



AGENDA
CUYAHOGA COUNTY FINANCE & BUDGETING COMMITTEE MEETING
THURSDAY, JANUARY 21, 2016
CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS
C. ELLEN CONNALLY COUNCIL CHAMBERS – 4TH FLOOR
3:00 PM

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PUBLIC COMMENT RELATED TO THE AGENDA**
- 4. APPROVAL OF MINUTES FROM THE DECEMBER 14, 2015 MEETING**
- 5. MATTERS REFERRED TO COMMITTEE**
 - a) R2016-0017: A Resolution making an award on RQ35240 to Endicott, Microfilm, Inc. in the amount not-to-exceed \$524,600.04 for County-wide maintenance services on Kodak scanning equipment for the period 3/1/2016 - 2/28/2018; authorizing the County Executive to execute the contract and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.
 - b) R2016-0018: A Resolution making an award on RQ35635 to W.B. Mason Co., Inc. in the amount not-to-exceed \$1,710,000.00 for general office supplies and related services for various County departments for the period 4/1/2016 - 3/31/2018; authorizing the County Executive to execute the contract and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.
- 6. MISCELLANEOUS BUSINESS**
- 7. OTHER PUBLIC COMMENT**

8. ADJOURNMENT

**Complimentary parking for the public is available in the attached garage at 900 Prospect. A skywalk extends from the garage to provide additional entry to the Council Chambers from the 5th floor parking level of the garage. Please see the Clerk to obtain a complimentary parking pass.*

***Council Chambers is equipped with a hearing assistance system. If needed, please see the Clerk to obtain a receiver.*

**** Finance & Budgeting Committee Mission Statement: To provide the County Council with objective fiscal and public policy analysis, recommendations and oversight of the County's financial resources and operations and to improve efficiencies and ensure accountability through effective allocation of resources for the benefit of all constituents of Cuyahoga County.*



MINUTES

CUYAHOGA COUNTY FINANCE & BUDGETING COMMITTEE MEETING

MONDAY, DECEMBER 14, 2015

CUYAHOGA COUNTY ADMINISTRATIVE HEADQUARTERS

C. ELLEN CONNALLY COUNCIL CHAMBERS – 4TH FLOOR

1:00 PM

1. CALL TO ORDER

Chairman Greenspan called the meeting to order at 1:03 p.m.

2. ROLL CALL

Mr. Greenspan asked Assistant Deputy Clerk Culek to call the roll. Committee members Greenspan, Miller, Jones, Hairston, Gallagher, Schron and Brown were in attendance and a quorum was determined. Councilmember Brady was also in attendance.

3. PUBLIC COMMENT RELATED TO THE AGENDA

No public comments were given.

4. APPROVAL OF MINUTES FROM THE NOVEMBER 16, 2015 MEETING

A motion was made by Mr. Hairston, seconded by Mr. Schron and approved by majority vote to approve the minutes of the November 16, 2015 meeting, with Mr. Greenspan abstaining from the vote.

5. MATTERS REFERRED TO COMMITTEE

- a) R2015-0278: A Resolution authorizing an amendment to Contract No. CE1200705-01 with Hylant Group, Inc. for insurance brokerage and risk management services and premiums for the period 11/28/2012 - 12/31/2015 to extend the time period to 12/31/2016 and for additional funds in the amount not-to-exceed \$1,708,200.00;

authorizing the County Executive to execute the amendment and all other documents consistent with this Resolution; and declaring the necessity that this Resolution become immediately effective.

Ms. Darlene White, Deputy Director of Risk Management for the Law Department, addressed the Committee regarding Resolution No. R2015-0278. Discussion ensued.

Committee members asked questions of Ms. White pertaining to the item, which she answered accordingly.

On a motion by Mr. Greenspan with a second by Mr. Jones, Resolution No. R2015-0278 was considered and approved by unanimous vote to be referred to the full Council agenda with a recommendation for passage under second reading suspension of the rules.

6. DISCUSSION

- a) Tax lien collection process

Mr. Greenspan made a statement regarding the tax lien collection process. No further discussion ensued.

7. EXECUTIVE SESSION

- a) Pending or imminent litigation

A motion was made by Mr. Schron, seconded by Mr. Miller and approved by unanimous roll-call vote to move to Executive Session for the purpose of discussing pending or imminent litigation and for no other purpose whatsoever. Executive Session was then called to order by Chairman Greenspan at 1:18 p.m. The following Committee members were present: Greenspan, Miller, Jones, Hairston, Gallagher, Schron and Brown. Councilmember Brady was also in attendance. The following additional attendees were present: County Treasurer Christopher Murray, Assistant Law Director Awatef Assad, Assistant Law Director Joseph Boatwright, Legislative Budget Advisor Trevor McAleer, Special Counsel Michael King, Deputy Director of Housing & Community Revitalization Kenneth Surratt, Assistant Law Director Robin Wilson and Chief of Staff Joseph Nanni. At 1:49 p.m., Executive Session was adjourned without objection and Chairman Greenspan then reconvened the meeting.

8. MISCELLANEOUS BUSINESS

There was no miscellaneous business.

9. OTHER PUBLIC COMMENT

No public comments were given.

10. ADJOURNMENT

With no further business to discuss, Chairman Greenspan adjourned the meeting at 1:50 p.m., without objection.

County Council of Cuyahoga County, Ohio

Resolution No. R2016-0017

Sponsored by: County Executive Budish/Department of Information Technology	A Resolution making an award on RQ35240 to Endicott, Microfilm, Inc. in the amount not-to-exceed \$524,600.04 for County-wide maintenance services on Kodak scanning equipment for the period 3/1/2016 - 2/28/2018; authorizing the County Executive to execute the contract and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Executive/Department of Information Technology has recommended an award on RQ35240 to Endicott, Microfilm, Inc. in the amount not-to-exceed \$524,600.04 for County-wide maintenance services on Kodak scanning equipment for the period 3/1/2016 - 2/28/2018; and

WHEREAS, the goal of this project is to provide County-wide maintenance service on Kodak Scanning equipment; and

WHEREAS, the funding for this project is from various funding sources; and

WHEREAS, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue and to provide for the usual, daily operation of a County entity.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:

SECTION 1. That the Cuyahoga County Council hereby makes an award on RQ35240 to Endicott, Microfilm, Inc. in the amount not-to-exceed \$524,600.04 for County-wide maintenance services on Kodak scanning equipment for the period 3/1/2016 - 2/28/2018.

SECTION 2. That the Cuyahoga Executive is authorized to execute the contract and all other documents consistent with said award and this Resolution.

SECTION 3. It is necessary that this Resolution become immediately effective for the usual daily operation of the County; the preservation of public peace, health, or safety in the County; and any additional reasons set forth in the preamble. Provided

County Council of Cuyahoga County, Ohio

Resolution No. R2016-0018

Sponsored by: County Executive Budish/Fiscal Officer/Office of Procurement and Diversity	A Resolution making an award on RQ35635 to W.B. Mason Co., Inc. in the amount not-to-exceed \$1,710,000.00 for general office supplies and related services for various County departments for the period 4/1/2016 - 3/31/2018; authorizing the County Executive to execute the contract and all other documents consistent with said award and this Resolution; and declaring the necessity that this Resolution become immediately effective.
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WHEREAS, the County Executive/Fiscal Officer/Office of Procurement and Diversity has recommended an award on RQ35635 to W.B. Mason Co., Inc. in the amount not-to-exceed \$1,710,000.00 for general office supplies and related services for various County departments for the period 4/1/2016 - 3/31/2018; and

WHEREAS, the primary goal of this project is to supply and deliver general office supplies and related products to various County departments, agencies, elected officials, and other local government agencies; and

WHEREAS, the funding for this project was included in the annual budget of the various departments listed below and is funded 100% by general fund dollars as follows: (a) \$390,051.00 (22.81%) Cuyahoga Job and Family Services; (b) \$89,946.00 (5.26%) Division of Senior and Adult Services; (c) \$229,995.00 (13.45%) Division of Children and Family Services; and (d) \$1,000,008.00 (58.48%) Fiscal Office.

WHEREAS, it is necessary that this Resolution become immediately effective in order that critical services provided by Cuyahoga County can continue and to provide for the usual, daily operation of a County entity.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNTY COUNCIL OF CUYAHOGA COUNTY, OHIO:

SECTION 1. That the Cuyahoga County Council hereby makes an award on RQ35635 to W.B. Mason Co., Inc. in the amount not-to-exceed \$1,710,000.00 for general office supplies and related services for various County departments for the period 4/1/2016 - 3/31/2018.

