

Minutes

Cuyahoga County Board of Control  
Monday, May 10, 2021 at 11:00 A.M.  
County Headquarters  
2079 East Ninth Street

**I – CALL TO ORDER**

The meeting was called to order at 11:04 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 – ~~4/26/2021~~ 5/3/2021**

Michael Chambers motioned to approve the minutes from the ~~April 26, 2021~~ **May 3, 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 Items**

**B. – New Items for Review**

**BC2021-214**

Department of Public Works, recommending an award on RQ5423 and enter into Agreement No. 1004 with Cuyahoga Soil and Water Conservation District in the total amount not-to-exceed \$14,000.00 for technical assistance with various activities in connection with the implementation of soil and water conservation measures, in accordance with Ohio Revised Code Chapter 940 for the period 3/27/2021 – 3/26/2022:

a) for Storm Water Pollution activities in the amount not-to-exceed \$8,500.00 associated with National Pollutant Discharge Elimination System (NPDES) covered construction activities.

b) for Public Involvement and Public Education Program activities in the amount of not-to-exceed \$5,500.00.

Funding Source: \$8,500.00 - Road and Bridge Fund and \$5,500.00 - Sanitary Sewer Fund

Nichole English, Department of Public Works, presented. There were no questions. Michael Chambers motioned to approve the item; Leigh Tucker seconded. Item BC2021-214 was approved by unanimous vote.

**BC2021-215**

Department of Public Works,

- a) Submitting an RFP exemption on RQ5912, which will result in an award recommendation to U.S. Bank in the amount not-to-exceed \$200,000.00 for the purchase of routine fuel for the County Fleet Division for the period 3/1/2021 – 12/31/2021.
- b) Recommending an award on Purchase Order No. 21001014 to U.S. Bank in the amount not-to-exceed \$200,000.00 for the purchase of routine fuel for the County Fleet Division for the period 3/1/2021 – 12/31/2021.

Funding Source: Fleet Services – Maintenance Garage

Tom Pavich, Department of Public Works, presented. Michael Chambers asked if this request was the part of the Key Bank contract that was outsourced. Dale Miller asked if future contracts would continue to be separate, or will be incorporated into the larger banking services contract; and asked for follow up on how much of the \$200,000.00 is for actual fuel purchases and how much is for banking fees or processing fees. Nan Baker asked if the issues that contributed to the late submittal have been overcome. Michael Chambers motioned to approve the item; Nan Baker seconded. Item BC2021-215 was approved by unanimous vote.

**BC2021-216**

Department of Information Technology, submitting an amendment to Contract No. 1053 with Harris, Mackessy & Brennan, Inc. dba HMB for maintenance and software support on the RightFax Enterprise Fax Manager server for the period 6/1/2017– 5/31/2021 to extend the time period to 5/31/2022 and for additional funds in the amount not-to-exceed \$19,216.29.

Funding Source: 75% General Fund and 25% Health and Human Services Levy Fund

Jeanelle Greene, Department of Information Technology, presented. Dale Miller asked for clarification on what an e-fax is and if there is an advantage to using an e-fax rather than scanning. Nan Baker asked for clarification on the breakdown of the funding source for Health and Human Services Levy Funds when the backup indicates it is based on actual usage; asked if the 25% allocation for Health and Human Services is sufficient; and asked for clarification on the backup materials that address whether this purchase is part of the Enterprise Resource Planning System. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2021-216 was approved by unanimous vote.

**BC2021-217**

Department of Sustainability,

- a) Submitting an RFP exemption on RQ6095, which will result in an award recommendation to Green Strategies, LLC in the amount not-to-exceed \$4,500.00 for Microgrid and Utility Consulting services for the period 5/1/2021 – 6/30/2021.
- b) Recommending an award on RQ6095 and enter into Contract No. 1286 with Green Strategies, LLC in the amount not-to-exceed \$4,500.00 for Microgrid and Utility Consulting services for the period 5/1/2021 – 6/30/2021.

Funding Source: Sustainability Projects Fund

Mike Foley, Department of Sustainability, presented. Nan Baker asked if there was any cost for Ali Ahmed's consulting services through the County's contract with Cleveland State University; asked if it is more practical to see what the outcome of the related proposed legislation, and the opinion from the Attorney General's Office regarding conflict of interest, before proceeding with spending more money on consulting services contracts; asked her colleagues for their opinions and if there were any issues holding this item for a couple of weeks pending these decisions; commented that she also can support this request but is concerned about spending the money when the outcome is still unknown; asked if this cost could be recovered from the developer or will this be a County expense; asked what will happen if there is no known outcome by 6/30/2021; and asked if an amendment to extend time would be anticipated.

Dale Miller commented that a fiscal item came before County Council for \$100,000.00 in the same general realm of activity and he recommended that item be held until they received more clarity on the expense, but there is no need to delay the process for a contract that is \$4,500.00, while County Council makes its' decision.

Trevor McAleer asked what the plans are after 6/30/2021 and if this contract will be extended if the outcome is still unknown; asked if subsequent services will be bid out and not be procured through an RFP exemption; said that the request for an opinion from the Attorney General is significantly different from what the Legislative Service Commission (LSC) provided; said that he appreciates the opinion from the LSC, who provides legal services to the State legislature, but is not sure how meaningful or valuable that is on the County level; and commented that he believes the Attorney General will make a decision before the end of June.

Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2021-217 was approved by unanimous vote.

**BC2021-218**

Court of Common Pleas/Juvenile Court Division, submitting an amendment to Contract No. 530 with ComDoc, Inc. for maintenance and support on the DocuWare System for the period 1/1/2018 - 12/31/2020 to extend the time period to 12/31/2021 and for additional funds in the amount not-to-exceed \$16,307.52.

Funding Source: General Fund

Sarah Baker, Juvenile Court Division, presented. Nan Baker expressed her concern about not only submitting a contract amendment late but after the original contract end date. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2021-218 was approved by unanimous vote.

**BC2021-219**

Department of Public Safety and Justice Services, recommending an award on Purchase Order No. 21001401 to US Safety Gear, Inc. (7-2) in the amount not-to-exceed \$181,467.00 for the purchase of hospital and first responder personal protective equipment.

Funding Source: FY2017 Urban Area Security Initiative Grant

Mary Beth Vaughn, Department of Public Safety and Justice Services, presented. There were no questions. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2021-219 was approved by unanimous vote.

**BC2021-220**

Department of Public Safety and Justice Services, recommending an award on Purchase Order No. 21001481 to Scanna MSC, Inc (17-1) in the amount not-to-exceed \$64,106.00 for the purchase of two (2) portable x-ray processors for City of Cleveland Police Bomb Team.

Funding Source: FY2017 State Homeland Security Grant

Mary Beth Vaughn, Department of Public Safety and Justice Services, presented. There were no questions. Michael Chambers motioned to approve the item; Leigh Tucker seconded. Item BC2021-220 was approved by unanimous vote.

**BC2021-221**

Department of Health and Human Services/Community Initiatives Division/Family and Children First Council, submitting an amendment to Agreement No. 502 with Bedford City School District for implementation of the school-based/community-based Closing the Achievement Gap Program for the period 3/6/2020 – 12/31/2020 to extend the time period to 12/31/2021 and for additional funds in the amount not-to-exceed \$110,950.00.

Funding Source: Health and Human Services Levy Fund

Robin Martin and Kathleen Johnson, Family and Children First Council, presented. Dale Miller asked how many school districts will be awarded under the new Request for Proposals.

Nan Baker asked if services have been provided from January through April, 2021; asked if the provider is still waiting to be paid; asked if there was any planning last summer to begin working on this amendment so that it could be submitted prior to the contract end date and on time; asked why this amendment will not cover January – April, 2022; and asked if there will be any gap in services as this amendment does not cover the entire school year.

Trevor McAleer asked who made the request for 2 Linkage Coordinators for 5 schools. Michael Chambers motioned to approve the item; Trevor McAleer seconded. Item BC2021-221 was approved by unanimous vote.

**BC2021-222**

Department of Health and Human Services/Community Initiatives Division/Family and Children First Council, recommending an award on RQ3432 and enter into Agreement No. 1253 with The Ohio State University on behalf of The Ohio State University Extension (58-1) in the amount not-to-exceed \$210,694.00 for planning, coordinator and facilitator services for the Youth Advocacy and Leadership Coalition of Cuyahoga County for the period 1/1/2021 - 12/31/2022.  
Funding Source: Health and Human Services Levy Fund

Robin Martin and Kathleen Johnson, Family and Children First Council, presented. Nan Baker asked if the department has overcome the obstacles that led to the late submittal and asked if the provider has been paid or if services provided. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2021-222 was approved by unanimous vote.

**C. – Exemptions**

**BC2021-223**

Department of Public Safety and Justice Services, recommending an alternative procurement process, which will result in payments to various municipalities in the total amount not-to-exceed \$150,000.00 for reimbursement of eligible expenses of personnel costs associated with Cuyahoga County's COVID-19 vaccination efforts for the period 1/1/2021 - 9/30/2021.  
Funding Source: General Fund to be evaluated for potential COVID-19 reimbursement

Alex Pellom and Mary Beth Vaughn, Department of Public Safety and Justice Services, presented. There were no questions. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2021-223 was approved by unanimous vote.

**D. - Consent Agenda**

Nan Baker referred to Item No. BC2021-224 and asked for clarification on the response to the advanced question regarding late submittal.

Ms. Baker referred to Item No. BC2021-226 – Direct Open Market Purchase – Purchase Order No. 21001298 and asked if this was a replacement vehicle.

There were no additional questions or comments on the Consent Agenda item. Michael Chambers motioned to approve BC2021-224 through -226; Nan Baker seconded. The consent items were unanimously approved.

**BC2021-224**

Office of Innovation and Performance, submitting an amendment to Contract No. 300 with CHN Housing Partners for the Sewer, Water and Stormwater Utility Assistance Program for COVID-19 related expenses allowed under the Coronavirus Aid, Relief, and Economic Security Act for the period 11/11/2020 – 12/30/2020 to extend the time period to 11/1/2021, to expand the scope of services to address duplicate utility payments in 2020 and requalify eligible participants to the program, and to modify the contract language in Exhibit 1, regarding participants' delinquent utility balances, effective 5/10/2021; no additional funds required.

Original Funding Source: Coronavirus Aid, Relief, and Economic Security (CARES) Act Funds

**BC2021-225**

Department of Information Technology, recommending to declare excess County computers and IT equipment as surplus County-owned property, no longer needed for public use; requesting authority to sell surplus property to Info@Ret3.org. for a fee in the amount of \$1.00 in accordance with EA02012-0001.

Funding Source: Revenue Generating

**BC2021-226**

Office of Procurement &amp; Diversity, presenting proposed purchases for the week of 5/10/2021:

**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>
21001515	<i>(3) One-Year Subscriptions for Federal, State Tax and Miscellaneous Rulings Research for Library Staff and Patrons</i>	<i>Cuyahoga County Law Library</i>	<i>CCH, Inc-Wolters Kluwer</i>	<i>\$22,244.78</i>	<i>Cuyahoga County Law Library Resources Board Special Revenue Fund</i>
21001351	<i>(400) Hazardous Materials Personal Protective Equipment Kits for Hospital Personnel and First Responders</i>	<i>Department of Public Safety and Justice Services</i>	<i>AramSCO, Inc.</i>	<i>\$25,600.00</i>	<i>FY2017 Urban Area Security Initiative Grant Fund</i>
21001075	<i>(2) Breaker Box Recondition and Retrofit</i>	<i>Department of Public Works</i>	<i>Epic Energy Solutions</i>	<i>\$15,864.00</i>	<i>Capital Project</i>
21001297	<i>Various Vehicle Batteries</i>	<i>Department of Public Works</i>	<i>Harris Battery Company, Inc.</i>	<i>Not-to-exceed \$48,000.00</i>	<i>34% County Maintenance Garage Fund, 33% Sanitary Operating Fund and 33% Road and Bridge Fund</i>
21001298	<i>(1) 2021 New, Never-Titled Ford AWD Utility Vehicle for Medical Examiner</i>	<i>Department of Public Works</i>	<i>Bob Gillingham Ford</i>	<i>\$39,695.00</i>	<i>County Maintenance Garage</i>
21001309	<i>Various International Vehicle Factory Parts and Services</i>	<i>Department of Public Works</i>	<i>Rush Truck Centers</i>	<i>Not-to-exceed \$49,000.00</i>	<i>Sanitary Operating Fund</i>
21001442	<i>(2) Freestanding Concrete Mockups</i>	<i>Department of Public Works</i>	<i>Schirmer Construction, LLC</i>	<i>\$15,800.00</i>	<i>Road and Bridge Fund</i>
21001447	<i>Various Ford Vehicle Factory Parts and Services</i>	<i>Department of Public Works</i>	<i>Valley Ford Truck Inc.</i>	<i>Not-to-exceed \$49,000.00</i>	<i>50% Sanitary Operating Fund and 50% Road and Bridge Fund</i>
21001465	<i>(1) 2021 New, Never-Titled F-350 Chassis Stake Body Truck</i>	<i>Department of Public Works</i>	<i>L. F. Donnell Inc.</i>	<i>\$49,825.00</i>	<i>Road and Bridge Fund</i>

21001049	(3) Replacement Fleet Supervisor Vehicle Build-Outs for Law Enforcement	Sheriff's Department	Hall Public Safety Co.	\$11,182.82	General Fund to be evaluated by the Fiscal Office for American Rescue Plan Act reimbursement
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**Items/Services Received and Invoiced but not Paid:**

Purchase Order Number	Description	Department	Vendor Name	Total	Funding Source
21001421	March payment for the Children with Medical Handicaps*	Cuyahoga Job and Family Services	Treasurer, State of Ohio	\$137,625.09	Health and Human Services Levy Fund
21001423	Factory Authorized –Repair to John Deere Vehicle No. S-196**	Department of Public Works	Murphy Tractor	\$2,112.75	General Fund
21001466	Various Paint Supplies	Department of Public Works	The Sherwin Williams Co.	\$2,442.60	Road and Bridge Fund
21001483	Ready Mix Concrete***	Department of Public Works	Westview Concrete Corporation	Not-to-exceed \$4,950.00	Road and Bridge Fund

\*Approval No. BC2021-26 dated 1/19/21 which approved an alternative procurement process and exemption from aggregation on various purchase orders, which will result in various award recommendations to Treasurer, State of Ohio in the total amount not-to-exceed \$3,042,224.83 for State-mandated services rendered to children with medical handicaps for the period 1/1/2021 – 12/31/2021, in accordance with Ohio Revised Code Section 3701.023.

\*\*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. BC2021-112 dated 3/15/21 which amended Board Approval No. BC2020-196, dated 3/23/2020, which amended various Board Approval Nos. on various dates, which authorized an alternative procurement process, resulting in award recommendations to various providers for the purchase of Ready Mix concrete to complete various Department Orders for the period 3/1/2021 – 2/28/2021 to extend the time period to 12/31/2021; by changing the not-to-exceed amount from \$620,000.00 to \$820,000.00 and to add Westview Concrete Corporation, effective 3/1/2021.

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

Purchase Order Number	Description	Department	Vendor Name	Total	Funding Source
None					



**V – OTHER BUSINESS**

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

**Item No. 1**

**Contracts \$0.00 - \$4,999.99 – Processed and executed (no vote required)**

<i>RQ No.</i>	<i>Contract/ PO No.</i>	<i>Vendor</i>	<i>Service Description</i>	<i>Amount</i>	<i>Department</i>	<i>Date(s) of Service</i>	<i>Funding Source</i>	<i>Date of Execution</i>
RQ 41444	Amend Master Contract No. 1123  1125  1127  1128	Various Providers:  A-Z Furniture Co., Inc.,  Dave’s Supermarket, Inc.,  West 25 <sup>th</sup> Furnishings and Appliances, Inc., and  National Mattress & Furniture Warehouses, Inc.	Emergency assistance services, <b>to update service providers Product Price List and to amend Article XI, Section 11.14 to address Force Majeure events, effective 5/1/2021</b>	\$0.00	Division of Children and Family Services	5/1/2018 – 4/30/2021; <b>to extend the time period to 8/31/2021; no additional funds required</b>	(Original) 79% Federal Emergency Services (ESSA); 21% Health and Human Services Levy Fund	4/28/2021 (Executive) 4/29/2021 (Law Dept.)

**VI – PUBLIC COMMENT\*\***

**VII – ADJOURNMENT**

Michael Chambers motioned to adjourn; Dale Miller seconded. The motion to adjourn was unanimously approved at 11:53 a.m.