

Minutes

Cuyahoga County Board of Control

Monday, July 24, 2017 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.

Attending:

Edward Kraus, Chairperson (Alternate for Armond Budish)

Councilman Dale Miller

Councilwoman Nan Baker

Trevor McAleer County Council (Alternate for Dan Brady)

Dennis Kennedy, Fiscal Officer

II – REVIEW MINUTES – 7/17/17

Edward Kraus motioned to approve the minutes from the July 17, 2017 meeting, as written; Michael Dever 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

BC2017-539

Department of Public Works, submitting an agreement with City of Berea in the amount not-to-exceed \$150,000.00 for sanitary & storm sewer maintenance services for the period 6/1/2017 – 12/31/2017.

Funding Source: Revenue generating

Nichole English, Department of Public Works, presented. Dale Miller asked how many communities are receiving sanitary and storm sewer maintenance services. Trevor McAleer inquired about the number of times Lorain County utilized the services. Nan Baker asked if a municipality does not utilize the service are they still required to make payments under the agreement, or is there a retainer/on call fee associated with these services. Nan also asked if a municipality can receive services if they are not under contract with the County and would they have to pay a higher rate. Edward Krause motioned to approve; Trevor McAleer seconded. Item BC2017-539 was unanimously approved.

BC2017-540

Department of Public Works, recommending an award on RQ40134 to APG Office Furnishings in the amount not-to-exceed \$26,499.09 for the purchase of Herman Miller office furnishings in connection with the Halle Warehouse Archive Storage Project.

Funding Source: Capital Projects

Matt Rymer, Department of Public Works, presented. Nan Baker asked for clarification regarding the total number of packages associated with the Halle Warehouse Archive Storage Project. Trevor McAleer asked what was the total cost of the 5 furniture packages; and asked how the amount compares to the original Capital Project budgeted amount. Edward Krause motioned to approve; Trevor McAleer seconded. Item BC2017-540 was unanimously approved.

BC2017-541

Department of Public Works,

a) Recommending to amend Board Approval No. BC2016-317 dated May 16, 2016, which authorized an amendment (Subsidiary No. 1) to Contract No. CE1500080 with Perk Company, Inc. for rehabilitation and resurfacing of various bridge decks in various municipalities for additional funds in the amount not-to-exceed \$28,993.15, by removing the recommendation to accept the project as complete and in accordance with plans and specifications.

b) Submitting an amendment (Subsidiary No. 2) to Contract No. CE1500080 with Perk Company, Inc. for rehabilitation and resurfacing of various bridge decks in various municipalities for additional funds in the amount not-to-exceed \$10,073.88; recommending to accept the project as complete and in accordance with plans and specifications.

Funding Source: \$7.50 Fund

Nichole English, Department of Public Works, presented. There were no questions. Edward Krause motioned to approve; Dale Miller seconded. Item BC2017-541 was unanimously approved.

BC2017-542

Department of Public Works, recommending a payment in the amount of \$25,000.00 to Greater Cleveland Partnership for support of the Greater Cleveland Civic Connection Program for the period 1/1/2017 – 12/31/2017.

Funding Sources: Road and Bridge Fund - 50% and Sanitary Sewer District Fund - 50%

Nichole English, Department of Public Works, presented. Dale Miller asked if the Greater Regional Transit Authority; Northeast Ohio Sewer District; City of Cleveland and the Port Authority partnered with the County on this program; and asked if each partner paid their assessments. Trevor McAleer asked if each entity pays an equal amount of \$25,000.00 as it relates to the breakdown of the budget. Nan Baker asked how long has the County partnered with Greater Cleveland Partnership and asked if this is a successful program for this type of investment. Dennis Kennedy asked if this is an annual payment. Edward Krause motioned to approve; Trevor McAleer seconded. Item BC2017-542 was unanimously approved.

BC2017-543

Department of Development, requesting approval of a loan in the amount of \$450,000.00 to Detroit Shoreway Community Organization for provision of affordable housing for the Aspen Place Apartments, LP project located at 6016 Lorain Avenue, Cleveland.

Funding Source: Federal Home Investment Partnership Fund

Sara Jackson, Department of Development, presented. Dale Miller voiced his support of public transit oriented development efforts. Edward Krause motioned to approve; Nan Baker seconded. Item BC2017-543 was unanimously approved.

BC2017-544

Fiscal Office,

a) Recommending to amend Board Approval No. BC2017-512, dated July 3, 2017, which authorized an RFP exemption on RQ40190, which will result in a payment to Costar Realty Information, Inc. for Property and Comp Professional subscriptions, by changing the amount not-to-exceed from \$2,000.00 to \$1,038.00 and by changing the time period from 8/8/2016 – 6/30/2018 to 8/8/2016 – ~~6/30/2017~~ **7/30/2017**.

b) Recommending a payment to Costar Realty Information, Inc. in the amount of \$1,038.00 for Property and Comp Professional subscriptions for the period 8/8/2016 – ~~6/30/2017~~ **7/30/2017**.

Funding Source: Real Estate Assessment Fund

Lisa Rocco, Fiscal Office, presented. Trevor McAleer asked for clarification on why the end date and amount is being changed back to 6/30/2017, as he suggested at a prior meeting that an additional year and funding be added due to the County's continued use of the subscription service after the contract had expired. After further discussion the Department stated the contract does not expire until 7/30/2017. Trevor asked if an award will be submitted to the Board for consideration after July 30th for the next calendar year. Nan Baker asked for clarification on the not-to-exceed amount and the addition of 2 subscriptions. Edward Krause motioned to approve; Trevor McAleer seconded. Item BC2017-544 was unanimously approved.

This item was amended to reflect the time period as 8/8/2016 – ~~6/30/2017~~ **7/30/2017**.

BC2017-545

Medical Examiner's Office, submitting an amendment to Contract No. CE1600039 with Advantra Group, Inc. for biomedical waste removal services for various County Departments for the period 1/1/2016 - 12/31/2018, to expand the scope of services, effective 7/10/2017 and for additional funds in the amount not-to-exceed \$13,000.00.

Funding Sources:

Public Works – 54% (\$7,000.00) - Internal Service for Space Maintenance

Court of Common Pleas/Adult Probation - Probation Supervision fees 46% (6,000.00)

Toni Wlosowicz, Medical Examiner's Office presented. There were no questions. Edward Krause motioned to approve; Nan Baker seconded. Item BC2017-545 was unanimously approved.

BC2017-546

Court of Common Pleas/Juvenile Court Division, recommending an award on RQ39368 and enter into a contract with Jawan Collins in the amount not-to-exceed \$20,000.00 for barber services for youth at the detention center for the period 8/1/2017 – 7/31/2019.

Funding Source: General Fund

Sarah Baker, Juvenile Court Division, presented. There were no questions. Edward Kraus motioned to approve; Trevor McAleer seconded. Item BC2017-546 was unanimously approved.

BC2017-547

Department of Public Safety and Justice Services, submitting agreements with Cuyahoga Fire Chiefs Association in the total amount not-to-exceed \$37,704.03 for reimbursement of eligible expenses in connection with the FY2015 State Homeland Security Grant Program for various time periods:

- a) In the amount not exceed \$10,118.99 for the period 10/1/2015 – 6/1/2017.
- b) In the amount not exceed \$13,680.00 for the period 10/1/2016 – 6/1/2017.
- c) In the amount not exceed \$13,905.04 for the period 6/1/2016 – 6/1/2017.

Funding Source: FY2015 State Homeland Security Grant Program

Mary Beth Vaughn, Department of Public Safety and Justice Services, presented. There were no questions. Edward Kraus motioned to approve; Dale Miller seconded. Item BC2017-547 was unanimously approved.

BC2017-548

Department of Health and Human Services/Cuyahoga Job and Family Services, submitting an amendment to Contract No. CE1600141 with County Commissioners Association of Ohio Service Corporation/Ohio Child Support Enforcement Agency Director's Association Inc. for CLEAR subscription services for the period 2/1/2016 – 5/31/2017 to extend the time period to 5/31/2019 and for additional funds in the amount not-to-exceed \$4,054.40.

Funding Source: Public Assistance Fund

Bob Math, Cuyahoga Job and Family Services, presented. There were no questions. Edward Kraus motioned to approve; Dale Miller seconded. Item BC2017-548 was unanimously approved.

C – Exemptions

BC2017-549

Department of Public Safety and Justice Services, Cuyahoga Emergency Communications System, submitting an RFP exemption on RQ40068, which will result in an award recommendation to Association of Public-Safety Communications Officials International, Inc. in the amount not-to-exceed ~~\$5,846.02~~ **\$4,838.96** for Train the Trainer Law Enforcement Communications/Fire Service Communications certification courses for the period 7/24/2017 – 12/31/2017.

Funding Source: General Fund

This item was amended to reflect a reduced amount not-to-exceed \$4,838.96.

Mary Beth Vaughn, Department of Public Safety and Justice Services, presented. Nan Baker asked if the training course is interactive or just a video presentation; and asked if participants will be tested before receiving their certifications. Edward Kraus motioned to approve; Nan Baker seconded. Item BC2017-549 was unanimously approved.

BC2017-550

Department of Information Technology, submitting an RFP exemption on RQ40439, which will result in an award recommendation to Microsoft Corporation in the amount not-to-exceed \$375,037.00 for Microsoft Premiere support services for the period 7/1/2017 – 6/30/2019.

Funding Source: General Fund

Dennis Sullivan, Department of Information Technology, presented. There were no questions. Edward Kraus motioned to approve; Nan Baker seconded. Item BC2017-550 was unanimously approved.

D – Consent Agenda

There were no questions on the consent agenda items. Ed Kraus motioned to approve items BC2017-551 through -554, Dale Miller seconded, the consent agenda items were unanimously approved.

BC2017-551

Department of Health and Human Services/Division of Children and Family Services, submitting amendments to Contract No. CE1300571 with various providers for placement and foster care services for various time periods; no additional funds required:

- a) for the period 5/1/2017 – 12/31/2017, by assigning the interest from Alliance Human Services, Inc. to Ohio Mentor, Inc., effective 4/1/2017.
- b) for the period 10/1/2016 – 12/31/2017, by adding the provider Artis's Tender Love & Care, Inc.

Funding Source: Original contract –29% Federal and 71% Health and Human Services Levy

BC2017-552

Office of Procurement & Diversity, recommending to amend Board Approval No. BC2017-499 dated 6/26/2017, which presented proposed purchases for the week of 6/26/2017 and made awards to various vendors on various food items for July – September for the Sheriff's Department:

- 1) On Requisition No. SH-17-39885 for potatoes/oats:
 - a) by changing the amount to JNS Foods, LLC, from \$7,002.00 to \$3,942.00.
 - b) by changing the amount to Benjamin Foods from \$3,480.00 to \$6,594.00.
- 2) On Requisition No. SH-17-39936 for soup:
 - a) by rescinding the award to Best Choice Food Group in the amount of \$4,687.84.
 - b) by changing the amount to Benjamin Foods from \$3,718.80 to \$12,534.30.

Funding Source: General Fund

BC2017-553

Office of Procurement & Diversity, presenting proposed purchases for the week of 7/24/2017

<i>Direct Open Market Purchases (purchases between \$500 - \$25,000)</i>					
<i>IS-17-40323</i>	<i>Digital camera and related equipment for Clerk of Courts' Office serving as a Passport Acceptance Facility</i>	<i>Department of Information Technology</i>	<i>B&H Foto & Electronics Corp.</i>	<i>\$949.32</i>	<i>General Fund</i>
<i>CT-17-40424</i>	<i>Finishing services for Print Shop</i>	<i>Department of Public Works</i>	<i>Direct Digital Graphics</i>	<i>\$981.00</i>	<i>General Fund/Internal Service Fund – Print/Copy Services</i>
<i>CF-17-40197</i>	<i>Content player for information monitors to administer agency messages</i>	<i>Division of Children and Family Services</i>	<i>Four Winds Interactive, LLC</i>	<i>\$1,783.00</i>	<i>67% - Health and Human Services Levy Funds 33% - Title IV-E</i>
<i>SA-17-39883</i>	<i>Refreshments and related services for Senior Movie Day</i>	<i>Division of Senior and Adult Services</i>	<i>Playhouse Square Foundation</i>	<i>\$2,500.00</i>	<i>Health and Human Services Levy Fund</i>
<i>CR-17-40352</i>	<i>Gas chromatograph/mass spectrometer supplies for Drug Chemistry</i>	<i>Medical Examiner</i>	<i>Agilent Technologies, Inc.</i>	<i>\$1,891.83</i>	<i>Medical Examiner's Office Crime Lab Fund</i>
<i>CR-17-40352</i>	<i>Gas chromatograph/mass spectrometer supplies for Drug Chemistry</i>	<i>Medical Examiner</i>	<i>Fisher Scientific Company, LLC</i>	<i>\$2,420.44</i>	<i>Medical Examiner's Office Crime Lab Fund</i>
<i>CR-17-40352</i>	<i>Gas chromatograph/mass spectrometer supplies for Drug Chemistry</i>	<i>Medical Examiner</i>	<i>Restek</i>	<i>\$4,947.90</i>	<i>Medical Examiner's Office Crime Lab Fund</i>
<i>CR-17-40372</i>	<i>Powerplex Fusion and DNA IQ Maxwell Casework Kits for DNA</i>	<i>Medical Examiner</i>	<i>Promega Corporation</i>	<i>\$24,133.60</i>	<i>DNA Backlog Grant</i>
<i>CR-17-40373</i>	<i>Quant Duo Kits and well plates for DNA</i>	<i>Medical Examiner</i>	<i>Life Technologies</i>	<i>\$24,594.70</i>	<i>\$24,468.20 – DNA Backlog Grant \$126.50 – General Fund</i>
<i>CR-17-40383</i>	<i>Reagent Alcohol and Xylene for Histology</i>	<i>Medical Examiner</i>	<i>Ultra Pure, LLLC</i>	<i>\$1,428.00</i>	<i>Medical Examiner's</i>

					Office Lab Fund
CR-17-40384	Columns for Toxicology	Medical Examiner	Phenomenex, Inc.	\$1,137.85	Medical Examiner's Office Crime Lab Fund
CR-17-40386	Pre-centered filaments for Trace Evidence	Medical Examiner	Hitachi High Technologies America, Inc.	\$870.83	Medical Examiner's Office Crime Lab Fund
CR-17-40388	Elisa kits for Toxicology	Medical Examiner	Alere San Diego Inc.	\$9,431.00	Medical Examiner's Office Crime Lab Fund
CR-17-40389	Pipette tips for DNA	Medical Examiner	Government Scientific Source	\$1,310.40	Medical Examiner's Office Crime Lab Fund
CR-17-40390	Rifle Dummies/Metal Jackets for Firearms	Medical Examiner	Brownells Inc.	\$1,130.84	Medical Examiner's Office Crime Lab Fund
CR-17-40436	Gas chromatograph/mass spectrometer column and liners for Toxicology	Medical Examiner	Restek	\$684.80	Medical Examiner's Office Crime Lab Fund

Items already purchased:

Requisition #	Description	Department	Vendor Name	Total	Funding Source
FC-17-40245	Family Centered Services and Supports: Employment Program	Family & Children First Council	Learning for Life Youth Program	\$2,879.00	State
FC-17-40254	Family Centered Services and Supports: Swimming pass and respite services	Family & Children First Council	North East Ohio Network	\$1,899.99	State
FC-17-40283	Family Centered Services and Supports: Safety adaptive equipment and respite services	Family & Children First Council	North East Ohio Network	\$1,433.48	State
FC-17-40422	Family Centered Services and	Family & Children First Council	The Mandel Jewish	\$1,421.76	State

	<i>Supports: Family membership</i>		<i>Community Center of Cleveland</i>		
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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>
<i>None</i>					

BC2017-554

Department of Development – Rehabilitation Home Loan

<i>Borrower</i>	<i>Loan Amount</i>	<i>Purpose: Home Repairs</i>	<i>Real Property Tax Status</i>	<i>Source of Funds</i>
<i>Potts, Marjorie</i>	<i>\$14,100.00</i>	<i>Roof/Electrical</i>	<i>Current</i>	<i>Federal CDBG Program</i>
<i>Yeager, Barbara</i>	<i>\$14,480.00</i>	<i>Roof, gutter and Chimney</i>	<i>Current</i>	<i>Federal CDBG Program</i>
<i>Total Loan</i>	<i>\$28,580.00</i>			

V – OTHER BUSINESS

BC2017-555

a) Department of Human Resources, submitting an RFP exemption on RQ40315, which will result in an award recommendation to University of Akron in the amount-not-to-exceed \$49,560.00 for 3 graduate student interns for the period 7/2/2017 – 5/13/2018.

b) Department of Human Resources, recommending an award on RQ40315 and enter into an agreement with University of Akron in the amount-not-to-exceed \$49,560.00 for 3 graduate student interns for the period 7/2/2017 – 5/13/2018.

Funding Source: 33% General Fund and 67% Comprehensive Case Management and Employment Program/TANF Funds

Patrick Smock, Department of Human Resources, presented. Trevor McAleer asked if the University of Akron receives an administrative fee or does the full amount go directly to the interns. Nan Baker asked if the amount not-to-exceed is equally divided among the interns. Dale Miller asked if the interns are enrolled in the Comprehensive Case Management and Employment Program (CCMEP), as a portion of the funding is covered by CCMEP. Trevor McAleer asked for clarification on how Health and Human Services Levy and TANIF funding budgets are charged as it relates to the projects the interns are working on. Dale Miller asked for additional information regarding the percentage breakdown of the funding sources being

used. Edward Kraus motioned to amend the agenda to consider the item; Mike Dever seconded. Edward Kraus motioned to approve; Dale Miller seconded. Item BC2017-555 was unanimously approved.

BC2017-556

Department of Information Technology, recommending an award on RQ40358 to Zones, Inc. in the amount of \$7,679.50 for the purchase of (10) licenses for Adobe Creative Cloud software.

Funding Source: General Fund

Trevor McAleer inquired about the reason for late submission of the item. Edward Kraus asked if the Communications Department requested the item be expedited. Nan Baker asked if the Adobe Creative Cloud software service had been terminated. Dale Miller asked for clarification on whether the request is a time sensitive mission critical item or an additional item that needs to be processed expeditiously. Edward Kraus motioned to amend the agenda to consider the item; Mike Dever seconded. Edward Kraus motioned to approve; Mike Dever seconded. Item BC2017-556 was unanimously approved.

VI – PUBLIC COMMENT

There was no public comment related to the agenda.

VII – ADJOURNMENT

Edward Kraus motioned to adjourn; Dale Miller seconded. The motion to adjourn was unanimously approved at 11:41 a.m.