

## Minutes

Cuyahoga County Board of Control

Monday, June 19, 2017 11:00 A.M.

County Headquarters

2079 East Ninth Street, 4<sup>th</sup> Floor

Committee Room B

### I – CALL TO ORDER

The meeting was called to order at 11:02 a.m.

Attending:

Armond Budish, Chairperson

Councilwoman Nan Baker

Councilman Dale Miller

Joseph Nanni, County Council (Alternate for Dan Brady)

Michael Chambers, Department of Public Works (Alternate for Michael Dever)

Dennis Kennedy, Fiscal Officer

Lenora Lockett, Director, Office of Procurement & Diversity

### II – REVIEW MINUTES – 6/12/17

Armond Budish motioned to approve the minutes from the June 12, 2017 meeting, as written; Dale Miller seconded. The minutes were unanimously approved.

### III – PUBLIC COMMENT

There was no public comment related to the agenda.

### IV – CONTRACTS AND AWARDS

#### A – Tabled Items

#### B – New Items for Review

BC2017-451

Department of Information Technology,

a) Submitting an RFP exemption on RQ40084, which will result in an award recommendation to Unify Solutions, Inc. in the amount not-to-exceed \$486,000.00 for SAP support services for the period 7/1/2017 – 6/30/2018.

b) Recommending an award on RQ40084 and enter into a contract with Unify Solutions, Inc. in the amount not-to-exceed \$486,000.00 for SAP support services for the period 7/1/2017 – 6/30/2018.

Funding Source: General Fund

Patrick Wright, Department of Information Technology, presented. Dennis Kennedy asked if the amount not-to-exceed is based on a flat fee or billable hours; and asked for clarification on the amount expended for the prior contract. Dale Miller asked if the ERP System is ready to launch will support services need to continue. Joe Nanni asked if additional funds are left over from the contract once the ERP System is in place will an extension of time be requested. Armond Budish motioned to approve; Dale Miller seconded. Item BC2017-451 was unanimously approved.

BC2017-452

Department of Information Technology, submitting an amendment to Contract No. CE1500238 with Advanced Server Management Group, Inc. for professional security consulting services for the period 8/1/2015 - 7/31/2017 to extend the time period to 7/31/2019 and for additional funds in the amount not-to-exceed \$218,000.00.

Funding Sources: \$38,000.00 - General Fund \$180,000.00 - Capital Project Fund

Patrick Wright, Department of Information Technology, presented. Joe Nanni asked for clarification on the percentage of funding covered under the Capital Project Fund as it relates to a portion of the funding being financed by ERP. Dale Miller asked if the General Fund portion is budgeted. Dennis Kennedy asked if there were any outstanding invoices. Armond Budish motioned to approve; Dale Miller seconded. Item BC2017-452 was unanimously approved.

BC2017-453

Department of Information Technology, submitting an amendment to Contract No. CE1600120 with DWR Consulting for consultant services on FAMIS and Payroll System applications for the period 4/1/2016 – 6/30/2017 to extend the time period to 12/31/2018 and for additional funds in the amount not-to-exceed \$145,860.00 for use by the Fiscal Office.

Funding Source: Capital Project Fund- ERP

Patrick Wright, Department of Information Technology, presented. Dennis Kennedy asked for clarification on the vendor's name; why the contract is being extended; and inquired if staff have been trained internally to assume the tasks. Nan Baker asked if these expenses will be included in the list of expenditures under the Capital Project fund being submitted by the ERP Group. Armond Budish motioned to approve; Nan Baker seconded. Item BC2017-453 was unanimously approved.

BC2017-454

Department of Information Technology, recommending an award on RQ39839 to Logicalis Inc. in the amount of \$40,380.68 for the purchase of NetApp archival storage hardware for use by the Fiscal Office.

Funding Source: Real Estate Assessment Fund

Patrick Wright, Department of Information Technology, presented. There were no questions. Armond Budish motioned to approve; Joe Nanni seconded. Item BC2017-454 was unanimously approved.

BC2017-455

Sheriff's Department, submitting an amendment to Contract No. CE1500073 with Black Creek Integrated Systems Corp. for maintenance and support of multi-component security systems located at the Juvenile Justice Center for the period 1/1/2015 - 12/31/2017 to extend the time period to 12/31/2018, to change the terms, effective 1/1/2018 and for additional funds in the amount not-to-exceed \$127,296.00.

Funding Source: General Fund

David DeGrandis, Sheriff's Department, presented. Nan Baker asked if this an annual renewal for this contract. Armond Budish motioned to approve; Joe Nanni seconded. Item BC2017-455 was unanimously approved.

BC2017- 456

Sheriff's Department, submitting an agreement with the City of Richmond Heights in the amount not-to-exceed \$10,000.00 for the provision of jail housing and related services for prisoners for the period 5/1/2017 – 4/30/2018.

Funding Source: Revenue Generating

Kenneth Mills, Sheriff's Department, presented. There were no questions. Armond Budish motioned to approve; Joe Nanni seconded. Item BC2017-456 was unanimously approved.

BC2017-457

Court of Common Pleas/Corrections Planning Board, recommending an award on RQ38114 and enter into an agreement with Alcohol Drug, Addiction and Mental Health Services Board of Cuyahoga County in the amount not-to-exceed \$206,223.00 for fiscal agent services and administration of the Veterans Treatment Court Project for the period 9/30/2015 – 9/29/2018.

Funding Source: Substance Abuse and Mental Health Services Grant

Kathy Utt, Corrections Planning Board, presented. Dale Miller asked for clarification on the time period of the contract. Armond Budish motioned to approve; Dale Miller seconded. Item BC2017-457 was unanimously approved.

BC2017-458

Court of Common Pleas/Juvenile Court Division, recommending an award on RQ38782 and enter into a contract with Cornell Abraxas Group, Inc. (61/5) in the amount not-to-exceed \$121,500.00 for Trauma Informed Treatment services for Minor Victims of Sex Trafficking for the period 7/1/2017 – 9/30/2017.

Funding Source: Victims of Crime Act

Sarah Baker, Juvenile Court Division, presented. Dale Miller asked why services are only being provided for a 3-month period for Trauma Informed Treatment services and for Safe Space Housing services listed in Item BC2017-459. Armond Budish motioned to approve; Dale Miller seconded. Item BC2017-458 was unanimously approved.

BC2017-459

Court of Common Pleas/Juvenile Court Division, recommending awards on RQ38782 and enter into a Master contract with various providers (61/5) in the total amount not-to-exceed \$62,562.78 for Safe Space Housing services for Minor Victims of Sex Trafficking for the period 7/1/2017 – 9/30/2017:

- a) Lutheran Metropolitan Ministry
- b) The Village Network

Funding Source: Victims of Crime Act

Sarah Baker, Juvenile Court Division, presented. There were no questions. Armond Budish motioned to approve; Nan Baker seconded. Item BC2017-459 was unanimously approved.

BC2017-460

Common Pleas Court/Juvenile Court Division, submitting an amendment to Contract No. CE 1600146 with Child and Family Advocates of Cuyahoga County for the Guardian ad Litem Project for the period 7/1/2016 - 6/30/2017 to extend the time period to 12/31/2017 and for additional funds in the amount not-to-exceed \$55,183.00.

Funding Source: Health and Human Service Levy Funds

Sarah Baker, Juvenile Court Division, presented. There were no questions. Armond Budish motioned to approve; Dale Miller seconded. Item BC2017-460 was unanimously approved.

BC2017-461

Court of Common Pleas/Juvenile Court Division, recommending an award on RQ38930 and enter into an agreement with City of Fairview Park in the amount not-to-exceed \$6,000.00 for the Community Diversion Program for the period 7/1/2017 – 12/31/2017.

Funding Source: General Fund

Sarah Baker, Juvenile Court Division, presented. Nan Baker asked where would Youth go if the Community Diversion Program was not in place; and asked for specific examples of various services being provided. Armond Budish motioned to approve; Nan Baker seconded. Item BC2017-461 was unanimously approved.

BC2017-462

Department of Health and Human Services/Community Initiatives Division/Office of Homeless Services, recommending awards on RQ39841 and enter into contracts with various providers in the total amount not-to-exceed \$488,328.00 for Rapid Re-housing activities for homeless families for the period 6/1/2017 – 5/31/2018:

- a) Domestic Violence & Child Advocacy Center in the amount not-to-exceed \$158,227.00
- b) Family Promise of Greater Cleveland in the amount not-to-exceed \$55,643.00
- c) The Salvation Army in the amount not-to-exceed \$174,731.00
- d) West Side Catholic Center in the amount not-to-exceed \$99,727.00

Funding Source: U.S. Department of Housing & Urban Development through the FY 2016 Continuum of Care, Homeless Assistance Grant

Shari Weir, Office of Homeless Services, presented. There were no questions. Armond Budish motioned to approve; Dale Miller seconded. Item BC2017-462 was unanimously approved.

BC2017-463

Department of Health and Human Services/Community Initiatives Division/Office of Homeless Services, recommending an award on RQ39844 and enter into a contract with Joseph's Home in the amount not-to-exceed \$267,547.00 for medical respite services to homeless men for the period 6/1/2017 – 5/31/2018.

Funding Source: Health and Human Services Levy Fund

Shari Weir, Office of Homeless Services, presented. Joe Nanni requested information reflecting the number of men who received medical respite services under the prior contract. Armond Budish motioned to approve; Dale Miller seconded. Item BC2017-463 was unanimously approved.

BC2017-464

Department of Health and Human Services/Community Initiatives Division/Office of Homeless Services, recommending an award on RQ39842 and enter into a contract with Stella Maris, Inc. in the amount not-to-exceed \$195,000.00 for emergency shelter and alcohol and drug addiction services for single homeless men for the period 7/1/2017 – 6/30/2018.

Funding Source: Health and Human Services Levy Fund

Shari Weir, Office of Homeless Services, presented. There were no questions. Armond Budish motioned to approve; Dale Miller seconded. Item BC2017-464 was unanimously approved.

BC2017-465

Department of Health and Human Services/Cuyahoga Job and Family Services, submitting an amendment to Contract No. CE1500135 with Ipsos Public Affairs for customer satisfaction tracking surveys for Benefits Reapplication and Office of Child Support Customers for the period 7/1/2015 - 6/30/2017 to extend the time period to 6/30/2018 and for additional funds in the amount not-to-exceed \$134,250.00.

Funding Sources: 51% pass through of Federal TANF Funds and 49% Federal Child Support Funds

Bob Math, Cuyahoga Job and Family Services, presented. Dale Miller asked what has been learned from past surveys and how has it enabled the County to improve services. Armond Budish inquired about sharing the survey results with the Health and Human Services Planning Group. Armond Budish motioned to approve; Nan Baker seconded. Item BC2017-465 was unanimously approved.

BC2017-466

Department of Health and Human Services/Cuyahoga Job and Family Services, on behalf of the Division of Children and Family Services, recommending an award on RQ39745 and enter into a contract with Levy Premium Foodservice Limited Partnership in the amount not-to-exceed \$15,000.00 for catering services for the 2017 North Central Ohio Regional Training Center Annual Supervisor Training Conference for the period 6/29/2017 – 6/30/2017.

Funding Source: State

Bob Math, Cuyahoga Job and Family Services, presented. There were no questions. Armond Budish motioned to approve; Nan Baker seconded. Item BC2017-466 was unanimously approved.

## C – Exemptions

BC2017-467

Department of Development, recommending an alternate procurement process, which will result in grant agreements with various municipalities in the total amount not-to-exceed \$450,000.00 for funding assistance for the Cuyahoga County Small Business Administration Small Business Loan Initiative Program for the period 8/1/2017 - 7/31/2019.

Funding Source: Economic Development Fund

Paul Herdeg, Department of Development, presented. Joe Nanni asked about the amount of funding used to pilot the Program; clarification on the funding source and asked for a list of Pilot Projects for the City of Shaker Heights, as it relates to the business and the type of grant being provided. Dale Miller voiced his support for the program and commented on the wise use of resources as staff will not be burdened with reviewing Business applications and monitoring loans and grants. Nan Baker asked for clarification on Municipalities receiving funding assistance as it relates to the Cities of Cleveland and Shaker Heights not being included in the list. Nan asked about the success and failure rates of Businesses participating in the Program; inquired about who is responsible for monitoring funds; and asked if there is a fallback provision in place to help the County recoup funding from Businesses who fail to perform. Armond Budish motioned to approve; Joe Nanni seconded. Item BC2017-467 was unanimously approved.

#### BC2017-468

Department of Health and Human Services/Division of Children and Family Services, submitting an RFP exemption, which will result in an amendment to Master Contract No. CE1300571 for placement and foster care services, by adding the provider Artist's Tender Love & Care for the period 10/1/2016 - 12/31/2017; no additional funds required.

Funding Source: Original Contract - 29% Federal and 71% Health and Human Services Levy

Bob Math, Cuyahoga Job and Family Services, presented. There were no questions. Armond Budish motioned to approve; Dale Miller seconded. Item BC2017-468 was unanimously approved.

#### D – Consent Agenda

Dale Miller asked if the extension of time reflects an adjustment in the expected time line for completion of the move to the new Cuyahoga County Storage Building as it relates to Item BC2017-469. Nan Baker inquired about the Micro-film Scan Pro Fiche as it relates to item BC2017-471 No. AU-17-39949.

Armond Budish motioned to approve the Consent Agenda items; Michael Chambers seconded. Items BC2017-469 through -471 were unanimously approved.

#### BC2017-469

Department of Public Works, submitting an amendment to Contract No. CE1600035 with All America Moving & Storage for moving services in connection with the new Cuyahoga County Storage Building located at 1858-1890 E. 40th Street, Cleveland for the period 2/16/2016 - 2/16/2017 to extend the time period to 6/30/2018; no additional funds required.

Funding Source: Original contract – General Fund

#### BC2017-470

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 - 6/30/2017 to extend the time period to 6/30/2018; no additional funds required.

Funding Source: Original contract - U.S. Department of Justice, Collaborative Agreement for the Defending Childhood Initiative.

BC2017-471

Office of Procurement &amp; Diversity, presenting proposed purchases for the week of 6/19/2017

<i>Direct Open Market Purchases (purchases between \$500 - \$25,000)</i>					
<i>Requisition #</i>	<i>Description</i>	<i>Department</i>	<i>Vendor Name</i>	<i>Total</i>	<i>Funding Source</i>
JA-17-40004	<i>Legal notice: Hazardous Materials Detection Equipment for Lake County HazMat Team</i>	<i>Department of Public Safety and Justice Services</i>	<i>Plain Dealer</i>	<i>Not-to-exceed \$800.00</i>	<i>FY16 State Homeland Security Grant Program</i>
JA-17-40009	<i>Legal notice: P25 compliant 800 MHz digital, portable radios for First Responders</i>	<i>Department of Public Safety and Justice Services</i>	<i>Plain Dealer</i>	<i>Not-to-exceed \$800.00</i>	<i>FY16 Urban Area Security Initiative Grant Program</i>
JA-17-40010	<i>Legal notice: Tactical Personal Protective Equipment for First Responders</i>	<i>Department of Public Safety and Justice Services</i>	<i>Plain Dealer</i>	<i>Not-to-exceed \$800.00</i>	<i>FY16 Urban Area Security Initiative Grant Program</i>
JA-17-40074	<i>Thermal Imaging Cameras</i>	<i>Department of Public Safety and Justice Services</i>	<i>All-American Fire Equipment Inc.</i>	<i>\$5,860.00</i>	<i>FY16 State Homeland Security Grant Program</i>
JA-17-40138	<i>Legal notice: Fixed Automated License Plate Recognition Project</i>	<i>Department of Public Safety and Justice Services</i>	<i>Plain Dealer</i>	<i>Not-to-exceed \$800.00</i>	<i>FY16 Urban Area Security Initiative Grant Program</i>
CE-17-40184	<i>Truck bed cover for 3-211</i>	<i>Department of Public Works</i>	<i>A Better Truck Cap</i>	<i>\$934.00</i>	<i>Road and Bridge Fund</i>
CT-17-40096	<i>Floor wax for marble floors at Old County Courthouse</i>	<i>Department of Public Works</i>	<i>Joshen Paper &amp; Packing</i>	<i>\$900.00</i>	<i>General Fund/Internal Service Fund</i>
CT-17-40098	<i>Acid cleaner for heat exchanger at Old County Courthouse</i>	<i>Department of Public Works</i>	<i>Chardon Laboratories, Inc.</i>	<i>\$500.00</i>	<i>General Fund/Internal Service Fund</i>
CT-17-40137	<i>Furniture for Halle Building/Archive move</i>	<i>Department of Public Works</i>	<i>APG Office Furnishings</i>	<i>\$2,369.40</i>	<i>Capital Projects</i>
CT-17-40161	<i>Printing and finishing services for Print Shop</i>	<i>Department of Public Works</i>	<i>North Coast Litho</i>	<i>\$784.00</i>	<i>General Fund/Internal Service Fund – Print/Copy Services</i>
CT-17-40180	<i>Repair of Sheriff Explorer Vehicle 18-81</i>	<i>Department of Public Works</i>	<i>John Lance Ford</i>	<i>\$2,417.28</i>	<i>Internal Service Fund – Maintenance Garage</i>
CT-17-40182	<i>Repair parts for Juvenile Court Vehicle 904YKR</i>	<i>Department of Public Works</i>	<i>Bob Gillingham Ford</i>	<i>\$505.85</i>	<i>Internal Service Fund – Maintenance Garage</i>

CT-17-40183	Business reply envelopes and return address envelopes – First Class Mail for Print Shop	Department of Public Works	Western States Envelope and Label	\$840.60	General Fund/Internal Service Fund – Print/Copy Services
AU-17-39949	Microfilm ScanPro Fiche and Motorized Roll Film Carrier replacement	Fiscal Office	World Micrographics, Inc.	\$4,749.00	General Fund
JC-17-40017	Acer 19" LCD monitors	Juvenile Court	B&H Foto & Electronics Corp.	\$2,460.00	Special Revenue – Legal Research Fund
LL001-17-40171	Various books for research: 2017 Anderson's Ohio School Law Guide, 2016 LexisNexis Ohio Workers Compensation Law Handbook and full set Ohio Revised Code Annotated	Law Library	LexisNexis, A Division of Reed Elsevier, Inc.	\$934.44	Law Library Resources Board Fund
CR-17-40118	Medicolegal Death Scene Investigation book publication and distribution	Medical Examiner	Audio & Video Labs, Inc.	\$1,542.75	General Fund

Items already purchased:

Requisition #	Description	Department	Vendor Name	Total	Funding Source
CT-17-39026	Repair parts for Sheriff vehicle 98-15	Department of Public Works	Bob Gillingham Ford	\$1,202.56	Internal Service Fund – Maintenance Garage
CT-17-40095	Scaffolding rental equipment for Outside Air Intake Capital Project at Juvenile Justice Center	Department of Public Works	Saffco Scaffolding & Supply Co.	\$607.02	Capital Projects
CT-17-40163	Emergency veterinarian services	Department of Public Works	VCA Great Lakes Veterinary Specialists	\$3,059.46	50% - Dog Kennel Operations Fund 50% - Dick Goddard's Best Friend Fund
FC-17-39862	Family Centered Services and Supports: social activity Gymboree pass	Family and Children First Council	KMO LLC	\$2,040.00	State



FC-17-39995	Family Centered Services and Supports: social recreational summer and swimming pass membership	Family and Children First Council	Rocky River Recreation Center	\$1,002.40	State
FC-17-40079	Family Centered Services and Supports: social recreational activity service program	Family and Children First Council	Learning for Life Youth Program	\$5,970.00	State
FC-17-40080	Family Centered Services and Supports: Summer camp	Family and Children First Council	Joni and Friends Chicago	\$1,310.00	State
FC-17-40081	Family Centered Services and Supports: Summer camp	Family and Children First Council	Believers Achieve Dreams	\$1,430.00	State
FC-17-40174	Family Centered Services and Supports: Safety adaptive equipment: Adaptive chair and I pad	Family and Children First Council	North East Ohio Network	\$1,787.82	State
FC-17-40175	Family Centered Services and Supports: social recreational summer and swimming pass	Family and Children First Council	Rocky River Recreation Center	\$712.00	State
FC-17-40176	Family Centered Services and Supports: social recreational reimbursement for camp	Family and Children First Council	Erica J. Sharkansky	\$2,000.00	State
FC-17-40177	Family Centered Services and Supports: social recreational activity camp	Family and Children First Council	Lakewood City School District	\$1,025.00	State
FC-17-40185	Family Centered Services and Supports: Safety adaptive equipment: wheelchair ramp removal and reinstallation	Family and Children First Council	Ohio Access Products	\$3,250.00	State
CR-17-40108	Continuing education certification for Medicolegal Death Scene Investigation training participants	Medical Examiner	Case Western Reserve University	\$1,000.00	General Fund - (fully paid by training participants)
SH-17-39938	Ohio Peace Officer Training Academy classes for new hires	Sheriff's Office	Cuyahoga Community College	\$24,500.00	General Fund

Open Market Purchases (Over \$25,000 or requiring assistance from The Office of Procurement & Diversity)

<i>Requisition #</i>	<i>Description</i>	<i>Department</i>	<i>Vendor Name</i>	<i>Total</i>	<i>Funding Source</i>
JC-17-40024	Peaches - July	Juvenile Court	Benjamin Foods	\$2,950.40	General Fund
JC-17-40025	Bread - July	Juvenile Court	Schwebel Baking Company	\$2,629.20	General Fund
JC-17-40026	Milk - July	Juvenile Court	Borden Dairy Company of Ohio dba Dairymens Milk Company	\$6,008.76	General Fund
JC-17-40027	Pork and Beans - July	Juvenile Court	Benjamin Foods	\$1,406.61	General Fund
JC-17-40028	Lima beans - July	Juvenile Court	Benjamin Foods	\$2,852.00	General Fund
JC-17-40029	Dairy - July	Juvenile Court	Benjamin Foods	\$251.60	General Fund
JC-17-40030	Lunch meat - July	Juvenile Court	Benjamin Foods	\$215.60	General Fund
JC-17-40031	Meat - July	Juvenile Court	Benjamin Foods	\$4,932.00	General Fund
JC-17-40032	Bananas - July	Juvenile Court	The Sanson Company	\$4,293.25	General Fund

V – OTHER BUSINESS

BC2017-472

Department of Information Technology, recommending an award on RQ40039 to En Pointe Technologies in the amount of \$42,050.74 for the purchase of (8) SQL Server Standard Licenses and (2) SQL Server Enterprise Licenses.

Funding Source: General Fund

Armond Budish motioned to amend the agenda to consider the item; Dale Miller seconded. Dale Miller asked if the item was budgeted. Dennis Kennedy asked if the contract is in compliance. Nan Baker asked if the purchase is ERP related. Armond Budish motioned to approve; Dale Miller seconded. Item BC2017-471 was unanimously approved.

BC2017-473

Department of Information Technology, recommending an award on RQ39964 to Carahsoft Technology Corp. in the amount of \$36,733.55 for the purchase of (1) Symantec 5230 Netbackup Storage Shelf upgrade.

Funding Source: Health and Human Services Levy

Armond Budish motioned to amend the agenda to consider the item; Dale Miller seconded. Dennis Kennedy asked about the start date of essential maintenance associated with the purchase of the Storage Shelf upgrade. Armond Budish motioned to approve; Dale Miller seconded. Item BC2017-472 was unanimously approved.

#### VI – PUBLIC COMMENT

There was no public comment related to the agenda.

#### VII – ADJOURNMENT

Armond Budish motioned to adjourn; Michael Chambers seconded. The motion to adjourn was unanimously approved at 12:03 p.m.