

Minutes

Cuyahoga County Board of Control  
Monday, November 1, 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 11:02 a.m.

Attending:

Michael Chambers, Fiscal Officer, Fiscal Office (Alternate for Armond Budish)  
Leigh Tucker, Assistant Fiscal Officer, Fiscal Office (Alternate for Michael Chambers)  
James Boyle, County Council (Alternate for Pernel Jones, Jr.)  
Councilman Dale Miller  
Councilwoman Nan Baker  
Mellany Seay, Administrator, Operations and Finance, Department of Public Works  
(Alternate for Michael Dever)  
Catherine Tkachyk, Interim Director of Purchasing, Department of Purchasing

**II – REVIEW MINUTES – 10/25/2021**

Michael Chambers motioned to approve the minutes from the October 25, 2021 meeting; James Boyle 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**

**BC2021-611**

Department of Public Works, requesting approval of a Settlement Agreement for acquiring Right-of-Way in connection with the replacement of Memphis Road Bridge No. 00.62 over CSXT Railroad in City of Brooklyn:

Parcel 1 WD, T (Warranty Deed and Temporary Easement)  
Property Owner: USF Holland LLC  
Fair Market Value Estimate: \$58,500.00  
Funding Source: Road and Bridge Fund

Jessica French, Department of Public Works, presented. James Boyle asked if this request is a temporary easement for construction purposes and asked for clarification regarding the property owner. Michael Chambers motioned to approve the item; James Boyle seconded. Item BC2021-611 was approved by unanimous vote.

**BC2021-612**

Department of Public Works, recommending an award and enter into Agreement No. 1931 with United States Department of Agriculture/Animal and Plant Health Inspection Service/Wildlife Services in the amount not-to-exceed \$7,203.00 for animal and wildlife control services for the Cuyahoga County Airport for the period 1/1/2022 - 12/31/2022.

Funding Source: County Airport Operations Fund

Tom Pavich, Department of Public Works, presented. There were no questions. Michael Chambers motioned to approve the item; Mellany Seay seconded. Item BC2021-612 was approved by unanimous vote.

**BC2021-613**

Department of Information Technology, submitting an amendment to Contract No. 359 with TEC Communications, Inc. for network professional services for the period 1/1/2019 – 12/31/2023 to expand the scope of services to include licensing and support services for various customer service hotlines for the Fiscal Department and Department of Health and Human Services Cloud Call Centers, effective 11/1/2021 and for additional funds in the amount not-to-exceed \$397,595.00.

Funding Source: 21.8% Treasurer Delinquent Tax Collections, 12% Real Estate Assessment Fund, 3.8% General Services, 12% Recording Conveyance and 50.3% Information Services

Jeanelle Greene, Department of Information Technology, presented. Dale Miller asked for clarification if this request is to only expand services and whether the contract will be extended at the end of 2023 or be bid out; asked what the original contract amount was; and asked if this increase is modest increase or can be considerable in comparison to the original contract amount. Nan Baker asked if any funds for services are related to property tax appraisals; asked why the other funds are being increased, as the amended amount seems considerable; asked if any calls could be related to COVID-19 matters and if American Rescue Plan Act funds could be used; and asked if this service would have been used regardless of the COVID-19 situation. James Boyle asked for the original time period of this contract; asked if it was anticipated that cloud-based services would be needed when the original scope was developed, in the event that COVID related funds could have been utilized. Michael Chambers commented on how the customer service hotline has allowed for staff reallocations to address customer service priorities, improved customer wait times and overall efficiencies; said that there has been no decision to use American Rescue Plan Act funds and that this system was used to improve overall operations and that this would have been used under ordinary circumstances. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2021-613 was approved by unanimous vote.

**BC2021-614**

Department of Information Technology, submitting an amendment to Contract No. 1951 with Addy Systems LLC for enterprise scheduling software subscription services for use by various departments for the period 6/17/2020 – 6/16/2021 to extend the time period to 6/16/2022 and for additional funds in the amount not-to-exceed \$42,420.00.

Funding Source: General Fund

Jeanelle Greene, Department of Information Technology, presented. Nan Baker asked if American Rescue Plan Act funds were eligible for this purchase; asked why a decision was not made in May to act on this time extension and asked if the vendor is waiting on payment. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2021-614 was approved by unanimous vote.

**BC2021-615**

Department of Internal Audit,

- a) Submitting an RFP exemption, which will result in an award recommendation to Wolters Kluwer Financial Services Inc. in the amount not-to-exceed \$13,789.20 for the purchase of (6) TeamMate Audit Management Software User Licenses for the period 5/7/2021 – 5/6/2022.
- b) Recommending an award on Purchase Order No. 21003476 to Wolters Kluwer Financial Services Inc. in the amount not-to-exceed \$13,789.20 for the purchase of (6) TeamMate Audit Management Software User Licenses for the period 5/7/2021 – 5/6/2022.

Funding Source: General Fund

Joshua Ault, Department of Internal Audit, Andy Molls, Department of Information Technology and Mark Griffin, Office of the Inspector General, presented. Nan Baker asked why this item is late; asked how email accounts are handled when an employee leaves the County; asked if vendors receive bounce back emails when an email account is no longer active; asked if all issues contributing to the lateness of this item have been resolved and if the next renewal is expected to be submitted on time. Michael Chambers said that departments need to be more proactive on purchase requests when staff leaves a department; commented that Department of Public Works has a general email account that is monitored by various staff, so inquiries are not overlooked if someone is out or leaves the department and recommended that other departments may consider this option. Dale Miller asked if the Office of the Inspector General will only waive contractor registration under certain circumstances and that there is no change in policy. Michael Chambers motioned to approve the item; James Boyle seconded. Item BC2021-615 was approved by unanimous vote.

**BC2021-616**

Court of Common Pleas/Juvenile Court Division, submitting an amendment to Contract No. 17 with Case Western Reserve University, on behalf of the Begun Center for Violence Prevention, at the Mandel School of Applied Social Sciences for the provision of (5) half-day training sessions entitled “Trauma & Resilience: Understanding the Impact of Trauma and the Power of Resilience” and technical assistance for Court staff for the period 2/1/2020 – 6/30/2021 to extend the time period to 6/30/2022 and for additional funds in the amount not-to-exceed \$5,500.00.

Funding Source: RECLAIM Grant

Sarah Baker, Juvenile Court Division, presented. Nan Baker asked for confirmation that the lateness is related to the timing of the receipt of the grant award. Michael Chambers motioned to approve the item; Nan Baker seconded. Item BC2021-616 was approved by unanimous vote.

**BC2021-617**

Court of Common Pleas/Juvenile Court Division,

- a) Submitting an RFP exemption, which will result in an award recommendation to University of Cincinnati Research Institute in the amount not-to-exceed \$53,250.00 for Cognitive Behavioral Interventions - Core Youth training services for Court staff in connection with the Correctional Behavioral Interventions and Secured Adolescent Treatment Program for the period 8/1/2021 - 6/30/2022.
- b) Recommending an award and enter into Contract No. 1859 with University of Cincinnati Research Institute in the amount not-to-exceed \$53,250.00 for Cognitive Behavioral Interventions - Core Youth training services for Court staff in connection with the Correctional Behavioral Interventions and Secured Adolescent Treatment Program for the period 8/1/2021 - 6/30/2022.

Funding Source: Targeted RECLAIM Grant

Sarah Baker, Juvenile Court Division, presented. Nan Baker asked if this is a new service and was the department aware that the grant funds were available for these services; asked for reasons for delay and if the provider is waiting on payment; and asked for confirmation that this will end in June, 2022. Michael Chambers commented that this is the normal cycle for grant related contracts. Michael Chambers motioned to approve the item; Nan Baker seconded. Item BC2021-617 was approved by unanimous vote.

**BC2021-618**

Department of Public Safety and Justice Services,

- a) Submitting an RFP exemption, which will result in an award recommendation to Upstate Wholesale Supply, Inc. dba Brite Computer in the amount not-to-exceed \$51,924.00 for the purchase of (12) replacement mobile data terminals and related accessories for the City of South Euclid Police Department.
- b) Recommending an award on Purchase Order No. 21003934 to Upstate Wholesale Supply, Inc. dba Brite Computer in the amount not-to-exceed \$51,924.00 for the purchase of (12) replacement mobile data terminals and related accessories for the City of South Euclid Police Department.

Funding Source: FY2017 Urban Area Security Initiative Grant

Mary Beth Vaughn, Department of Public Safety and Justice Services, presented. Nan Baker commented that the department made the proper decision to request an RFP exemption in order to purchase 12 units rather than reduce purchase to 11, in order to keep costs under \$50,000.00. James Boyle asked if the change in procurement process resulted in any delays in implementation. Michael Chambers motioned to approve the item; Nan Baker seconded. Item BC2021-618 was approved by unanimous vote.

**BC2021-619**

Department of Public Safety and Justice Services, recommending an award and enter into Contract No. 1923 with Vasu Communications, Inc. in the amount not-to-exceed \$13,500.00 for maintenance and repair of Mutual Aid Box Alarm System equipment and associated tower services, located at 4300 Robert Bishop Drive, Village of Highland Hills for the period 1/1/2022 – 12/31/2023.

Funding Source: General Fund

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 BC2021-619 was approved by unanimous vote.

**BC2021-620**

Department of Health and Human Services/Community Initiatives Division/Office of Early Childhood,

- a) Submitting an RFP exemption, which will result in an award recommendation to United Way of Greater Cleveland in the amount not-to-exceed \$460,000.00 for implementation and administrative services for the Family Space Program for the period 11/1/2021 – 12/31/2023.
- b) Recommending an award and enter into Contract No. 1784 with United Way of Greater Cleveland in the amount not-to-exceed \$460,000.00 for implementation and administrative services for the Family Space Program for the period 11/1/2021 – 12/31/2023.

Funding Source: Health and Human Services Levy

Marcos Cortes, Office of Early Childhood, presented. There were no questions. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2021-620 was approved by unanimous vote.

## **C. – Consent Agenda**

Nan Baker referred to Item No. BC2021-621 and asked why this amendment was delayed 7 months; and asked if the department anticipates similar delays at the end of 2022.

James Boyle referred to Item No. BC2021-622 and asked for additional information on why the time period is being extended.

There were no additional questions or comments on the Consent Agenda items. Michael Chambers motioned to approve Consent Agenda Item Nos. BC2021-621 through -624; Dale Miller seconded. The Consent Agenda Items were approved by unanimous vote.

### **BC2021-621**

Department of Public Works, submitting an amendment to Agreement No. 1776 with The Cleveland Society for the Blind dba Cleveland Sight Center for vending machine services at various County buildings for the period 4/1/2013 - 3/31/2021 to extend the time period to 12/31/2022.

Funding Source: Revenue Generating

### **BC2021-622**

Department of Public Works, submitting an amendment to Contract No. 1556 with MS Consultants, Inc. for general architectural and engineering services for the period 10/23/2018 – 10/22/2021 to extend the time period to 12/31/2023; no additional funds required.

Funding Source: General Fund

### **BC2021-623**

Court of Common Pleas/Juvenile Court Division, submitting an amendment to Contract No. 639 with Bellefaire Jewish Children's Bureau for substance abuse services for the Juvenile Drug Treatment Court for the period 10/1/2019 – 9/30/2021 to extend the time period to 9/30/2022, to modify the payment terms from various hourly rates per case to \$4,000.00 per case, to change the unit rate for "no-show" cases from \$30.71 to \$122.85 for a maximum of (2) "no-shows" per case, effective 10/1/2021 and for a decrease of funds in the amount of (\$37,611.09).

Funding Source: Juvenile Justice and Delinquency Prevention Grant

**BC2021-624**

Department of Purchasing, presenting proposed purchases for the week of 11/1/2021:

**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>
21003789	(4) Additional propane flaring kits for Cuyahoga County Hazardous Materials Teams	Department of Public Safety and Justice Services	Holzberg Communications, Inc.	\$7,700.64	FY2022 State Emergency Response Commission Grant
21003862	Various pavement repair supplies	Department of Public Works	Unique Paving Materials Corp	Not-to-exceed \$10,000.00	Road and Bridge Fund
21003775	Natural Response Control Tactics Training for Detention Center staff	Juvenile Court Division	Community Corrections Institute, LLC	\$8,300.00	General Fund
21003860	Supplies for (6) television enclosures for the Detention Center	Juvenile Court Division	Bob Barker Company, Inc.	\$6,358.86	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>
21003871	September payment for children with medical handicaps*	Cuyahoga Job and Family Services	Treasurer, State of Ohio	\$90,622.84	Health & Human Services Levy
21002903	Factory Authorized – Repairs made to Vehicle PWT-801**	Department of Public Works	ALT Sales Corp	\$1,709.23	General Fund
21003130	Service repair of the tissue processor for the Histology Department	Office of Medical Examiner	Leica Microsystems Inc.	\$3,073.43	General 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. BC2021-508 dated 9/13/2021, which amended BC2020-684, dated 12/21/2020, 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 3/24/2016-12/31/2021 to extend the time period to 3/31/2022 and for additional funds in the amount not-to-exceed \$300,000.00.

**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>



## V- OTHER BUSINESS

### Time Sensitive/Mission Critical

#### **BC2021-625**

Office of the Medical Examiner, recommending an award on Purchase Order No. 21003628 to Alere San Diego, Inc. in the amount not-to-exceed \$14,651.83 for the purchase of Enzyme Linked ImmunoSorbent Assay (ELISA) Reagent Kits for Toxicology Department.

Funding Source: General Fund

Hugh Shannon, Office of the Medical Examiner, presented. James Boyle asked if there is any way to get ahead of these purchases. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2021-625 was approved by unanimous vote.

#### **BC2021-626**

Office of the Medical Examiner, recommending an award on Purchase Order No. 21003718 to MG Scientific Inc. in the amount not-to-exceed \$9,730.40 for the purchase of a (1) replacement Megafuge Centrifuge for Toxicology Department.

Funding Source: FY2020 Coverdell Formula Grant

Hugh Shannon, Office of the Medical Examiner, presented. There were no questions. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2021-626 was approved by unanimous vote.

#### **BC2021-627**

Department of Health and Human Services/Division of Children and Family Services, recommending an award on Purchase Order No. 21003888 to Northeast Ohio Adoption Services in the amount not-to-exceed \$24,999.99 for out-of-home care services for the period 4/27/2021 – 12/31/2021.

Funding Source: 70% Health and Human Services Levy and 30% Federal Title IV-E

Paul Porter, Department of Health and Human Services, presented. There were no questions. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2021-627 was approved by unanimous vote.

## **Additional Item**

### **BC2021-628**

Department of Information Technology,

- a) Submitting an RFP exemption, which will result in an award recommendation to Zoom Video Communications Inc. in the amount not-to-exceed \$124,480.60 for (510) Zoom Enterprise Conferencing and Audio Licenses for use by various departments for the period 8/1/2021 – 7/31/2022.
- b) Recommending an award on Purchase Order No. 21003863 to Zoom Video Communications Inc. to Zoom Video Communications Inc. in the amount not-to-exceed \$124,480.60 for (510) Zoom Enterprise Conferencing and Audio Licenses for use by various departments for the period 8/1/2021 – 7/31/2022.

Funding Source: General Fund

Jeanelle Greene, Department of Information Technology, presented. Dale Miller commented that he supports this purchase as there is a continued need for virtual meetings going forward since COVID-19 is not ending soon; and commented that Zoom offers the best technology available for virtual meetings. Nan Baker asked why this request is so late and not submitted in July and asked if this is a continuation of services; and asked if this is a time sensitive/mission critical request. James Boyle asked why there is the need to “walk-on” this request rather than going through the regular approval process. Michael Chambers motioned to add the item to the agenda; Dale Miller seconded. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2021-628 was approved by unanimous vote.

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

### **Item No. 1**

Department of Public Works, submitting an agreement of cooperation with The Ohio Turnpike and Infrastructure Commission for the reconstruction of Stearns Road from Schady Road to Bagley Road in Olmsted Township.

Funding Source: \$1,809,859.00 Road and Bridge Fund and \$2,217,076.00 Issue 1

Total project cost - \$4,026,935.00

### **Item No. 2**

Department of Health and Human Services/Community Initiatives Division/Office of Homeless Services, requesting authority to apply for grant funds from Ohio Development Services Agency in the amount of \$1,900,000.00 for the Homeless Crisis Response Program for the period 1/1/2022 – 12/31/2023.

Funding Source: Ohio Development Services Agency

## **VI – PUBLIC COMMENT**

## **VII – ADJOURNMENT**

Michael Chambers motioned to adjourn; Dale Miller seconded. The motion to adjourn was unanimously approved at 11:47 a.m.