

Minutes

Cuyahoga County Board of Control  
Monday, May 8, 2023 - 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:

Katherine A. Gallagher, Chief of Operations & Community Innovation County Executive Administration  
(Alternate for Chris Ronayne, County Executive)  
Michael Chambers, Fiscal Officer, serving as Chairman  
Mellany Seay, Finance and Operations Administrator, Department of Public Works  
Paul Porter, Director, Department of Purchasing  
Trevor McAleer, County Council (Alternate for Pernel Jones, Jr.)  
Councilmember Meredith Turner  
Councilmember Dale Miller

**II. – REVIEW MINUTES – 5/1/2023**

Michael Chambers motioned to approve the minutes from the May 1, 2023 meeting; Meredith Turner seconded. The minutes were approved by unanimous vote, as written.

**III. – PUBLIC COMMENT**

No Public Comment

**IV. – CONTRACTS AND AWARDS**

**A. – Tabled Items**

**B. – New Items for Review**

**BC2023-285**

Department of Public Works,

- a) Submitting an RFP exemption, which will result in an award recommendation to Deere & Company in the amount not-to-exceed \$10,553.01 for a state contract purchase of (1) new, ZTrak Mower for use by the Facilities Division for landscaping at various County buildings.
- b) Recommending an award on Purchase Order No. 23001572 to Deere & Company in the amount not-to-exceed \$10,553.01 for a state contract purchase of (1) new, ZTrak Mower for use by the Facilities Division for landscaping at various County buildings.

Funding Source: Centralized Custodial Services

Thomas Pavich, Department of Public Works, presented. Dale Miller commented that a lot of money for a lawnmower; asked for a description of the lawnmower; and asked whether it is big. Michael Chambers motioned to approve the item; Paul Porter seconded. Item BC2023-285 was approved by unanimous vote.

**BC2023-286**

Department of Public Works,

- a) Submitting an RFP exemption, which will result in an award recommendation to Iron Mountain Information Management, LLC in the amount not-to-exceed \$13,000.00 for costs associated with closing of the account and retrieval of documents stored at Iron Mountain.
- b) Recommending an award and enter into Purchase Order No. 23002075 with Iron Mountain Information Management, LLC in the amount not-to-exceed \$13,000.00 for costs associated with closing of the account and retrieval of documents stored at Iron Mountain.

Funding Source: General Fund

Thomas Pavich, Department of Public Works, presented. Dale Miller asked how much stuff currently have stored at Iron Mountain; asked why we decided no longer to store these items and bring them back; do we think that some of them may have long since expired under retention schedules and that we may just discard some of it; asked whether the \$13,000.00 is for rounding up and sending the documents back to the County. Dale Miller motioned to approve the item; Trevor McAleer seconded. Item BC2023-286 was approved by unanimous vote.

**BC2023-287**

Department of Human Resources,

- a) Submitting an RFP exemption, which will result in an award recommendation to Ernst & Young LLP in the amount not-to-exceed \$388,000.00 to perform an operational and organizational assessment services effective upon signatures of all parties for a period of 1 year.
- b) Recommending an award and enter into Contract No. 3302 with Ernst & Young LLP in the amount not-to-exceed \$388,000.00 to perform an operational and organizational assessment services effective upon signatures of all parties for a period of 1 year.

Funding Source: General Fund

Stephen Witt, Department of Human Resources, presented. Dale Miller commented normally he is not excited about spending more money on consulting services; however, this will be an opportunity for the new Administration to make some operational changes so, in this case it's the right thing to do and the right time to do it. There has been a great deal of change in

the County's workforce due to the impact of COVID-19, secondly and with the ERP up and running might create some opportunities for positive structural changes. Wishing success to the Administration and hope that provided recommendations will save the County a lot of money. Trevor McAleer asked when you think Ernst & Young LLP start working. Dale Miller commented it sounds like the intention is to have this completed early enough that it can impact the budget process that were going into this fall. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2023-287 was approved by unanimous vote.

**BC2023-288**

Sheriff's Department,

- a) Submitting an RFP exemption, which will result in an award recommendation to Vance Outdoors, Inc., dba Vance's Law Enforcement in the amount not-to-exceed \$7,888.00 for a state contract purchase of (50) cases of training ammunition for Protective Service Officers.
- b) Recommending an award and enter into Purchase Order No. 23001958 with Vance Outdoors, Inc., dba Vance's Law Enforcement in the amount not-to-exceed \$7,888.00 for a state contract purchase of (50) cases of training ammunition for Protective Service Officers.

Funding Source: General Fund

Chris Costin, Sheriff's Department, presented. There were no questions. Michael Chambers motioned to approve the item; Trevor McAleer seconded. Item BC2023-288 was approved by unanimous vote.

**BC2023-289**

Sheriff's Department, recommending to terminate Contract No. 3208 with Friends Service Company, Inc. dba Friends Office on RQ11701 in the amount not-to-exceed \$64,296.00 for the purchase and delivery of toilet paper to the County Jail, for the period 3/21/2023 – 3/20/2024, ~~effective upon signatures of all parties for a period of 12-months~~, effective 4/17/2023.

Funding Source: General Fund

Chris Costin, Sheriff's Department, presented. Dale Miller asked how did you lose the lowest bid; what was the difference in price. Michael Chambers motioned to approve the item as amended; Meredith Turner seconded. Item BC2023-289 was approved by unanimous vote as amended.

**BC2023-290**

Sheriff's Department, recommending an award on RQ11701 and enter into Contract No. 3342 with The Hearn Paper Company (19/5) in the amount not-to-exceed \$74,070.00 for the purchase and delivery of toilet paper to the County Jail, effective upon signatures of all parties for a period of 12-months.

Funding Source: General Fund

Chris Costin, Sheriff's Department, presented. There were no questions. Michael Chambers

motioned to approve the item; Mellany Seay seconded. Item BC2023-290 was approved by unanimous vote.

**BC2023-291**

Department of Public Safety and Justice Services, submitting an amendment to Agreement No. 678 (formerly AG1500155) with Chagrin Valley Dispatch Council for sublease of space and equipment in connection with the relocation of the Cuyahoga Emergency Communications System Dispatch Center to Chagrin Valley Dispatch Center, located at 88 Center Street, Bedford, for the period 1/1/2016 – 1/14/2026, to modify the contract terms to remove (5) Motorola 9-1-1-workstations and for a decrease in the amount of (\$70,749.00), effective upon signatures of all parties.

Funding Source: General Fund

Mary Beth Vaughn, Department of Public Safety and Justice Services, presented. Dale Miller asked why the location of the dispatch center was moved. Michael Chambers motioned to approve the item; Trevor McAleer seconded. Item BC2023-291 was approved by unanimous vote.

**BC2023-292**

Department of Public Safety and Justice Services on behalf of Local Emergency Planning Committee recommending an award and enter into Contract No. 3324 with Noble Supply & Logistics, LLC f/k/a Federal Resources (127/1) in the amount not-to-exceed \$17,850.00 to provide instruction for an Emergency Response to Propane Incidents Course effective upon signatures of all parties through 5/19/2023.

Funding Source: State Emergency Response Commission

Mary Beth Vaughn, Department of Public Safety and Justice Services, presented. There were no questions. Michael Chambers motioned to approve the item; Mellany Seay seconded. Item BC2023-292 was approved by unanimous vote.

**BC2023-293**

Department of Public Safety and Justice Services on behalf of Local Emergency Planning Committee recommending an award and enter into Contract No. 3325 with Noble Supply & Logistics, LLC f/k/a Federal Resources (129/1) in the amount not-to-exceed \$9,950.00 to provide instruction for a RAE Technician Course effective upon signatures of all parties through 6/2/2023.

Funding Source: State Emergency Response Commission

Mary Beth Vaughn, Department of Public Safety and Justice Services, presented. There were no questions. Michael Chambers motioned to approve the item; Trevor McAleer seconded. Item BC2023-293 was approved by unanimous vote.

**BC2023-294**

Department of Health and Human Services/Cuyahoga Job and Family Services, submitting an amendment to Contract No. 461 with CBTS Technology Solutions LLC for Voice Over Internet Protocol Call Center Operations in connection with Cuyahoga County SNAP Telework for Performance Project for the period 2/1/2021-5/31/2023, to extend the time period to 5/31/2024 and for additional funds in the amount not to exceed \$144,500.00.

Funding Source: 100% Health and Human Services Levy Fund (anticipated 90% reimbursement of Federal Funds)

Marcos Cortes, Department of Health and Human Services, presented. Dale Miller asked is this system less expensive than a regular phone call. Asked the department to follow up with this information. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2023-294 was approved by unanimous vote.

### **BC2023-295**

Department of Health and Human Services/Division of Children and Family Services,

- a) Submitting an RFP exemption, which will result in an award recommendation to A Loving Heart Youth Services, Inc. in the amount not-to-exceed \$49,675.01 for the period 9/2/2022 – 1/25/2023 for out-of-home care services.
- b) Recommending an award and enter into Purchase Order No. 2300193 A Loving Heart Youth Services, Inc. in the amount not-to-exceed \$49,675.01 for the period 9/2/2022 – 1/25/2023 for out-of-home care services.

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

Marcos Cortes, Department of Health and Human Services, presented. There were no questions. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2023-295 was approved by unanimous vote.

### **BC2023-296**

Department of Health and Human Services/Division of Children and Family Services, submitting an amendment to a Master Contract with various providers for Out-of-Home Placement and Foster Care services for the period 1/1/2022 – 12/31/2023, to expand the scope of services for (5) current providers and to add (2) new providers, effective 1/1/2022; no additional funds required:

- a) To add various services and/or service levels for current providers:
  - 1) Contract No. 2025 with In Focus of Cleveland, Inc.
  - 2) Contract No. 2067 with Ohio Mentor, Inc.
  - 3) Contract No. 2040 with National Youth Advocate Program, Inc.
  - 4) Contract No. 2004 with Specialized Alternatives for Families and Youth of Ohio, Inc.
  - 5) Contract No. 2019 with The Village Network
- b) to add new providers:

- 1) Contract No. 3183 Conway Behavioral Health
- 2) Contract No. 3186 HHC Poplar Springs, LLC

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

Marcos Cortes, Department of Health and Human Services, presented. There were no questions. Michael Chambers motioned to approve the item Meredith Turner seconded. Item BC2023-296 was approved by unanimous vote.

#### **BC2023-297**

Department of Health and Human Services/Division of Children and Family Services, submitting an amendment to Contract No. 2376 with University of South Florida Board of Trustees for creation, implementation and maintenance of the Just In Time Foster Parent/Caregiver Web-Based Training Program for the period 3/23/2020 – 12/31/2023 for additional funds in the amount not-to-exceed \$30,000.00.

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

Marcos Cortes, Department of Health and Human Services, presented. Dale Miller asked why additional funding is needed if you are not extending the time. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2023-297 was approved by unanimous vote.

#### **C. Exemptions**

##### **BC2023-298**

Department of Health and Human Services/Cuyahoga Job and Family Services, recommending an alternative procurement process to a Master Contract, which will result in award recommendations to (2) additional providers, effective upon signatures of all parties for SNAP (Supplemental Nutrition Assistance Program) to Skills Employment and Training services for the period 10/1/2020 – 9/30/2023 and for additional funds in the amount not-to-exceed \$222,034.00.

- a) Contract No. 3200 May Dugan Center in the anticipated amount of \$85,529.00.
- b) Contract No. 3201 Urban League of Greater Cleveland in the anticipated amount of \$136,505.00.

Funding Source: Federal Food Assistance Employment and Training

Marcos Cortes, Department of Health and Human Services, presented. There were no questions. Michael Chambers motioned to approve the item; Meredith Turner seconded. Item BC2023-298 was approved by unanimous vote.

#### **D. – Consent Agenda**

Consent Agenda item BC2023-301 Purchase Order No. 23001944 Parma Armory and Purchase Order No. 23002038 The Orlando Baking Co. & Subsidiaries were held at the request of the Department. There were no questions or comments on the remaining Consent Agenda items. BC2023-299 through BC2023-301. Dale Miller motioned to approve Consent Agenda Item No. BC2023-299 through BC2023-301 as amended; Trevor McAleer seconded. The Consent Agenda Items were approved by unanimous vote as amended.

**BC2023-299**

Department of Information Technology, 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](mailto:Info@Ret3.org). in the amount not-to-exceed \$1.00 for the month of April 2023 in accordance with EA02012-0001.

Funding Source: Revenue Generating

**BC2023-300**

Fiscal Department, presenting proposed travel/membership requests for the week of 5/8/2023:

Dept:	County Executive’s Office							
Event:	NACO							
Source:	National Association of Counties (NACo)							
Location:	Washington, DC							
Staff	Travel Dates	Registration *	Meals **	Lodging **	Ground TRN/ Mileage **	Air ***	Total	Funding Source
Eric Wobser	2/10/2023-2/11/2023	\$0.00	\$0.00	\$180.98	\$0.00	\$509.79	\$690.77	General Fund

\*Paid to host

\*\*Staff reimbursement

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

Purpose:

To attend an invitation-only event that brings together elected county executives and leading national experts to discuss trends and innovations in county government. This year, executives convened in the nation’s capital to network, hear from experts and engage with senior White House officials.

Dept:	Department of Communications							
Event:	NACO							
Source:	National Association of Counties (NACo)							
Location:	Washington, DC							

Staff	Travel Dates	Registration *	Meals **	Lodging **	Ground TRN/ Mileage **	Air ***	Total	Funding Source
David Razum	2/10/2023-2/12/2023	\$0.00	\$0.00	\$605.56	\$0.00	\$509.79	\$1,115.38	General Fund

\*Paid to host

\*\*Staff reimbursement

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

**Purpose:**

To attend an invitation-only event that brings together elected county executives and leading national experts to discuss trends and innovations in county government. This year, executives convened in the nation’s capital to network, hear from experts and engage with senior White House officials.

Department	Organization	Membership Dues	Dates of Membership	Funding Source
County Executive’s Office	National Association of Counties (NACo)	\$25,841.00	1/1/2023 – 12/31/2023	General Fund

**Purpose of Membership:**

The National Association of Counties (NACo) strengthens America’s counties, serving 40,000 county elected officials and 3.6 million county employees. Founded in 1935, NACo unites county officials to advocate county priorities in federal policy making, promote exemplary county policies and practices, Nurture leadership skills and expand knowledge networks, optimize county and taxpayer resources and cost savings, and enrich the public’s understanding of county government.

**BC2023-301**

Department of Purchasing, presenting proposed purchases for the week of 5/8/2023:

**Direct Open Market Purchases**  
**(Purchases between \$5,000 - \$49,999.99 unless requiring assistance from the Department of Purchasing – See Below):**

Purchase Order Number	Description	Department	Vendor Name	Total	Funding Source
23001919	(20) Dozens of various sizes of tennis shoes for the Juvenile Detention Center	Juvenile Court	Bob Barker Company, Inc.	\$6,048.00	General Fund

**Items/Services Received and Invoiced but not Paid:**



Purchase Order Number	Description	Department	Vendor Name	Total	Funding Source
23001944	Skill up training for the Learn and Earn Program*	Cuyahoga Job and Family Services	Parma Armory	\$10,800.00	Health & Human Services Levy Fund
23002038	Skill up training for the Learn and Earn Program*	Cuyahoga Job and Family Services	The Orlando Baking Co. & Subsidiaries	\$37,300.00	Health & Human Services Levy Fund
23001515	Concrete for various county projects**	Department of Public Works	Rockport Ready Mix	Not-to-exceed \$20,000.00	Road and Bridge Fund
23002035	Concrete for various county projects**	Department of Public Works	Carr Bros., Inc.	Not-to-exceed \$49,999.00	Road and Bridge Fund

\*Approval No. BC2022-799 dated 12/19/2022, which approved an alternative procurement process and exemption from aggregation on various purchase orders, which will result in various award recommendations to various providers in the total amount not-to-exceed \$1,000,000.00 to reimburse employers for employee wage and training expenses in connection with the Learn and Earn Program for the period 1/1/2023 – 12/31/2023.

\*\*Approval No. BC2023-261, dated 4/24/2023, which amended BC2022-797, dated 12/19/2022, which approved an alternative procurement process and resulted in various award recommendations to Campbell Concrete & Supply, Carr Bros. and Rockport Ready Mix in the total amount not-to-exceed \$320,000.00 for the purchase of concrete materials on an as-needed basis for repair and maintenance projects throughout Cuyahoga County, effective 12/19/2022, for a period of two (2) years by changing the vendor’s name from Campbell Concrete & Supply to Contractors Choice Ready Mix, effective upon Board of Control approval.

**Open Market Purchases**  
**(Over \$50,000 or requiring assistance from the Department of Purchasing)**

Purchase Order Number	Description	Department	Vendor Name	Total	Funding Source

**V- OTHER BUSINESS**

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

**Item No. 1**

Department of Public Works, submitting an Agreement of Cooperation with the City of South Euclid for the 2023-2024 50/50 resurfacing program for Belvoir Boulevard from Mayfield Road to Bluestone Road in the City of South Euclid.

Funding Source: \$250,000.00 County Road and Bridge Funds and \$864,305.00 City of South Euclid

**Item No. 2**

Department of Public Works, submitting an amendment to an LPA Agreement with Ohio Department of Transportation for the resurfacing of Green Road from Miles Road to Emery Road in the City of Warrensville Heights in connection with the 2021-2024 Transportation Improvement Program to change the terms, effective 5/8/2023.

Funding Source: 56% Federal, 22% Road and Bridge Fund, and 22% City of Warrensville Heights.

**Item No. 3**

Department of Public Works, submitting an amendment to an LPA Agreement with Ohio Department of Transportation for the resurfacing of Harvard Road from East 190th Street to Warrensville Center Road in the City of Warrensville Heights in connection with the 2021-2024 Transportation Improvement Program to change the terms, effective 5/8/2023.

Funding Source: 60% Federal, 20% Road and Bridge Fund, and 20% City of Warrensville Heights

**Item No. 4**

Department of Public Works, submitting an amendment to an LPA Agreement with Ohio Department of Transportation for the resurfacing of Ridge Road from Pearl Road to Flowerdale Avenue in the Cities of Brooklyn, Cleveland and Parma in connection with the 2021 – 2024 Transportation Improvement Program to change the terms, effective 5/8/2023.

Funding Source: 70% Federal, 20% OPWC, 5% Road and Bridge Fund, 2.5% City of Parma, 1.25% City of Cleveland, and 1.25% City of Brooklyn

**VI – PUBLIC COMMENT**

No Public Comment

**VII – ADJOURNMENT**

Michael Chambers motioned to adjourn; Mellany Seay seconded. The motion to adjourn was unanimously approved at 11:28 a.m.