

Minutes

Cuyahoga County Board of Control  
Monday, January 25, 2021 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 11:03 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 Pernel Jones, Jr.)  
Councilman Dale Miller  
Councilwoman Nan Baker  
Nichole English, Administrator, Planning and Programming, Department of Public Works  
(Alternate for Michael Dever)  
Lenora Lockett, Director, Office of Procurement and Diversity

**II – REVIEW MINUTES – 1/19/2021**

Michael Chambers motioned to approve the minutes from the January 19, 2021 meeting; Dale Miller seconded. The minutes were approved by unanimous vote, as written.

**III – PUBLIC COMMENT\*\***

There was no public comment.

**IV- CONTRACTS AND AWARDS**

**A. – Tabled Item**

**B. – New Items for Review**

**BC2021-32**

Department of Development, requesting authority to prepare amendments to contracts with various providers for foreclosure prevention and real property tax counseling services for Cuyahoga County homeowners for the period 4/1/2019 – 3/31/2020 to extend the time period to 3/31/2021 and for additional funds in the total amount not-to-exceed \$485,000.00:

- a) Contract No. CE1900237 with Breaking Chains, Inc. in the amount not-to-exceed \$50,000.00
- b) Contract No. CE1900241 with CHN Housing Partners in the amount not-to-exceed \$60,000.00
- c) Contract No. CE1900240 with Community Housing Solutions in the amount not-to-exceed \$100,000.00
- d) Contract No. CE1900238 with Empowering & Strengthening Ohio’s People in the amount not-to-exceed \$150,000.00

- e) Contract No. CE1900239 with Home Repair Resource Center in the amount not-to-exceed \$50,000.00
  - f) Contract No. CE1900236 with Legal Aid Society of Cleveland in the amount not-to-exceed \$75,000.00
- Funding Source: Community Development Block Grant Funds

Sara Jackson, Department of Development, presented. Nan Baker thanked Ms. Jackson for her detailed response to the advance question regarding the late submittal. Michael Chambers motioned to approve the item; Nan Baker seconded. Leigh Tucker was absent for the vote. Item BC2021-32 was approved by unanimous vote.

**BC2021-33**

Department of Human Resources, submitting an amendment to Contract No. 449 with Surency Life & Health Insurance Company for flexible spending account administration services for the period 12/5/2017 – 12/31/2020 to extend the time period to 12/31/2021 and for additional funds in the amount not-to-exceed \$60,000.00.

Funding Source: Hospitalization Self-Insurance Fund/Benefits Administration

Pat Smock, Department of Human Resources, presented. There were no questions. Michael Chambers motioned to approve the item; Trevor McAleer seconded. Item BC2021-33 was approved by unanimous vote.

**BC2021-34**

Department of Workforce Development, submitting an amendment to Contract No. 565 with Towards Employment Inc. for job seeker services for applicants with felony backgrounds in connection with the Workforce Innovation and Opportunity Act for the period 7/1/2019 – 6/30/2021 for additional funds in the amount not-to-exceed \$174,747.00.

Funding Source: Workforce Innovation & Opportunity Act

Lauren Carey, Department of Workforce Development, presented. There were no questions. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2021-34 was approved by unanimous vote.

**BC2021-35**

Department of Public Safety and Justice Services, on behalf of the County Executive's Office,

- a) Submitting an RFP exemption on RQ4995, which will result in an award recommendation to United Way of Greater Cleveland in the amount not-to-exceed \$130,000.00 for call center services to provide information to residents regarding COVID-19 vaccinations for the period 1/25/2021 – 4/4/2021.
- b) Recommending an award and enter into a contract with United Way of Greater Cleveland in the amount not-to-exceed \$130,000.00 for call center services to provide information to residents regarding COVID-19 vaccinations for the period 1/25/2021 – 4/4/2021.

Funding Source: General Fund

Alex Pellom Department of Public Safety and Justice Services and Tracey Mason, Division of Senior and Adult Services, presented. Nan Baker expressed her support of these important services and asked how the call center operations will be managed; requested follow up on the average wait time of incoming calls and outcomes of services and whether expectations were met; asked what the status of the mailer is; recommended that the mailer to be sent to seniors only contain information regarding COVID-19

vaccinations and not reference any other senior services; and asked Trevor McAleer to follow up with the Board when the mailing has been complete.

Dale Miller also expressed his support of services as the rollout of the vaccine has been slow and wants to assist at a local level; stressed the importance that call takers be well-trained as there is so much information from various sources and may be difficult for seniors to navigate to find accurate information and make appointments, especially those not comfortable with technology; and stated that this program will not work if the call takers are not well-trained.

Trevor McAleer asked what date the mailer will be sent and how many will be sent. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2021-35 was approved by unanimous vote.

**The following item was withdrawn at the request of the department.**

**BC2021-36**

~~Department of Public Safety and Justice Services, on behalf of the County Executive's Office,~~

~~a) Submitting an RFP exemption on RQ4996, which will result in an award recommendation to Western Reserve Area Agency on Aging in the amount not to exceed \$10,000.00 to provide a contact list for a mailing to seniors 65 years of age and older regarding access to COVID-19 vaccinations.~~

~~b) Recommending an award to Western Reserve Area Agency on Aging in the amount not to exceed \$10,000.00 to provide a contact list for a mailing to seniors 65 years of age and older regarding access to COVID-19 vaccinations.~~

~~Funding Source: General Fund~~

**C. – Exemptions**

**BC2021-37**

Department of Development, recommending to amend Board Approval No. BC2019-287 dated 4/8/2019, which amended Board Approval No. BC2014-317 dated 12/22/2014, which approved an alternative procurement process to receive non-competitive applications from cities, villages and townships in Cuyahoga County for Demolition Program funding and resulted in funding agreements in the total amount not-to-exceed \$41,000,000.00 for eligible costs incurred for demolition of vacant, abandoned, nuisance or blighted structures **not** owned by the Land Bank for various time periods between 1/1/2015 - 12/31/2020, by extending the time period to 12/31/2021; no additional funds required.

Funding Source: Cuyahoga County Demolition Funds

Sara Jackson, Department of Development, presented. There were no questions. Michael Chambers motioned to approve the item; Trevor McAleer seconded. Item BC2021-37 was approved by unanimous vote, as amended.

## **D. – Consent Agenda**

Nan Baker referred to Item No. BC2021-38 and asked for clarification on what services will be the focus during the contract extension and where will the remaining funds be used.

Ms. Baker referred to Item No. BC2021-39 – Purchase Order No. 20003944 and asked if this vehicle is a new purchase or a replacement of a vehicle used by the prior jail administrator; asked why there is a need for the vehicle now when the prior jail administrator did not have a vehicle; and asked if the administration of the essential duties of Rhonda Gibson justify the need for a personal vehicle.

Trevor McAleer commented that many directors use their personal vehicles to travel to meetings and asked how this situation is different; and asked if the Medical Examiner has their own County vehicle.

Ms. Baker asked how the process for pool vehicles works.

Michael Chambers indicated that some department have access to some their own pool vehicles in addition to the Department of Public Works' pool.

Ms. Baker asked if pool vehicles are permitted to be taken home.

Nichole English stated that she can provide a list of pool vehicles and their assignments.

The Board members recommended that this item be held pending receipt of additional information.

Ms. Baker referred to Purchase Order No. 21000026 and asked for clarification on the use of rock salt.

There were no additional questions or comments on the Consent Agenda items. Michael Chambers motioned to approve BC2021-38 through – 39; Trevor McAleer seconded, the consent items were unanimously approved.

### **BC2021-38**

Department of Public Safety and Justice Services, submitting an amendment to Contract No. 205 with Cuyahoga County Planning Commission for planning and mapping services for the Cuyahoga County Geographical Information System for the period 8/1/2014 – 12/31/2020 to extend the time period to 6/30/2021; no additional funds required.

Original Funding Source: General Fund

**BC2021-39**

Office of Procurement &amp; Diversity, presenting proposed purchases for the week of 1/25/2021:

**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>
20004274	(30) replacement helmets and (30) headlamps for use by Region 2 Urban Search and Rescue Team	Department of Public Safety and Justice Services	Lawmen's Shooters' Supply	\$9,796.00	FY17 Urban Area Security Initiative Grant
21000024	Miscellaneous tools for Sanitary Engineer vehicles	Department of Public Works	W.W. Grainger	\$10,632.79	Sanitary Sewer Fund
<del>20003944</del>	<del>(1) new, never titled, 2020 Ford AWD Utility Vehicle</del>	<del>Sheriff's Department</del>	<del>Bob Gillingham Ford</del>	<del>\$33,941.00</del>	<del>General Fund</del>
20004374	(1,400) cases of C-fold, 1-ply paper towels	Sheriff's Department	W. B. Mason Company	\$17,850.00	General Fund

**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>
20003766	Hydraulic parts for vehicle J1636*	Department of Public Works	AG-Pro Ohio LLC	\$1,706.05	Sanitary Sewer Fund
21000026	Rock salt for 2020-2021 Winter season**	Department of Public Works	Cargill Incorporated	\$49,500.00	85% General Fund 5% Airport Operating Fund 5% Road and Bridge Fund 5% Sanitary Sewer Fund
20000278	Emergency offsite medical services for inmates ***	Sheriff's Department	University Hospitals	\$4,000.00	General Fund
20001283	Emergency offsite medical services for inmates ***	Sheriff's Department	University Hospitals	\$60,000.00	General Fund

\*Approval No. BC2020-684 dated 12/21/20, which amended BC2019-597 dated 8/12/2019, which amended various Board Approvals on various dates, which authorized an alternative procurement process resulting in awards to various Factory Authorized Dealers in the total amount not-to exceed \$1,800,000.00 for vehicle and equipment repairs, parts, and services for the period 3/24/2016-12/31/2020 to extend the time period to 12/31/2021; no additional funds required.

*\*\*Approval No. BC2020-568 dated 10/13/2020, which approved an alternative procurement process which will result in a participation agreement with the City of Brecksville Purchasing Consortium in the amount not-to-exceed \$49,500.00 for the purchase of sodium chloride (rock salt) for the period 11/21/2020 – 10/31/2021.*

*\*\*\*Approval No. BC2020-635 dated 11/30/2020, which amended BC2020-525 dated 9/14/20, which amended Approval No. BC2020-525 dated 9/14/20, which amended Board Approval No. BC2020-323, dated 6/8/2020, which authorized an alternative procurement process resulting in various purchase orders and award recommendations to various providers for emergency offsite medical services for inmates for the period 1/1/2017 – 12/31/2020 to extend the time period to 12/31/2021, by changing the name of Fresenius Medical Care to Ohio Renal Care Group, LLC; no additional funds required.*

**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**

**Item of Note (non-voted)**

**Item No. 1**

Court of Common Pleas/Corrections Planning Board,

- a) 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 \$105,706.00 for the purchase of audio-visual equipment and related technologies for use in (4) courtrooms in connection with the 2020 Coronavirus Emergency Supplemental Funding Program for the period 4/17/2020 – 3/20/2021.
- b) Submitting a grant award from U.S. Department of Justice, Office of Justice Programs, Bureau of Justice Assistance in the amount of \$105,706.00 for the purchase of audio-visual equipment and related technologies for use in (4) courtrooms in connection with the 2020 Coronavirus Emergency Supplemental Funding Program for the period 4/17/2020 – 3/20/2021.

Funding Source: U.S. Department of Justice, Office of Justice Programs, Bureau of Justice Assistance (funding provided through the Ohio Office of Criminal Justice Services)

**Item No. 2**

Cuyahoga County Law Library,

- a) Requesting authority to apply for grant funds from the Statewide Consortium of County Law Library Resources Boards in the amount of \$4,367.62 for the purchase of (5) desktop computers and (2) 19” flat-panel monitors for the period 2/28/2021 – 5/31/2022.
  
- b) Submitting a grant award from the Statewide Consortium of County Law Library Resources Boards in the amount of \$4,367.62 for the purchase of (5) desktop computers and (2) 19” flat-panel monitors for the period 2/28/2021 – 5/31/2022.

Funding Source: Statewide Consortium of County Law Library Resources Boards

**VI – PUBLIC COMMENT\*\***

**VII – ADJOURNMENT**

Michael Chambers motioned to adjourn; Leigh Tucker seconded. The motion to adjourn was unanimously approved at 11:46 a.m.