

Minutes

Cuyahoga County Board of Control
Monday, January 27, 2025 - 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, serving as Chairman
Mellany Seay, Finance and Operations Administrator, Department of Public Works
(Alternate for Michael Dever)
Paul Porter, Director, Department of Purchasing
Levine Ross, County Council (Alternate for Meredith Turner)
Councilmember Michael Houser
Councilmember Robert Schleper

II. – REVIEW MINUTES – 1/21/2025

Michael Chambers motioned to approve the minutes from the January 21, 2025, meeting; Mellany Seay 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

BC2025-52

Department of Information Technology,

- a) Submitting an RFP exemption, which will result in an award recommendation to SHI International Corp. in the amount not-to-exceed \$55,868.56 for a joint cooperative purchase of Coreview licenses (5,000) each Enterprise and Audit and (1) Premium support license for the period 3/25/2025 -3/24/2026.
- b) Recommending an award on Purchase Order No. 25000043 SHI International Corp. in the amount not-to-exceed \$55,868.56 for a joint cooperative purchase of Coreview licenses (5,000) each Enterprise and Audit and (1) Premium support license for the period 3/25/2025 -3/24/2026.

Funding Source: General Fund

Dennis Sullivan, Department of Information Technology, presented. There were no questions. Michael Chambers motioned to approve the item; Robert Schleper seconded. Item BC2025-52 was approved by unanimous vote.

BC2025-53

Court of Common Pleas/Juvenile Court Division, submitting an amendment to Agreement No. 3890 with City of Lyndhurst for Community Diversion Program services for the period 1/1/2024 – 12/31/2024 to extend the time period to 12/31/2026, to replace the insurance requirements, effective 1/1/2025 and for additional funds in the amount not-to-exceed \$3,600.00.

Funding Source: Health and Human Services Levy Fund

Jennifer Howard, Court of Common Pleas/Juvenile Court Division, presented. There were no questions. Michael Chambers motioned to approve the item; Levine Ross seconded. Item BC2025-53 was approved by unanimous vote.

BC2025-54

Sheriff's Department, recommending an award on Purchase Order No. 25000173 to Geauga County Sheriff's Department in the amount not-to-exceed \$475,000.00 for outsourcing prisoner board and care services to reduce the daily population in the Cuyahoga County Jail for the period 2/1/2025 – 12/31/2025.

Funding Source: General Fund

Chris Costin, Sheriff's Department, presented. Robert Schleper asked do we have an idea of the average number of individuals in the program at any given time or does it fluctuate. Michael Chambers motioned to approve the item; Paul Porter seconded. Item BC2025-54 was approved by unanimous vote.

BC2025-55

Medical Examiner's Office,

- a) Submitting an RFP exemption, which will result in an award recommendation to Nova Biomedical Corporation in the amount not-to-exceed \$7,649.81 for the purchase of various standard drug chemicals and supplies for analytical and research development applications for the Toxicology Lab.
- b) Recommending an award on Purchase Order No. 25000262 to Nova Biomedical Corporation in the amount not-to-exceed \$7,649.81 for the purchase of various standard drug chemicals and supplies for analytical and research development applications for the Toxicology Lab.

Funding Source: General Fund

Hugh Shannon, Medical Examiner's Office, presented. There were no questions. Michael Chambers motioned to approve the item; Robert Schleper seconded. Item BC2025-55 was approved by unanimous vote.

BC2025-56

Department of Health and Human Services/Division of Children and Family Services and Division of Senior and Adult Services, submitting an amendment to a Master Contract with various providers for thermal and chemical bed bug remediation services for the period 1/1/2022 – 12/31/2024 to extend the time period to 12/31/2025 and for additional funds in the total amount not-to-exceed \$175,000.00:

- a) Contract No. 4081 (fka Contract No. 2163) with Speed Exterminating Company in the amount not-to-exceed \$105,000.00.
- b) Contract No. 5079 (fka Contract No. 2166) with The Terminix International Company Limited Partnership d/b/a Terminix Commercial in the amount not-to-exceed \$70,000.00.

Funding Source: Health and Human Services Levy Fund

Marcos Cortes, Department of Health and Human Services, presented, and Paul Porter supplemented. Robert Schleper asked are these services being done at County Buildings or residences. Levine Ross asked was this originally with Senior and Adult Services and were now adding Division of Children and Family Services. Michael Chambers asked was the cost the same as last year. Michael Chambers motioned to approve the item; Mellany Seay seconded. Item BC2025-56 was approved by unanimous vote.

BC2025-57

Department of Health and Human Services/Community Initiatives Division/Office of Homeless Services,

- a) Submitting an RFP Exemption, which will result in an award recommendation to The Northeast Ohio Coalition for the Homeless in the amount not-to-exceed \$122,211.32 for overflow shelter services for the Norma Herr Women's Shelter and to provide these services at St. Paul's Community Church, 4427 Franklin Boulevard, Cleveland for the period 1/8/2025 - 4/30/2025.
- b) Recommending an award and enter into Contract No. 5111 with The Northeast Ohio Coalition for the Homeless in the amount not-to-exceed \$122,211.32 for overflow shelter services for the Norma Herr Women's Shelter and to provide these services at St. Paul's Community Church, 4427 Franklin Boulevard, Cleveland for the period 1/8/2025 - 4/30/2025.

Funding Source: Health and Human Services Levy Fund

Marcos Cortes, Department of Health and Human Services, presented and Latrelle Hairston, Operator of the Overflow Shelter supplemented. Michael Houser commented he understands the need, but how do we measure the number of women that use these services; asked how we are getting the word out. Levine Ross asked how many at the overflow site right now; asked do they receive the same services at St. Paul's they get at the Norma Herr Women's Shelter. Michael Chambers motioned to approve the item; Levine Ross seconded. Item BC2025-57 was approved by unanimous vote.

C. – Exemptions

BC2025-58

Sheriff’s Department, requesting an alternative procurement process, which will result in award recommendations to various providers in the total amount not-to-exceed \$60,000.00 for various purchases for food service operations in the Jail Kitchen, effective Board of Control Approval through 12/31/2026:

- a) W.W. Grainger, Inc. in the amount not-to-exceed \$15,000.00
- b) Joshen Paper and Packaging in the amount not-to-exceed \$15,000.00
- c) Dean Supply Company in the amount not-to-exceed \$15,000.00
- d) Gordon Food Supply in the amount not-to-exceed \$15,000.00

Funding Source: General Fund

Chris Costin, Sheriff’s Department, presented. There were no questions. Michael Chambers motioned to approve the item; Robert Schleper seconded. Item BC2025-58 was approved by unanimous vote.

BC2025-59

Sheriff’s Department, requesting an alternative procurement process, which will result in award recommendations to various providers in the total amount not-to-exceed \$75,000.00 for various equipment repairs in the Jail facilities, effective Board of Control Approval through 12/31/2026:

- a) Belenky, Inc. in the amount not-to-exceed \$25,000.00.
- b) General Parts, LLC in the amount not-to-exceed \$25,000.00.
- c) Toyota Material Handling Ohio in the amount not-to-exceed \$25,000.00.

Funding Source: General Fund

Chris Costin, Sheriff’s Department, presented. There were no questions. Michael Chambers motioned to approve the item; Paul Porter seconded. Item BC2025-59 was approved by unanimous vote.

D. – Consent Agenda

BC2025-60

Department of Public Works, submitting an amendment to Contract No. 4473 (fka Contract No. 2370) with Kenmore Construction Company, Inc. for replacement of Old Rockside Road Bridge No. 00.42 over the Cuyahoga River in the City of Independence and Village of Valley View for a decrease in the amount of (\$367,854.20); recommending to accept construction as complete and in accordance with plans and specifications; requesting authority for the County Treasurer to release the escrow account, in accordance with Ohio Revised Code Section 153.63.

Funding Source: 34% Federal Funds; 24% from Ohio Public Works Commission and 42% from County Motor Vehicle \$5.00 License Tax Funds

There were no questions or comments on the Consent Agenda items. Michael Chambers motioned to approve Consent Agenda Item No. BC2025-60 through BC2025-63; Mellany Seay seconded. The Consent Agenda Items were approved by unanimous vote.

BC2025-61

Agency of the Inspector General, requesting approval of an exemption from vendor ethics training and registration for Forensic evaluators providing services to Cuyahoga County Courts pursuant to County Code 501.19(F).

Funding Source: N/A

BC2025-62

Fiscal Department, presenting proposed travel/membership requests for the week of 1/27/2025:

Department	Organization	Membership Dues	Dates of Membership	Funding Source
Department of Health and Human Services/Division of Children and Family Services	Public Children Services Association of Ohio	\$55,753.97	1/1/25 – 12/31/25	34% Title IV-E 66% Health & Human Services Levy

Purpose of Membership:

As a statewide association, PCSAO represents its members’ interests at the Ohio Statehouse, monitoring child protection and related bills, advocating for improvements to the law, providing input to the rulemaking process, and lobbying for adequate funding. PCSAO does the same thing at the federal level, promoting our mission of safe children, strong families and supportive communities among Ohio’s Congressional delegation and other stakeholders.

Dept:	Medical Examiner’s Office							
Event:	DMORT V Training 2025							
Source:	Disaster Mortuary Operations Response Team Region V							
Location:	Marquette, MI							
Staff	Travel Dates	Registration *	Meals **	Lodging **	Ground TRN/ Mileage **	Air ***	Total	Funding Source
Justin Wilson	3/6/2025 – 3/9/2025	\$0.00	\$0.00	\$300.00	\$0.00	\$0.00	\$300.00	Coroner Lab Fund

*Paid to host

**Staff reimbursement

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

Purpose:

This drill will be a full disaster portable morgue unit set up provided by MiMORT and planned by DMORT region V. There are many goals and objectives to the training, training like this has never been done before in such harsh conditions. This training is unprecedented, and we will be testing participants and equipment in harsh conditions. DMORT is the Disaster Mortuary Operations Response Team which is operated by the Department of Health and Human Services. Justin Wilson is currently a member of region V as a Medical Investigator.

Dept:	Sheriff's Department							
Event:	Women in Command							
Source:	Calibre Press							
Location:	Des Moines, IA							
Staff	Travel Dates	Registration *	Meals **	Lodging **	Ground TRN/ Mileage **	Air ***	Total	Funding Source
Patricia Miller	4/14/2025 – 4/17/2025	\$359.00	\$200.00	\$342.00	\$0.00	\$400.00	\$1,301.00	Continued Professional Training Fund

*Paid to host

**Staff reimbursement

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

Purpose:

Being a female leader in a male dominated profession has its own distinct sets of challenges and today's climate has created more unique obstacles than ever before.

Both our 2-Day In-Person and 6-Hour Live, Interactive Online programs will focus on assisting women in becoming more effective leaders focused on relationships, organization and community.

Female leaders have unique ideas, insight and solutions. We will examine these qualities and offer tools to assist Current and Future Women in Command in implementing effective skills to inspire and motivate their staff with a focus on maintaining a professional, positive and inspiring climate.

Designed to help leaders maintain a professional, positive and inspiring climate, this program will offer examples of the traits and skill sets of proven, successful leaders and accomplished agencies. During both of these delivery methods, our team of executive level female instructors will engage in lively discussions in an open forum populated by current and future women law enforcement leaders.

Dept:	Department of Health and Human Services/Division of Children and Family Services							
Event:	2025 EERA Conference							
Source:	Eastern Educational Research Association							
Location:	Hilton Head, SC							

Staff	Travel Dates	Registration *	Meals **	Lodging **	Ground TRN/ Mileage **	Air ***	Total	Funding Source
Antoinette McSears-Parker	2/19/2025 – 2/22/2025	\$330.00	\$150.00	\$685.02	\$125.00	\$556.37	\$1,846.39	66% Health and Human Services Levy 34% Title IV-E

*Paid to host

**Staff reimbursement

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

Purpose:

The Division of Children and Family Services is seeking approval for Social Worker 3, Antoinette McSears-Parker, to attend and present at the 48th Annual Eastern Educational Research Association (EERA) Conference, scheduled for February 20-21, 2025, in Hilton Head, South Carolina. This conference provides a valuable platform for professionals to explore the latest research, strategies, and best practices in education and social services. By presenting at the conference, Ms. McSears-Parker will showcase the innovative work being done by the agency while also gaining insights that will support the mission to improve outcomes for children and families in Cuyahoga County. Approval is requested to cover registration, travel, and lodging expenses for this professional development opportunity.

BC2025-63

Department of Purchasing, presenting proposed purchases for the week of 1/27/2025:

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
25000114	Annual order of (100) cases of tampons for inmates	Sheriff’s Department	Amico LLC dba United Business Supply	\$6,614.00	General Fund
25000117	Annual order of (7,680) boxers for inmates in various sizes	Sheriff’s Department	Bob Barker Co. Inc.	\$9,300.40	General Fund
25000121	Annual order of (2,050) Sweatshirts for inmates in various sizes	Sheriff’s Department	Bob Barker Co. Inc.	\$12,031.00	General Fund

Items/Services Received and Invoiced but not Paid:

Purchase Order Number	Description	Department	Vendor Name	Total	Funding Source
25000254	Automotive Repair – Mechanical, body and paint repairs on 2016 Explorer*	Department of Public Works	Premier Auto Body & Collision Center, LLC	\$5,193.78	General Fund
25000269	Factory Authorized Service call and repair of Weinman Split Case Pump**	Department of Public Works	The Great Lakes Towing Company dba Plotz Machine	\$5,243.51	General Fund
25000252	Annual accreditation fee for Forensic Pathology Program***	Medical Examiner’s Office	Accreditation Council for Graduate Medical Education (ACGME)	\$5,253.13	General Fund

*Approval No. BC2023-513, dated 8/14/2023, which approved an alternative procurement process and exemption from aggregation on various purchase orders, which will result in various award recommendations to various vendors in the amount not-to-exceed \$125,000.00 for the purchase of various automotive repairs services in connection with vehicles involved in an accident for the Fleet Division on an as-needed basis for the period 8/14/2023 – 8/15/2025.

**Approval No. BC2025-13, dated 1/6/2025, which amended BC2023-452 dated 7/17/2023, which approved an alternative procurement process and exemption from aggregation on various purchase orders, which will result in various award recommendations to various Factory Authorized Dealers for vehicle and equipment repairs, parts and services for the period 11/29/2022 – 12/31/2024 by changing the total amount not-to-exceed from \$1,475,000.00 to \$1,925,000.00 and extending the time period to 12/31/2025.

***Approval No. BC2021-249 dated 5/24/2021, which approved an updated Administrative List of Procurement Exemptions in accordance with County Code Section 501.12(D), effective 5/24/2021.

VI – PUBLIC COMMENT

There was no public comment.

VII – ADJOURNMENT

Michael Chambers motioned to adjourn; Levine Ross seconded. The motion to adjourn was unanimously approved at 11:17 a.m.