

Minutes

Cuyahoga County Board of Control
August 31, 2015 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 11:00 a.m. In the absence of the County Executive, Chris Glassburn Chaired the meeting.

Attending:

Chris Glassburn, Executive Office (Alternate for Armond Budish)
Councilman Dave Greenspan
Dennis Kennedy, Fiscal Officer
Stan Kosilesky, Department of Public Works (Alternate for Michael Dever)
Trevor McAleer, County Council (Alternate for Dan Brady)
Councilman Dale Miller
Rich Opre, Office of Procurement and Diversity (Alternate for Lenora Lockett)

II. REVIEW MINUTES

Dave Greenspan motioned to approve the minutes from the August 31, 2015 meeting as written; Trevor McAleer seconded. The minutes were unanimously approved.

III. PUBLIC COMMENT

There was no public comment.

IV. CONTRACTS AND AWARDS

A. Tabled Items

BC2015-532 Domestic Relations Court Recommending an award on RQ34575 and enter into an agreement with Cuyahoga County Department of Public Safety and Justice Services/Office of Mediation in the amount not-to-exceed \$174,000.00 for mediation services for the period 10/1/2015 - 9/30/2016. Funding Source: Court fees charged to litigants ordered to attend mediation

Jim Viviani, Domestic Relations Court, presented. There were no questions. Chris Glassburn motioned to approve the item; Dale Miller seconded. Item BC2015-532 was unanimously approved.

B. New Items for review

BC2015-554 Department of Public Works Recommending an award on RQ34828 in the amount not-to-exceed \$24,000.00 on RQ34828 to Cromwell Mechanical LLC for parts, labor and materials to reline a roof leader at the Cuyahoga County Court House located at 1 Lakeside Avenue, Cleveland for the period 9/7/2015 - 10/6/2015. Funding Source: 100% Internal Service Fund

Mike Chambers, Department of Public Works, presented. There were no questions. Chris Glassburn motioned to approve the item; Trevor McAleer seconded. Item BC2015-554 was unanimously approved.

BC2015-555 Department of Development Submitting an agreement with the City of Lakewood in the amount not-to-exceed \$203,369.00 for eligible HOME program activities and administration for the period 10/1/2015 - 12/31/2017. Funding Source: Federal HOME Funds

Sara Parks-Jackson, Department of Public Works, presented. There were no questions. Dale Miller motioned to approve the item; Chris Glassburn seconded. Item BC2015-555 was unanimously approved.

BC2015-556 Department of Information Technology Submitting a revenue generating agreement with the Village of Moreland Hills in the amount of \$8,453.00 for professional web services for the period 6/1/2015 - 5/31/2017. Funding Source: Revenue Generating

Jeff Mowry, Chief Information Officer, presented. Trevor McAleer asked the number of cities under contract with the County for web services. Chris Glassburn motioned to approve the item; Dale Miller seconded. Item BC2015-556 was unanimously approved.

BC2015-557 Office of Procurement and Diversity Recommending an award on RQ33140 to Dunbar Armored, Inc. (5-1) in the amount of \$180,046.20 for armed guard and armored truck services for various County departments and agencies for the period 10/1/2015 - 9/30/2018. Funding Source: General Fund

Rich Opre presented. There were no questions. Chris Glassburn motioned to approve the item; Dale Miller seconded. Item BC2015-557 was unanimously approved.

BC2015-558 Fiscal Department Submitting a revenue generating agreement with Mahoning County in the estimated amount of \$300,000.00 for digital archiving services for the period 9/1/2015 - 8/31/2017. Funding Source: Revenue Generating

Kathy Goepfert, Fiscal Office, presented. There were no questions. Chris Glassburn motioned to approve the item; Dale Miller seconded. Item BC2015-558 was unanimously approved.

BC2015-559 Fiscal Department Submitting an amendment to Contract No. CE1500102-01 with Tele-Direct Communications, Inc. for the purchase of additional minutes in connection with the after-hours call center for the period 2/6/2015 - 12/31/2015 for additional funds in the amount not-to-exceed \$18,823.68. Funding Source: General Fund - General Services \$4,705.73 (25%); Treasury Management \$14,117.95 (75%)

Kathy Goepfert, Fiscal Office, presented. Dave Greenspan asked whether the County monitors the vendor for efficiency, given fees are charged by the minute. Trevor McAleer asked for the after-hours call center schedule. Dale Miller asked for the average wait time for callers placed on hold. Chris Glassburn motioned to approve the item; Dale Miller seconded. Item BC2015-559 was unanimously approved.

BC2015-560 Medical Examiner Recommending an award on RQ34918 and enter into a contract with X-Ray Services of Ohio, LLC in the amount not-to-exceed \$18,184.00 for preventative

maintenance and calibration on various X-ray equipment for the period 8/15/2015- 12/31/2016.
Funding Source: Medical Examiner Lab Fund

Hugh Shannon, Medical Examiner's Office, presented. There were no questions. Chris Glassburn motioned to approve; Trevor McAleer seconded. Item BC2015-560 was unanimously approved.

BC2015-561 Medical Examiner Submitting an amendment to Contract No. CE1300580-01 with JusticeTrax Inc. for maintenance on the Laboratory Information Management System - Plus for the period 10/15/2013 -10/14/2015, to change the scope of services, effective 8/31/2015 and for additional funds in the amount not-to-exceed \$24,660.00. Funding Source: DNA Backlog Grant (98%); Medical Examiner Lab Fund (2%)

Hugh Shannon, Medical Examiner's Office, presented. Dave Greenspan asked for the fixed rate cost per DNA test. Chris Glassburn motioned to approve; Dale Miller seconded. Item BC2015-561 was unanimously approved.

BC2015-562 Department of Public Safety and Justice Services Submitting contracts and an agreement with various providers for the FY2014 Title II Juvenile Justice and Delinquency Prevention grant program for the period 1/1/2015 - 6/30/2016: Contracts: a) Bellefaire Jewish Children's Bureau in the amount of \$20,000.00; b) Golden Ciphers in the amount of \$20,000.00; c) Lawn Life in the amount of \$20,000.00; d) Mental Health Services for Homeless Persons, Inc. dba FrontLine Service in the amount of \$20,000.00; Agreement: e) Court of Common Pleas/Juvenile Court Division in the amount of \$20,000.00. Funding Source: Ohio Department of Youth Services FY14 Juvenile Justice and Delinquency Prevention Act (JJDP) grant

Felicia Harrison, Department of Public Safety, presented. Dave Greenspan asked if the service is new to the County, and why the contract has come forward so late. Dale Miller asked if services have continued during the lapse. Chris Glassburn motioned to approve; Trevor McAleer seconded. Item BC2015-562 was unanimously approved.

BC2015-563 Department of Public Safety and Justice Services/Witness/Victim Submitting an amendment to Contract No. CE1200318-01 with Case Western Reserve University for data analysis and research consultation services for the FY2011 Attorney General's Children Exposed to Violence Demonstration Initiative: Phase 2 Grant Program for the period 11/1/2011 - 6/30/2015, to extend the time period to 6/30/2017 and for additional funds in the amount not-to-exceed \$40,000.00. Funding Source: 100% by the U.S. Department of Justice, Collaborative Agreement for the Defending Childhood Initiative

Felicia Harrison, Department of Public Safety, presented. There were no questions. Chris Glassburn motioned to approve; Dale Miller seconded. Item BC2015-563 was unanimously approved.

BC2015-564 Department of Public Safety and Justice Services/Witness/Victim Recommending an award on RQ33838 and enter into an agreement with Department of Health and Human Services/Division of Children and Family Services in the amount not-to-exceed \$93,363.00 for Multi-Systemic Therapy/Central Intake and Assessment services for the Defending Childhood Initiative for the period 7/1/2015 - 6/30/2017. Funding Source: 100% U.S. Department of Justice, Collaborative Agreement for the Defending Childhood Initiative

Felicia Harrison, Department of Public Safety, presented. There were no questions. Chris Glassburn motioned to approve; Dale Miller seconded. Item BC2015-564 was unanimously approved.

BC2015-565 Department of Health and Human Services/Community Initiatives Division/Office of Homeless Services Recommending an award on RQ33841 and enter into a contract with Salvation Army in the amount of \$204,208.00 for supportive services for homeless men in the PASS Transitional Housing program for the period 8/1/2015 - 7/31/2016. Funding Source: 100% U.S. Department of Housing & Urban Development, FY 2014 HEARTH Act, Homeless Assistance Grant

Ruth Gillet, Office of Homeless Services, presented. There were no questions. Chris Glassburn motioned to approve; Dale Miller seconded. Item BC2015-565 was unanimously approved.

BC2015-566 Department of Health and Human Services/Community Initiatives Division/Office of Homeless Services Recommending an award on RQ33845 which will result in a contract with Emerald Development & Economic Network, Inc. in the amount not-to-exceed \$384,768.00 for administration of the Shelter Plus Care Sponsor Based-Rental Assistance program for homeless disabled persons for the period 9/1/2015 - 8/31/2016. Funding Source: 100% by the FY2014 U.S. Department of Housing & Urban Development, Continuum of Care, Homeless Assistance Grant

Ruth Gillet, Office of Homeless Services, presented. There were no questions. Chris Glassburn motioned to approve; Dale Miller seconded. Item BC2015-566 was unanimously approved.

BC2015-567 Department of Health and Human Services/Division of Senior and Adult Services Recommending an award on RQ34421 and enter into a contract with CareStar Learning, LLC in the amount not-to-exceed \$1,800.00 for Online training for Home Health Aides for the period 8/15/2015 - 8/14/2017. Funding Source: 100% Health & Human Services Levy Fund

Daurin Elliott, Division of Senior and Adult Services presented. There were no questions. Chris Glassburn motioned to approve; Dale Miller seconded. Item BC2015-567 was unanimously approved.

C. Exemption Requests

BC2015-568 Department of Public Works Submitting an RFP exemption, which will result in an amendment to Contract No. CE1000877-01 with Poli, Inc. for lease of space for the Westside Regional Probation Office for use by Juvenile Court for the period 9/1/2010 - 8/31/2015 to extend the time period to 8/31/2017 and for additional funds in the amount of \$102,720.00. Funding Source: Special Revenue Fund (Health and Community Service)

Stan Kosilesky presented. Dave Greenspan asked for clarification on the funding source, and commented on the budgeting practice. It was noted that the narrative still reflects General Fund. Trevor McAleer asked the Department to follow up on ADA compliance issues at this property. Chris Glassburn motioned to approve; Dale Miller seconded. Item BC2015-568 was unanimously approved.

BC2015-569 Department of Public Works Recommending an alternate procurement process on RQ34179, which will result in an award recommendation to S.A. Comunale Co., Inc. in the amount of \$672,000.00 for sprinkler modifications at the Juvenile Justice Detention Center for the period 10/13/2015 - 6/24/2016. Funding Source: Capital Improvement Fund (2014 Sale Tax Revenue Bond)

Stan Kosilesky presented. There were no questions. Chris Glassburn motioned to approve; Dale Miller seconded. Item BC2015-569 was unanimously approved.

BC2015-570 Department of Information Technology Submitting an RFP exemption on RQ34058, which will result in an award recommendation to Sonian Inc., in the amount of \$288,000.00 for E-mail archiving services for consumption of legacy data for the period 7/6/2015 - 7/5/2018. Funding Source: General Fund

Jeff Mowry presented. Dale Miller asked questions related to email retention and the long-term need for the services. Dave Greenspan asked if the Data Center can provide this type of service, and whether the proposed contract is in the budget. Chris Glassburn motioned to approve; Dale Miller seconded. Item BC2015-570 was unanimously approved.

BC2015-571 Department of Information Technology Submitting an RFP exemption on RQ34929, which will result in an award recommendation to OneLink Technical Services, LLC in the amount of \$153,050.04 for maintenance on Hyland OnBase software for the period 1/1/2016 - 12/31/2017. Funding Source: General Fund

Jeff Mowry presented. Dale Miller asked whether the County ever completed implementation of the searchable contracts database. Chris Glassburn motioned to approve; Dale Miller seconded. Item BC2015-571 was unanimously approved.

BC2015-572 Department of Information Technology Submitting an RFP exemption on RQ34561, which will result in an award recommendation to Brown Enterprise Solutions in the amount of \$5,173.50 for the purchase of 1- IBM SPSS Statistics Base concurrent user License with software support. Funding Source: General Fund

Jeff Mowry presented. There were no questions. Chris Glassburn motioned to approve; Trevor McAleer seconded. Item BC2015-572 was unanimously approved.

BC2015-573 Department of Information Technology Submitting an RFP exemption on RQ34821, which will result in an award recommendation to Northwoods Consulting Partners, Inc. in the amount of \$20,160.00 for the purchase of 30 OnBase workflow licenses.

Funding Source: **corrections noted** - **50%** Public Assistance Funds; **50% HHS Levy**

Jeff Mowry presented. Chris Glassburn asked why the County does not procure directly from Hyland. Dave Greenspan asked for clarification in the budget source. Beth Supan responded that she would confirm the funding structure. Dale Miller asked if the item will have ongoing costs. Chris Glassburn motioned to approve; Dale Miller seconded. Item BC2015-573 was unanimously approved.

BC2015-574 County Treasurer Submitting an RFP exemption on RQ34905, which will result in an award recommendation to Bloomberg Finance, L.P. in the amount of \$53,760.00 for financial services for the period 6/26/2015 - 6/25/2017. Funding Source: General Operating Fund

Jerry Murphy, Treasurer's Office, presented. Chris Glassburn and Dale Miller asked questions related to the need for the service. Chris Glassburn asked to hold the item, pending submittal of additional information. Item BC2015-574 was held.

BC2015-575 Common Pleas Court/Corrections Planning Board Submitting an RFP exemption, which will result in an amendment to Contract No. CE1400210-01 with Cuyahoga County Community Corrections Association, Inc. for residential halfway house substance abuse treatment services for the period 7/1/2014 - 6/30/2015, to extend the time period to 6/30/2016 and for additional funds in the amount of \$474,885.00. Funding Source: Ohio Department of Rehabilitation and Correction's (ODRC) FY2016 Community Correction Act Grant - \$425,000 (89.5%); ODRC Smart Ohio Pilot funding - \$49,885 (10.5%)

Mellany Seay, Corrections Planning Board, presented. Dave Greenspan asked whether the item was budgeted. Chris Glassburn motioned to approve; Trevor McAleer seconded. Item BC2015-575 was unanimously approved.

BC2015-576 Department of Public Safety and Justice Services Submitting an RFP exemption on RQ34622, which will result in an award recommendation to Meltwater News U.S., Inc. in the amount of \$30,000.00 for database subscription services for the period 9/15/2015 - 9/14/2017. Funding Source: General Fund

Felicia Harrison, Department of Public Safety, presented. Dave Greenspan asked for description of the funding structure of the Fusion Center. Chris Glassburn motioned to approve; Dale Miller seconded. Item BC2015-576 was unanimously approved.

BC2015-577 Department of Health and Human Services/Community Initiatives Division/Office of Early Childhood Submitting an RFP exemption on RQ35008, which will result in an award recommendation to Family Connections of Northeast Ohio in the amount of \$25,000.00 for the Supporting Partnerships to Assure Ready Kids (SPARK) Program for the period 9/1/2015 - 8/31/2016. Funding Source: 100% Fowler Family Foundation

Bob Staib, Office of Early Childhood, presented. Dale Miller asked how the remaining \$5,000 in the project budget would be utilized. Chris Glassburn motioned to approve; Dale Miller seconded. Item BC2015-577 was unanimously approved.

D. Consent Agenda

There were no questions on the Consent Agenda items. Chris Glassburn motioned to approve Items BC2015-578 through 583; Dale Miller seconded. The Consent Agenda items were unanimously approved.

BC2015-578 Department of Public Works Submitting an amendment to Contract No. CE1400052 with Schirmer Construction LLC for rehabilitation of Bellaire Road Bridge No. 24 over Countryman's Creek in the City of Cleveland and Village of Linndale to meet requirements for existing field/unforeseen conditions; no additional funds required. Funding Source: 80% Federal Funds; 20% Cuyahoga County - \$5.00 Vehicle License Tax

Item BC2015-578 was unanimously approved.

BC2015-579 Department of Development Submitting an amendment to Contract No. CE1300370 with Neighborhood Housing Services of Greater Cleveland, Inc. for eligible HOME program activities for the South Euclid Land project for the period 7/1/2013 - 8/31/2015, to extend the time period to 8/31/2016; no additional funds required. Funding Source: U.S. Department of Housing & Urban Development HOME program

Item BC2015-579 was unanimously approved.

BC2015-580 Common Pleas Court/Corrections Planning Board Submitting a grant agreement with Ohio Department of Rehabilitation and Correction in the amount of \$1,541,575 for probation improvement activities for the period 7/1/2015 - 6/30/2017. Funding Source: Ohio Department of Rehabilitation and Correction Subsidy Grant Agreement for Probation Improvement and Incentive Funding

Item BC2015-580 was unanimously approved.

BC2015-581 Common Pleas Court/Corrections Planning Board Submitting a grant agreement with Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County in the amount of \$833,431.00 for staffing for the FY2016 Treatment Alternatives to Street Crime/Treatment Alternatives to Street Crime Drug Court Grant Programs for the period of 7/1/2015 - 6/30/2016. Funding Source: Ohio Mental Health and Addiction Services Funds (88.5%); ADAMHS (11.5%)

Item BC2015-581 was unanimously approved.

BC2015-582 Office of Procurement & Diversity Presenting voucher payments for the week of 8/31/2015

Item BC2015-582 was unanimously approved.

BC2015-583 Department of Development Housing Rehabilitation Loans for the week of 8/31/15

Item BC2015-583 was unanimously approved.

V. Other Business

BC2015- 584 Kathy Goepfert and Lou Gentile presented a time-sensitive, mission-critical item for the Fiscal Office – RQ35219, \$17,596.72, vendor RR Donnelly for printing of the Commercial /Industrial Proposed Value Notices. Dale Miller motioned to amend the agenda to consider the item; Trevor McAleer seconded the motion. The motion was unanimously approved. Dave Greenspan asked if the printing of the notices is a new activity, and whether there is adequate funding in the budget. Chris Glassburn motioned to approve the item; Dale Miller seconded the motion. The item was unanimously approved. Chris Glassburn motioned to restore the agency's time-sensitive/mission-critical budget to \$25,000; Trevor McAleer seconded the motion. The motion was unanimously approved.

BC2015-585 Mike Chambers presented a time-sensitive, mission-critical item for the Department of Public Works – RQ 35192, \$1,950, Atlas Automotive, repair of a clutch on a large machine. Chris

Glassburn motioned to amend the agenda to consider the item; Dale Miller seconded the motion. The motion was unanimously approved. There were no questions. Chris Glassburn motioned to approve the item; Trevor McAleer seconded the motion. The item was unanimously approved. Chris Glassburn motioned to restore the agency's time-sensitive/mission-critical budget to \$25,000; Dale Miller seconded the motion. The motion was unanimously approved.

BC2015-586 Mike Chambers presented a time-sensitive, mission-critical item for the Department of Public Works – RQ 35208; \$1,354; vendor Collins Equipment; repair of the control board at the fueling station at Sanitary. Chris Glassburn motioned to amend the agenda to consider the item; Dale Miller seconded the motion. The motion was unanimously approved. There were no questions. Chris Glassburn motioned to approve the item; Trevor McAleer seconded the motion. The item was unanimously approved. Chris Glassburn motioned to restore the agency's time-sensitive/mission-critical budget to \$25,000; Dale Miller seconded the motion. The motion was unanimously approved.

VI. Public comment

There was no further public comment.

VII. Adjourn

Chris Glassburn motioned to adjourn; Trevor McAleer seconded the motion. The motion to adjourn was unanimously approved at 12:07 PM.