

Minutes

Cuyahoga County Board of Control
Monday, April 20, 2020 at 11:00 A.M.
County Headquarters
2079 East Ninth Street, 4th Floor
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 Dan Brady)
Councilman Dale Miller
Nichole English, Transportation Planning Engineer, Department of Public Works
(alternate for Michael Dever)
Lenora Lockett, Director, Office of Procurement and Diversity

II – REVIEW MINUTES – 4/6/2020

Michael Chambers motioned to approve the minutes from the April 6, 2020 meeting; Dale Miller seconded. The minutes were approved by unanimous vote, as written.

III – PUBLIC COMMENT

There was no public comment related to the agenda.

IV- CONTRACTS AND AWARDS

A. – Tabled Items

B. – New Items for Review

BC2020-213

Department of Development,

a) Submitting an RFP exemption on RQ902, which will result in an award recommendation to Economic and Community Development Institute in the amount not-to-exceed \$47,475.00 for call center services to support Cuyahoga County's Small Business Resource Center for the period 4/3/2020 – 5/31/2020.

b) Recommending an award on RQ902 and enter into a contract with Economic and Community Development Institute in the amount not-to-exceed \$47,475.00 for call center services to support Cuyahoga County's Small Business Resource Center for the period 4/3/2020 – 5/31/2020.

Funding Source: General Fund

Paul Herdeg, Department of Development, presented. Dale Miller expressed his support for the call center services, as there is much confusion about available aid to small businesses.

Trevor McAleer asked if these services are eligible for federal reimbursement; and asked why this item did not complete the internal approval process prior to being placed on the agenda and asked when the process would be complete.

Nan Baker asked if a final brochure regarding these services is available for distribution and requested follow up as to when it becomes available.

Mr. Miller asked if there would be a related time sensitive/mission critical request presented at the end of the meeting to cover the initial two-week period of services described in Mr. Herdeg's presentation. Lenora Lockett elaborated on Mr. Herdeg's comments and stated that the department authorized a time sensitive/mission critical item for the original services that has not yet been submitted through Infor system and presented to the Board of Control for approval. The department's original intent was to amend the prior time sensitive/mission critical request to include the additional services being requested today. Ms. Lockett recommended that the two services be combined into one contract for the purpose of efficiency, since neither had been processed and that the agenda caption description is a result of both actions. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2020-213 was approved by unanimous vote.

BC2020-214

Department of Public Safety and Justice Services, recommending an award on Purchase Order No. 20000527 to ICOR Technology, Inc. (22-3) in the amount not-to-exceed \$66,585.00 for the purchase of (1) Mini-Caliber Robot for the Lake County Bomb Squad.

Funding Source: FY17 State Homeland Security – Law Enforcement grant

Mary Beth Vaughn, Department of Public Safety and Justice Services, presented. Dale Miller asked for clarification on the funding source and why it took so much time to complete this purchase that is being paid for with FY2017 grant funds; and asked what type of situation could involve an improvised explosive device being located in Lake County. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2020-214 was approved by unanimous vote.

BC2020-215

Agency of the Inspector General, recommending an award on Purchase Order No. 20000648 and enter into a Contract with WingSwept, LLC in the amount not-to-exceed \$43,647.90 for software support and maintenance for the Case Management Tracking System for the period 4/23/2020 - 4/22/2022.

Funding Source: General Fund

Mark Griffin, Agency of the Inspector General, presented. Dale Miller asked how many bids were received and how does the cost of the new contract compare with the current contract. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2020-215 was approved by unanimous vote.

BC2020-216

Court of Common Pleas/Juvenile Court Division, recommending awards on various Purchase Orders and enter into agreements with various municipalities in the total amount not-to-exceed \$10,598.93 for the Community Diversion Program for the period 3/1/2020 - 12/31/2020:

- a) PO No. 20000761 with City of Broadview Heights in the amount not-to-exceed \$1,211.31.
- b) PO No. 20000796 with City of South Euclid in the amount not-to-exceed \$3,633.92.
- c) PO No. 20000807 with City of Parma Heights in the amount not-to-exceed \$4,693.81.
- d) PO No. 20000740 with Village of Moreland Hills in the amount not-to-exceed \$1,059.89
Funding Source: General Fund

Sarah Baker, Juvenile Court Division, presented. There were no questions. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2020-216 was approved by unanimous vote.

BC2020-217

Sheriff's Department,

- a) Submitting an RFP exemption on Purchase Order No. 20000488, which will result in an award recommendation to Gordon Food Service in the amount not-to-exceed \$2,108.70 for the purchase of mixed vegetables.
- b) Recommending an award on Purchase Order No. 20000488 to Gordon Food Service in the amount not-to-exceed \$2,108.70 for the purchase of mixed vegetables.
Funding Source: General Fund

Tanisha Gates, Sheriff's Department, presented. Dale Miller asked how an overage on food purchases occurs and asked if the mixed vegetables were fresh or frozen; and asked if the surplus product will be utilized in full, on an as needed basis. Trevor McAleer asked for follow up on what the cost savings with the reduced inmate population is. Michael Chambers requested that these figures be included in the department's reduction plan. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2020-217 was approved by unanimous vote.

BC2020-218

Sheriff's Department,

- a) Submitting an RFP exemption on Purchase Order No. 20000365, which will result in an award recommendation to Good Source Solutions, Inc. in the amount not-to-exceed \$1,560.00 for the purchase of drink mix.
- b) Recommending an award on Purchase Order No. 20000365 to Good Source Solutions, Inc. in the amount not-to-exceed \$1,560.00 for the purchase of drink mix.
Funding Source: General Fund

Tanisha Gates, Sheriff's Department, presented. Dale Miller asked for a description of the drink mix and asked for follow up on how long it will take to utilize the surplus product. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2020-218 was approved by unanimous vote.

BC2020-219

Department of Regional Collaboration, recommending an award on Purchase Order No. 20000957 and enter into a contract with Squire Patton Boggs, (US), LLP in the amount not-to-exceed \$225,000.00 for Federal Advocacy Services for the period 4/20/2020 – 4/19/2023.

Funding Sources: General Fund and Road and Bridge Fund

Michele Pomerantz, Department of Regional Collaboration, presented. Nan Baker asked if the recommended provider is different from the previously approved provider for State Advocacy services; asked if the State Advocacy services provider bid on this contract; asked for clarification on the scope of services and what are the anticipated outcomes; asked for clarification on the time period of the State Advocacy services contract and if there will be any focus on infrastructure projects; and asked what percentage of this contract will be paid by the Department of Public Works.

Nichole English provided the breakdown of funding from the Department of Public Works.

Dale Miller expressed the need for Federal representation at this time; commented that phase 4 of Coronavirus assistance provides funding for hospitals, small businesses and testing but does not address direct assistance to state and local governments and asked if the County will be lobbying for assistance in the next package and if so, what is the strategy; and asked for clarification on payment points for services.

Nan Baker stated that the Paycheck Protection Program funding and Disaster fund from the federal government has not been successful relative to small businesses and asked if that issue will be addressed; commented that there is a need to prioritize small businesses and be able to respond to their concerns and questions through the call center.

Dale Miller asked Nan Baker to elaborate on what problems small business are experiencing with the Paycheck Protection Program.

Nan Baker stated that she has heard from small businesses where they are able to quickly apply and are waiting to hear if they are accepted and what funds they may be receiving; and commented that preference is being placed on large corporations rather than small businesses, which should be a priority for the lobbyist.

Trevor McAleer asked if there are Federal government guidelines on the use of funds related to lost revenue; asked what caused the delay in completing the internal process for approvals in the system prior to bringing the item to the Board for approval and when is it expected to be complete; asked if the billing will be at an hourly or monthly rate and if the funding is coming from the County Executive's budget; asked if there is a formula for the funding breakdown and asked if it is the same as previous federal lobbyist contracts; and asked how it compares to the State lobbyist contract.

Dale Miller commented that a large retail chain had returned \$10 million to the federal government to be used for businesses that need it more.

Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2020-219 was approved by unanimous vote.

C. – Consent Agenda

Nan Baker referred to Item No. BC2020-221 and expressed her concern about additional funding that may arise with this new initiative and whether this is the proper time to utilize our resources for a new project and asked other Board members what their thoughts are on this; asked if any County funds will be used for this project after the project launches; and after further discussion, indicated she will support the project. Dale Miller commented that this appears to be a sound economic development strategy and supports the project. Trevor McAleer asked if a contract, utilizing the grant funds, will be presented for approval at a later date.

There were no additional questions or comments on the consent items. Michael Chambers motioned to approve BC2020-220 through -224; Dale Miller seconded, the consent items were unanimously approved.

BC2020-220

Court of Common Pleas/Juvenile Court Division, submitting an amendment to Master Contract No. CE1800434 with the Village Network for Safe Space Housing services for Court referred youth for the period 10/1/2018 – 9/30/2020 for a decrease in funds in the amount of (\$40,000.00).

Funding Source: Victims of Crime Act

BC2020-221

Department of Sustainability,

a) Requesting authority to apply for grant funds from Cleveland Foundation in the amount of \$200,000.00 for the Greater Cleveland Blue Economy Attraction and Marketing Project for the period 2/1/2020 – 1/31/2022.

b) Submitting a grant award from the Cleveland Foundation in the amount of \$200,000.00 for the Greater Cleveland Blue Economy Attraction and Marketing Project for the period 2/1/2020 – 1/31/2022.

Funding Source: Cleveland Foundation

BC2020-222

Department of Public Safety and Justice Services, submitting an amendment to Contract No. CE1800142 with Mission Critical Partners, Inc. for Public Safety Technology Consultant Services for the period 2/27/2018 – 2/26/2020 to extend the time period to 11/30/2020; no additional funds required.

Original Funding Source: General Fund

BC2020-223

Department of Health and Human Services/Division of Children and Family Services, submitting an amendment to Agreement No. AG1300171 with Court of Common Pleas/Juvenile Court Division for psychological evaluation services for the period 1/1/2014 - 12/31/2019 to extend the time period to 12/31/2021; no additional funds required.

Funding Source: State Child Protective Allocation Fund

BC2020-224

Office of Procurement & Diversity, presenting proposed purchases for the week of 4/20/2020

Direct Open Market Purchases
(Purchases between \$5,000 - \$49,999.99 unless requiring assistance from
the Office of Procurement & Diversity – See Below):

<i>Requisition/ Purchase Order Number</i>	<i>Description</i>	<i>Department</i>	<i>Vendor Name</i>	<i>Total</i>	<i>Funding Source</i>
PO20000453	Truck repairs on Unit S-230 for Sanitary Engineer	Department of Public Works	Jack Doheny Companies, Inc	\$13,457.35	Sanitary Engineer Fund
PO20000459	Truck repairs on Unit S-226 for Sanitary Engineer	Department of Public Works	Jack Doheny Companies, Inc	\$36,969.69	Sanitary Engineer Fund
PO20000464	Truck repairs on Unit S-224 for Sanitary Engineer	Department of Public Works	Jack Doheny Companies, Inc.	\$14,604.84	Sanitary Engineer Fund
PO20000595	Padlocks and keys for Sanitary Engineer	Department of Public Works	Southgate Lock & Security	Not-to-exceed \$10,000.00	Sanitary Engineer Fund
PO20000709	Truck repairs on Unit S-223 for Sanitary Engineer	Department of Public Works	Best Equipment Co., Inc.	\$9,790.45	Sanitary Engineer Fund
PO20000795	Vactor equipment parts for Fleet Services	Department of Public Works	Jack Doheny Company	\$49,999.00	Road & Bridge Fund
PO20000802	Small engine parts for Fleet Services	Department of Public Works	Sohars All Season Mower Service, Inc.	\$49,000.00	Sanitary Engineer Fund - \$25,000.00 Maintenance Garage Fund - \$4,000.00 Road & Bridge Fund - \$20,000.00
PO20000804	Truck parts for Fleet Services	Department of Public Works	Fleetwise Truck Parts	\$40,000.00	Road & Bridge Fund

PO20000839	Vehicle batteries for Fleet Services	Department of Public Works	Harris Battery Company, Inc.	\$49,999.00	Sanitary Engineer Fund - \$20,000.00 Maintenance Garage Fund - \$9,999.00 Road & Bridge Fund - \$20,000.00
PO20000235	(506) cases of gloves for Correction Officers, Food Services, Safety and Sanitation, Officer Pods, Special Response Team and First Responder Officers	Sheriff's Department	W. B. Mason Company Inc.	\$15,174.94	General Fund
PO20000311	(3,600) Cotton bath towels for inmates	Sheriff's Department	ATD American Co.	\$3,159.00	General Fund
PO20000329	(29) Correction Officer Corporal jackets and (13) Corporal SRT jackets in various sizes	Sheriff's Department	Schwarz Uniform	\$5,436.00	General Fund
PO20000335	(16,800) Cotton face cloths for inmates	Sheriff's Department	Imperial Wholesale, Inc.	\$2,754.00	General Fund
PO20000531	(6) Replacement emergency restraint chairs for Jails	Sheriff's Department	HPM Business Systems Inc.	\$13,777.77	General Fund

Items/Services Received and Invoiced but not Paid:

Requisition/ Purchase Order Number	Description	Department	Vendor Name	Total	Funding Source
PO20000614	Skill up training for the Learn and Earn Program	Cuyahoga Job and Family Services	Home Instead Senior Care	\$10,750.00	Health and Human Services Levy Fund
PO20000474	Generator repair parts on Unit S-318 for Sanitary Engineer	Department of Public Works	Cummins Sales and Service	\$2,013.16	Sanitary Engineer Fund
PO20000484	Light tower parts for Unit 45-01 for Sanitary Engineer	Department of Public Works	United Rentals, Inc.	\$2,533.70	Sanitary Engineer Fund
PO20000770	Truck repairs on Unit 98-34 for Fleet Services	Department of Public Works	AutoNation Ford -Westlake	\$1,437.33	Maintenance Garage Fund

**Approval No. BC2016-892 dated 11/28/2016 which approved an alternate procurement process and exemption from aggregation on various requisitions to make awards to various providers to reimburse employers for employee wage and training expense in connection with the Learn and Earn Program for the period 1/1/2017 – 12/31/2019 and subsequently amended by Board of Control Approval No. BC2019-882 dated 11/25/2019, which extended the time period to 12/31/2021.*

Open Market Purchases

(Over \$50,000 or requiring assistance from the Office of Procurement & Diversity)

<i>Requisition/ Purchase Order Number</i>	<i>Description</i>	<i>Department</i>	<i>Vendor Name</i>	<i>Total</i>	<i>Funding Source</i>
<i>None</i>					

V – OTHER BUSINESS

Items of Note (non-voted)

Time Sensitive/Mission Critical Items

BC2020-225

Department of Health and Human Services/Division of Children and Family Services, recommending an award on RQ1090 to Red River Hospital, LLC in the amount not-to-exceed \$24,999.99 for emergency placement services for the period 12/14/2019 – 1/3/2020.

Funding Source: 70% Health and Human Services Levy Fund and 30% Title IV-E

Emily Lockshine, Cuyahoga Job and Family Services, on behalf of the Division of Children and Family Services, presented. Nan Baker asked for clarification on the age of the child being placed and what period of time services cover and if services are being paid for after the fact; asked if the child still requires services; and asked for follow up on what happened to the child after 1/3/2020. Dale Miller asked for follow up on the funds that have been spent and how much remains; and asked what was the per diem rate at this facility and when was the child transferred out of this facility.

Michael Chambers asked if the master contract will be amended to add this provider and if this request is only for the initial placement of the child.

Michael Chambers motioned to amend the agenda to add the item; Dale Miller seconded. Michael Chambers motioned to approve the item; Nan Baker seconded. Item BC2020-225 was approved by unanimous vote.

BC2020-226

Department of Public Works, recommending an award on RQ48318 to DLT in the amount not-to-exceed \$18,930.00 for architecture engineering and construction multi-user software subscription and AutoCAD maintenance for the period 4/6/2020 – 4/5/2021.

Funding Source: 45% Road and Bridge Fund; 45% Sanitary Sewer Fund and 10% General Fund

Thomas Pavich, Department of Public Works, presented. Lenora Lockett asked for clarification that this is a time sensitive/mission critical request and asked what the Infor requisition number is rather than the Buyspeed requisition number Mr. Pavich provided; and reminded Mr. Pavich that Infor is the official system for purchases and this request must be submitted in that system. Michael Chambers asked if the purchase was already authorized. Dale Miller asked how long the renewal period is. Nan Baker asked if this software impacts the Enterprise Resource Planning Project. Dale Miller motioned to amend the agenda to add the item; Dale Miller seconded. Michael Chambers motioned to approve the item; Nan Baker seconded. Item BC2020-226 was approved by unanimous vote.

Michael Chambers commented that the Board of Control meetings will resume its' weekly schedule unless the Board members had any objection. There were no objections.

Item No. 1

Court of Common Pleas/Juvenile Court Division, submitting a revised Grant Agreement and Funding Application with State of Ohio, Department of Youth services for various programs in connection with the SFY2020 RECLAIM Ohio Grant for the period 7/1/2019 – 6/30/2021 for additional funds in the amount of \$206,863.71.

Funding Source: Ohio Department of Youth Services

VII – ADJOURNMENT

Michael Chambers motioned to adjourn; Nichole English seconded. The motion to adjourn was unanimously approved at 12:14 p.m.