Service Support Policy for the period 7/1/2019 – 12/31/2021, approved by Board of Control Approval No. BC2020-430, dated 7/27/2020.*

Open Market Purchases

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

<i>Purchase Order Number</i>	<i>Description</i>	<i>Department</i>	<i>Vendor Name</i>	<i>Total</i>	<i>Funding Source</i>
<i>None</i>					

V – OTHER BUSINESS

Items of Note (non-voted)

Item No. 1

Department of Public Safety and Justice Services/Witness Victim Service Center, submitting a grant award from U.S. Department of Justice, Office on Violence Against Women in the amount of \$824,800.00 for the Domestic Violence Homicide Prevention Demonstration Initiative in connection with the FY2020 Improving Criminal Justice Responses to Domestic Violence, Dating Violence, Sexual Assault, and Stalking Grant Program for the period 10/1/2020 – 9/30/2023.

Funding Source: FY2020 U.S. Department of Justice, Office on Violence Against Women

Item No. 2

Department of Public Safety and Justice Services, on behalf of the Office of the Medical Examiner, submitting a grant award from U.S. Department of Justice, Bureau of Justice Assistance via the Institute for Intergovernmental Research in the amount of \$20,000.00 for the FY2020 Comprehensive Opioid, Stimulant, and Substance Abuse Program Overdose Fatality Review Database Pilot Site Selection Grant Program for the period 9/15/2020 – 9/30/2021.

Funding Source: FY2020 U.S. Department of Justice, Bureau of Justice Assistance

Item No. 3

Department of Public Safety and Justice Services, on behalf of the Office of the Medical Examiner, requesting authority to apply for grant funds from the U.S. Department of Justice, Office of Justice Programs, Bureau of Justice Assistance in the amount of \$304,041.00 for the FY2020 DNA Capacity Enhancement and Backlog Reduction Grant Program for the period 10/1/2020 – 12/31/2022.

Funding Source: FY2020 U.S. Department of Justice, Office of Justice Programs, Bureau of Justice Assistance

Item No. 4

Department of Public Safety and Justice Services, on behalf of the Office of the Medical Examiner, requesting authority to apply for grant funds from U.S. Department of Justice, Office of Justice Programs, Bureau of Justice Assistance in the amount of \$188,000.00 for the purchase of (1) Fourier Transform Infrared Spectroscopy and (1) Dual Stage Ballistic Comparison Microscope for various labs in connection with the FY2020 Paul Coverdell Forensic Science Improvement Grant Program for the period 10/1/2020 – 12/31/2022.

Funding Source: FY2020 U.S. Dept. of Justice, Office of Justice Programs, Bureau of Justice Assistance Grant

Item No. 5

Department of Public Safety and Justice Services, on behalf of the Office of the Medical Examiner, requesting authority to apply for grant funds from State of Ohio, Office of Criminal Justice Services in the amount of \$65,006.68 for professional and continuing education for staff in connection with the FY2020 Paul Coverdell Forensic Sciences Improvement Grant Program for the period 1/1/2021 – 12/31/2021.

Funding Source: FY2020 Paul Coverdell Forensic Sciences Improvement Grant

VI – PUBLIC COMMENT**

There was no public comment.

VII – ADJOURNMENT

Michael Chambers motioned to adjourn; Leigh Tucker seconded. The motion to adjourn was unanimously approved at 11:49 a.m.