

Minutes

Cuyahoga County Board of Control
January 12, 2014 11:00 A.M.
County Headquarters
2079 East Ninth Street, 4th Floor
Committee Room B

1. Call to Order

The meeting was called to order at 11:06 a.m.

Attending:

County Executive Armond Budish
Councilman Mike Gallagher
Councilman Pernel Jones
Lenora Lockett, Director, Office of Procurement and Diversity
Councilman Dale Miller (alternate for Dave Greenspan)
Mark A. Parks, Jr. Fiscal Officer
Bonnie Teeuwen, Director of Public Works

2. Review Minutes

Armond Budish motioned to approve the minutes from the December 29, 2014 Board of Control Meeting, as written. Michael Gallagher seconded the motion. The minutes were unanimously approved.

3. Public Comment

There was no public comment.

4. Tabled Items

There were no tabled items.

5. New Items for Review

BC2015-01 Department of Public Works, submitting an amendment to Contract No. CE1200111-01 with GPD Group for general architectural engineering services, to change the terms, effective 3/19/2015 and for additional funds in the amount not-to-exceed \$104,518.00. Funding Source: General Fund

Item BC2015-01 was held.

BC2015-02 Department of Public Works, submitting an amendment to Contract No. CE1300358 with R.E. Warner & Associates, Inc. for general architectural/engineering services, to change scope of services and the terms, effective 1/12/2015 and for additional funds in the amount not-to-exceed \$27,200.00. Funding Source: General Fund

Bonnie Teeuwen presented. Armond Budish motioned to approve the item; Pernel Jones seconded. Item BC2015-02 was unanimously approved.

BC2015-03 Department of Public Works, Submitting an amendment to Contract No. CE1300290-01 with Air-Rite Service for HVAC filters for various County buildings for the period 5/1/2013 - 4/30/2015, to extend the time period to 4/16/2016 and for additional funds in the amount of \$67,500.00. Funding Source: Internal Service Fund

Bonnie Teeuwen presented. Armond Budish motioned to approve the item; Dale Miller seconded. Item BC2015-03 was unanimously approved.

BC2015-04 Department of Public Works, recommending an award on RQ31504 and enter into a contract with Mark Haynes Construction Inc. (11-6) in the amount not-to-exceed \$341,213.00 for Storm and Driveway Modifications to the Echo Hills Pump Station, Brecksville. Funding Source: Sewer District Cash Balances (User Fees)

Bonnie Teeuwen presented. Pernel Jones asked if the vendor is a Small Business Enterprise (SBE). Lenora Lockett replied that the firm is not an SBE vendor, however it met the 30% SBE goal and was SBE compliant by submitting 18.6% in SBE participation, and documented good faith effort to meet the remaining percent. Armond Budish motioned to approve the item; Pernel Jones seconded. Item BC2015-04 was unanimously approved.

BC2015-05 Department of Information Technology, submitting an amendment to Contract No. CE1000769-01 with Sprint Solutions, Inc. for wireless communication services for various County departments for the period 9/1/2010 - 4/30/2014 to extend the time period to 6/30/2014 and for additional funds in the amount of \$104,144.47. Funding Source: General Fund

Jeff Mowry, Chief Information Officer, presented. Armond Budish motioned to approve the item; Michael Gallagher seconded. Item BC2015-05 was unanimously approved.

BC2015-06 Department of Information Technology, recommending an award on RQ32507 and enter into a contract with Government Marketing and Procurement, LLC in the amount not-to-exceed \$114,000.00 for Sonian archiving services for County E-mail for the period 7/6/2014 - 7/5/2015. Funding Source: General Fund

Jeff Mowry, Chief Information Officer presented. Pernel Jones asked why the contract has come forward for approval so late after the start date, who provided the services in the past, whether the contract amount is a competitive price, and if there were any other bidders. Jeff Mowry replied that at the outset of the procurement process, incorrect quotes were submitted by a vendor salesman who is no longer employed by the business. The preparation of revised quotes caused a delay. The County has been utilizing the same vendor for email archiving services since before 2000, as the software tools that the vendor provides to retrieve archived GroupWise emails are unique and complex. Armond Budish asked if a cost savings could be achieved by reducing the number of the e-mails stored in the archives. Mr. Mowry estimated a 50 - 70% cost savings.

Armond Budish motioned to approve the item; Bonnie Teeuwen seconded. Item BC2015-06 was unanimously approved.

BC2015-07 Department of Public Safety and Justice Services/Witness/Victim, submitting an amendment to Contract No. CE1200481-01 with Catholic Charities Corporation for Defending Childhood

Treatment services for the period 7/18/2012 - 9/30/2014 to extend the time period to 6/30/2015 and for additional funds in the amount of \$40,000.00. Funding Source: U.S. Department of Justice, Collaborative Agreement for the Defending Childhood Initiative

Felicia Harrison, Department of Public Safety and Justice Services, presented. Armond Budish motioned to approve the item; Michael Gallagher seconded. Item BC2015-07 was unanimously approved.

BC2015-08 Department of Health and Human Services/Community Initiatives Division/ Office of Homeless Services, Recommending an award on RQ32703 and enter into a contract with Emerald Development and Economic Network, Inc. in the amount not-to-exceed \$313,248.00 for administration of the FY2013 Shelter Plus Care Sponsor-based Rental Assistance Program in connection with the HEARTH Act Homeless Assistance Grant Cuyahoga County Continuum of Care Program for the period 12/1/2014 - 11/30/2015.

Funding Source: FY 2013, U.S. Department of Housing & Urban Development, HEARTH Act, Homeless Assistance Grant

Ruth Gillett, Office of Homeless Services presented. Bonnie Teeuwen asked how many applicants are served/rejected and whether the County subsidizes 100% of the rent for housing applicants. Ruth described the process by which clients are prioritized. She further explained that the County's program strives to cover any gap in rent for clients that is not covered by other benefit programs. This enables the County to leverage its dollars across more recipients. Armond Budish motioned to approve the item; Dale Miller seconded. Item BC2015-08 was unanimously approved.

BC2015-09 Department of Health and Human Services/Division of Children and Family Services, Submitting amendments to contracts with various providers for emergency assistance services for the period 9/1/2012 - 12/31/2014 to extend the time period 4/30/2015 and for additional funds:

- a) Contract No. CE1200402-01 with A-Z Furniture Co. Inc. in the amount not-to-exceed of \$37,333.00.
- b) Contract No. CE1200560-02 Burlington Coat Factory Warehouse Corporation in the amount not-to-exceed \$95,667.00.
- c) Contract No. CE1200403-01 Dave's Supermarket in the amount not-to-exceed \$14,000.00.
- d) Contract No. CE1200405-01 West 25th Furnishings and Appliances, Inc. in the amount not-to-exceed \$86,333.00.

Funding Source: 79% Federal IV-B; 21% Health and Human Services Levy

Daphne Kelker, Division of Children and Family Services presented. Armond Budish motioned to approve the item; Dale Miller seconded. Item BC2015-09 was unanimously approved.

BC2014-10 Department of Health and Human Services/Community Initiatives Division/ Office of Early Childhood, Recommending an award on RQ32874 and enter into a contract with The Literacy Cooperative of Greater Cleveland in the amount not-to-exceed \$300,000.00 for the Supporting Partnerships to Assure Ready Kids Program for the period 9/1/2014 - 8/31/2015. Funding Source: United Way

Rebekah Dorman, Director of the Office of Early Childhood presented. Armond Budish motioned to approve the item; Mark Parks seconded. Item BC2015-10 was unanimously approved.

BC2014-11 Department of Health and Human Services/Community Initiatives Division/ Office of Homeless Services, Recommending an award on RQ32738 and enter into a sole source contract with Emerald Development and Economic Network, Inc. in the amount of \$226,715.00 for property management services of the Norma Herr Community Women's Shelter located at 2227 Payne Avenue for the period 1/1/2015 - 12/31/2015. Funding Source: General Fund and Health & Human Services Levy Fund

Ruth Gillett, Office of Homeless Services presented. Armond Budish motioned to approve the item; Dale Miller seconded. Item BC2015-11 was unanimously approved.

BC2014-12 Department of Health and Human Services/Cuyahoga Job and Family Services, Submitting an amendment to Contract No. CE1400045-01 with Catholic Charities Corporation for sanction compliance programming and support services for Ohio Works First Families losing cash assistance for the period 3/1/2014 - 2/28/2015 to extend the time period to 2/29/2016 and for additional funds in the amount not-to-exceed \$462,715.00. Funding Source: Federal TANF Fund

David Merriman, Administrator of Cuyahoga Job and Family Services, and Bob Math presented. Pernel Jones asked questions related to whether the program provides support services to clients declared as self-employed. Bob Math responded that if individuals are self employed and provide verification they are running their own business, that this situation would meet the requirement to maintain benefits.

Armond Budish motioned to approve the item; Pernel Jones seconded. Item BC2015-12 was unanimously approved.

BC2014-13 Department of Health and Human Services/Cuyahoga Job and Family Services, Submitting an amendment to Contract No. CE1400005-01 with The Centers for Families and Children for computer-based employment readiness and job skills training for the period 2/1/2014 - 1/31/2015 to extend the time period to 1/31/2016 and for additional funds in the amount of \$213,000.00. Funding Source: Federal TANF Fund

Bob Math, Cuyahoga Job and Family Services, presented. Armond Budish motioned to approve the item; Dale Miller seconded. Item BC2015-13 was unanimously approved.

BC2014-14 Department of Health and Human Services/Cuyahoga Job and Family Services, submitting an amendment to Contract No. CE1400046-01 with Cleveland Housing Network, Inc. for utility assistance and financial counseling services for TANF eligible residents for the period 4/1/2014 - 3/31/2015 to extend the time period to 3/31/2016 and for additional funds in the amount of \$290,000.00. Funding Source: Federal TANF Fund

David Merriman, Administrator of Cuyahoga Job and Family Services, and Bob Math presented. Pernel Jones asked if Cleveland Housing Network, Inc. (CHN) contract grown over the last year. Bob Math replied that the value of the contract has not grown significantly, as it is based upon a unit of service. However, the number served has grown from approximately 2,000 to over 3,000 applicants. CHN is paid a unit cost for every hour of counseling they provide, and in 3 years the unit cost has increased \$3.00

per session. The County covers the cost of utility payments. Pernel Jones asked how CHN assists applicants holistically, and for the number of service locations. David Merriman offered to schedule a meeting with Council Jones to further discuss his questions. Armond Budish asked that a member of his Executive Staff be invited to the meeting. Dale Miller asked whether the utility companies write off any portion of the amount in arrears, and the approximate amount forgiven. Bob Math replied that the companies do write off a significant amount of money, but could not provide an exact amount. Dale Miller asked that Mr. Math follow up with that information.

Pernel Jones requested that the item be held until he is able to meet with JFS staff. Dale Miller asked if the contract has reached the maximum number of amendment extensions. Bob Math replied the request for proposal was originally for 1 year with a 2 year extension option based on funding availability, agency performance and departmental needs.

Item BC2015-14 was held.

BC2014-15 Department of Health and Human Services/Division of Children and Family Services, Recommending an award on RQ30688 and enter into a contract with Applewood Centers, Inc. (37-3) in the amount not-to-exceed \$250,000.00 for Day Reporting Program services for the period 1/1/2015 - 12/31/2015. Funding Sources: Federal 21% / Health and Human Services Levy 79%.

Item BC2015-15 was held.

6. Other Business

Councilman Miller commented that Council President Dan Brady has initiated preliminary discussions around the possibility of combining the Board of Control and the Contracts and Purchasing Board into a single Board.

7. Public Comment

There was no further public comment.

8. Adjourn

Armond Budish motioned to adjourn; Michael Gallagher seconded the motion. The motion to adjourn was unanimously approved at 11:42 a.m.