

Minutes

Cuyahoga County Board of Control
Monday, April 11, 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 11:00 a.m.

Attending:

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)
Paul Porter, Director, Department of Purchasing

II – REVIEW MINUTES – 4/4/2022

Leigh Tucker motioned to approve the minutes from the April 4, 2022 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

BC2022-215

Department of Development, on behalf of Department of Regional Collaboration, submitting an amendment to Contract No. 1619 with Kegler, Brown, Hill & Ritter Co., LPA for state advocacy services for the period 2/18/2020 – 2/17/2023, to expand the scope of services to add temporary grant writing support services to access funds made available through state funding grant opportunities, effective upon signature of all parties and for additional funds in the amount not-to-exceed \$50,000.00.

Funding General Fund

Chris Farroni, Department of Development and Nichole English, Department of Public Works, presented. Dale Miller commented on the timing of this contract as there is a large amount of grant funding available and supports the request. James Boyle concurred with Mr. Miller's comment; asked if this contract has the same end date as the previously approved contract with Squire Patton Boggs, (US), LLP; asked for additional information on the 2 job postings for grant related positions; asked how these in-house positions will impact the contracted services; asked if these employees will work under the Department of Regional Collaboration; and commented that it is important that there is no lag time once the new County Executive begins their term and planning ahead in the new administration will be critical. Nan Baker asked if this vendor will be providing other services not related to grant writing; asked if the vendors will collaborate with these staff persons once the positions are filled; and asked if a subsequent amendment is anticipated for the continuation of services. Leigh Tucker motioned to approve the item; Dale Miller seconded. Item BC2022-215 was approved by unanimous vote.

BC2022-216

Department of Human Resources, submitting an amendment to Contract No. 972 with Immix Technology, Inc. for technical support and software maintenance of Kronos timeclocks for the period 2/1/2015 - 3/29/2022, to extend the time period to 9/29/2022 and for additional funds in the amount not-to-exceed \$9,291.70.

Funding Source: General Fund

Stephen Witt, Department of Human Resources, presented. Dale Miler asked if a 6-month contract extension is required and if there is an early termination clause, if services are not needed; said it may be helpful to have some extra time to ensure project implementation by July. Leigh Tucker motioned to approve the item; Nichole English seconded. Item BC2022-216 was approved by unanimous vote.

BC2022-217

Department of Information Technology,

- a) Submitting an RPF exemption, which will result in an award recommendation to B&H Foto & Electronics Corp. in the amount not-to-exceed \$15,230.56 for the purchase of Multimedia Photo Camera Bodies and related accessories.
- b) Recommending an award on Purchase Order No. 22001351 to B&H Foto & Electronics Corp. in the amount not-to-exceed \$15,230.56 for the purchase of Multimedia Photo Camera Bodies and related accessories.

Funding Source: General Fund

Jeanelle Greene and Jonathan Shick, Department of Information Technology, presented. Dale Miller asked if the department sought quotes from more than 1 vendor. Nan Baker asked for clarification on what is included in camera body purchase and what accessories are required; asked how many camera bodies will be purchased and how will equipment be used. Leigh Tucker motioned to approve the item; Nan Baker seconded. Item BC2022-217 was approved by unanimous vote.

BC2022-218

County Prosecutor's Office,

- a) Submitting an RFP exemption, which will result in an award recommendation to Northern Flooring Specialists in the amount not-to-exceed \$14,049.00 for a state contract purchase of carpet and related materials for installation at the Jane Edna Hunter Building.
- b) Recommending an award on Purchase Order No. 22001377 to Northern Flooring Specialists in the amount not-to-exceed \$14,049.00 for a state contract purchase of carpet and related materials for installation at the Jane Edna Hunter Building.

Funding Source: General Fund

Jim Ginley, Prosecutor's Office, presented. Dale Miller asked for clarification on what CFS is, as stated in Mr. Ginley's presentation. Leigh Tucker motioned to approve the item; James Boyle seconded. Item BC2022-218 was approved by unanimous vote.

BC2022-219

Court of Common Pleas/Clerk of Courts, recommending an award on Purchase Order No. 22001544 to the United States Postal Service in the amount not-to-exceed \$450,000.00 for the purchase of refill postage for the period 5/1/2022 – 8/31/2022, in accordance with Civil Rule No. 4 of the Ohio Rules of Civil Procedures.

Funding Source: General Fund

Mike Smotek and Christopher Dean, Clerk of Courts, presented. James Boyle asked how the end date of 8/31/2022 was determined and are they expected to come back again for additional funds; and commented on the large volume of mail that comes out of the Clerk of Courts Office. Dale Miller commented that any changes in mailing procedures would need to be authorized by legislation in Columbus. Leigh Tucker motioned to approve the item; James Boyle seconded. Item BC2022-219 was approved by unanimous vote.

BC2022-220

Department of Public Safety and Justice Services, on behalf of the Local Emergency Planning Committee, requesting authority to apply for grant funds to U.S. Department of Transportation, Pipeline and Hazardous Materials Safety Administration in the amount not-to-exceed \$52,500.00 for the FY2022 Hazardous Materials Emergency Preparedness Grant Program for the period 10/1/2022 – 9/30/2023.

Funding Source: 80% - Federal - FY2022 Hazardous Materials Emergency Preparedness Grant and 20% Local Match -Local Emergency Planning Committee Discretionary Fund

Mary Beth Vaughn, Department of Public Safety and Justice Services, presented. There were no questions. Leigh Tucker motioned to approve the item; Nichole English seconded. Item BC2022-220 was approved by unanimous vote.

BC2022-221

Department of Public Safety and Justice Services, submitting a grant agreement with Ohio Department of Public Safety/Office of Criminal Justice Services in the amount not-to-exceed \$22,683.56 for management of the FY2021 STOP Violence Against Women Act Administrative Grant Program for the period 1/1/2022 – 3/31/2023.

Funding Source: 75% Office of Criminal Justice Services and 25% Cash Match from General Fund

Mary Beth Vaughn, Department of Public Safety and Justice Services, presented. There were no questions. Leigh Tucker motioned to approve the item; Dale Miller seconded. Item BC2022-221 was approved by unanimous vote.

BC2022-222

Sheriff's Department,

- a) Submitting an RFP exemption, which will result in an award recommendation to Axon Enterprise, Inc. in the amount not-to-exceed \$38,086.92 for the purchase of (200) Signal Sidearm Kits and (40) Axon Signal Units to enable automatic activation of body cameras for unholstered firearms.
- b) Recommending an award on Purchase Order No. 22001661 to Axon Enterprise, Inc. in the amount not-to-exceed \$38,086.92 for the purchase of (200) Signal Sidearm Kits and (40) Axon Signal Units to enable automatic activation of body cameras for unholstered firearms.

Funding Source: Federal Equitable Sharing Account – Department of Justice

Phillip Lilly, Sheriff's Department, presented. Nan Baker asked if this technology is different from what is currently being used. Leigh Tucker motioned to approve the item; James Boyle seconded. Item BC2022-222 was approved by unanimous vote.

BC2022-223

Department of Health and Human Services/Community Initiatives Division/Family and Children First Council, submitting an amendment to Contract No. 498 with Values In-Action Foundation for workforce training services for youth for the period 3/7/2018 – 12/31/2021, to extend the time period to 12/31/2023, to expand the scope of services to add (2) training locations, effective upon contract signature of all parties and for additional funds in the amount not-to-exceed \$50,000.00.

Funding Source: Health and Human Services Levy Fund

Kathleen Johnson, Family and Children First Council, presented. Dale Miller asked who the service recipients are and if they are students from all schools or specific schools only; asked how students are selected for the program; and asked for follow up on what the basic approach to training is. Nan Baker asked if the time period would have been extended without the change in scope of services; asked if \$50,000.00 is enough funding to add these 2 new training locations; asked for follow up on whether there are carryover funds from original contract and how much was carried over; and asked if carryover funds in addition to the \$50,000.00 is enough for 2 more years and change in scope of services. Leigh Tucker motioned to approve the item; Dale Miller seconded. Item BC2022-223 was approved by unanimous vote.

C. – Exemptions

BC2022-224

Department of Public Works, requesting to amend Board Approval No. BC2021-508, dated 9/13/2021, which amended an alternative procurement process, resulting in awards to various Factory Authorized Dealers for vehicle and equipment repairs, parts and services for the period 3/24/2016 – 3/31/2022, **to extend the time period to 12/31/2022 and for additional funds in the amount not-to-exceed \$365,000.00.**

Funding Source: Road and Bridge Fund, Sanitary Sewer Fund, Airport Operation Fund and General/Internal Service Fund

Mellany Seay, Department of Public Works, presented. James Boyle asked for follow up on this process and asked if this is a separate process from state bidding. Leigh Tucker motioned to approve the item; James Boyle seconded. Item BC2022-224 was approved by unanimous vote.

BC2022-225

Department of Public Works, requesting to amend Board Approval No. BC2021-680, dated 11/22/2021, which amended an alternative procurement process, resulting in awards to various providers for medical, surgical and animal care services for the period 2/1/2017 – 12/31/2022, **for additional funds in the amount not-to-exceed \$185,000.00.**

Funding Source: 50% Dog & Kennel Operations Fund and 50% Dick Goddard’s Best Friend Fund

Mellany Seay, Department of Public Works, presented. There were no questions. Leigh Tucker motioned to approve the item; Dale Miller seconded. Item BC2022-225 was approved by unanimous vote.

BC2022-226

Department of Public Works, recommending an alternative procurement process, which will result in award recommendations to various municipalities in the total amount not-to-exceed \$3,273,803.00 for the 2022 Preventative Maintenance Program for the period 3/21/2022 – 9/30/2023:

- a) City of Bay Village in the amount not-to-exceed \$41,830.00.
- b) City of Beachwood in the amount not-to-exceed \$76,275.00.
- c) City of Bedford in the amount not-to-exceed \$13,350.00.
- d) City of Bedford Heights in the amount not-to-exceed \$52,550.00.
- e) Village of Bentleyville in the amount not-to-exceed \$72,197.00.
- f) City of Berea in the amount not-to-exceed \$98,855.00.
- g) Village of Bratenahl in the amount not-to-exceed \$24,700.00.
- h) City of Broadview Heights in the amount not-to-exceed \$80,150.00.
- i) City of Brooklyn in the amount not-to-exceed \$55,000.00.
- j) Village of Brooklyn Heights in the amount not-to-exceed \$44,500.00.
- k) Village of Chagrin Falls in the amount not-to-exceed \$40,150.00.
- l) City of Cleveland in the amount not-to-exceed \$73,619.00.
- m) Village of Cuyahoga Heights in the amount not-to-exceed \$175,000.00.
- n) City of East Cleveland in the amount not-to-exceed \$4,325.00.
- o) City of Fairview Park in the amount not-to-exceed \$72,000.00.
- p) City of Garfield Heights in the amount not-to-exceed \$133,000.00.

- q) Village of Gates Mills in the amount not-to-exceed \$115,000.00.
- r) Village of Glenwillow in the amount not-to-exceed \$55,550.00.
- s) City of Highland Heights in the amount not-to-exceed \$81,711.00.
- t) Village of Highland Hills in the amount not-to-exceed \$68,000.00.
- u) Village of Hunting Valley in the amount not-to-exceed \$98,700.00.
- v) City of Independence in the amount not-to-exceed \$11,500.00.
- w) City of Lakewood in the amount not-to-exceed \$4,750.00.
- x) Village of Linndale in the amount not-to-exceed \$10,000.00.
- y) City of Lyndhurst in the amount not-to-exceed \$48,597.00.
- z) City of Maple Heights in the amount not-to-exceed \$101,100.00.
- aa) City of Mayfield Heights in the amount not-to-exceed \$40,000.00.
- bb) City of Middleburg Heights in the amount not-to-exceed \$116,000.00.
- cc) Village of Moreland Hills in the amount not-to-exceed \$71,220.00.
- dd) Village of Newburgh Heights in the amount not-to-exceed \$75,000.00.
- ee) City of North Olmsted in the amount not-to-exceed \$40,337.00.
- ff) Village of North Randall in the amount not-to-exceed \$199,600.00.
- gg) Village of Oakwood in the amount not-to-exceed \$92,100.00.
- hh) City of Olmsted Falls in the amount not-to-exceed \$34,400.00.
- ii) Orange Village in the amount not-to-exceed \$53,421.00.
- jj) City of Parma in the amount not-to-exceed \$163,971.00.
- kk) City of Pepper Pike in the amount not-to-exceed \$142,200.00.
- ll) City of Richmond Heights in the amount not-to-exceed \$109,900.00.
- mm) City of Rocky River in the amount not-to-exceed \$31,000.00.
- nn) City of Seven Hills in the amount not-to-exceed \$21,400.00.
- oo) City of South Euclid in the amount not-to-exceed \$10,500.00.
- pp) City of Strongsville in the amount not-to-exceed \$200,000.00.
- qq) City of University Heights in the amount not-to-exceed \$26,545.00.
- rr) Village of Valley View in the amount not-to-exceed \$35,000.00.
- ss) Village of Walton Hills in the amount not-to-exceed \$62,000.00.
- tt) City of Warrensville Heights in the amount not-to-exceed \$65,000.00.
- uu) Village of Woodmere in the amount not-to-exceed \$31,800.00.

Funding Source: Road and Bridge Fund

Nichole English, Department of Public Works, presented. Nan Baker asked if payment is on a reimbursement basis; asked if the cities may only request a one-time reimbursement, based on receipt of materials; asked if the cities may only request reimbursement up to the not-to-exceed amount; asked why some amounts are more specific than others; asked what happens to excess funds that may not be used; asked what would prevent a city from submitting reimbursement for the maximum amount, even if that is not the actual amount of funds used; asked if funds may only be used for County roads; and asked if there is a reason that some villages are receiving more funds than some larger cities. Dale Miller asked if this request would require dealing with each municipality and being issued a separate purchase order rather than a Master Contract that would go to Council for approval; and asked if the cities may request additional funding throughout the year and would an amendment to the request be necessary. James Boyle asked why 12 cities were not participating in this program; said that the Department of Public Works does a good job collaborating with municipalities and are proactive on messaging and service delivery. Leigh Tucker motioned to approve the item; Nan Baker seconded. Item BC2022-226 was approved by unanimous vote.

BC2022-227

Office of the Medical Examiner, requesting an alternative procurement process, which will result in an award recommendation to Italian Cravings dba Italian Creations in the amount not-to-exceed \$4,500.00 for the purchase of meals for participants of The Citizen’s Academy and Medicolegal Death Investigator training for the period 4/25/2022 – 6/30/2022.

Funding Source: General Fund for partial reimbursement by training participant fees

Hugh Shannon, Office of the Medical Examiner, presented. There were no questions. Leigh Tucker motioned to approve the item; Dale Miller seconded. Item BC2022-227 was approved by unanimous vote.

D. - Consent Agenda

There were no questions or comments on the Consent Agenda items. Leigh Tucker motioned to approve Consent Agenda Item Nos. BC2022-228 through -229; Dale Miller seconded. The Consent Agenda Items were approved by unanimous vote.

BC2022-228

Department of Public Works, submitting an amendment to Contract No. 242 with Fabrizi Recycling, Inc. for reconstruction and widening of Sprague Road from Webster Road to West 130th Street in the Cities of Middleburg Heights, North Royalton, Parma and Strongsville for a decrease of funds in the amount of (\$518,552.40); recommending to accept construction as complete and in accordance with plans and specifications; requesting authority for the County Treasurer to release the escrow account, in accordance with Ohio Revised Code Section 153.63.

Funding Source: 85% City of Parma, 6% Ohio Public Works Commission, 4.5% County \$7.50 Motor Vehicle License Tax Fund and 4.5% other municipalities

BC2022-229

Department of Purchasing, presenting proposed purchases for the week of 4/11/2022:

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>
22001580	Annual order for (1,000) cases of clear can liners	Sheriff's Department	Unipak Corp.	\$17,490.00	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>
22001260	After school program services*	Family and Children First Council	ACE Wellness Center	\$1,826.60	Multi-System Youth State Grant Funds

*Approval No. BC2021-495 dated 9/7/2021, which amended BC2021-20, dated 1/19/2021, which approved an alternative procurement process on RQ4450 and resulted in award recommendations to various providers, referred by various County agencies, in the total amount not-to-exceed \$375,000.00 for the implementation of the Multi-System Youth Program for the period 7/1/2020 – 6/30/2021 to extend the time period to 6/30/2023; 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>

V- OTHER BUSINESS

Item of Note (non-voted)

Item No. 1

Department of Public Safety and Justice Services, submitting a grant agreement with Ohio Department of Public Safety/Office of Criminal Justice Services in the amount not-to-exceed \$586,470.50 for Regional Planning Unit Project in connection with the FY2021 STOP Violence Against Women ACT Block Grant for the period 1/1/2022 – 3/31/2023.

Funding Source: FY2021 STOP Violence Against Women Act Block Grant

Item No. 2

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>
N/A	Amend Contract No. 2230	Cuyahoga County Planning Commission	Planning activities and technical assistance	\$0.00	Department of Development	4/1/2020 – 3/31/2021, to extend the time period to 3/31/2023	(Original) Community Development Block Grant Fund	3/24/2022

VI – PUBLIC COMMENT

There was no public comment.

VII – ADJOURNMENT

Leigh Tucker motioned to adjourn; Dale Miller seconded. The motion to adjourn was unanimously approved at 11:40 a.m.