

Minutes

Cuyahoga County Board of Control

Monday, January 10, 2022 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 11:03 a.m.

Attending:

Michael Chambers, Fiscal Officer (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

Nichole English, Administrator, Planning and Programming, Department of Public Works  
(Alternate for Michael Dever)

Catherine Tkachyk, Interim Director, Department of Purchasing

**II – REVIEW MINUTES – 1/3/2022**

Michael Chambers motioned to approve the minutes from the January 3, 2022 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**

**BC2022-29**

Department of Public Works,

- a) Submitting an RFP exemption, which will result in an award recommendation to Home Depot U.S.A, Inc. in the total amount not-to-exceed \$49,500.00 for routine equipment and material purchases for various divisions:
  - 1) Facilities Division in the amount not-to-exceed \$19,250.00
  - 2) Road and Bridge Division in the amount not-to-exceed \$2,000.00
  - 3) Road and Bridge – Fleet Division in the amount not-to-exceed \$2,500.00
  - 4) Sanitary Division in the amount not-to-exceed \$21,750.00
  - 5) Animal Shelter in the amount not-to-exceed \$2,000.00
  - 6) Airport Division in the amount not-to-exceed \$2,000.00
  
- b) Recommending an award on Purchase Order No. 22000253 to Home Depot U.S.A., Inc. in the total amount not-to-exceed \$49,500.00 for routine equipment and material purchases for various divisions, as listed above.

Funding Source: 39% General Fund, 9% Road and Bridge Fund, 44% Sanitary Sewer Fund, 4% Dog and Kennel Fund and 4% Airport Operations Fund

Tom Pavich and Mellany Seay, Department of Public Works, presented. James Boyle said that he understands that an RFP exemption was the easiest procurement method to use for the purpose of ease of operations but had the department given any consideration to bidding out for a Master Contract. Nan Baker asked the department to reach out to smaller vendors, such as True Value, Ace Hardware or mom and pop stores, who may be intimidated by the County’s bidding process for these types of purchases; and said that she was glad to see smaller hardware stores being used, whenever possible, under the department’s Master Contract. Michael Chambers motioned to approve the item; James Boyle seconded. Item BC2022-29 was approved by unanimous vote.

**BC2022-30**

Department of Public Works, recommending an award and enter into Contract No. 2150 with PSx, Inc. in the amount not-to-exceed \$44,000.00 for parking lot equipment maintenance and repair services at various County parking facilities for the period 1/10/2022 – 1/9/2024.

Funding Source: General Fund

Tom Pavich, Department of Public Works, presented. James Boyle asked why there was only 1 bid received and if the department was satisfied with the proposed bid received, due to the limited number of potential bidders. Dale Miller asked what type of parking lot equipment would be covered under this contract. Michael Chambers motioned to approve the item; Leigh Tucker seconded. Item BC2022-30 was approved by unanimous vote.

**BC2022-31**

Department of Equity and Inclusion, recommending an award on RQ5368 and enter into Contract No. 2173 with Cuyahoga Community College (43-3) in the amount not-to-exceed \$277,800.00 for diversity, equity and inclusion consulting services for the period 2/1/2022 – 6/30/2023.

Funding Source: General Fund

Lenora Lockett, Department of Equity and Inclusion, presented. Nan Baker thanked Ms. Lockett for the detailed response to the advanced questions; asked how long does each training session last and if the sessions will be conducted virtually, by Zoom or Skype to be more interactive; asked if Cuyahoga Community College has done similar training or is this a pilot program; asked if trainings will be held on evenings or weekends and what employees will be training during the day; asked how the department will measure on whether the material was well-received by employees and how the effectiveness will be measured and will it be done through testing; asked if the department will review the curriculum in advance; and asked if this will be a one-time or annual training. Dale Miller asked how it will be determined if there is a behavioral change or lasting impact that improves the culture after the training is complete; and asked if the training will cover diversity, equity and inclusion in general or will it be more specifically tailored to address the issues peculiar to Cuyahoga County. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2022-31 was approved by unanimous vote.

**BC2022-32**

Department of Information Technology, submitting an amendment to Contract No. 675 with Unify Solutions, Inc. for SAP Human Capital Management support services for the period 7/1/2017 – 2/28/2022 to extend the time period to 12/31/2022 and for additional funds in the amount not-to-exceed \$320,000.00.

Funding Source: General Fund

Jeanelle Greene, Department of Information Technology, presented. Dale Miller asked if the time extension was needed due to the delay in the Enterprise Resource Planning System (ERP) implementation of various modules; and asked what the estimated timeframe for archived data to be transferred to data lake is. Nan Baker asked for clarification on the funding source, as it relates to the split between ERP and General Operation Funds; asked if this amount is part of the recent appropriation request; asked if this amendment adds to the overall ERP project cost and for additional detail on how this impacts project costs; asked if additional amendments are anticipated and if the next one will not be linked directly to ERP but more for operating; asked if all requested funds are expected to be exhausted or could there be remaining funds that could be applied to another amendment. Michael Chambers asked for additional clarification on the funding source and if the funds are available to encumber; and asked for confirmation that these funds are already in the budget, just not spent. James Boyle asked for confirmation that this time extension is needed and that services will not be complete in February, 2022; asked if there are any remaining funds from the original contract; and asked what will happen to the remaining funds if they are not all spent. Michael Chambers motioned to approve the item; Leigh Tucker seconded. Item BC2022-32 was approved by unanimous vote.

**BC2022-33**

Department of Information Technology,

- a) Submitting an RFP exemption, which will result in an award recommendation to Entrust, Inc. in the amount not-to-exceed \$28,582.65 for the purchase of Entrust Managed SSL Enterprise Account Certificates to provide secure transmission of data on Cuyahoga County Web Servers for the period 10/27/2021 – 10/27/2022.
- b) Recommending an award on Purchase Order No. 22000222 to Entrust, Inc. in the amount not-to-exceed \$28,582.65 for the purchase of Entrust Managed SSL Enterprise Account Certificates to provide secure transmission of data on Cuyahoga County Web Servers for the period 10/27/2021 – 10/27/2022.

Funding Source: General Fund

Jeanelle Greene, Department of Information Technology, presented. There were no questions. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2022-33 was approved by unanimous vote.

**BC2022-34**

Court of Common Pleas/Juvenile Court Division, recommending awards and enter into agreements with various municipalities in the total amount not-to-exceed \$22,400.00 for Community Diversion Program services for the period 1/1/2022 – 12/31/2023.

- a) Agreement No. 2152 with City of Brecksville in the amount not-to-exceed \$5,600.00.
- b) Agreement No. 2151 with City of Independence in the amount not-to-exceed \$2,000.00.
- c) Agreement No. 2156 with City of Solon in the amount not-to-exceed \$12,400.00.
- d) Agreement No. 2155 with Olmsted Township in the amount not-to-exceed \$2,400.00.

Funding Source: Title IV-E Funds

Tomika Ballard, Juvenile Court Division, presented. James Boyle asked for confirmation that additional agreements are forthcoming and commented that this is a good program. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2022-34 was approved by unanimous vote.

**C. –Consent Agenda**

There were no questions or comments on the Consent Agenda items. Michael Chambers motioned to approve Consent Agenda Item Nos. BC2022-35 through -36; Dale Miller seconded. The Consent Agenda Items were approved by unanimous vote.

**BC2022-35**

Department of Public Works, submitting an amendment to Contract No. 969 with Orkin LLC for integrated pest management services for the period 12/10/2018 – 12/9/2021 to extend the time period to 3/31/2022; no additional funds required.

Funding Source: General Fund

**BC2022-36**

Department of Purchasing, presenting proposed purchases for the week of 1/10/2022:

**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>
None					

**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>
21003716	Factory Authorized – Repair and parts for John Deere tractor*	Department of Public Works	Murphy Tractor & Equipment Co., Inc.	\$3,299.21	General Fund

\*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>
None					

## **V- OTHER BUSINESS**

Department of Development – Update on grant award to Project Boron, LLC for the construction of a cold storage facility on the Opportunity Corridor Roadway.

Paul Herdeg, Department of Development, presented. Nan Baker asked what the amount of funding that would be needed for the completion of this project. Dale Miller asked what the deadline was for finalizing a construction contract before pricing increases; and asked for an update at next week's Board of Control Meeting, as the matter of State funding has not yet been resolved.

**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 Number</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>
<i>RQ 46828</i>	<i>Amend Contract No. 1986</i>	<i>TEC Communications Inc.</i>	<i>Professional cyber security and incident response services</i>	<i>\$0.00</i>	<i>Department of Information Technology</i>	<i>1/1/2021 - 12/31/2022 to extend the time period to 1/31/2023; no additional funds required</i>	<i>(Original) General Fund</i>	<i>12/17/2021 (Executive) 12/20/2021 (Law Dept.)</i>
<i>RQ 3738</i>	<i>Amend Contract No. 1124</i>	<i>Michael Baker International</i>	<i>Development and update of the 2017-2022 All-Hazards Mitigation Plan for Cuyahoga County</i>	<i>\$0.00</i>	<i>Department of Public Safety and Justice Services</i>	<i>5/3/2021 - 1/10/2022 to extend the time period to 7/15/2022; no additional funds required</i>	<i>(Original) FY2020 State of Ohio Hazard Mitigation Grant</i>	<i>12/17/2021 (Executive) 12/20/2021 (Law Dept.)</i>
<i>RQ 4082</i>	<i>Amend Master Contract – Assign Contracts 2132 and 2133</i>	<i>Various Providers</i>	<i>Adoption services; to add Commonwealth Catholic Charities and Home Study Services, effective 12/27/2021; no additional funds required</i>	<i>\$0.00</i>	<i>Division of Children and Family Services</i>	<i>1/1/2021 – 12/31/2022</i>	<i>(Original) General Fund</i>	<i>12/22/2021 (Executive) 12/27/2021 (Law Dept.)</i>
<i>n/a</i>	<i>Amend Contract No. 1195</i>	<i>Cuyahoga County Convention Facilities Development Corporation</i>	<i>Participation in the Cuyahoga County Benefits Regionalization Program</i>	<i>\$0.00</i>	<i>Department of Human Resources</i>	<i>1/1/2017 – 12/31/2021 to extend the time period to 12/31/2022</i>	<i>n/a</i>	<i>12/29/2021 (Executive) 12/22/2021 (Law Dept.)</i>

**VI – PUBLIC COMMENT**

Sharon Georgakopoulos, Clerk of the Board of Control, announced that the next meeting of the Board of Control would be held on Tuesday, January 18, 2022, in observance of the Martin Luther King, Jr. holiday.

**VII – ADJOURNMENT**

Michael Chambers motioned to adjourn; Dale Miller seconded. The motion to adjourn was unanimously approved at 11:52 a.m.