

Minutes

Cuyahoga County Board of Control

Monday, August 9, 2021 at 11:00 A.M.

County Headquarters

2079 East Ninth Street

Committee Room B

**I – CALL TO ORDER**

The meeting was called to order at 11:01 a.m.

Attending:

Leigh Tucker, Assistant Fiscal Officer, Fiscal Office (Alternate for Michael Chambers)

Joe Nanni, County Council (Alternate for Pernel Jones, Jr.)

Jim Boyle, County Council (Alternate for Dale Miller)

Brendan Doyle, County Council (Alternate for Nan Baker)

Nichole English, Transportation Planning Engineer, Department of Public Works,  
(Alternate for Michael Dever)

Catherine Tkachyk, Interim Director of Purchasing, Department of Purchasing

**II – REVIEW MINUTES – 8/2/2021**

Leigh Tucker motioned to approve the minutes from the August 2, 2021 meeting; Joe Nanni 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**

**BC2021-419**

Department of Public Works, recommending an award on RQ7081 and enter into Contract No. 1731 with Silk Road Specialized, LLC in the amount not-to-exceed \$9,500.00 to transport a trolley (rail car) located at the former Bridge Garage to Thornville, Ohio for the period 8/9/2021 – 8/31/2021.

Funding Source: Central Custodial Services

Tom Pavich, Department of Public Works, presented. Joe Nanni asked if the County had ever owned the trolley. Nichole English provided additional information. Leigh Tucker motioned to approve the item; Jim Boyle seconded. Item BC2021-419 was approved by unanimous vote.

**BC2021-420**

Department of Development, requesting approval of a HOME Loan in the amount of \$450,000.00 to McGregor Foundation, or its' designee, for McGregor Senior Independent Living Project, located at 14900 Private Drive, City of East Cleveland to provide (106) affordable, newly constructed or rehabilitated units. Funding Source: Federal - Federal Home Investment Partnership Funds

Kate Feighan, Department of Development, presented. Jim Boyle asked where the project was located. Leigh Tucker motioned to approve the item; Joe Nanni seconded. Item BC2021-420 was approved by unanimous vote.

**BC2021-421**

Department of Development, recommending an award and enter into Agreement No. 1417 with City of Euclid in the amount not-to-exceed \$402,697.00 for allocation of FY2019 - 2020 U.S. Department of Housing and Urban Development Home Investment Partnership Program Funds for HOME qualified activities for the period 5/1/2021 – 4/30/2023.

Funding Source: HOME Investment Partnership Program Fund

Kate Feighan, Department of Development, presented. There were no questions. Leigh Tucker motioned to approve the item; Nichole English seconded. Item BC2021-421 was approved by unanimous vote.

**BC2021-422**

Department of Development,

- a) Submitting an RFP exemption, which will result in an award recommendation to National Urban Fellows, Inc. in the amount not-to-exceed \$68,000.00 for the sponsorship of a national urban fellow for the period 9/1/2021 – 5/13/2022.
- b) Recommending an award and enter into Contract No. 1663 with National Urban Fellows, Inc. in the amount not-to-exceed \$68,000.00 for the sponsorship of a national urban fellow for the period 9/1/2021 – 5/13/2022.

Funding Source: General Fund

Paul Herdeg, Department of Development, presented. Jim Boyle asked if the County had been in this program previously. Leigh Tucker motioned to approve the item; Brendan Doyle seconded. Item BC2021-422 was approved by unanimous vote.

**BC2021-423**

Department of Information Technology,

- a) Submitting an RFP exemption, which will result in an award recommendation to VertiGIS North America, Ltd. in the amount not-to-exceed \$5,305.00 for maintenance and support on GeoCortex Essentials Standard software for the period 3/1/2021 – 2/28/2022.
- b) Recommending an award on Purchase Order No. 21002702 to VertiGIS North America, Ltd. in the amount not-to-exceed \$5,305.00 for maintenance and support on GeoCortex Essentials Standard software for the period 3/1/2021 – 2/28/2022.

Funding Source: Real Estate Assessment Fund

Jeanelle Greene, Department of Information Technology, presented. There were no questions. Leigh Tucker motioned to approve the item; Nichole English seconded. Item BC2021-423 was approved by unanimous vote.

**BC2021-424**

Department of Information Technology,

- a) Submitting an RFP exemption, which will result in an award recommendation to Brown Enterprise Solutions LLC in the amount not-to-exceed \$11,610.70 for a state contract purchase of (10) additional HP Elitebook G8 laptops and related accessories for Court of Common Pleas/Juvenile Court Division.
- b) Recommending an award on Purchase Order No. 21002742 to Brown Enterprise Solutions LLC in the amount not-to-exceed \$11,610.70 for a state contract purchase of (10) additional HP Elitebook G8 laptops and related accessories for Court of Common Pleas/Juvenile Court Division.

Funding Source: Juvenile Court Administrative Fund to be reimbursed by the Office of Criminal Justice Services (OCJS) Coronavirus Emergency Supplemental Funding Grant

Jeanelle Greene, Department of Information Technology, presented. There were no questions. Leigh Tucker motioned to approve the item; Joe Nanni seconded. Item BC2021-424 was approved by unanimous vote.

**BC2021-425**

Department of Information Technology,

- a) Submitting an RFP exemption, which will result in an award recommendation to Mythics, Inc. in the amount not-to-exceed \$35,280.00 for the purchase of (1,500) Java SE Desktop subscription licenses for the period 8/9/2021 – 8/8/2022.
- b) Recommending an award on Purchase Order No. 21002786 to Mythics, Inc. in the amount not-to-exceed \$35,280.00 for the purchase of (1,500) Java SE Desktop subscription licenses for the period 8/9/2021 – 8/8/2022.

Funding Source: General Fund

Jeanelle Greene, Department of Information Technology, presented. There were no questions. Leigh Tucker motioned to approve the item; Jim Boule seconded. Item BC2021-425 was approved by unanimous vote.

**BC2021-426**

***This item was heard following Other Businesses***

Department of Internal Audit,

- a) Submitting an RFP exemption, which will result in an award recommendation to IIA Quality Services, LLC in the amount not-to-exceed \$20,500.00 to provide external quality assessment services related to internal audit activities for the period 8/9/2021 – 11/5/2021.
- b) Recommending an award and enter into Contract No. 1680 with IIA Quality Services, LLC in the amount not-to-exceed \$20,500.00 to provide external quality assessment services related to internal audit activities for the period 8/9/2021 – 11/5/2021.

Funding Source: General Fund

Monica Houston, Department of Internal Audit, presented. Joe Nanni asked if this was done every three years; and asked if there would be an RFP process for the next time. Leigh Tucker motioned to approve the item; Nichole English seconded. Item BC2021-426 was approved by unanimous vote, as amended.

**BC2021-427**

Court of Common Pleas/Juvenile Court Division, recommending an award on RQ4453 and enter into a Master Contract with various providers (51-3) in the total amount not-to-exceed \$200,000.00 for Juvenile Drug Court Short-Term Residential Treatment services for the period 7/1/2021 – 6/30/2023:

- a) Contract No. 1695 with Cornell Abraxas Group, LLC in the amount not-to-exceed \$50,000.00.
- b) Contract No. 1696 with New Directions, Inc. in the amount not-to-exceed \$150,000.00.

Funding Source: Health and Human Services Levy Fund

Tomika Ballard, Juvenile Court Division, presented. Jim Boyle asked if the contract was a two-year contract. Leigh Tucker motioned to approve the item; Joe Nanni seconded. Item BC2021-427 was approved by unanimous vote.

**BC2021-428**

Department of Public Safety and Justice Services, recommending an award on Purchase Order No. 21002863 to Safeware Inc. (12 - 3) in the amount not-to-exceed \$177,267.20 for the purchase of (4) replacement bomb suit ensembles for the Lake County Regional and Lorain County Bomb teams.

Funding Source: 50% FY18 State Homeland Security Program Grant and 50% FY19 State Homeland Security Program Grant – Law Enforcement

Lezlie White, Department of Public Safety and Justice Services, presented. Jim Boyle asked if the current suits were out of date or if they had new technology added. Leigh Tucker motioned to approve the item; Jim Boyle seconded. Item BC2021-428 was approved by unanimous vote.

**BC2021-429**

Office of the Medical Examiner, submitting an amendment to Contract No. 1560 with Allstar Laundry Services, Inc. for laundry services for the period 12/1/2019 - 11/30/2022 for additional funds in the amount not-to-exceed \$25,000.00.

Funding Source: General Fund

Hugh Shannon, Office of the Medical Examiner, presented. There were no questions. Leigh Tucker motioned to approve the item; Joe Nanni seconded. Item BC2021-429 was approved by unanimous vote.

**BC2021-430**

Sheriff's Department,

- a) Submitting an RFP exemption on RQ7116, which will result in an award recommendation to Keefe Group, LLC in the amount not-to-exceed \$230,000.00 for the purchase of various Commissary items to incentivize inmates to receive the COVID-19 vaccination.
- b) Recommending an award on Purchase Order No. 21002744 to Keefe Group, LLC in the amount not-to-exceed \$230,000.00 for the purchase of various Commissary items to incentivize inmates to receive the COVID-19 vaccination.

Funding Source: General Fund to be considered for reimbursement by American Rescue Plan Funds

Ronda Gibson, Sheriff's Department, presented. Joe Nanni asked what the other two options for incentives are for inmates. Leigh Tucker motioned to approve the item; Nichole English seconded. Item BC2021-430 was approved by unanimous vote.

**BC2021-431**

Department of Health and Human Services/Community Initiatives Division/Office of Early Childhood, recommending an award on RQ6931 and enter into Contract No. 1653 with Teaching Strategies, LLC in the amount not-to-exceed \$145,800.00 for a sole source purchase of ReadyRosie Family Engagement Curriculum virtual subscription services for the period 8/1/2021 – 7/31/2024.

Funding Source: Health and Human Services Levy Fund

Marcos Cortes, Health & Human Services, presented. There were no questions. Leigh Tucker motioned to approve the item; Joe Nanni seconded. Item BC2021-431 was approved by unanimous vote.

**BC2021-432**

Department of Communications and Department of Health and Human Services,

- a) Submitting an RFP exemption, which will result in an award recommendation to Emplifi Czech Republic a.s., fka SocialBakers in the amount not-to-exceed \$12,600.00 for social media tracking, analyzing and publishing services for the period 8/9/2021 – 8/8/2022.
- b) Recommending an award and enter into Contract No. 1670 with Emplifi Czech Republic a.s., fka SocialBakers in the amount not-to-exceed \$12,600.00 for social media tracking, analyzing and publishing services for the period 8/9/2021 – 8/8/2022.

Funding Source: 80% General Fund and 20% Health and Human Services Levy Fund

Paul Porter, Health & Human Services, and Mary Louise Madigan, Department of Communications, presented. Joe Nanni asked how the County pays a company from another country. Jim Boyle asked if the vendor was cleared by the Inspector General; asked if the previous iteration of the company was a Czech company; asked if any legal issues that could come up were discussed with Law; requested the specifics of the services that would be provided; and asked what additional accounts were added. Leigh Tucker motioned to approve the item; Nichole English seconded. Item BC2021-432 was approved by unanimous vote.

### **C. - Consent Agenda**

There were no questions or comments on the Consent Agenda items.

Leigh Tucker motioned to approve items BC2021-433 through – 437; Joe Nanni seconded. The Consent Agenda items were approved by unanimous vote.

#### **BC2021-433**

Department of Development, submitting an amendment to Contract No. 1387 with Cuyahoga County Land Reutilization Corporation for administration of the demolition of vacant, abandoned, nuisance or blighted structures for the Cuyahoga County Property Demolition Program for the period 11/19/2018 – 12/31/2020 to extend the time period to 12/31/2021; no additional funds required.

Funding Source: Demolition Fund

#### **BC2021-434**

Department of Information Technology, on behalf of the Veterans Service Commission, 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](mailto:Info@Ret3.org) for a fee in the amount of \$1.00 in accordance with E02012-0001.

Funding Source: Revenue Generating

#### **BC2021-435**

Fiscal Office, submitting a Memorandum of Agreement among Clark, Schaefer, Hackett & Co. and State of Ohio, Office of the Auditor to define the terms, roles and responsibilities for the annual audit for Calendar Years 2021 – 2025 for the period 9/30/2021 – 12/31/2026.

Funding Source: N/A

**BC2021-436**

Fiscal Office, presenting proposed travel requests for the week of 8/9/2021:

<i>Travel Requests</i>							
<i>Department</i>	<i>Staff</i>	<i>Event</i>	<i>Host</i>	<i>Dates of Travel</i>	<i>Location</i>	<i>Expenses</i>	<i>Funding Source</i>
<i>Department of Public Safety and Justice Services</i>	<i>Kevin Friis</i>	<i>Conference entitled "IAEM Annual Conference"</i>	<i>International Association of Emergency Managers</i>	<i>10/15/-10/22/2021</i>	<i>Grand Rapids, MI.</i>	<i>*Registration - \$769.00</i> <i>**Lodging - \$1,360.45</i> <i>**Meals - \$296.00</i> <i>**Ground - \$50.00</i> <i>***Airfare - \$350.00</i>  <i><b>Total - \$2,825.45</b></i>	<i>General Fund</i>

*\*Paid to the Host**\*\*Staff reimbursement**\*\*\*Airfare will be covered by a contract with the County's Travel Vendor (Est. \$350)**Purpose:*

*This conference provides educational sessions on multiple topics and best practices within the field of Emergency Management. These sessions count as continuing education credits toward recertification. This request includes additional pre and post conference training sessions.*

<b>Travel Requests</b>							
<b>Department</b>	<b>Staff</b>	<b>Event</b>	<b>Host</b>	<b>Dates of Travel</b>	<b>Location</b>	<b>Expenses</b>	<b>Funding Source</b>
Department of Development – Director’s Office	Paul Herdeg	A conference entitled “2021 Annual Conference”	International Economic Development Council	10/3/ – 10/6/2021	Nashville, TN.	*Registration Fees – \$1,299.00  **Lodging- \$674.90  **Meals - \$97.00  **Ground Transportation - \$50.00  ***Airfare - \$0.00  <b>Total - \$2,120.90</b>	General Fund

*\*Paid to Host*

*\*\*Staff reimbursement*

*\*\*\*Airfare will be covered by using Southwest credits per traveler.*

**Purpose:**

*The 2021 Annual conference provides an opportunity to engage with economic development leaders in several communities around the county and to explore best practices to explore and implement developmental trends to leverage the strengths of the respective communities. I will allow for networking as well as to provide some tools to move forward with Cuyahoga County’s economic and community development strategies and activities.*



**BC2021-437**

Department of Purchasing, presenting proposed purchases for the week of 8/9/2021:

**Direct Open Market Purchases**  
**(Purchases between \$5,000 - \$49,999.99 unless requiring assistance from the Department of Purchasing – See Below):**

<i>Purchase Order Number</i>	<i>Description</i>	<i>Department</i>	<i>Vendor Name</i>	<i>Total</i>	<i>Funding Source</i>
21002417	Disposal clean fill, on an as needed basis	Department of Public Works	Boyas Excavating Inc.	Not-to-exceed \$49,500.00	Sanitary Sewer Fund
21002789	Washed limestone for Sanitary Division	Department of Public Works	Interstate Safety Services	Not-to-exceed \$49,999.00	Sanitary Sewer Fund
21002683	(15) Additional 50" LED 4K Insignia televisions for the Detention Center	Juvenile Court Division	HPM Business Systems Inc.	\$5,877.77	General Fund to be reimbursed by the Office of Criminal Justice Services (OCJS) Coronavirus Emergency Supplemental Funding Grant
21002781	(16) Additional Apple iPads for staff	Juvenile Court Division	Diltex Inc.	\$6,516.16	Office of Criminal Justice Services (OCJS) Coronavirus Emergency Supplemental Funding Grant
21002396	(6) Replacement Microsoft Surface Pro 7+ Tablets and related accessories	Office of the Medical Examiner	Diltex Inc.	\$8,316.21	General Fund
21002740	(2,500) Cases Styrofoam trays for Corrections Center Kitchen	Sheriff's Department	Gordon Food Service	\$30,300.00	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>
21002612	Factory Authorized- Repair of a power take off for a vactor hydraulic system*	Department of Public Works	Jack Doheny Company	\$24,953.12	General Fund
21002613	Factory Authorized- Vehicle repairs*	Department of Public Works	Bob Gillingham Ford, Inc.	\$4,044.07	General Fund

21002621	Factory Authorized- Alarm and detection services at County Courthouse*	Department of Public Works	Johnson Controls	\$2,415.51	General Fund
21002631	Factory Authorized- Vehicle repairs*	Department of Public Works	Bob Gillingham Ford, Inc.	\$1,915.58	General Fund
21002641	Factory Authorized- Chiller repair at Jane Edna Hunter Building*	Department of Public Works	Trane US Inc.	\$6,900.00	General Fund
21000718	Toxicology testing services	Office of the Medical Examiner	Ambry Genetics Corporation	\$4,490.00	Medical Examiner's Office Crime Lab 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.

**Open Market Purchases**  
**(Over \$50,000 or requiring assistance from the Department of Purchasing)**

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

## **V– OTHER BUSINESS**

### **One additional item was added to the agenda**

Department of Development,

- a) Submitting an RFP exemption on RQ7228, which will result in a payment to Friendly Inn Settlement, Inc. in the amount not-to-exceed \$50,000.00 for operating support to help promote ongoing initiatives in the Central Neighborhood for the period 8/9/2021 – 12/31/2021.
- b) Recommending a payment on Purchase Order No. 21002904 to Friendly Inn Settlement, Inc in the amount not to exceed \$50,000.00 for operating support to help promote ongoing initiatives in the Central Neighborhood for the period 8/9/2021 – 12/31/2021.

Funding Source: General Fund

Paul Herdeg, Department of Development presented the item.

Leigh Tucker motioned to add the item to the agenda; Joe Nanni seconded. The motion to add the item to the agenda was unanimously approved.

Jim Boyle asked what the ongoing initiatives are in the Central Neighborhood; and asked for the criteria for selecting the Central Neighborhood. Leigh Tucker motioned to approve the item; Joe Nanni seconded. The additional item was approved by unanimous vote.

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

#### **Item No. 1**

Court of Common Pleas/Corrections Planning Board, submitting a grant agreement with State of Ohio, Department of Rehabilitation and Correction/Division of Parole and Community Services/Bureau of Community Sanctions in the amount of \$4,500,000.00 for the County Targeted Community Alternatives to Prison (TCAP) Grant Program for the period 7/1/2021 – 6/30/2023.

Funding Source: Targeted Community Alternatives to Prison (TCAP) Grant Fund

#### **Item No. 2**

Department of Public Safety and Justice Services/Office of Emergency Management, submitting a grant award from the Ohio State Emergency Response Commission in the amount of \$127,952.00 for the Chemical Emergency Planning and Community Right-to-Know Fund in connection with the Ohio EPA Right-to-Know Program for the period 7/1/2021 – 6/30/2022.

Funding Source: Ohio State Emergency Response Commission

#### **Item No. 3**

Department of Health and Human Services/Community Initiatives Division/Office of Homeless Services, submitting a grant agreement with U.S. Department of Housing and Urban Development in the amount of \$492,744.00 for Rapid Re-housing services for families in connection with the FY2020 Continuum of Care Program Competition Grant for the period 6/1/2021 - 5/31/2022.

Funding Source: U.S. Department of Housing and Urban Development

**Item No. 4**

Department of Health and Human Services/Community Initiatives Division/Office of Homeless Services, submitting a grant agreement with U.S. Department of Housing and Urban Development in the amount of \$500,000.00 for Coordinated Entry System services in connection with the FY2020 Continuum of Care Program Competition Grant for the period 2/1/2021 – 1/31/2022.

Funding Source: U.S. Department of Housing and Urban Development

**VI – PUBLIC COMMENT**

There was no public comment.

**VII – ADJOURNMENT**

Leigh Tucker motioned to adjourn; Jim Boyle seconded. The motion to adjourn was unanimously approved at 11:38 a.m.