

Minutes

Cuyahoga County Board of Control
Monday, May 2, 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, Fiscal Office (Alternate for Armond Budish)
Leigh Tucker, Assistant Fiscal Officer, Fiscal Office (Alternate for Michael Chambers)
Trevor McAleer, 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)
Paul Porter, Director, Department of Purchasing

II – REVIEW MINUTES – 4/25/2022

Michael Chambers motioned to approve the minutes from the April 25, 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

BC2022-260

Department of Public Works, submitting an amendment to Contract No. 702 with Joshen Paper and Packaging, Inc. for janitorial cleaning supplies for the period 3/1/2019 – 2/28/2022, to extend the time period 12/31/2022 and for additional funds in the amount not-to-exceed \$235,000.00.

Funding Source: General Fund – Centralized Custodial Services

Tom Pavich, Department of Public Works, presented. There were no questions. Michael Chambers motioned to approve the item; Mellany Seay seconded. Item BC2022-260 was approved by unanimous vote.

BC2022-261

Department of Public Works,

- a) Submitting an RFP exemption, which will result in an award recommendation to Ohio Machinery Co. dba Ohio CAT in the amount not-to-exceed \$295,451.84 for the purchase of (2) replacement Caterpillar Mini Hydraulic Excavators.
- b) Recommending an award on Purchase Order No. 22001932 to Ohio Machinery Co. dba Ohio CAT in the amount not-to-exceed \$295,451.84 for the purchase of (2) replacement Caterpillar Mini Hydraulic Excavators.

Funding Source: Sanitary Operating Fund

Tom Pavich, Department of Public Works, presented. There were no questions. Michael Chambers motioned to approve the item; Trevor McAleer seconded. Item BC2022-261 was approved by unanimous vote.

BC2022-262

Department of Public Works, recommending an award on RQ7980 and enter into Contract No. 2425 with Patriot Industrial Technologies, Ltd. in the amount not-to-exceed \$43,400.00 for water treatment chemicals and services for boiler and air conditioning equipment at various County buildings, commencing upon contract signature of all parties for a period of 2 years.

Funding Source: ~~Sanitary Operating Fund~~ **General Fund**

Tom Pavich, Department of Public Works, presented. Trevor McAleer commented that the department provided responses to their advanced questions on this item. Michael Chambers motioned to approve the item, as amended; Trevor McAleer seconded. Item BC2022-262 was approved by unanimous vote, as amended.

BC2022-263

Department of Development,

- a) Submitting an RFP exemption, which will result in a payment to JumpStart, Inc. in the amount of \$43,200.00 for operating support for the Shared Entrepreneur in Residence Program for the period 5/2/2022 – 12/31/2022.
- b) Recommending a payment on Purchase Order No. 22001958 to JumpStart, Inc. in the amount of \$43,200.00 for operating support for the Shared Entrepreneur in Residence Program for the period 5/2/2022 – 12/31/2022.

Funding Source: General Fund

Paul Herdeg, Department of Development, Camille Heard, Entrepreneur in Residence and Patricia Grospiron, JumpStart, Inc., presented.

Dale Miller asked for an example of a success story resulting from this program; asked if the program success will allow it to continue or to begin a new program after 2022; and asked for follow up for additional information on JumpStart, Inc.'s NASA Program, which is part of his Council district. Nan Baker asked what were the outcomes of the first 2 years of the program and is there evidence that it has been successful; said it is good to see evidence of the program working well; asked if the program must be related to technology; asked what does the global program vision and its' success look like and how do they determine when participants may no longer need additional support; asked when and how they determine if a program will be a success; said it is good to be proactive to avoid failure; asked about other operating support payments made to JumpStart, Inc.; asked what was done prior to this program; and thanked Ms. Heard and Ms. Grospiron for coming in to present. Trevor McAleer asked if the 20 new jobs will be part-time or full-time and asked for follow up on what will be the average starting salary; and said that this payment is a good return on the County's investment and that the data would be helpful to look beyond the 3rd program year. Michael Chambers motioned to approve the item; Nan Baker seconded. Item BC2022-263 was approved by unanimous vote.

BC2022-264

County Treasurer, submitting an amendment to Contract No. 121 with F&E Check Protector Company dba F&E Payment Pros for licensing, support, training and maintenance services on the Digital Remittance Processing System for the period 10/1/2014 – 9/30/2021, to extend the time period to 9/30/2022 and for additional funds in the amount not-to-exceed \$18,890.00.

Funding Source: General Fund

Patrice Brooks and Julia Weaver, County Treasurer, presented. Nan Baker asked if the vendor is waiting on payment; asked what the duration of the next amendment will be and will it be presented for approval on time; asked why future services will be bid if this is a sole source service, as stated in the department's presentation. Paul Porter clarified that this is a contract amendment and that original services were procured through a Request for Proposals in 2014. Michael Chambers asked if the next contract would contain a termination clause. Michael Chambers motioned to approve the item; Leigh Tucker seconded. Item BC2022-264 was approved by unanimous vote.

BC2022-265

Department of Human Resources, recommending an award on RQ7979 and enter into Contract No. 2423 with GPI Enterprises, Inc. (54-1) in the amount not-to-exceed \$120,000.00 for sourcing and recruiting of Corrections Officers for the Cuyahoga County Corrections Center, commencing upon contract signature of all parties for a period of 18 months.

Funding Source: General Fund

Stephen Witt, Department of Human Resources, presented. Trevor McAleer asked for confirmation that a replacement will be found by the provider at no additional cost, if any of the 15 candidates leave employment within 1 year; asked if the County has any recourse or due a refund, if a replacement hire cannot be found; said that a tracking system needs to be in place and monitored, by either the Department of Human Resources or County Sheriff, for at least 1 year, which could prove challenging due to turnover; asked if the vendor is required to identify 15 recruits over a certain timeline or is it just over 18 months; and asked what happens if a candidate leaves employment after the contract has ended.

Dale Miller asked if this service has been contracted before to assist with hiring in significant numbers; asked how the County will know if the vendor is recruiting candidates that the County could have found using the regular recruiting process; and asked if the recruitment will be done locally or nationally.

Nan Baker asked if this contract provides for recruiting for other positions and if 15 new hires are specifically identified in the contract; and asked what happens if the number of recruits is below 15. Michael Chambers motioned to approve the item; Trevor McAleer seconded. Item BC2022-265 was approved by unanimous vote.

BC2022-266

Department of Information Technology,

- a) Submitting an RFP exemption, which will result in an award recommendation to Rolta Advizex Technologies, LLC in the total amount not-to-exceed \$91,870.54 to pay outstanding invoices in connection with Contract No. CE1700366 for IT hardware, software and other peripheral items for the period 12/1/2017 – 11/30/2020:
 - 1) in the amount not-to-exceed \$85,600.54 for services received during the period 6/1/2020 – 11/30/2020.
 - 2) in the amount not-to-exceed \$6,270.00 for services received during the period 12/1/2020 - 1/31/2021.
- b) Recommending an award on Purchase Order No. 22001284 to Rolta Advizex Technologies, LLC in the total amount not-to-exceed \$91,870.54 to pay outstanding invoices in connection with Contract No. CE1700366 for IT hardware, software and other peripheral items for the period 12/1/2017 – 11/30/2020, as detailed above.

Funding Source: Health and Human Services Levy Fund

Jeanelle Greene, Department of Information Technology, presented. Trevor McAleer asked what role the vendor played in the reverse auction process; asked if the reverse auction was related to the web-based Easy Pay Program; asked if the department purchased hardware to conduct reverse auctions; asked if this vendor was a bidder in reverse auctions; asked what the total savings while using reverse auctions was; and said that the reverse auction program was presented to the Board as a program that would generate large cost savings. Dale Miller asked how the reverse auction process was conducted; asked if the purpose was to have vendors bid against one another to achieve greater savings; and asked whether the program was successful. Michael Chambers motioned to approve the item; Trevor McAleer seconded. Item BC2022-266 was approved by unanimous vote.

BC2022-267

Court of Common Pleas/Juvenile Court Division,

- a) Submitting an RFP exemption, which will result in an award recommendation to Applewood Centers, Inc. in the amount not-to-exceed \$215,250.00 for clinical case management services for the Coordinated Approach to Low-Risk Misdemeanors (CALM) Project for the period 7/1/2021 – 6/30/2023.
- b) Recommending an award and enter into Contract No. 1666 with to Applewood Centers, Inc. in the amount not-to-exceed \$215,250.00 for clinical case management services for the Coordinated Approach to Low-Risk Misdemeanors (CALM) Project for the period 7/1/2021 – 6/30/2023.

Funding Source: RECLAIM Grant

Bridget Gibbons, Juvenile Court Division, presented.

Nan Baker asked for clarification on the timeline for late submittal; asked if provisions are in place now to keep process moving forward when there are staff vacancies; asked if code issues that contributed to the delay were resolved; asked if this item was destined to be submitted late due to the grant timeline; asked if contract dates can be addressed and not start as early, due to grant restrictions and the timeline for processing the grant; asked if the grant application could have been submitted earlier; and asked if any services were delayed. Michael Chambers commented that the Court has had significant staff turnover and that items are typically late when they are grant funded due to the grant acceptance process; and said the vendor is familiar with this grant process and have measures in place to continue services. Paul Porter explained the process for assigning activity codes for grant items in the Infor system, which is challenging; said that staff reassignment in Fiscal Department contributed to delays; and said he believes issues can now be quickly resolved; said that RECLAIM Grant funded items have been historically late and does not believe anything can be done about timing, as that is determined by the granting authority. Mellany Seay said that this is a continuation of services with grant funds and that the vendor is aware that funds are forthcoming; said that the vendor typically continues with services when they are identified in the grant as the service provider; and said that the grant process contributes to the lateness. Michael Chambers motioned to approve the item; Nan Baker seconded. Item BC2022-267 was approved by unanimous vote.

BC2022-268

Court of Common Pleas/Juvenile Court Division,

- a) Submitting an RFP exemption, which will result in an award recommendation to Bellefaire Jewish Children’s Bureau in the amount not-to-exceed \$147,643.00 for integrated co-occurring treatment services for the Behavioral Health Juvenile Justice Project for the period 7/1/2021 – 6/30/2023.
- b) Recommending an award and enter into Contract No. 1664 with Bellefaire Jewish Children’s Bureau in the amount not-to-exceed \$147,643.00 for integrated co-occurring treatment services for the Behavioral Health Juvenile Justice Project for the period 7/1/2021 – 6/30/2023.

Funding Source: RECLAIM Grant

Bridget Gibbons, Juvenile Court Division, presented. Nan Baker asked if the delay on this item is for similar reasons as the previously approved item. Michael Chambers motioned to approve the item; Nan Baker seconded. Item BC2022-268 was approved by unanimous vote.

BC2022-269

Court of Common Pleas/Juvenile Court Division,

- a) Submitting an RFP exemption, which will result in an award recommendation to Mental Health Services for Homeless Persons, Inc. dba Frontline Services in the amount not-to-exceed \$51,280.00 for Gateway Re-entry mediation services for adjudicated youth and their families for the period 3/1/2022 – 9/30/2022.
- b) Recommending an award and enter into Contract No. 2366 with Mental Health Services for Homeless Persons, Inc. dba Frontline Services in the amount not-to-exceed \$51,280.00 for Gateway Re-entry mediation services for adjudicated youth and their families for the period 3/1/2022 – 9/30/2022.

Funding Source: Title II Grant Funds

Bridget Gibbons, Juvenile Court Division, presented. There were no questions. Michael Chambers motioned to approve the item; Trevor McAleer seconded. Item BC2022-269 was approved by unanimous vote.

BC2022-270

Court of Common Pleas/Juvenile Court Division, recommending an award on RQ8050 and enter into Contract No. 2356 with Nothing but the Best Hair and Nail Salon, LLC (11-2) in the amount not-to-exceed \$30,000.00 for professional hair care services for youth at the Detention Center for the period 3/1/2022 – 12/31/2023.

Funding Source: General Fund

Bridget Gibbons, Juvenile Court Division, presented. Nan Baker said that this item is a good example of the kind of services where outreach to small businesses, who may be unfamiliar with County bidding process, is encouraged to support diversity; asked if any outreach was done, as the Court could have easily found at least 50 local vendors for these services, which would raise awareness of County services. Michael Chambers concurred with Ms. Baker’s comments and recommended that the Court reach out to the Department of Equity and Inclusion. Michael Chambers motioned to approve the item; Nan Baker seconded. Item BC2022-270 was approved by unanimous vote.

BC2022-271

Department of Law, recommending an award and enter into Contract No. 2434 with HCA Asset Management LLC in the amount not-to-exceed \$49,500.00 for certified property insurance appraisal services for County-owned buildings and properties for the period 4/8/2022 – 12/31/2023.

Funding Source: General Fund

Awatef Assad, Department of Law, presented. There were no questions. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2022-271 was approved by unanimous vote.

C. – Exemptions

BC2022-272

Department of Health and Human Services, submitting an RFP exemption, which will result in a Grant Award via Agreement No. 2429 to Greater Cleveland Food Bank in the amount not-to-exceed \$5,000,000.00 to construct a new and expanded food distribution center in the City of Cleveland’s Collinwood neighborhood and to renovate the current facility, located at 15500 South Waterloo Road, Cleveland, to serve as a one-stop-shop for critical wraparound social services and support, effective upon contract signature of all parties for a period of 1 year.

Funding Source: General Fund – American Rescue Plan Act (ARPA) Revenue Replacement/Provision of Government Services

Marcos Cortes, Department of Health and Human Services, presented. Dale Miller said that this project has been discussed at length by County Council and expressed his support for this project. Nan Baker asked if the award recommendation will be referred to committee. Mr. McAleer said it would be referred to committee after first reading on May 10th. Michael Chambers and Mr. McAleer commented on the more detailed and accurate description of the funding source, which will be used going forward. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2022-272 was approved by unanimous vote.

D. - Consent Agenda

There were no questions or comments on the Consent Agenda items. Michael Chambers motioned to approve Consent Agenda Item Nos. BC2022-273 through -277; Dale Miller seconded. The Consent Agenda Items were approved by unanimous vote.

BC2022-273

Department of Public Works, submitting an amendment to Contract No. 1710 with CATTs Construction, Inc. for the rehabilitation of Union Street from Broadway Avenue (North) to Broadway Avenue (South) in the City of Bedford for a decrease of funds in the amount of (\$84,635.15).

Funding Source: 80% Road and Bridge Fund and 20% City of Bedford

BC2022-274

Department of Information Technology, and Department of Information Technology, on behalf of the Sheriff's Department, 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. for a fee in the amount of \$1.00, in accordance with E02012-0001.

Funding Source: Revenue Generating

BC2022-275

Department of Health and Human Services/Cuyahoga Job and Family Services, submitting an amendment to Contract No. 1012 with CHN Housing Partners for utility assistance and financial counseling services for TANF-eligible residents for the period 4/1/2021 – 3/31/2022, to extend the time period to 3/31/2023 and to revise the contract language regarding reverse scheduling of client appointments, effective 4/1/2022; no additional funds required.

Funding Source: Temporary Assistance for Needy Families Fund

BC2022-276

Fiscal Department, presenting proposed travel/membership requests for the week of 5/2/2022:

<i>Dept:</i>	<i>Public Defender's Office</i>							
<i>Event:</i>	<i>Conference entitled "NADCP RISE22"</i>							
<i>Sponsor:</i>	<i>NADCP – National Association of Drug Court Professionals</i>							
<i>Location:</i>	<i>Nashville, TN.</i>							
<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>Brian Hoffman</i>	<i>7/24 - 7/29/2022</i>	<i>\$895.00</i>	<i>\$192.00</i>	<i>\$1,504.99</i>	<i>\$404.97</i>	<i>\$0</i>	<i>\$2,996.96</i>	<i>General Fund for reimbursement by the Ohio Public Defender</i>
<i>Keevin Berman</i>	<i>7/24 – 7/29/2022</i>	<i>\$895.00</i>	<i>\$192.00</i>	<i>\$964.27</i>	<i>\$462.29</i>	<i>\$239.97</i>	<i>\$2,753.53</i>	<i>General Fund for reimbursement by the Ohio Public Defender</i>

**Paid to the Host*

***Staff reimbursement*

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

Brian Hoffman will be driving to the Conference. Reimbursable mileage is capped equal to the cost of the airfare.

Purpose:

This conference provides continuing education for treatment court professionals. This is the only national conference hosted by the NADCP with a mission of ensuring that every individual in the justice system has access to evidence-based treatment and restoration.

<i>Dept:</i>	<i>Department of Health and Human Services/Division of Children and Family Services</i>							
<i>Event:</i>	<i>Conference entitled "AAICPC 2022 Annual Business Meeting, Training Workshop and Child Welfare Conference"</i>							
<i>Sponsor:</i>	<i>Association of Administrators of the Interstate Compact on the Placement of Children (AAICPC)</i>							
<i>Location:</i>	<i>Austin, TX.</i>							
<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>Darnecia Sledge</i>	<i>6/1 - 6/4/2022</i>	<i>\$975.00</i>	<i>\$128.00</i>	<i>\$576.39</i>	<i>\$60.00</i>	<i>\$568.20</i>	<i>\$2,307.59</i>	<i>Health and Human Services Levy Fund- \$1,615.31 and Title IV-E - \$692.28</i>

**Paid to the Host*

***Staff reimbursement*

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

Purpose:

This conference provides national training on interactive, engaging, and team building with real-life case analysis. Additional information covering the National Electronic Interstate Compact Enterprise (NEICE) Training which reviews the improving efficiencies in the interstate process. There are two other specific tracks of training covering several areas of specific case work. This training is no longer available in Ohio.

BC2022-277

Department of Purchasing, presenting proposed purchases for the week of 5/2/2022:

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>
22001935	(1) Drone and various accessories for the Cuyahoga Local Emergency Planning Committee (LEPC)	Department of Public Safety and Justice Service	Aero Systems West, Inc.	\$25,722.00	Local Emergency Planning Committee Fund
22001917	(52) Web Maysi-2 User Licenses for Detention Center	Juvenile Court Division	Orbis Partners, LLC	\$7,592.00	General Fund
22001236	Replacement of (1) all-in-one microfilm scanner for Records Department	Office of the Medical Examiner	World Micrographics, Inc.	\$19,738.00	General Fund
22001883	(130) Replacement weapons and holsters for Protective Services	Sheriff's Department	Vance Outdoors, Inc.	\$28,625.60	General Fund
22001937	(4) Steel coils for dryers in the County Jail	Sheriff's Department	Eierdam and Associates Inc.	\$18,756.00	General Fund
22001944	(26) Honor Guard uniforms for Deputy Sheriff	Sheriff's Department	Schwarz Uniform Corporation	\$5,550.00	General Fund
22001990	(300) Replacement knobs for jail housing units	Sheriff's Department	Craftmaster Hardware	\$19,500.00	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>
22001918	Emergency veterinary services for the Animal Shelter*	Department of Public Works	Karen Ganofsky, DVM	\$6,750.00	50% Dick Goddard Best Friends Fund and 50% Dog and Kennel Fund

*Approval No. BC2021-679 dated 11/22/2021, which amended Board of Control Approval No. BC2020-646, dated 12/7/2020, which amended various Board of Control approvals, which authorized an alternative procurement process resulting in purchase orders to various providers for medical, surgical and animal care services for the period 2/1/2017 – 12/31/2021, to extend the time period to 12/31/2022 and by changing the amount not-to-exceed from \$600,000.00 to \$750,000.00.

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

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 45109</i>	<i>Amend Contract No. 1763</i>	<i>BMI Associates, Inc. dba BMI Productivity Solutions</i>	<i>Maintenance, support and training services on Portfol Management Software</i>	<i>Additional funds in the amount not-to-exceed \$2,467.50</i>	<i>Department of Development</i>	<i>5/6/2019 – 5/5/2022, to extend the time period to 5/5/2023</i>	<i>General Fund</i>	<i>4/22/2022 (Executive) 4/25/2022 (Law Dept.)</i>

VI – PUBLIC COMMENT

There was no public comment.

VII – ADJOURNMENT

Michael Chambers motioned to adjourn; Leigh Tucker seconded. The motion to adjourn was unanimously approved at 12:03 p.m.