

Minutes

Cuyahoga County Board of Control  
Monday, April 4, 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 11:05 a.m.

Attending:

Michael Chambers, Fiscal Officer, Fiscal (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)  
Paul Porter, Director, Department of Purchasing

**II – REVIEW MINUTES – 3/28/2022**

Michael Chambers motioned to approve the minutes from the March 28, 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**

**BC2022-197**

Department of Public Works, submitting Agreement No. 2310 with City of Cleveland in the amount not-to-exceed \$125,430.26 for bridge inspection services, commencing upon contract signature of all parties for a period of 1 year.

Funding Source: Revenue Generating

Nichole English, Department of Public Works, presented. James Boyle asked for clarification on what bridges will be covered under this agreement. Michael Chambers motioned to approve the item; James Boyle seconded. Item BC2022-197 was approved by unanimous vote.

**BC2022-198**

Department of Public Works,

- a) Submitting an RFP exemption, which will result in an award recommendation to Johnson Controls Fire Protection LP in the amount not-to-exceed \$38,114.56 for a state contract purchase to upgrade the fire protection system at the Cuyahoga County Men’s Shelter, located at 2100 Lakeside Avenue, Cleveland, for the period 4/4/2022 – 9/30/2022.
  
- b) Recommending an award and enter into Contract No. 2028 with Johnson Controls Fire Protection LP in the amount not-to-exceed \$38,114.56 for a state contract purchase to upgrade the fire protection system at the Cuyahoga County Men’s Shelter, located at 2100 Lakeside Avenue, Cleveland, for the period 4/4/2022 – 9/30/2022.

Funding Source: General Fund – Capital

Matt Rymer, Department of Public Works, presented. There were no questions. Michael Chambers motioned to approve the item; Nichole English seconded. Item BC2022-198 was approved by unanimous vote.

**BC2022-199**

Department of Development, on behalf of Department of Regional Collaboration, submitting an amendment to Contract No. 1221 with Squire Patton Boggs, (US), LLP for Federal Advocacy Services for the period 4/20/2020 – 4/19/2023, to expand the scope of services to add temporary grant writing support services to access funds made available through the Infrastructure Investment and Jobs Act and other State funding grant opportunities and to revise contract language regarding use of subcontractors, effective upon contract signature of all parties and for additional funds in the amount not-to-exceed \$100,000.00.

Funding Source: General Fund

Chris Farroni and Paul Herdeg, Department of Development and Nichole English, Department of Public Works, presented. Nan Baker asked about the timing and duration of these services; asked what the anticipated return on investment is; and asked if the department is confident that the County can access available grant funds. Dale Miller commented that he strongly supports this request as there is a large amount of Federal and State funding available and expects a favorable outcome. James Boyle concurred with Mr. Miller’s comments and said that the timing is essential; and said the County has struggled to keep grant writing in a unified, singular focus and that while this request is important, the County needs to look at an overall long-term grant writing process. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2022-199 was approved by unanimous vote.

**BC2022-200**

Agency of the Inspector General, recommending an award and enter into Contract No. 2267 with WingSwept, LLC in the amount not-to-exceed \$48,121.94 for software support and maintenance on the Case Management Tracking System for the period 4/23/2022 – 4/22/2024.

Funding Source: 52% General Fund and 48% Vendor Fees Fund

Alexa Beeler, Agency of the Inspector General, presented. James Boyle asked if the vendor services have been satisfactory. Michael Chambers motioned to approve the item; James Boyle seconded. Item BC2022-200 was approved by unanimous vote.

**BC2022-201**

County Treasurer’s Office, recommending an award on Purchase Order No. 21003749 to Weekley’s Mailing Service, Inc. in the amount not-to-exceed \$9,895.69 for the purchase of postage for mailing of the 2021 last half and 2022 first half EasyPay and ACH letters to participating taxpayers.

Funding Source: General Fund

Ray McDaniel, County Treasurer’s Office, presented. Michael Chambers commented that this is a routine purchase. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2022-201 was approved by unanimous vote.

**BC2022-202**

County Treasurer’s Office,

- a) Submitting an RFP exemption, which will result in an award recommendation to Echographics Inc. in the amount not-to-exceed \$27,500.00 for the purchase of various promotional items for distribution at public events.
- b) Recommending an award on Purchase Order No. 22001506 to Echographics Inc. in the amount not-to-exceed \$27,500.00 for the purchase of various promotional items for distribution at public events.

Funding Source: Tax Prepay Special Interest Admin Fund

Ray McDaniel, County Treasurer’s Office, presented. Nan Baker commented that it is unsettling for the need to give away promotional items to be able to draw attention to services that would benefit taxpayers; asked if this is the first time using this strategy and what has been done in the past; asked what types of items and asked for follow up on how many will be purchased; asked if these items could be shared with other County agencies at other public events. Michael Chambers said that there will be more Countywide outreach events now than over the past few years. Dale Miller said it is sometimes difficult to get the public’s attention due to competition and that outreach to encourage voluntary compliance of tax requirements is necessary. James Boyle concurred with Mr. Miller’s comments and asked how the department will assess compliance and if there was a return on the investment; and asked if the items only contain the County logo and does not contain any political advertising; and said there is a need to be innovative and stated how critical it is to garner the public’s attention. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2022-202 was approved by unanimous vote.

**BC2022-203**

Department of Information Technology, submitting an amendment to Contract No. 1986 with TEC Communications Inc. for professional cyber security and incident response services for the period 1/1/2021 – 1/31/2023 for additional funds in the amount not-to-exceed \$136,250.00.

Funding Source: General Fund

Jeanelle Greene and Jeremy Mio, Department of Information Technology, presented. Nan Baker thanked the department for the detailed response to the advanced questions; asked for clarification on what the additional funds will be used for; asked for contract history and was the original contract amount of \$250,000.00 anticipated go cover 2 years of services; asked if services will be renewed prior to the end of the year; asked when will the next award recommendation come forward for approval and what would the anticipated cost be. James Boyle asked if this funding is adequate to cover cybersecurity needs; and asked if this is only one component of cybersecurity plan. Michael Chambers motioned to approve the item; Nan Baker seconded. Item BC2022-203 was approved by unanimous vote.

**BC2022-204**

Department of Information Technology,

- a) Submitting an RFP exemption, which will result in an award recommendation to Polarity.io, Inc. in the amount not-to-exceed \$26,880.00 for the purchase of Polarity Server subscription services for (10) users the period 12/9/2021 – 12/8/2022.
- b) Recommending an award on Purchase Order No. 22000279 to Polarity.io, Inc. in the amount not-to-exceed \$26,880.00 for the purchase of Polarity Server subscription services for (10) users the period 12/9/2021 – 12/8/2022.

Funding Source: General Fund

Jeanelle Greene and Jeremy Mio, Department of Information Technology, presented. Nan Baker asked if this was a new provider; asked if the vendor was the cause for late submittal and are there any concerns going forward due to lateness; asked for clarification on dates of services; and asked if the next contract will be more than one year. Michael Chambers motioned to approve the item; Nan Baker seconded. Item BC2022-204 was approved by unanimous vote.

**BC2022-205**

Common Pleas Court/Corrections Planning Board, recommending an award and enter into Agreement No. 2291 with Cleveland Municipal Court in the amount not-to-exceed \$496,120.00 for education services for the Domestic Intervention, Education and Training Program for the period 7/1/2021 – 6/30/2023.

Funding Source: 13% Ohio Department of Rehabilitation and Correction Targeted Community Alternatives to Incarceration Grant, 31% Community Corrections Act 407 Grant and 56% Community Corrections Act 408 Grant

Linda Lagunzad, Corrections Planning Board, presented. Nan Baker asked for clarification as to lateness and whether this was due to working through the grant process; asked if services were provided over the past 9 months and if the provider is waiting on payment or were funds carried over from prior year. James Boyle asked for follow up on what types of cases go to the County and City of Cleveland Courts. Michael Chambers motioned to approve the item; James Boyle seconded. Item BC2022-205 was approved by unanimous vote.

**BC2022-206**

Court of Common Pleas/Corrections Planning Board,

- a) Submitting an RFP exemption, which will result in an award recommendation to Case Western Reserve University in the amount not-to-exceed \$80,000.00 for data collection and program evaluation of the Cuyahoga County Veterans and Veterans Re-entry Treatment Court Program for the period 9/30/2021 – 9/29/2022.
- b) Recommending an award and enter into a Contract No. 2347 with Case Western Reserve University in the amount not-to-exceed \$80,000.00 for data collection and program evaluation of the Cuyahoga County Veterans and Veterans Re-entry Treatment Court Program for the period 9/30/2021 – 9/29/2022.

Funding Source: Substance Abuse and Mental Health Services Administration Grant

Linda Lagunzad, Corrections Planning Board, presented. James Boyle asked which judge handles the veterans’ docket. Nan Baker asked if there will be any issues for service delivery with only 6 months remaining in the contract; asked if the provider understands that the evaluations are ongoing beyond September, 2022 and will additional funding be needed. Michael Chambers motioned to approve the item; Nan Baker seconded. Item BC2022-206 was approved by unanimous vote.

**BC2022-207**

Court of Common Pleas/Juvenile Court Division, recommending an award and enter into Agreement No. 2363 with Village of Brooklyn Heights in the amount not-to-exceed \$800.00 for Community Diversion Program services for the period 1/1/2022 -12/31/2023.

Funding Source: Title IV-E Fund

La’Terra Brown, Juvenile Court Division, presented. There were no questions. Michael Chambers motioned to approve the item; James Boyle seconded. Item BC2022-207 was approved by unanimous vote.

**BC2022-208**

Sheriff's Department, recommending an award on Purchase Order No. 22001474 to City of North Royalton in the amount not-to-exceed \$23,165.91 for prisoner board and care services for the period 10/1/2021 – 2/28/2022.

Funding Source: General Fund

Donna Kaleal, Sheriff's Department, presented. Michael Chambers said the department could process a time sensitive/mission critical request for future services, if needed. Nan Baker said that having a purchase order in place, at the time decisions are made for board and care services, could help the process along; and asked where the past due invoices were sent and is there a solution in place, so this doesn't recur. James Boyle asked if City of North Royalton is a short-term jail facility by design and State mandate; said that the County is legally obligated to pay for housing inmates, wherever they are being held; and said that the County is acutely aware of the need for strong tracking of the number of inmates wherever they are being held. Michael Chambers motioned to approve the item; James Boyle seconded. Item BC2022-208 was approved by unanimous vote.

**BC2022-209**

Office of the Medical Examiner, recommending an award on RQ7442 and enter into Contract No. 2261 with Perkin Elmer Health Sciences, Inc. (15-2) in the amount not-to-exceed \$94,266.80 for the purchase of (1) replacement Fourier Transform Infrared Spectrometer and related services, commencing upon contract signature of all parties through 9/30/2022.

Funding Source: FY2020 Coverdell Competitive Grant

Hugh Shannon, Office of the Medical Examiner, presented. There were no questions. Michael Chambers motioned to approve the item; James Boyle seconded. Item BC2022-209 was approved by unanimous vote.

**BC2022-210**

Department of Health and Human Services/Community Initiatives Division/Office of Homeless Services, submitting an amendment to Contract No. 2201 with Mental Health Services for Homeless Persons, Inc. dba FrontLine Service for coordinated intake services for individuals and families in connection with the Emergency Solutions Grant Program for the period 9/1/2021 – 8/31/2022 for additional funds in the amount not-to-exceed \$89,859.00.

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

Melissa Sirak, Office of Homeless Services, presented. Nan Baker asked for clarification on whether the County was at risk of losing grant funds if the time extension was not granted. Michael Chambers motioned to approve the item; Nan Baker seconded. Item BC2022-210 was approved by unanimous vote.

## **C. - Consent Agenda**

Nan Baker referred to Item No. BC2022-211 and asked for clarification on the timeline for grant extension submittal; and asked if this will be the last amendment. Fred Bolotin, Office of Re-entry responded.

There were no additional questions or comments on the Consent Agenda items. Michael Chambers motioned to approve Consent Agenda Item Nos. BC2022-211 through -213; Nichole English seconded. The Consent Agenda Items were approved by unanimous vote.

### **BC2022-211**

Department of Health and Human Services/Office of Re-entry, submitting an amendment to Contract No. 290 with Community Assessment and Treatment Services, Inc. for trauma-informed care services to restored citizens in the Adult Transition Model Program in connection with the Innovations in Re-entry Initiative for the period 10/1/2019 – 9/30/2021, to extend the time period to 9/30/2022; no additional funds required.

Funding Source: U.S. Department of Justice Second Chance Act Grant

**BC2022-212**

Fiscal Department, presenting proposed travel/membership requests for the week of 4/4/2022:

**Travel Request(s):**

<b>Dept:</b>	Department of Public Works							
<b>Event:</b>	Conference entitled "Government Finance Officers Association 116 <sup>th</sup> Annual Conference"							
<b>Location:</b>	Austin, TX.							
<b>Host:</b>	Government Finance Officers Association							
<i>Staff</i>	<i>Travel Dates</i>	<i>Registration *</i>	<i>Meals **</i>	<i>Lodging **</i>	<i>Ground TRN/ Mileage **</i>	<i>Air ***</i>	<i>Total</i>	<i>Funding Source</i>
<i>Matthew Hruby</i>	<i>6/5-6/8/2022</i>	<i>****\$0.00</i>	<i>\$208.00</i>	<i>\$885.00</i>	<i>\$240.00</i>	<i>\$432.20</i>	<i>\$1,765.20</i>	<i>General Fund</i>
<i>David Young</i>	<i>6/5-6/8/2022</i>	<i>\$475.00</i>	<i>\$208.00</i>	<i>\$885.00</i>	<i>\$240.00</i>	<i>\$432.20</i>	<i>\$2,240.20</i>	<i>Road and Bridge Fund</i>

*\*Paid to the Host*

*\*\*Staff reimbursement*

*\*\*\* Airfare will be covered by a contract with the County's Travel Vendor*

*\*\*\*\*M Hruby's registration is free as he qualified as a "First Time Scholarship Registrant"*

***Purpose:***

*This conference provides the opportunity to learn from leading professionals and subject matter experts on how to leverage tools found in public finance to build a better community. GFOA's conference also provides case studies, strategies, and recommendations that you can use to influence positive change.*



**BC2022-213**

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

**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>
22001494	(650) USB Type-C display port cables for various agencies	Department of Health and Human Services	Ocean Inc	\$5,350.00	50% Health and Human Services Levy and 50% Federal/State reimbursement
22001475	(2) Year subscription renewal of Veeam Backup & Replication License software for use by Juvenile Court	Department of Information Technology	Above & Beyond Electronics LLC	\$6,994.98	General Fund
22001317	(1) Unmanned aerial drone system for use by Ashtabula County Fire Department	Department of Public Safety and Justice Services	Tamarack Aerial Services LLC	\$35,697.00	FY2019 State Homeland Security Grant Fund
22001521	Replacement of (4) Level A HazMat response suits for use by Lake County Type 1 HazMat team	Department of Public Safety and Justice Services	Fisher Scientific Company LLC	\$8,043.56	FY2019 State Homeland Security Grant Fund
22001472	Various sizes of steel materials for use by Road & Bridge	Department of Public Works	Cumberland Industries Inc.	\$20,590.00	Road & Bridge Fund
22001529	(1) Excavator mount brush cutter for use by County Airport	Department of Public Works	Ag-Pro Ohio LLC	\$8,975.00	Airport General Operating Fund
22001546	Rental of lift equipment, on an as needed basis	Department of Public Works	Sunbelt Rentals, Inc.	Not-to-exceed \$49,950.00	General Fund
22001520	Annual order of (7,200) cotton bath towels for inmates	Sheriff's Department	Victory Supply LLC	\$8,694.00	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>
22001331	Factory Authorized – Mower engine repair*	Department of Public Works	Marshall Power Equipment	\$10,235.57	General Fund
22001459	Factory Authorized – Replacement of fuel pump, hydraulic line and cylinder to vehicle CL81511*	Department of Public Works	Ohio CAT	\$8,625.94	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>

## **V- OTHER BUSINESS**

### **Time Sensitive/Mission Critical**

#### **BC2022-214**

Department of Public Safety and Justice Services, recommending an award and enter into Contract No. 2321 with United Way of Greater Cleveland in the amount not-to-exceed \$3,000.00 to provide transportation services to Cuyahoga County residents seeking COVID-19 vaccinations and boosters for the period 1/1/2022 – 6/30/2022.

Funding Source: General Fund - to be evaluated for potential reimbursement by American Rescue Plan Act Funds

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 BC2022-214 was approved by unanimous vote.

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

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

Department of Equity and Inclusion, submitting a Data Agreement with Race Forward to conduct a Racial Equity Employee Survey, commencing upon signature of all parties.

Funding Source: N/A

## **VI – PUBLIC COMMENT**

There was no public comment.

## **VII – ADJOURNMENT**

Michael Chambers motioned to adjourn; Dale Miller seconded. The motion to adjourn was unanimously approved at 11:58 a.m.